





**Brighton & Hove  
City Council**

# Economic Development & Culture Committee

Title:	<b>Economic Development &amp; Culture Committee</b>
Date:	<b>12 January 2017</b>
Time:	<b>4.00pm</b>
Venue	<b>Council Chamber, Hove Town Hall, Norton Road, Hove, BN3 3BQ</b>
Members:	<b>Councillors:</b> Robins (Chair), Peltzer Dunn (Opposition Spokesperson), Druitt (Group Spokesperson), Cattell (Deputy Chair), Greenbaum, Morris, Allen, Nemeth, O'Quinn and C Theobald
Contact:	<b>Ross Keatley</b> Democratic Services Manager 01273 29-1064 ross.keatley@brighton-hove.gov.uk

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# Democratic Services: Economic Development & Culture Committee

<b>Legal Advisor</b>	<b>Councillor Robins</b> Chair	<b>ED Economy, Environment &amp; Culture</b>	<b>Democratic Services Officer</b>
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**Councillor  
Cattell**  
Deputy Chair

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**Councillor  
Morris**

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**Councillor  
O'Quinn**

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**Councillor  
Allen**

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**Councillor  
Peltzer  
Dunn**

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**Councillor  
Nemeth**  
Opposition  
Spokesperson

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**Councillor  
C. Theobald**

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**Councillor  
Druitt**  
Group  
Spokesperson

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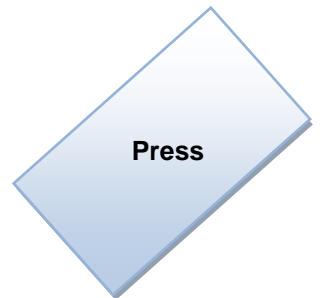
**Councillor  
Greenbaum**

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<b>Public/Councillor Speaker</b>	<b>Presenting Officer</b>
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**Public Seating**



**Public Seating**



## AGENDA

### PART ONE

Page

#### 41 PROCEDURAL BUSINESS

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

**(b) Declarations of Interest:**

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

In each case, you need to declare

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

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

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

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

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

#### 42 MINUTES

1 - 20

To consider the minutes of the meeting held on 17 November 2016 (copy attached).

Contact Officer: Ross Keatley

Tel: 01273 291064

## ECONOMIC DEVELOPMENT & CULTURE COMMITTEE

### 43 CHAIR'S COMMUNICATIONS

### 44 CALL OVER

- (a) Items 47 – 49 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.

### 45 PUBLIC INVOLVEMENT

21 - 24

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

- (a) **Petitions:** to receive any petitions presented to the full council or at the meeting itself;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 5 January 2017;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 5 January 2017.

- i) **Deputation Concerning Library Books – Spokesperson Christopher Hawtree** – Referred from Council on 15 December 2016 (copy attached).

Contact Officer: Ross Keatley

Tel: 01273 291064

### 46 MEMBER INVOLVEMENT

25 - 26

To consider the following matters raised by councillors:

- (a) **Petitions:** to receive any petitions submitted to the full Council or at the meeting itself;
- (b) **Written Questions:** to consider any written questions;
  - i) **Planning Enforcement** – Councillor Nemeth
  - ii) **Swimming** – Councillor Nemeth
  - iii) **i360** – Councillor Nemeth
  - iv) **King Alfred** – Councillor Nemeth
  - v) **Tourism** – Councillor Peltzer Dunn
  - vi) **Christmas Shopping** – Councillor Taylor
- (c) **Letters:** to consider any letters;
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Council or submitted directly to the Committee.

Contact Officer: Ross Keatley

Tel: 01273 291064

## ECONOMIC DEVELOPMENT & CULTURE COMMITTEE

- 47 FEES & CHARGES 2017/18 – LIBRARY SERVICE 27 - 54**
- Report of the Executive Director for Neighbourhoods, Communities & Housing (copy attached).
- Contact Officer: Kate Rouse Tel: 1273 292826  
Ward Affected: All Wards
- 48 FEES & CHARGES 2017/18 - ECONOMY, ENVIRONMENT & CULTURE DIRECTORATE 55 - 88**
- Report of the Executive Director for Economy, Environment & Culture (copy attached)
- Contact Officer: Ian Shurrock, Kerry Taylor Tel: 01273 292084  
, Tel: 01273 292707  
Ward Affected: All Wards
- 49 TOAD’S HOLE VALLEY SUPPLEMENTARY PLANNING DOCUMENT – DRAFT SPD CONSULTATION 89 - 176**
- Report of the Executive Director for Economy, Environment & Culture (copy attached).
- Contact Officer: Paula Goncalves Tel: 01273 292352  
Ward Affected: Hangleton & Knoll; Hove Park; Withdean
- 50 MAJOR PROJECTS UPDATE 177 - 190**
- (copy attached)
- 51 ITEMS REFERRED FOR COUNCIL**
- To consider items to be submitted to the 26 January 2016 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*
- PART TWO**
- 52 PART TWO MINUTES - EXEMPT CATEGORY 3 191 - 192**
- To consider the minutes of the meeting held on 17 November 2016 (circulated to Members only).
- Contact Officer: Ross Keatley Tel: 01273 291064

### 53 PART TWO PROCEEDINGS

To consider whether the items listed in Part Two of the agenda (Item 52) and decisions thereon should remain exempt from disclosure to the press and public.

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 and deputations to committees and details of how questions and deputations can be raised can be found on the website and/or on agendas for the meetings.

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Electronic agendas can also be accessed through our meetings app available through [www.moderngov.co.uk](http://www.moderngov.co.uk)

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For further details and general enquiries about this meeting contact Ross Keatley, (01273 29-1064, email [ross.keatley@brighton-hove.gov.uk](mailto:ross.keatley@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

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Date of Publication - Wednesday, 4 January 2017

**BRIGHTON & HOVE CITY COUNCIL**

**ECONOMIC DEVELOPMENT & CULTURE COMMITTEE**

**4.00pm 17 NOVEMBER 2016**

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

**MINUTES**

**Present:** Councillor Cattell (Chair), Councillor Nemeth (Opposition Spokesperson), Druitt (Group Spokesperson), Allen, Greenbaum, Morris, O'Quinn, Peltzer Dunn and C Theobald

**PART ONE**

**25 PROCEDURAL BUSINESS**

**(a) Declarations of Substitutes**

25.1 Councillor Yates was present in substitution for Councillor Robins.

**(b) Declarations of Interest**

25.2 There were no declarations of interests in matters listed on the agenda.

**(c) Exclusion of Press and Public**

25.3 The Committee considered whether the press and public should be excluded from the meeting during the consideration of any of the items listed on the agenda.

25.4 **RESOLVED:** That the press and public be excluded from the meeting during consideration of the items contained in Part Two of the agenda.

**26 MINUTES**

26.1 **RESOLVED –** That the Chair be authorised to sign the minutes of the meeting held on 22 September 2016 as a correct record.

**27 CHAIR'S COMMUNICATIONS**

27.1 The Chair (Cllr. Cattell) agreed to circulate the following communications as part of the minutes on behalf of the Chair (Cllr. Robins) in his absence:

**VisitBrighton Convention Bureau update**

## Converted Bookings:

Of the 116 conference enquiries handled by VisitBrighton, a total of 46 bookings have already been confirmed. Bookings converted in 2016 in Q1 & Q2 will bring £37m of economic benefit on their arrival into the City in subsequent years.

Key conferences that the VB Conference Sales team have converted in 2016 include:

Conference	Arrival	No. of delegates
PCS Annual Conference	May 2017	1000
Association of Applied Sciences International Conference	January 2018	200
GMB Annual Conference	June 2018 & 2019	3000
Lib Dem Annual Conference	September 2018	8000

## Confirmed Events:

Conferences which took place between April – Sept 2016 delivered commission worth £78,875.00 to VisitBrighton.

## Sales Activity:

The VB Conference Sales team has carried out and planned a range of sales events both in the UK and overseas for 2016. These include:

- UK Meetings Show 2016
- Ambassador Networking Events (x2)
- Brighton Unconventional City-Wide Familiarisation Trip 2016
- Brighton Business Expo

## Site Visits:

The VB Conference Sales team has hosted 23 individual site visits to the city for potential conference organisers.

**VisitBrighton Marketing update**

VisitBrighton hosted 23 journalists from the UK & Overseas with titles including BBC Good Food; National Geographic; Olive Magazine; Daily Express; The Independent and Air New Zealand.

AVE (advertising value equivalent) for the period was a whopping £4,252,920 and included coverage in The Telegraph, Olive Magazine, a double paged spread in Woman's Own and 4 page feature in Germany's Couch magazine.

## Press Visits

VisitBrighton Marketing has hosted 46 travel media representatives in the city in this period. This comprises of 11 UK journalists and 35 international journalists including representatives from Germany, Austria, USA and Japan.



### Press Releases & Media Briefings

5 UK media briefings and 3 Germany media briefings have been issued. These have covered topics including Major City events, the British Airways i360 launch and seasonal round ups.

4 individual press releases have been issued including subjects covering Summer Dog Friendly Brighton and School Holidays in Brighton.

### Royal Pavilion & Museums

#### Repatriation of Australian Aboriginal Ancestral Remains

On behalf of BHCC, Janita Bagshawe (Head of Royal Pavilion & Museums) and I attended a Handover Ceremony at Australia House in London to mark a transfer of stewardship of Australian Aboriginal ancestral remains that were formerly in the collections of the Royal Pavilion & Museums to representatives from the Advisory Committee for Indigenous Repatriation and the Ngarrindjeri Community from South Australia.

#### SHOWCASE conference

I attended the South East Museum Development Programme's 'Showcase' Conference at Brooklands Museum in Surrey. The conference showcased work, projects and learning from the programme of improvement in the region's museums that is supported by the South East Museum Development programme. The South East Museum Development programme is funded by Arts Council England and is managed by a consortium of partner organisations including the Royal Pavilion & Museums (the lead partner), the Hampshire Cultural Trust, the Oxfordshire County Museums Service, and Chatham Historic Dockyard Trust.

#### Sussex Sports Awards

The annual Sussex Sports Awards take place on Friday 25<sup>th</sup> November and once again the city is well represented with nominations across the range of awards. These include David Bowden (Brighton & Hove Cricket Development Group) for the "Outstanding Contribution to Sport" award, Withdean Youth FC for "Club of the Year" and Brighton Table Tennis Club for the "Community Impact Award". All of these and other nominees reflect the huge contribution that volunteers make to providing sporting opportunities in the city.

#### Update on Permanent Ice Rink

The soft market testing for a permanent ice rink in the city closed on the 14<sup>th</sup> November and has received a low response although advertised nationally. Initial enquiries have principally been received from sport centre operators or equipment suppliers who have then not expressed further interest. However, three property development companies who have expressed an interest in the exercise have been invited to meet with the council. The intention of the meetings would be to see if there is a feasible project to try and provide an ice rink in the city.

#### Official opening of the BAi360

We had a great turn out on the seafront and some superb coverage for the city in the national press after the BAI360 hosted a visit from His Royal Highness the Duke of Edinburgh for their official opening at the end of October. The visit was incredibly well received locally and nationally, with some positive stories and excellent coverage in papers such as the Telegraph, The Independent, Times Online, and Daily Mail as well as local news coverage on BBC south east and ITV.

27.1 The Committee also extended its best wishes to the Chair (Cllr. Robins) as he was currently recovering.

## **28 CALL OVER**

28.1 The following items were reserved for discussion:

Item 31 - Royal Pavilion & Museums - Fees & Charges

Item 33 - Residential Letting Boards

Item 35 - Outdoor Events – Madeira Drive Road Closures 2017

Item 36 - Outdoor Events in Parks and Open Spaces 2017

28.2 The Democratic Services Manager confirmed that the following items had not been called and would therefore be agreed as per the recommendations set out in the report:

Item 32 - Revised Draft Shoreham Harbour Joint Area Action Plan

Item 34 - Brighton Digital Catapult Centre Project

## **29 PUBLIC INVOLVEMENT**

### **a) Petitions**

29.1 The Chair noted that the petition in relation to 'HMOs in Elm Grove Area' had been withdrawn.

29.2 The Chair noted there was one petition referred from Council on 20 October 2016 in relation to 'Family Homes Not HMOs'. It was noted that the report contained additional recommendations for the Committee to consider; however, the Chair formally proposed an amendment to give consideration to the additional recommendations by means of an Officer report to a future meeting of the Committee.

29.3 Councillor Yates formally seconded the amendment and explained that the Officer report would allow the Committee to give full consideration the options; the recommendations from Council were not being amended; instead it was proposed that they form the basis of the Officer report.

29.3 Councillor C. Theobald noted that she had spoken on the matter at Council, and she welcomed the proposal for a full Officer report on the matter.

29.4 The Chair moved to the vote.

29.5 **RESOLVED:** That the Committee requests an Officer report be brought to a future meeting specifically to consider the matters raised at full Council, namely that:

- 1) The City Plan Part One be reviewed to increase the area of restriction from 50 metres to 150 metres where applications for conversion to HMOs will be rejected if more than 5% of current dwellings are already HMOs;
- 2) Consideration be given to the extension of the current Article 4 Direction area and options to further extend the licensing of private rented housing; and
- 3) Consideration be given as to whether to better align the Planning and Licensing functions in relation to HMOs and learn from other university towns as to more effective management of student HMOs and to request a report on this matter to its next meeting.

**b) Public Questions**

29.6 The Chair noted that there were five public questions listed on the agenda.

**Planning Policy and the Scheme of Delegation**

29.7 Lynne Moss asked, 'In relation to planning policy and the scheme of delegation, is it the responsibility of the Economic Development & Culture Committee or the Planning Committee or jointly to determine whether an existing Local Development Plan policy may be negated and explain the reason for the decision?'

29.8 The Chair replied. 'Planning Committee as this would be part of the process of determining planning applications.'

29.9 By way of a supplementary question Lynne Moss asked, 'Has either the EDC or planning committee delegated the authority to decide whether a policy may be negated to any B&HCC officer? If so, when and where was this recorded and in relation to pre application discussions with applicants, are officers authorised to agree with applicants to amendments to documentation requirements where those documentation requirements are presented in a Local Development Plan policy?'

29.10 The Chair agreed to provide a written response after the meeting, which would be circulated in the minutes, as set out below:

'The purpose of planning policies is that they are material planning considerations in the determination of planning applications. As part of that determination process weight will be attributed to relevant policies. Weight will depend on a variety of factors, for example a local policy may be given limited weight because it no longer accords with national policy whereas an up to date policy that accords with national policy may be given significant weight. As is common practice elsewhere, planning applications made to this authority will be determined either by the Council's Planning Committee or by officers acting under delegated powers. The Council's Constitution (Part 6.3 Part B Section IV – Delegations to Executive Director Economy, Environment and Culture – paragraph 15. and Schedule 4) sets out the circumstances whereby applications may be determined by an officer.

Pre –application discussions present an opportunity for developers to seek officers’ advice on development proposals. It is made clear to developers seeking such discussions that any advice given will not bind the authority should an application be submitted. It is almost inevitable that advice given at pre- application discussions will include officer advice on policy. Such advice may inform amendments to proposed schemes and the matter of weight will apply, as mentioned above.’

### **Planning Policy and Air Pollution in Rottingdean High Street**

- 29.11 Nigel Smith asked, ‘Have the Economic Development & Culture Committee in terms of policy and the Planning Committee in terms of application of policy determined what level of increase in air pollution is acceptable for Rottingdean High Street relating to additional traffic generated by B&HCC planning applications and any cross border developments which might impact? Any such levels of increase need to be assessed on both an individual application, a cumulative impact and a time phased (impact over a 12 month period. This is only going to be effective where post “application approval” changes are monitored. If not, can the related committees provide a timeframe within which such guidance will be available?’
- 29.12 The Chair replied. ‘No. Each planning application will be considered on its merits. You can be assured that Environmental Health officers are consulted on planning applications and use industry guidance on determining impacts of development on air quality when assessing development proposals.’
- 29.13 By way of a supplementary question Nigel Smith asked, ‘What does EDC and more broadly B&HCC understand cumulative impact to mean, and what considerations do they believe should be taken into account and to what degree with regard to a major planning application, and do you believe this places any legally enforceable restrictions on B&HCC when advising on and determining planning applications?’
- 29.14 The Chair agreed to provide a written response after the meeting, which would be circulated in the minutes, as set out below:

‘The Council is not aware of any legal definition of “cumulative impact” , nor is it defined in the National Planning Policy Framework where it is cited in a number of policies. In the context of development falling under the Town and Country Planning (Environmental Impact Assessment) Regulations 2011 and the selection criteria for screening one of the criteria is “the cumulation with other development” and it is noted that there is European Guidance on this as meaning “impacts that result from incremental changes caused by other past, present or reasonably foreseeable actions together with the project”. So in these contexts, ie EIA development and development falling to be considered under certain NPPF policies, cumulative impacts are clearly relevant and will be considered in the determination of such planning applications accordingly.’

### **Planning Policy and Pre-Application Advice**

- 29.15 Sean Flanagan asked, ‘If an officer in planning pre application discussions agreed an approach (in writing or otherwise) to an application with an applicant which is contrary to a policy as expressed in the Local Development Plan – in this case City Plan 1, is this agreement binding on the council in the persona of the relevant Sub-Committee?’

29.16 The Chair replied. 'No.'

29.17 By way of a supplementary question Sean Flanagan asked, 'Is there any review function (of possibly inappropriate actions by an officer) available to the council, its members and/or the public or has this been delegated in its entirety to the Chief Executive?'

29.18 The Chair agreed to provide a written response after the meeting, which would be circulated in the minutes, as set out below:

'The appropriate review would depend on the nature of the alleged inappropriate action so could encompass, for example, action by the Council's Human Resources Department, pursuance by a member of the public of a Corporate Complaints (which could lead to investigation by the Local Government Ombudsman) or even challenge by way of judicial review.'

### **Digitisation of the Newspapers, County Archivist**

29.19 The Chair noted that Tim Carder had not attended to ask his question.

29.20 The Chair noted there were no further items listed under 'Public Involvement'.

## **30 MEMBER INVOLVEMENT**

30.1 The Chair noted there were seven written questions listed on the agenda.

### **Planning Application Deadlines**

30.2 Councillor Nemeth asked: "Will the Chair provide comparative figures for the past two years (broken down by month) on (a) the length of time that it has taken to validate planning applications following arrival of application form (whether form is considered 'valid' or otherwise); (b) the number of applications where an applicant has been asked to grant a time extension; and (c) how (a) and (b) compare with national averages?"

30.3 The Chair provided the following table, and noted that whilst the question had asked for national averages, this type of benchmarking was not undertaken, and as such, not available.

## Receipt to Validation

## Extension of Time Agreements

Month	Average No. of Days from Received to Valid (includes non-working days)	No. Apps Received	Month	No. Applications Determined	No. Determined applications with Agreed Extension of Time	% of Determined Applications with Agreed Extension of Time
Oct-14	12.56	313	Oct-14	251	1	0.4
Nov-14	9.97	292	Nov-14	216	1	0.5
Dec-14	8.28	301	Dec-14	251	4	1.6
Jan-15	10.38	260	Jan-15	290	3	1.03
Feb-15	7.86	286	Feb-15	217	3	1.4
Mar-15	10.36	337	Mar-15	258	3	1.2
Apr-15	15.02	340	Apr-15	279	4	1.4
May-15	13.44	316	May-15	251	2	0.8
Jun-15	15.21	381	Jun-15	316	3	1.8
Jul-15	10.91	368	Jul-15	325	6	1.8
Aug-15	10.96	319	Aug-15	302	2	0.7
Sep-15	14.6	287	Sep-15	322	1	0.3
Oct-15	11.6	332	Oct-15	379	1	0.3
Nov-15	10.63	307	Nov-15	317	11	3.5
Dec-15	8.28	289	Dec-15	198	22	11.1
Jan-16	17.2	278	Jan-16	375	116	30.9
Feb-16	14.17	356	Feb-16	324	61	18.8
Mar-16	12.97	335	Mar-16	289	55	19.0
Apr-16	10.88	347	Apr-16	418	148	35.4
May-16	9.63	363	May-16	300	118	39.3
Jun-16	11.8	388	Jun-16	297	98	33.0
Jul-16	10.67	369	Jul-16	273	97	35.5
Aug-16	11.02	338	Aug-16	361	113	31.3
Sep-16	15.53	292	Sep-16	388	180	46.4
Oct-16	10.6	349	Oct-16	184	64	34.8

\* please note these figures do not take into account the number of applications which were made invalid

- 30.4 By way of supplementary Councillor Nemeth asked for an explanation of the increase from 2.75% to 85% of instances where the applicant had been asked to grant a time extension.
- 30.5 The Chair deferred to Officers, and it was explained that from December 2015 the service had much better use of the facility to seek agreements to extensions of time; this had been a significant factor in improving performance.

### Plastic Windows

- 30.6 Councillor Nemeth asked: "Will the Chair will make a statement on the proliferation of plastic windows on the sides and rears of historic buildings in our Conservation Areas?"

- 30.7 The Chair provided the following written response: “Most conservation areas in the city are covered by Article 4 Directions which restrict permitted development rights to alter windows – but this is largely restricted to front elevations only. The reason for this is that removing permitted development rights has to be justified and that harmful alterations to the front elevation have a greater impact on the character of a conservation area. As a consequence installation of plastic windows on the side and rear of houses in conservation areas does not need planning permission. New windows on front elevations are expected to use matching materials.

There are some Article 4 Directions in Hove which *do* control changes to the side and rear elevations - as they are more visible from the street – so planning guidance can be applied. However, the guidance allows uPVC windows on side and rear elevations - as long as the windows match the originals in style, opening method, proportions and external details.”

- 30.8 By way of a supplementary Councillor Nemeth stated his view that there was an increased number of plastic on the sides of buildings, and asked for a further explanation on the reasons for this trend and any enforcement problems that were being encountered.
- 30.9 The Chair agreed that Officers would contact Councillor Nemeth after the meeting to respond to his queries.

### **i360**

- 30.10 Councillor C. Theobald asked: “Will the Chair detail what public realm improvements are planned for the Regency Square area from allocated funds from the i360?”
- 30.11 The Chair provided the following written response: “As part of its s106 obligations the BAI360 will be providing a 1% Ticket Revenue Contribution to be paid to the council for environmental improvement works in a defined West Pier Area including Regency Square. The first payment will be due September 2018.

To assist the council and the Regency Square Area in developing appropriate long term improvements for Regency Square which can make the best use of a proportion of the BAI360 ticket revenue, the council’s Communities Team has convened a Regency Square Community Stakeholder Group, which includes representatives from the Regency Square Area Society, the West Pier Trust and the BAI360. The purpose of this group is to work with the council and with community, commercial and residential stakeholders to develop a future masterplan for the square. The masterplan will guide investment both in terms of the BAI360 ticket revenue that might be required, but also will look at the opportunities to lever in further investment for improvements. The Stakeholder Group is currently developing a landscape architects brief which will be circulated for comment in early 2017. This work is also based upon a public consultation undertaken by the Regency Square Area Society in early 2016.”

- 30.12 By way of supplementary Councillor C. Theobald asked if the Council take the final decision on how the money would be spent, and how much public consultation there would be.

30.13 The Chair deferred to Officers, and it was explained that the stakeholder group included the local community; the group would also be encourage to consult as widely as possible. The first payment was due in September 2018; however, this would not stop the Council working to agree how the funds could be spent; work would be also be undertaken with the Regency Square community group to see what could be done in advance of September 2018.

### **Small Business Saturday**

30.14 Councillor Peltzer Dunn asked: "Will the Chair detail what discussions he has held prior to the submission of this question regarding Small Business Saturday that is due to take place on 3rd December?"

30.15 The Chair provided the following written response: "This is the 3<sup>rd</sup> year that the Economic Development team have led on the delivery of Small Business Saturday for Brighton & Hove City Council.

In **SBS 2015** the focus was two pronged.

- To work with local business support stakeholders and provide business support workshops for business. These workshops took place on the SBS bus, which arrived in Brighton, two weeks prior to SBS. The take up for these workshops was limited despite the buy in from independent support services to work with local businesses. SBS falls on the third Saturday prior to Christmas. It is not the ideal time to provide support for retail businesses as it is the busiest time of year for them however in 2015 we worked with Brighton & Hove buses and Goodmoney to promote the use of Goodmoney Vouchers as a way of keeping money in the local economy.
- To encourage shoppers, residents and visitors, to support local independent traders on Small Business Saturday.

### **SBS 2016** focus:

In response to feedback from the business community it has been decided that the focus this year will be support the wider business community as well as retailers.

Feedback from local business support stakeholders has also been that it would be beneficial if the impact of Small Business Saturday could be spread over a longer time period. It is therefore proposed that a yearlong monthly newspaper column is established to showcase business support activities across the city. The *Small Business Saturday* initiative will be used to launch this initiative.

The feedback from the 2015 Small Business Saturday activities and the ongoing business support enquiries the Economic Development team and other city stakeholders receive indicate, that Brighton & Hove small businesses would benefit from the promotion of all the business support programmes, tools, spaces, platforms, that exist in the city.

Raising awareness through a column would have a long term benefit to small businesses and build intelligence within the business sector of the different types of business support that is available to them.



This approach to Small Business Saturday will have the following benefits: -

- It responds to the feedback received from retailers that the first week in December is not the most effective time to try to increase footfall as it is already a busy period for retail
- It provides information to local businesses about business support services
- It provides a profile for the local business support providers and assist them in reaching their target market

It demonstrates the ongoing commitment of the council to supporting local businesses”

30.16 By way of supplementary Councillor Peltzer Dunn asked how the Chair alter the response to the 2016 event as compared to the 2014 and 2015 events in terms of how successful it had been.

30.17 The Chair agreed that Officers would contact Councillor Peltzer Dunn after the meeting to respond to his queries.

### **Protection of Pubs**

30.18 Councillor Peltzer Dunn asked: “Given the strong negative feelings of both the public and Councillors over the recent closure of the Dyke Road Tavern, what changes in planning policy and procedure does the Chair feel will mitigate the chance of a similar incident taking place, and what is his own position on what should happen next with regard to this specific incident?”

30.19 The Chair provided the following written response: “I am advised by officers that the Dyke Tavern changed use from pub to shop under a new permitted development right introduced by the Government in 2015. This allows pubs to change use to shops without needing planning permission if they are not listed or nominated as an Asset of Community Value.

The conditions of this permitted development right require a developer to send a written request to the local planning authority on whether the building has been nominated as an asset of community value (ACV). The Local Planning Authority must then notify them of a nomination - if none are received within 56 days of the request the change of use can be made. In the case of the Dyke Road Tavern this requirement was met and the use of the pub changed to a shop.

I am advised that, in response to concerns about this new permitted development right, officers will be updating the city council’s website to make residents more aware of the new permitted development right and to provide more information for community groups on how to nominate a local pub as an Assets of Community Value.”

30.20 By way of supplementary Councillor Peltzer Dunn asked if there could be more publicity in relation to the closure of pubs to assist residents and other community groups that might wish to take on such venues.

30.21 The Chair deferred to Officers, and it was explained that as no planning application had been made; were the Council to publicise this, then they would be acting beyond its powers and subject to legal challenge.

### **Planning Involvement**

30.22 Councillor Nemeth asked: "Will the Chair detail what changes he wishes to see that will increase the role of both Councillors and members of the public in the planning process?"

30.23 The Chair provided the following written response: "The planning process is already underpinned by public involvement and engagement in the planning process and associated legislation at a national level.

At a local level this Council is heavily involved in engaging business, community and voluntary groups in the planning process and I will ensure that this remains. Organisations such as the Conservation Advisory Group play a very special role in engaging the community in planning decisions and in improving the quality of decision-making.

Plainly the last twelve months have focused on recovering development management performance. The situation is now stable and performing well. With these changes and the recent introduction of the Uniform system the Service will be embarking on a service redesign process in January 2017. Key ambitions for that redesign will include:

- An enhanced series of updates for members during the processing of applications in their wards
- An improved engagement with applicants and agents during the determination of planning applications
- A modernisation of the website to enable members of the public to have improved access to planning application information"

30.24 By way of supplementary Councillor Nemeth made remarks in relation to: the accessibility of Planning Officers; the role of CAG; advertisement of applications, and the weekly list of applications, and asked this represented steps to diminish the role of Members and Officers in the planning process.

30.25 The Chair deferred to Officers, and it was explained that the Council had a statement of community involvement that had been agreed by Members; it was also noted that Members were being updated regularly on the progress of the Planning Department, and it was envisaged that FAQs would be drafted to assist the public.

### **Parking**

30.26 Councillor C. Theobald asked: "What representations did the Chair make to Administration colleagues on the subject of Christmas parking in Brighton & Hove in support of our local businesses?"

- 30.27 The Chair provided the following written response: “The Labour Group discussed the Notice of Motion at our meeting prior to Council. All those present agreed not to support it.”
- 30.28 By way of supplementary Councillor C. Theobald asked if it was the role of the Chair of the Committee to champion small businesses in the city.
- 30.29 The Chair replied that the discussion had related specifically to the Notice of Motion for Full Council.

### **Estate Agent’s Boards**

- 30.30 Councillor Nemeth asked: “Will the Chair detail how many minutes that it takes to send out an enforcement letter following receipt of a report of an illegal estate agent’s board; how many complaints were received in the past year; and how much the fine is for a single board?”
- 30.31 The Chair provided the following written response: “Enforcement action against unauthorised estate agent’s boards is undertaken by prosecution in the magistrate’s court, rather than by the service of an enforcement notice. Whilst an acknowledgement email is sent out immediately to a complainant when reported via the Council’s website, it is not possible to quantify the time required to bring a prosecution to court as this depends on a number of factors including the time taken for officers to investigate and identify the breach of the Advertisement Regulations, as well as the court’s timescales.

Over the past year to the end of October 2016, 5 new enforcement complaints were received about estate agent’s boards.

Following a successful prosecution, the maximum fine for the display of an unauthorised advertisement is set at up to £2500 plus £250 per day thereafter. However, such a fine is usually between £500 and £1000.”

- 30.32 By way of supplementary Nemeth stated he did not believe he had received a full response to his question.
- 30.33 The Chair deferred to Officers, and it was explained that, were such a system in place, it might take approximately 5-6 hours; however, the difficulty was in securing such a system.

### **31 ROYAL PAVILION & MUSEUMS - FEES & CHARGES**

- 31.1 The Committee considered a report of the Executive Director for Economy, Environment & Culture in relation to Royal Pavilion & Museums - Fees & Charges. The purpose of the report was to set out the proposed fees and charges for the Royal Pavilion & Museums services for 2017/18 and where appropriate for 2018/19.
- 31.2 In response to Councillor Nemeth it was explained that most of the free museums were national and received direct government funding; the Royal Pavilion had been charging

for admission since the 1970s. The spend was approximately £1.34 and 56p in the Royal Pavilion and Brighton Museum Gift shops respectively.

- 31.3 In response to Councillor Allen it was explained that Brighton Museum had been charging since 2015; comparable other museums in the region were still free; however, many of these were also considering introducing charges. It was acknowledged that the recent weakness of the pound and the relative strength of the dollar could be beneficial, and it was anticipated that the income performance of Brighton Museum would be better next financial year. In relation to the museum café it was explained that it had not been possible to award the contract following the tender process, and other options were currently being considered.
- 31.4 In response to Councillor C. Theobald it was explained that a 50% drop in visitor numbers had been envisaged when the charging for Brighton Museum was introduced, and this had largely been the case. In the relation to joint tickets a 'history pass' was available that was valued for two days with access to the Pavilion, Brighton Museum and Preston Manor.
- 31.5 In response to Councillor Peltzer Dunn it was explained that school parties visiting the museums and the Pavilion were still free and this included academies. It was also clarified that bookings were received for all the charging categories offered and none were redundant.
- 31.6 In response to Councillor Nemeth the following responses were given. The Pavilion operated at capacity in July/August; however, there was some capacity in the winter and there had been an initiative this year to drive footfall in the quieter months. As a general rule when venues charged for entry the amount given in donations was lower. A joint ticket with the Sea Life Centre was offered, and representatives from Brighton Pavilion & Museums would be attending travel shows with representatives from the i360 to seek to increase visitor numbers.
- 31.7 In response to Councillor Morris the following responses were given. Improvements had been made to the range at the Pavilion Gift shop including bespoke items. In relation to benchmarking for corporate hire it was explained that this was done against other venues in the city and region that were comparable.
- 31.8 In response to Councillor Druitt it was explained that there was a general trend in the industry to move away from concessionary fares and simply have rates for adult and child; however, an advantageous family ticket was offered.
- 31.9 Councillor Allen stated his view that the offer at Brighton Museum could be confusing for visitors, and he felt a lower admission price could attract more visitors. He agreed that that the café needed a long term solution.
- 31.10 Councillor C. Theobald welcomed the Christmas theme at the Pavilion this year, but also noted her disappointment at the reduced number of visitors at Brighton Museum.
- 31.11 The Chair then put the recommendation to the vote. These were **carried** with 7 in support and 3 against.

31.12 The Chair put the recommendations to the vote.

**31.13 RESOLVED:**

- i) That the Committee approve the fees and charges for Admissions for 2017/18 & 2018/19 in Appendix A.
- ii) That the Committee approve the fees and charges for Room Hire for 2017/18 in Appendix B.
- iii) That the Committee approve the fees and charges for Photography & Reproduction 2017/18 Appendix C.
- iv) That the Committee note previously agreed fees and charges for Schools and Bookings for 2017/18 in Appendix D.

**32 REVISED DRAFT SHOREHAM HARBOUR JOINT AREA ACTION PLAN**

**32.1 RESOLVED:**

- i) That the Committee approves the revised draft Shoreham Harbour Joint Area Action Plan and its supporting documents; the Sustainability Appraisal (SA) and the SA non- technical summary; for an eight week period of stakeholder and public consultation between December 2016 and February 2017.
- ii) That the Committee approves the following studies: Shoreham Harbour Transport Strategy (October 2016); Adur Local Plan and Shoreham Harbour Transport Study Report Addendum (June 2014); Adur Local Plan Second Addendum: Revised Reissue Transport Study (September 2016) and its appendices A-I; as supporting evidence for the JAAP and further Local Development Documents.

**33 RESIDENTIAL LETTING BOARDS**

33.1 The Committee considered a report of the Executive Director for Economy, Environment & Culture in relation to Residential Letting Boards. The report reviewed options and recommended the way forward for restricting the poor quality environment caused by a proliferation of residential letting boards in the context of available resources.

33.2 Councillor Nemeth formally proposed his amendment and stated he would speak to this further during the debate. Councillor Peltzer Dunn then formally seconded the amendment.

33.3 In response to Councillor Nemeth and Councillor Peltzer Dunn it was clarified that the intention of the report was to cover both sales and lettings boards in the city; the report had considered options and recommendation a voluntary scheme.

33.4 In response to Councillor Nemeth the following responses were given to questions. The Secretary of State had not been contacted in relation to the extension of the Article 4 area since the existing area was formally introduced; however, it was the professional assessment of Officers that there had not been any material change that would justify

an extension of the area. In relation to benchmarking against other authorities it was highlighted the city was one of the first to introduce and there were few other comparisons to be made. In relation to changes in the business models of lettings and estate agents, it was acknowledged that these were increasingly online; however, the regulations and tests that the Secretary of State would consider had not changed since 2009. Whilst Officers acknowledged that it would be resource intensive to undertake the pilot voluntary scheme, it was considered that pursuing an extension of the Article 4 area would be unsuccessful and an imprudent use of resources.

- 33.5 In response to Councillor Druitt the following responses were given to questions. The previously rejected areas for the Article 4 were: Hove Station, the Old Town; parts of Regency and Valley Gardens – it was reiterated that there no significantly changes since the introduction 6 years ago. In relation to submitting a new application it was clarified that this could be not quantified in terms of an appropriate length of time between making applications, but was more linked to the magnitude of change in the area. The test around amenity related to townscape and the visual impact of a higher quality townscape.
- 33.6 Councillor Yates highlighted that the Labour Group would not be supporting the amendment as the context had not changed, and he accepted the professional assessment of Officers. However, he welcomed the proposal set out in the report and noted the extent of the problem in his own Ward. If successful the pilot scheme could be rolled out other locations in the city.
- 33.7 The Chair confirmed that Councillor Yates had raised this matter when she became the Chair of the Planning Committee in 2015, and she had tasked Officers to look into it further.
- 33.8 Councillor Druitt noted that he had been convinced by the points put forward by Officers in response to questions, but highlighted that the decision should be looked at again at the earliest opportunity if there was a material change of circumstances.
- 33.9 Councillor Nemeth expressed his concern that the Secretary of State had not been contacted, and he felt the Committee had not acknowledged the positive impact the existing Article 4 had made. The Officer report made no acknowledgment of changes in the industry, and no other successful cases had been looked at elsewhere in the country. Councillor Nemeth also highlighted his view that the original thrust of the Notice of Motion had been ignored in the Officer report.
- 33.10 Councillor O'Quinn commended the work of Officers and noted that she would not be supporting the Conservative amendment.
- 33.11 The Chair then put the Conservative Group amendment to the vote. This was **not carried**.
- 33.12 Councillor Yates proposed an amendment to recommendation 2.2 to reference both sales and lettings boards. This was seconded by Councillor O'Quinn. The Chair then put this amendment to the vote. This was **carried**.

33.13 Councillor Druitt then proposed an amendment to add an additional recommendation at 2.3 to read, 'The Committee agree to review the decision not to pursue if there is a substantive change to the law of the character of the area in question.' This was seconded by Councillor Greenbaum. The Chair then put the amendment to the vote. This was **carried**.

33.14 The Chair then put each recommendation to the vote in turn. Recommendation 2.1 was **carried** with 6 in support and 4 against; Councillor Nemeth asked that his vote against be recorded. Recommendations 2.2 and 2.3 were both **carried** unanimously.

33.15 The Chair put the recommendations to the vote.

**33.16 RESOLVED:**

- i) That the Committee notes the Secretary of State's previous conclusion that the criteria for a Regulation 7 Direction is not met by Hove Station, Old Hove or Old Town Conservation Areas or sections of Regency Square and Valley Gardens Conservation Areas and specifically excluded these areas from the Regulation 7 Direction granted in 2010 (Appendix 2).
- ii) That the Committee agrees a pilot scheme in the Lewes Road Area for the voluntary management of residential sales and letting boards which would include the preparation of guidance outlined in para. 3.8 and existing Housing Partnership work. The outcomes of the scheme will be brought back to this committee for review after an operating period of one year and considered for extension to a wider area.
- iii) That the Committee agree to review the decision not to pursue an expansion of the Regulation 7 Direction if there is a substantive change to the law, or the character of the area in question.

**34 BRIGHTON DIGITAL CATAPULT CENTRE PROJECT**

**34.1 RESOLVED:**

- i) That the Committee notes the progress being made in delivering the Digital Catapult in Brighton & Hove and the wider Coast to Capital area.
- ii) That the Committee supports the continued involvement of the City Council in the Digital Catapult and its work to support businesses and the growth of the sector.

**35 OUTDOOR EVENTS – MADEIRA DRIVE ROAD CLOSURES 2017**

35.1 The Committee considered a report of the Executive Director for Economy, Environment & Culture in relation to Outdoor Events – Madeira Drive Road Closures 2017. The purpose of the report was to seek approval for landlord's consent of the proposed programme of events on Madeira Drive in 2017 and the associated road closures.

- 35.2 In response to Councillor Greenbaum it was agreed that Officers could provide a briefing, either at formal session or by circulating a paper, to provide more information on how decisions in relation to events were taken.
- 34.3 In response to Councillor Nemeth it was explained that consultation was undertaken with the businesses on Madeira Drive; however, this did not usually involve the operators of the Pier, but they could be included in future consultation.
- 35.4 In response to Councillor Greenbaum it was explained the value to the city of an event was measured, for many organisers this related to the economic benefits to the city. They was no formal feedback process for residents, but reviews of events were undertaken.
- 35.5 Councillor C. Theobald welcomed the number of events that were held in the city.
- 35.6 The Chair then put the recommendations to the vote and these were carried unanimously.
- 35.7 **RESOLVED:**
- i) That the committee grants landlord's consent for the 2017 programme of events on Madeira Drive and the associated road closures as listed in Appendix 1.
  - ii) That the committee authorises the Executive Director for Economy, Environment & Culture to enter into formal agreements with event organisers to determine conditions, fees and levels of support as appropriate.
  - iii) That the committee authorises the Executive Director for Economy, Environment & Culture, after consultation with the Chair of the committee and opposition spokespersons, to make any alterations to the events programme as necessary and to approve new applications in accordance with the Outdoor Events Policy.

## **36 OUTDOOR EVENTS IN PARKS AND OPEN SPACES 2017**

- 36.1 The Committee considered a report of the Executive Director for Economy, Environment & Culture in relation to Outdoor Events in Parks and Open Spaces 2017. The purpose of the report was to seek approval from members for landlord's consent for the proposed programme of outdoor events in parks and open spaces in 2017.
- 36.2 In response to Councillor Nemeth it was clarified that consultation had been undertaken with Members in relation to the Oktoberfest event in the form of an email to all Ward Councillors, this was standard for an event of this size.
- 36.3 In response to concerns from the Committee, Officers provided assurance that there were a series of statutory consultees, and concerns raised were taken seriously.
- 36.4 In response to Councillor Yates, it was clarified that the report would allow for landlord's consent to be granted; however, this would be subject to agreement through the normal negotiation process.



- 36.5 At this point in the proceedings in the Committee resolved to go into Part Two to consider the information contained in the Part Two appendix.
- 36.6 When the Committee reconvened Councillor Nemeth proposed an amendment to recommendation 2.1 so that it also include the event listed in Appendix 2. This was formally seconded by Councillor Peltzer Dunn. The Chair then put the amendment to the vote. This was **carried**.
- 36.7 The Chair put the recommendations to the vote.
- 36.8 **RESOLVED:**
- i) That the committee grants landlord's consent for the events listed in Appendices 1 and 2.
  - ii) That the committee authorise the Executive Director for Economy, Environment & Culture to enter into formal agreements with event organisers to determine conditions, fees and levels of support as appropriate.
  - iii) That the committee authorises the Executive Director for Economy, Environment & Culture, after consultation with the Chair of the committee and opposition spokespersons, to make any alterations to the events programme as necessary and to approve new applications in accordance with the Outdoor Events Policy.
  - iv) That the council make clear, through provision of a briefing or report, the terms by which fees and charges for outdoor events in parks and open spaces are negotiated.

## 37 MAJOR PROJECTS UPDATE

- 37.1 In response to questions the following information was given:
- In relation to Preston Barracks a planning application was expected before the end of the calendar year.
  - In relation the Waterfront the project was currently focused on the commercial and legal negotiation, these were reaching a conclusion. Once the project was formally triggered it would consider issues such as the wider impact on the shops in Western Road.
  - In relation to the King Alfred it expected that an update would come to the Strategic Delivery Board on how the scheme had progressed. Officers were mindful of giving as much information in public as possible.
- 37.2 **RESOLVED** – That the Committee note the update.

## 38 ITEMS REFERRED FOR COUNCIL

- 38.1 There were no items referred to Council.

**39 OUTDOOR EVENTS IN PARKS AND OPEN SPACES 2017 - EXEMPT CATEGORY 3**

39.1 **RESOLVED** - That the Committee note the information contained in the Part Two appendix.

**40 PART TWO PROCEEDINGS**

40.1 **RESOLVED** – That the information contained in the Part Two , Item 39, remain exempt from disclosure to the press and public.

The meeting concluded at 7.59pm

**Subject:** Library Books – Deputation Referred from the Council meeting held on the 15 December 2016

**Date of Meeting:** 12 January 2017

**Report of:** Executive Lead for Strategy, Governance & Law

**Contact Officer:** Name: Ross Keatley Tel: 29-1064  
E-mail: ross.keatley@brighton-hove.gcsx.gov.uk

**Wards Affected:** All

**FOR GENERAL RELEASE**

**1. PURPOSE OF REPORT AND POLICY CONTEXT:**

- 1.1 Under the Council's Procedural Rules a deputation presented at a Council meeting will be referred to an appropriate Committee meeting for consideration.
- 1.2 A deputation concerning Library Books was presented at the Council meeting on 15 December 2016 by Christopher Hawtree as the lead spokesperson.

**2. RECOMMENDATIONS:**

- 2.1 That the Committee either
  - (a) Notes the deputation; or
  - (b) Notes the deputation and calls for an officer report on the issues raised by the deputation.

**3. CONTEXT/ BACKGROUND INFORMATION:**

- 3.1 A copy of the deputation and response at Council is attached to the report as Appendix 1.

**4. ANALYSIS & CONSIDERATION OF ALTERNATIVE OPTIONS:**

- 4.1 The deputation was received at the Council meeting in accordance with the agreed protocol, which included 5 minutes for the Lead spokesperson to outline the reasons for the deputation and for Councillor Robins as the Chair of the Economic Development & Culture Committee to respond.
- 4.2 The Procedural Rules states that 'the lead spokesperson will receive written confirmation of the response given to the deputation and that the signatories to the deputation will be invited to attend the meeting and hear the Committee's decision. However, given that the deputation was presented at council, there are no further speaking rights and the response for the spokesperson.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Deputation concerning Library Books.

**Deputation Library Books  
Spokesperson – Christopher Hawtree**

“As you suggested Mr Mayor, so this is Christmas but don't worry I shall not sing but it is another year over and what have we done? In Hove as you know it's been a horrible time for the Carnegie Library through a long winter and spring again but we have done something. Meanwhile Waterstones and City Books tell me business is splendid and people are clamouring for books. Shelves are full of tasty titles and people want to have them all but nobody can do that but in fact they can. Public libraries should be making these available and now during those 8 months many Carnegie readers and at the branch libraries remark that so often the books they want turn out to be in Brighton and have to be summoned at £1 a go. The Carnegie is no longer afford the status it once had but how simple it would be to introduce substantial shelves labelled new books – a real draw. Meanwhile though there is also dismay at the way in which the standard of Carnegie's fiction shelves have fallen. Browsers naturally have dropped as prospects for delivery faulted there. Moreover readers are now told to order or suggest new books online but if one makes a suggestion that way one is not altered when a book arrives. This happen to me with Fiona Stafford's great book 'On the Long, Long Life of Trees' and Alan Bennett's Diaries which contain much on libraries and he points out they should be local not an expedition. Indeed Fiona Stafford's book had not been bought back in March by the libraries. Book selection is now made by the wholesaler Bertrams. There is no longer local connection with book choice and this demoralised many of the staff so much so that they felt undervalued and took redundancy this year. They have been increasingly dismayed to open the boxes from Bertrams at the Carnegie and find the books allocated to it and they know readers do want books, these are always top of survey's and Carnegie's figures will increase if and I hope when the stock improves as it used to be. Another example Bertrams recently asserted that Gerard Reve's 'The Evenings' was not yet published but this great Dutch novel now translated after 70 years is indeed published and receiving much attention. So Bertrams told about this relied to say supermarkets get books first, not them. Well it would be a very different world if that Dutch novel were to appear in supermarkets here, we can but hope perhaps. There has also been the matter of missed catalogue books which have had to be redone and compensation sought from Bertram and similarly the surreal case to faded inoperable barcodes being applied by them and also needing to be redone. Now all this is happening amidst a budget which posits a 25% cut in the book fund something which mysteriously is now longer ring fenced as part of the PFI deal and so with all these considerations in mind we the deputation ask that a report be brought to the January committee to set out the way in which book selection has been allowed to slip from this authorities grasp and to consider bringing it back in house as a very real way of helping to meet budget targets. Crucially this would also improve librarian and reader moral and let us emphasise once again the great work done by librarians and lament what is being taken out of their hands. So Mister Mayor if good books do become regularly available at the Carnegie and the branch libraries we could meet another seasonal hope that of 'I wish it could be Christmas everyday' again Mister Mayor I shall not sing but I should like to say that in the next fortnight after all we have been put through this past year that we are forming a constituted friends of the Carnegie group during the coming holiday fortnight and although we were denigrated by this administration we've been inspired by Radio Sussex's

commendation in its recent community heroes awards and so Mister Mayor perhaps this friends group could prove to be the gift that keeps on giving. All I need to say now Mister Mayor and I'm sure that you'll agree that books should be and can be so easily be the vital beating heart of our libraries and like the heart they do their work for themselves they continue to work down the years."

## **RESPONSE FROM CLLR ROBINS**

"There are approximately 400,000 items in our libraries in stock across Brighton and Hove City Libraries and 370,000 of these are books. This is above average for comparable groups in library authorities across all libraries 90% of the stock is book stock. In the 2014 to 2015 survey 78% of respondents at the Jubilee library and 77% of respondents at Hove Library and 84% of respondents at the community libraries said the book stock was good or very good. Latest comparative information with the nearest neighbors published by the Chartered Institute of Public Finance and Accountancy just this week on 12 December found Brighton and Hove City Council Libraries spent above average on new books and other library materials £2281/thousand population compared with an average of £1437/thousand population. Spend above average on new books and other materials as a percentage of the gross expenditure; 10.6% compared with an average of 8.7%. Purchased 203 new items of new stock per thousand population compared with an average of 142 making us the 2<sup>nd</sup> highest in the survey. Has above average number of books in stock per thousand population 1457 compared with an average 1338 making us 6 out of 15 and an above average number of audio, visual and electrical items in stock; 45,362 compared with an average of 30, 993. Has above average issue of books per annum 982,869 compared with an average of 895, 810.

So although there is always room for improvement but according to these figures we don't do too badly at all."

**WRITTEN QUESTIONS FROM COUNCILLORS**

The following questions have been received from Councillors and will be taken as read along with the written answer which will be included in an addendum that will be circulated at the meeting. A Member who asked a question may ask one relevant supplementary question which shall be put and answered without discussion.

**(a) Councillor Nemeth**

“How many open cases are on the system presently; how many new cases have been opened in each of the last four years; what is the average case resolution length for each of the last four years; and what is the oldest open case on the system presently?”

**Reply from Councillor Robins, Chair of the Economic Development & Culture Committee.**

**(b) Councillor Nemeth**

“What role did the Chairman play in attempting to prevent members of the public swimming in the sea on Christmas Day?”

**Reply from Councillor Robins, Chair of the Economic Development & Culture Committee.**

**(c) Councillor Nemeth**

“What regular meetings are held between i360 bosses and either the Chairman or senior Council officers to discuss the ongoing performance of the asset?”

**Reply from Councillor Robins, Chair of the Economic Development & Culture Committee.**

**(d) Councillor Nemeth**

“Will the Chairman commit to providing a full and frank written update to all tenants and clubs at the King Alfred who are currently in the dark over what the future holds for the building?”

**Reply from Councillor Robins, Chair of the Economic Development & Culture Committee.**

**(e) Councillor Peltzer Dunn**

“What plans does the Chairman have to make use of tourism data much earlier than the current system of looking at a particular summer’s figures over a year after it has ended?”

**Reply from Councillor Robins, Chair of the Economic Development & Culture Committee.**

**(f) Councillor Taylor**

“What meetings did the Chairman hold with traders in the run-up to Christmas in preparation for Brighton & Hove’s busiest shopping season?”

**Reply from Councillor Robins, Chair of the Economic Development & Culture Committee.**



<b>Subject:</b>	<b>Fees &amp; Charges 2017/18 – Library Service</b>		
<b>Date of Meeting:</b>	<b>12 January 2017</b>		
<b>Report of:</b>	<b>Executive Director for Neighbourhoods, Communities &amp; Housing</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Sally McMahon</b>	<b>Tel: 01273 29-6963</b>
		<b>Kate Rouse</b>	<b>01273 29-2826</b>
	<b>Email:</b>	<b>sally.mcmahon@brighton-hove.gov.uk</b>	
		<b>kate.rouse@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE**

**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The fees and charges for the Library and Information Services are reviewed annually in line with the Corporate Fees & Charges Policy.
- 1.2 The council's Financial Regulations require that any proposed increases in fees and charges over and above inflation are agreed by the appropriate council committee. They also state that it is good practice to report on fees and charges that are rising by inflation only.
- 1.3 This report presents the review of fees and charges for the Libraries and Information Services and the changes would be implemented from April 2017.
- 1.4 The proposals should be viewed in the context of the very challenging financial position facing the council. A range of the proposals in the report to increase fees and charges above the inflation rate are to increase income and achieve budget savings with increased income targets.

**2. RECOMMENDATIONS:**

- 2.1 That the committee approves the fees and charges for Libraries and Information Services for 2017/18 in Appendix 1.
- 2.2 That the committee grants delegated authority for officers to negotiate hire fees where commercially necessary outside the approved fees & charges.

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 Committee meeting on 9<sup>th</sup> February to be dealt with 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 Committee as per the requirements of the constitution. This will not stop the committee from making recommendations to Policy & Resources Committee.

### **3. CONTEXT/ BACKGROUND INFORMATION**

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

- Free to join at any age
- Free to go into and spend time in
- Free loan of books and 'e' books
- Free access to consult books, read newspapers and magazines
- Free access to information
- Free unlimited Wi-Fi use
- Free use of computers for 1 hour each day
- Free story times
- Free class visits
- Free space for community run activities
- Free promotion/outreach to schools and other community partners

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

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

3.3 Current charges for facilities and services are:

- Overdue charges for late return of books and other materials
- Loan of audio-visual materials - audio books, music compact discs, films on DVD, music score sets
- Reserving stock
- Photocopying and printing
- Extended use of computers
- Many events and activities
- Room hire and exhibition spaces

#### **Proposals for 2017 – 2018:**

3.4 As many Library Service charges are only a few pence it is not possible to increase them annually by inflation. Instead, most prices are left unchanged for a number of years until an increase in real prices can be adopted. For this reason, many of the fees and charges are remaining the same, and where increases have been proposed, they are above the rate of inflation.

3.5 In order to meet the annual increase in income targets for inflation and to help balance the libraries budget for the coming year, some of the existing charges are proposed to be increased, and a number of new charges are proposed to be introduced.

3.6 There is an increasing trend towards less income coming through our traditional sources of overdue charges, loans of audio-visual materials and reservation charges. This is placing extra pressure on our income targets and it is necessary for us to seek ways to meet this pressure as well as meeting the inflationary increase.

3.7 This year the inflationary increase to our target is £8,800 and the traditional income streams are expected to be down by £27,900. In addition, we have declared that we will find an extra £10,000 in 2017-18 to meet our budget savings targets. This means that a total of £46,700 needs to be found from increased income.

3.8 To achieve this we are proposing a number of measures:

- We are seeking to increase our income from our commercial room hire to give an estimated £8,000 extra income through better marketing and improvements to our facilities on offer
- We are seeking to increase our income from the Booklover store by at least the rate of inflation (£2,500) through a review of the product lines on sale and the use of the foyer space in Jubilee Library
- We are seeking to introduce a new administration charge for all exhibitions and a new rental charge for exhibitions in our community libraries. Overall these charges are expected to raise £1,000
- We are seeking to increase our income from donations by another £8,700 and we will be implementing our Funding Strategy, in consultation with our corporate colleagues, to help us bring in more from diverse sources
- We are seeking to reintroduce overdue fees for children which is expected to yield an estimated £8,000 income
- We are seeking to charge for reservations up-front instead of at the point that the item is allocated to cover the costs of administering the reservation and to bring us in line with all the other authorities in the SELMS consortium to which we belong. This would give an estimated £6,000 extra income
- We are seeking to introduce a two-tier system for requesting items to be purchased – a basic free service and a full service charged for at the same rate as the Inter-Library Loan service. This would give an estimated £2,500 extra income
- We are seeking to bring our photocopying, printing from PCs and WiFi printing charges in line with each other and to make increases to most of these charges which would give an estimated £10,000 extra income
- We are also taking action to collect unpaid fees and charges (many of these are under £5) and we will seek to change the culture of borrowers to expect to pay off any debts before continuing to use our services
- All the increases in fees and charges proposed will bring our overall income targets for next year to a total of just over £478,000

3.9 We are proposing the introduction of a rental fee for exhibitions in community libraries to bring them in line with Jubilee and Hove libraries which already have weekly rental charges. As with the two main libraries, this charge would be negotiable and we may choose to reduce or waive it for partnerships on a case-by-case basis. We are also introducing a non-refundable administration fee which would be payable up-front to cover the costs of our staff administering the request for an exhibition.

- 3.10 We are also proposing to reintroduce overdue charges for children and young people. We have exempt cards for vulnerable children and they would not be charged and we always allow staff discretion to waive charges in special circumstances (eg illness) for non-exempt card holders. The proposed rate would be at 40% the adult daily rate and have a maximum cap of 31% of the adult maximum:
- Adults: currently 25p per day to maximum of £8
  - CYP: proposed 10p per day to maximum of £2.50
- 3.11 We provide a number of ways that overdue charges can be avoided. Children can renew online, by automated telephone line or in person at any library, and we are just introducing renewals via an app on a mobile phone. We send out reminders by email and/or text before the item is due if an email or mobile phone number has been provided. They can also return books to any library even when the library is closed by using the drop box provided.
- 3.12 A recent review of the reservation charges introduced for children in April 2016 showed that the charges have had no impact at all on issue figures for this age group. Again these were introduced with exemptions and discretionary waiving to protect more vulnerable children.
- 3.13 We receive 44,000 reservations each year and each of them currently costs us an average of £0.84 to administer if the item is in our stock and £18.15 to obtain stock from other libraries. However, we currently only place the charge on the customer's account at the point when the item has been allocated to them, so if the reservation is cancelled early for any reason we do not get any money to cover the work already done. In the past year, we have only charged for 17,100 (38.8%) of the reservations as a result of this. We are therefore proposing that we charge for all types of reservations, including Inter-Library Loans, up-front to cover administration costs regardless of the outcome. This will bring us in line with all of the other 10 library authorities across the region who belong to the SELMS consortium (which Brighton & Hove belong to and is the largest library consortium in Europe).
- 3.14 We receive approximately 3000 requests for the purchase of items each month which cost us an average of £6.82 to administer but we only charge if the customer decides to go ahead and reserve the item, and then it is only charged at the lowest rate (£1 full price with 50p for concessions). We do not want to lose the useful feedback from customers that the requests service provides but we do want to ensure that our costs are in part recovered. We are therefore proposing to introduce a two-tier system as follows:
- 3.14.1 A free basic service where a customer can make a recommendation for an item free of charge but we will not provide any follow-up service. If the customer wishes to know if we have obtained the item then they can search our catalogue online or set their preferences in their "My Account" on our library catalogue website to tell them of new items arriving in genres that interest them, and they can reserve the item themselves if they wish.

3.14.2 A full requests service where a customer makes a recommendation for an item and pays up-front a new charge (set at the current Inter-Library Loan rate) to cover our administration costs. We will keep them informed of whether we are buying the item or obtaining it from another library, and we will reserve the item for them at no further cost.

3.15 Our printing and photocopying provision across our libraries is proving very popular, and we are just introducing a new service of printing via WiFi from customers' own devices for which charges were agreed for 2016-17. We are proposing increases in most of the printing and photocopying charges for 2017-18 and we currently have discrepancies between these charges which we would like to remove. We also wish to reduce the handling of small change within the service and since these charges are often paid in cash we are seeking to make them all multiples of 10p.

3.16 Maintenance of concessionary rates and exemptions:

The comprehensive range of concessionary and exemption arrangements for disadvantaged borrowers will be maintained:

Concessions on charges - usually half price will be available to:

- People receiving job seekers allowance, employment and support allowance, income support, pension credit and Universal Credit
- People receiving disability living allowance, personal independence payment or with other verification of long standing disability

3.17 People with learning disabilities, for example Compass Card holders, are exempt from charges.

3.18 Appendix 1a shows the complete range of concessions and exemptions.

3.19 Summary of the changes to fees and charges:

Change		Current	Proposed
Printing from PC	A4 black & white	12p	20p
	A3 black & white	20p	30p
	A4 colour	60p	£1
	A3 colour	£1	£1.50
Printing via WiFi	A4 black & white	12p	20p
	A3 black & white	20p	30p
	A4 colour	60p	£1
	A3 colour	£1	£1.50
Photocopying	A4 black & white	12p	20p
	A3 black & white	20p	30p
	A4 colour	£1	£1
	A3 colour	£1.50	£1.50
All reservations and Inter-Library Loan charges		Charged	Charged

	on allocation	up-front
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Appendix 1a shows the dates all Library charges were last increased.

3.20 New charges to be introduced:

New Charge	Detail
Administration charge for exhibitions	£40
Exhibition space rental in community Libraries	£15 per week (negotiable)
Overdues for children	£10p per day to maximum £2.50
Basic Requests Service	Free
Full Requests Service	New charge set at current Inter-Library Loans rates, inclusive of free reservation and supply

3.21 A full list of all Libraries fees and charges is in appendix 1a with a table of comparisons with other authorities is in appendix 1b. At the end of appendix 1b there is also a table of local printing costs from a selection of commercial and academic sources.

**4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

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

**5. COMMUNITY ENGAGEMENT & CONSULTATION**

5.1 No specific community engagement or consultation has been carried out in respect of the changes proposed here.

**6. CONCLUSION**

6.1 The proposed fees and charges for Libraries & Information Services are considered proportionate and reasonable. Where charges are proposed for increases above inflation there are sound business reasons.

## 7. FINANCIAL & OTHER IMPLICATIONS:

### Financial Implications:

- 7.1 The fees and charges have been reviewed in line with the corporate fees and charges policy and with budget assumptions approved by Policy, Resources and Growth (PR&G) Committee. The changes to fees and charges aim to ensure that the library service delivers a proposed saving of £0.010m for 2017/18 (included in the budget update report to PR&G Committee 8<sup>th</sup> December 2016) and also to set charges to meet expected inflationary targets and to off-set current trends of income reduction from some traditional income streams. 2016/17 budgeted income from fees and charges is £0.459m. Adding inflation of £0.009m and an extra income target of £0.010m to meet savings proposals, means that the proposed charges set out in this report aim to meet a new income budget for 2017/18 of £0.478m.

*Finance Officer Consulted: Monica Brooks      Date: 12/12/16*

### Legal Implications:

- 7.2 The Corporate Fees and Charges Policy has been properly applied in forming the recommendations set out in this Report.

It is not considered that the Report raises any adverse human rights implications.

*Lawyer Consulted: Hilary Woodward      Date: 04/01/17*

### Equalities Implications:

- 7.3 When fees and charges are proposed, a balance needs to be found to ensure services remain financially sustainable whilst still providing value for money. The proposed fees and charges provide a range of flexible pricing to minimise price being a barrier to participation.
- 7.4 Libraries have a system of concessionary rates and exemptions to minimise the impact of changes. We reviewed the changes to charges for reservations for children introduced in April 2016 to ensure that there had not been an adverse effect, and we will similarly review the introduction of overdue charges.

### Sustainability Implications:

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

### Any Other Significant Implications:

- 7.6 None

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Appendix 1a – Libraries Fees & Charges 2017/18
2. Appendix 1b – Comparisons with other authorities

### **Documents in Members' Rooms**

None

### **Background Documents**

None



## APPENDIX 1A

### LIBRARY SERVICE PROPOSED FEES AND CHARGES 2017-18

(Proposed changes are highlighted)

<b>SUMMARY OF CHARGES:</b>	Current	Date last changed	Proposed
<b>RESERVATION CHARGES</b>			
Items in stock in Brighton & Hove	£1.00	2016	£1.00
Inter-library loans from outside Brighton & Hove and the SELMS Consortium	£7. 00	2013	£7.00
Inter-library loans from authorities in the SELMS Consortium	£3.00	2013	£3.00
Access card holders – print and talking books in stock in Brighton & Hove	Free	Pre 1997	Free
Access card holders – all other materials incl AV in stock in Brighton & Hove	Half price	2008	Half price
Access card holders – all materials from outside Brighton & Hove	Full price	2016	Full price
Exempt card holders (people with learning disabilities) – All materials in stock in Brighton & Hove	Free	2008	Free
Exempt card holders (people with learning disabilities) – All materials from outside Brighton & Hove	Full price	2016	Full price
Concessionary Card Holders for items in stock in Brighton & Hove	Half price	Pre 1997	Half price
Concessionary Card Holders – All materials from outside Brighton & Hove	Full price	2016	Full price
Children & Young people’s reservations of items in stock in Brighton & Hove	50p	2016	50p
Children & Young people’s reservations of items of stock in Brighton & Hove – concessionary	25p	2016	25p
Children & Young people’s Inter-library loans from outside Brighton & Hove	£3.00	2016	£3.00
Basic Requests Service to obtain stock not currently in Brighton & Hove		<b>New</b>	<b>Free</b>
Full Requests Service to obtain stock not currently in Brighton & Hove		<b>New</b>	<b>£7.00</b>
Full Requests Service for Children & Young people to obtain stock not currently in Brighton & Hove		<b>New</b>	<b>£3.00</b>
All the above requests charges to cover the reservation or interlibrary loan of the stock so that only one charge is made			
All the above requests and reservation charges to be charged up-front	<b>Charged on allocation</b>		<b>Charged up-front</b>

## Appendix

<b>LOST ITEMS - CHARGES</b>			
Books and other resources (all members)	Replacement cost	Pre 1997	Replacement cost
Library card replacement (all members)	£1.50	2016	£1.50
Libraries <i>Extra</i> card replacement (all members)	£2.00	2016	£2.00
<b>TALKING BOOKS CHARGES</b>			
Spoken word recordings (abridged editions) Single Issue Fee per 3 week loan	80p	Pre 2000	80p
Spoken word recordings (unabridged editions) Single Issue Fee per 3 week loan	£1.50	Pre 2000	£1.50
Spoken word loans to Access card holders	Free	Pre 1997	Free
Spoken word loans to Exempt card holders (people with learning disabilities)	Free	Pre 1997	Free
Spoken word loans to Concessionary card holders	Half price	Pre 1997	Half price
Language courses per 3 weeks (all members)	£2.00	Pre 2000	£2.00
<b>AUDIO VISUAL AND MUSIC CHARGES</b>			
Annual Subscription (enabling free CD loan and half price DVDs)	£30.00	2008	£30.00
Quarterly subscription (enabling free CD loan and half price DVDs)	£10.00	2008	£10.00
Music recordings Single Issue Fee for one week loan	£1.00	2008	£1.00
Scores per set – BHCC sets only	£60.00	2015	£60.00
DVD box set loans to adults – Hire charge per week	£5.00	2015	£5.00
DVD loans to adults – Hire charge per week for premium films	£3.00	2008	£3.00
DVD loans to adults – Hire charge per week for other DVDs	£2.00	2010	£2.00
DVD loans to children and young people – Hire charge per week	£1.50	2008	£1.50
All audio-visual loans to Access and concessionary card holders	Half price	2008	Half price
All audio-visual loans to Exempt Card Holders (people with learning disabilities)	Free	2009	Free
<b>OVERDUE CHARGES</b>			
Books on loan to adults - overdue charge per book per day with maximum charge of £8 per loan	Current		Proposed
	25p	2015	25p
Books on loan to children 0-19 - overdue charge per day with a maximum charge of £2.50 per loan	No charge	2008	10p
Music CDs on loan to adults - overdue charge per CD per day – (all members)	25p	2015	25p

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Toys - overdue charge per day	No charge	2008	No charge
DVD box sets on loan to adults	£1	2016	£1
DVDs on loan to adults – overdue charge per day – (all adult members)	60p	2008	60p
DVDs on loan to children and young people – overdue charge per day	30p	2005	30p
Spoken Word recording (abridged editions) – overdue charge per day	As books	Pre 2000	As books
Spoken Word recording (unabridged editions) – overdue charge per day	As books	Pre 2000	As books
Spoken Word recordings on loan to Access card holders and Exempt card holders	No charge	Pre 2000	No charge
Spoken Word recordings on loan to Concessionary card holders	As books	Pre 2000	As books
Language courses per 3 weeks (all members)	As books	Pre 2000	As books
Books and talking books on loan to Access card holders – overdue charges	Free	Pre 1997	Free
All loans, including loans of audio-visual material, to Exempt card holders (people with learning difficulties)	Free	2009	Free
<b>USE OF COMPUTERS</b>			
First hour per day	Free		Free
Additional hours – per hour or part of hour	£1		£1
Concessions – first two hours	Free		Free
Concessions – additional hours	£1		£1
Children and young people (0-19)	Free		Free
<b>PRINTING, COPYING AND SENDING FAXES</b>			
<b>All charges apply to all library users:</b>			
Printing from IT equipment A4 black & white	12p	2015	20p
A3 black & white	20p	2015	30p
A4 colour	60p	2015	£1
A3 colour	£1	2000	£1.50
Printing via WiFi A4 black & white	12p	2016	20p
A3 black & white	20p	2016	30p
A4 colour	60p	2016	£1
A3 colour	£1	2016	£1.50
Photocopier charges A4 black and white	12p	2015	20p
A3 black and white	20p	2015	30p
A4 colour	£1.00	2000	£1
A3 colour	£1.50	2000	£1.50

## Appendix

Reader printer (Jubilee and Hove Libraries) per A4 sheet	50p	2015	50p	
Fax – sending - per page	£1.00	2001	£1.00	
Fax – receiving - per page	10p plus £2 handling charge	2008	10p plus £2 handling charge	
<b>SUMMARY OF FEES FOR ADDITIONAL SERVICES:</b>	Current	Last changed	Proposed	
<b>RESEARCH FEES</b>				
Research carried out by Library staff for private individual - flat rate fee per hour, plus any online fees, copying or printing costs.	£20	2010	£20	
Research carried out by Library staff for business/commercial user - flat rate fee per hour, plus any online fees, copying or printing costs.	£40	2010	£40	
<b>EXHIBITIONS</b>	Current		Proposed	
Jubilee Library – commercial hire – fee per week	£165	2016	£165	
Jubilee Library – discount - fee per week	£115	2016	£115	
Hove Library – fee per week	£30	2016	£30	
Hove Library - Hire of display cabinets – fee per week per cabinet	£20	2016	£20	
Community Libraries – fee per week		New	£15	
Administration fee for exhibitions		New	£40	
Above costs are within core library opening hours. Additional Facilities Management costs apply if access required outside these hours.				
<b>HIRE OF LIBRARY PREMISES</b>				
Charge per Session for Coldean, Hangleton, Hove, Patcham, Whitehawk and Woodingdean libraries. These libraries have good IT and other facilities which are included in the room hire.				
Commercial hire	Morning	£80	2012	£80
	Afternoon	£80	2012	£80
	Evening	£80	2012	£80
Discount rate:	Morning	£40	2015	£40
	Afternoon	£40	2015	£40
	Evening	£40	2015	£40
Charge per Session for Hollingbury, Moulsecomb, Portslade, Rottingdean, Saltdean and Westdene libraries.				
Commercial hire	Morning	£60	2012	£60
	Afternoon	£60	2012	£60

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	Evening	£60	2012	£60
Discount rate:	Morning	£30	2015	£30
	Afternoon	£30	2015	£30
	Evening	£30	2015	£30
Hire cost includes use of all facilities including IT at no extra cost.				
Library reserves right to pass on any additional costs incurred as a result of use, e.g. cleaning.				
Hire of one-to-one rooms in community libraries		£10 per hr	2016	£10 per hr
Hire of one-to-one rooms in community libraries – discount rate		£7.50 per hr	2016	£7.50 per hr
<b>HIRE OF JUBILEE LIBRARY CONFERENCE ROOMS</b>				
Standard Hire:				
Conference Hall - full day		£600	2016	£600
Conference Hall – half day		£400	2016	£400
Conference room 1 - full day		£300	2016	£300
Conference room 1 - half day		£190	2016	£190
Conference room 2 - full day		£340	2016	£340
Conference room 2 - half day		£240	2016	£240
Conference room 3 – full day		£260	2016	£260
Conference room 3 – half day		£160	2016	£160
Conference room 4 – full day		£160	2016	£160
Conference room 4 – half day		£80	2016	£80
One-to-one room – full day		£100	2016	£100
One-to-one room – part day		£15 per hr	2016	£15 per hr
Connect room – full day		£160	2016	£160
Connect room – half day		£80	2016	£80
Tony Miller Reading room – full day		£160	2016	£160
Tony Miller Reading room – half day		£80	2016	£80
Discount rate:				
Conference Hall - full day		£415	2016	£415
Conference Hall - half day		£300	2016	£300
Conference room 1 - full day		£195	2016	£195
Conference room 1 - half day		£120	2016	£120
Conference room 2 - full day		£235	2016	£235
Conference room 2 - half day		£155	2016	£155
Conference room 3 – full day		£170	2016	£170
Conference room 3 – half day		£100	2016	£100

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Conference room 4 – full day	£100	2016	£100
Conference room 4 – half day	£50	2016	£50
One-to-one room – full day	£50	2016	£50
One-to-one room – part day	£7.50 per hr	2016	£7.50 per hr
Connect room – full day	£100	2016	£100
Connect room – half day	£50	2016	£50
Tony Miller Reading room – full day	£100	2016	£100
Tony Miller Reading room – half day	£50	2016	£50
Evening supplement for all hires per hour	£35	2016	£35
Activity space in children’s library – hire per hour	£25	2008	£25
Library main hall – available for hire	POA		POA
Hire costs (exclusive of V.A.T.) includes use of all facilities including presentation and IT equipment at no extra cost.			
Above costs are within core library opening hours. Additional Facilities Management costs apply outside these hours.			
<b>EVENTS AND ACTIVITIES</b>			
For Adults:			
Coffee mornings including	£1	2015	£1
Talks / events / performances – usual charge	£3-£5	2015	£3-£5
Book and writing groups – external group fee p.a.	£30	2015	£30
Book and writing groups – in-house group fee per person p.a.	£5	2015	£5
Concessions	Half price	2015	Half price
For Children (up to age 19):			
Baby boogie per child	Donation suggest £1	2015	Donation suggest £1
Craft Activities	Cost of activity minimum £1	2015	Cost of activity minimum £1
Talks / events / performances – usual charge	Cost of Event minimum £1	2015	Cost of Event minimum £1
Concessions	Half price	2015	Half price
People with learning disabilities, for example Compass Card holders are exempt from charges so will be able to attend the activities and events for free.			
There will still be some events and activities that Libraries will put on for free as part of special projects, for instance, to reach vulnerable people.			

## Appendix

There may be special circumstances where the cost of putting on a high profile event will require a higher charge.

### **MISCELLANEOUS**

Tours of Jubilee Library

£25

2008

£25

### **IMAGE REQUESTS – SERVICE FEES**

See  
separate  
list

2006

See  
separate  
list

### **REPRODUCTION CHARGES**

See  
separate  
list

2006

See  
separate  
list

## Appendix

<b>SUMMARY OF CONCESSIONS AND EXEMPTIONS</b>	
<b>CONCESSIONARY CARD HOLDERS</b>	
Concessionary cards are for <b>people on low income</b> or for <b>people with disabilities</b> . Suitable proof of entitlement is required. (See list of accepted proofs)	
<b>Card holder entitlement:</b>	
Audio-visual materials, talking books, - hire charges	Half price
Reservations – all Brighton & Hove materials	Half price
Reservations – all materials from outside Brighton & Hove	Full price
<b>Full Requests Service to obtain stock not currently in Brighton &amp; Hove</b>	<b>Full price</b>
All overdue charges	Full price
Events and activities	Half price
Computer use – First two hours per day	Free
Computer use – additional hours per day	£1
Language courses – hire charges and overdue charges	Full price
Lost card charge (ordinary card and Libraries <i>Extra</i> card)	Full price
All other fees and charges	Full price
<b>SENIOR CITIZENS DISCOUNT SUBSCRIPTION CARD</b>	
<b>People aged 60 or over</b> can purchase an audio-visual discount card that will entitle them to half price audio-visual loans. Suitable proof of entitlement is required. (See list of accepted proofs)	
Annual or quarterly subscription card entitles holder to: Free CD loans Half price DVD loans (maximum 4 items at any one time)	Half price
<b>ACCESS CARD HOLDERS</b>	
Access cards are only available for <b>housebound people</b> and <b>people who cannot use standard print</b> – e.g. people with visual impairment, or people with dyslexia, or those with a physical disability that prevents them holding a book. They are available to adults, children and young people. Suitable proof of entitlement is required. (See list of accepted proofs)	
<b>Card holder entitlement:</b>	



## Appendix

Talking books – issues and overdue charges	Free
Overdue charges – books	Free
Reservations – print and talking books in stock in Brighton & Hove	Free
Reservations – all other materials in stock in Brighton & Hove	Half price
Reservations – all materials from outside Brighton & Hove	Full price
<b>Full Requests Service to obtain stock not currently in Brighton &amp; Hove</b>	<b>Full price</b>
Audio-visual materials – hire	Half price
Audio-visual materials – overdue charges	Full price
Language courses – hire charges and overdue charges	Half price
Lost card charge (ordinary card and Libraries <i>Extra</i> card)	No charge
All other fees and charges	Full price
<b>EXEMPT CARD HOLDERS (PEOPLE WITH LEARNING DISABILITIES)</b>	
Exempt cards are available for adults with learning disabilities, children with learning disabilities and special needs. Suitable proof of entitlement is required. (See list of accepted proofs)	
<b>Card holder entitlement:</b>	
Overdue charges - all materials	Free
Reservations – all Brighton & Hove materials	Free
Reservations – all materials from outside Brighton & Hove	Full price
<b>Full Requests Service to obtain stock not currently in Brighton &amp; Hove</b>	<b>Full price</b>
Talking books – issues	Free
Audio-visual materials – hire	Free
Computer use	Free
Events and activities	Free
Language courses – hire charges and overdue charges	Full price
Lost card charge (ordinary card and Libraries <i>Extra</i> card)	No charge
All other fees and charges	Full price



## Appendix 1b - Comparisons with other library authorities

Information taken sourced from Fines and Charges in Public Libraries in England and Wales 2016.

Neighbouring Authority	CYP Overdue fee for books	Printing and photocopying	Requests and Inter-Library Loans
Brighton & Hove	Free	12p A4 B&W 20p A3 B&W 60p/£1 A4 colour printing/photocopying £1/£1.50 A3 colour printing/photocopying	Free requests - £1 reservation fee only payable if the item requested is reserved and allocated to the customer (50p concessions) ILL Adult £7/Child £3 (no concessions) Payable when item allocated to the customer
East Sussex	£0.54 admin charge	20p/10p A4 B&W printing/photocopying 15p A3 B&W photocopying (printing not available) 50p/£1 A4 colour printing/photocopying £1.50 A3 colour photocopying (printing not available)	£1.70 all borrowers (no concessions) Payable up-front
West Sussex	Free for CYP stock, 25p for adult stock up to a maximum of £10	20p/10p A4 B&W printing/photocopying 15p A3 B&W photocopying (printing not available)	Basic request service is free but no response is given on an individual basis All other requests £0.80 minimum payable up-front, and further charges may apply up to £10

		60p/50p A4 colour printing/photocopying £1.00 A3 colour photocopying (printing not available)	ILL £10/£7 all borrowers
Surrey	Free for u16s, 16+ 7p per day to maximum £2.10	25p/10p A4 B&W printing/photocopying 20p A3 B&W photocopying (printing not available) £1/£1 A4 colour printing/photocopying £1.50 A3 colour photocopying (printing not available)	Basic request service is free but no response is given on an individual basis All other requests £10 payable up-front and non-refundable (all borrowers)
<b>SELMS Authority</b>	<b>CYP Overdue fee for books</b>	<b>Printing and photocopying</b>	<b>Requests and Inter-Library Loans (outside SELMS)</b>
Buckinghamshire	5p per day to maximum of £1.05	15p A4 B&W 20p A3 B&W 50p A4 colour 75p A3 colour	Requests and ILL £7 payable up-front (no concessions), non-refundable
Camden	Free	20p/20p A4 B&W printing/photocopying 25p A3 B&W photocopying (printing not available) £1 A4 colour printing	Requests and ILL £14 payable up-front (no concessions)

		(photocopying not available) A3 colour not available	
Hertfordshire	7p per day to maximum £2.10	15p/10p A4 B&W printing/photocopying 20p A3 B&W photocopying (printing not available) 50p A4 colour printing (photocopying not available) A3 colour not available	Requests and ILL £4.60 (£4 concessions) payable up-front
Kent	U5s free; 5+ 2p per day to maximum £1.00	10p A4 B&W 15p A3 B&W £1 A4 colour £1 A3 colour	Free basic service but one month delay before processing (ensures publication date has been passed) ILL £5 search fee payable up-front and non- refundable, plus extra £4 if item obtained from British Library
Medway	U12s free; 12+ 5p per day to maximum £2.00	10p A4 B&W 20p A3 B&W 75p A4 colour £1 A3 colour	Requests and ILL £3.00 (no concessions) payable up-front
Milton Keynes	5p per day to maximum of £1.25	25p/20p A4 B&W printing/photocopying 30p A3 B&W photocopying (printing not available)	Free requests ILL £6 payable up-front and non-refundable

		75p/£1.20 A4 colour printing/photocopying £1.60 A3 colour photocopying (printing not available)	
Richmond Upon Thames	Free	10p/10p A4 B&W printing/photocopying 20p A3 B&W photocopying (printing not available) £1/£1 A4 colour printing/photocopying £2 A3 colour photocopying (printing not available)	Requests and ILL £9.95 to £21.90 dependant on material, payable up-front and non-refundable
Slough	Free	30p/10p A4 B&W printing/photocopying 20p A3 B&W photocopying (printing not available) £1 A4 colour printing (photocopying not available) A3 colour not available	Requests and ILL £4.00 (no concessions) payable up-front
West Berkshire	5p per day	10p/10p A4 B&W printing/photocopying 30p A3 B&W photocopying (printing not available) £1/50p A4 colour	Requests and ILL £15.00 (no concessions) payable up-front (restricted to adult books only, no other items will be considered)

		printing/photocopying £1.50 A3 colour photocopying (printing not available)	
Windsor & Maidenhead	5p per day to maximum of £10	15p/15p A4 B&W printing/photocopying 30p A3 B&W photocopying (printing not available) 35p/35p A4 colour printing/photocopying 65p A3 colour photocopying (printing not available)	Basic request service is free but no response is given on an individual basis All other requests £7 payable up-front and non-refundable (£6.50 concession)
<b>Comparator Group Authority</b>	<b>CYP Overdue fee for books</b>	<b>Printing and photocopying</b>	<b>Requests and Inter-Library Loans</b>
Bournemouth	Free	15p/10p A4 B&W printing/photocopying 20p A3 B&W photocopying (printing not available) 50p/50p A4 colour printing/photocopying £1 A3 colour photocopying (printing not available)	Requests and ILL £4.00 (no concessionary rate but free for children) payable up-front and non-refundable, plus an extra £3 if item obtained from British Library
Bristol	Free	15p/10p A4 B&W printing/photocopying (u15s first 10pp free)	Free basic requests service ILL £5.00 (no concessions) payable up-front

		<p>20p A3 B&amp;W photocopying (printing not available)</p> <p>60p/£1 A4 colour printing/photocopying (u15s 25p printing)</p> <p>£2 A3 colour photocopying (printing not available)</p>	
Newcastle upon Tyne	Free	<p>20p A4 B&amp;W</p> <p>40p A3 B&amp;W</p> <p>£1 A4 colour</p> <p>£2 A3 colour</p>	<p>Free requests service, followed by a £2.50 charge if the item is reserved</p> <p>ILL £11 to £21 dependant on source (restricted materials), payable up front and non-refundable</p>
North Tyneside	Free	<p>10p/10p A4 B&amp;W printing/photocopying</p> <p>20p A3 B&amp;W photocopying (printing not available)</p> <p>30p/£1 A4 colour printing/photocopying</p> <p>£1.50 A3 colour photocopying (printing not available)</p>	No requests or ILL service
Plymouth	U5s free within 1 week then 50p per item, 5+ 2p per day to maximum of £1.34	<p>10p/10p A4 B&amp;W printing/photocopying</p> <p>20p A3 B&amp;W photocopying (printing not available)</p>	Requests and ILL £2.50 (no concessions) payable on notification (£1.50 if email notification)



		£1/£1 A4 colour printing/photocopying £1.50 A3 colour photocopying (printing not available)	
Portsmouth	Free u16, 16+ 18p per day to maximum £9	10p A4 B&W 20p A3 B&W 50p A4 colour £1 A3 colour	Requests and ILL £4 payable on collection of the item (restricted to books only, no other materials)
Sefton	1p per day to maximum £1.50	10p A4 B&W 25p A3 B&W 15p A4 colour 25p A3 colour	Requests and ILL £4.20 (no concessions) payable up-front
Sheffield	Free	10p/10p A4 B&W printing/photocopying (5pp free printing for homework) 20p A3 B&W photocopying (printing not available) 50p A4 colour printing (photocopying not available) (1pg free printing for homework) A3 colour not available	Basic request service is free but no response is given on an individual basis if item is purchased or not obtained. If ILL available for the item then contact is made and a charge of £7 made, payable up-front and non-refundable, if the customer wishes to proceed
Southampton	Free	10p A4 B&W	Requests and ILL £3 basic search plus £5 for in-

		20p A3 B&W 50p A4 colour £1 A3 colour	depth search, payable up-front (50% concessionary rate), non-refundable
Southend-on-Sea	Free	30p/10p A4 B&W printing/photocopying 20p A3 B&W photocopying (printing not available) 80p A4 colour photocopying (printing not available) £1.20 A3 colour photocopying (printing not available)	Free requests ILL £2.70
Stockport	U13 free, 13+ 7p per day	10p A4 B&W 15p A3 B&W 50p A4 colour £1 A3 colour	Requests and ILL £4.00 (£2 CYP) payable up-front, plus an extra £3 if item obtained from the British Library
Swindon	U5 free, 5+ 10p per day up to maximum of £1.50	10p A4 B&W 20p A3 B&W 30p A4 colour 60p A3 colour	Request charge 70p ILL extra £3 on top of request charge, plus an extra £6 if item obtained from the British Library (service available to adults only)
Wirral	6p per day to maximum of £2.40	14p/14p A4 B&W printing/photocopying 28p/28p A3 B&W	Requests 95p adults / 65p over 60s / free u18s If ILL then extra £3.05 adults / 1.85 concessions on top of request fee.

		printing/photocopying 70p A4 colour printing (photocopying not available) £1.40 A3 colour printing (photocopying not available)	
York (York Libraries are now an Industrial Provident Society)	U12 free, 12+ 10p per day	10p/10p A4 B&W printing/photocopying (10pp free printing for homework) 20p A3 B&W photocopying (printing not available) 70p A4 colour printing (photocopying not available) (10pp free printing for homework) £1 A3 colour photocopying (printing not available)	Basic request service free but restricted to 2 titles per month per customer ILL £10 (no concessions)

**Table of local printing costs from a selection of commercial and academic sources**

	Local Commercial and Academic Printing Costs			
	A4 B&W	A3 B&W	A4 Colour	A3 Colour
Ryman's	£2 plus 12p per page	£2 plus 24p per page	£2 plus 70p per page	£2 plus £1.40 per page
Staples	19p	34p	65p	£1.60
City College	4p	10p	10p	20p
Brighton University	5p	10p	25p	50p
Mail Boxes Etc (Western Rd)	15p	27p	£1.20	£2.16

<b>Subject:</b>	<b>Fees &amp; Charges 2017/18 – Economy, Environment &amp; Culture Directorate</b>		
<b>Date of Meeting:</b>	<b>12 January 2017</b>		
<b>Report of:</b>	<b>Executive Director for Economy, Environment &amp; Culture</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Ian Shurrock</b>	<b>Tel: 292084</b>
		<b>Kerry Taylor</b>	<b>292701</b>
	<b>Email:</b>	<b>ian.shurrock@brighton-hove.gov.uk</b>	
		<b>kerry.taylor@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

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

- 1.1 The fees and charges for services are reviewed annually in line with the Corporate Fees & Charges Policy. As a minimum, all fees and charges are increased by the corporate rate of inflation which has been set at 2.0%. This is the same percentage by which income budgets will be increased. For the Sports Facilities Contract there is a formula to calculate the inflationary price increase linked to the All Items Retail Prices Index Excluding Mortgage Interest Payments (RPIX). The increase calculated for 2017/18 is 2.16%.
- 1.2 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.
- 1.3 This combined report presents the review of fees and charges across four service areas: Seafront, Sports Facilities (including golf courses), Brighton Centre and Outdoor Events. The changes would be implemented from April 2017 unless otherwise stated.
- 1.4 The proposals should be viewed in the context of the very challenging financial position facing the council, with savings of around £51 million anticipated to be required by 2020. A number of the proposals in the report to increase fees and charges above the inflation rate are to increase income.

**2. RECOMMENDATIONS:**

- 2.1 That the committee approves the fees and charges for the Seafront for 2017/18 in Appendix 1a.
- 2.2 That the Committee approves the fees and charges for the Bandstand for 2018 & 2019 in Appendix 1a.

- 2.3 That the Committee approves the fees and charges for the Sports Facilities for 2017/18 in Appendix 2a.
- 2.4 That the Committee approves the fees and charges for the Golf Courses for 2017/18 in Appendix 2b.
- 2.5 That the Committee approves the fees and charges for the Brighton Centre for 2017/18 in Appendix 3.
- 2.6 That the Committee approves the fees and charges for Outdoor Events for 2017/18 in Appendix 4.
- 2.7 That the committee grants delegated authority for officers to negotiate hire fees where commercially necessary outside the approved fees & charges.

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 9<sup>th</sup> February 2017 to be dealt with 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 fees and charges proposed in the attached appendices have been increased by the base line of 2.0% unless indicated otherwise. However, the amounts have been rounded for ease of administration and therefore the actual percentage increase is often not exactly 2.0%. Where a percentage increase above inflation is proposed an explanation is given in this main report.

#### **3.2 SEAFRONT (please see Appendix 1a & 1b)**

- 3.2.1 There are a range of fees and charges linked with the Seafront including those for the Beach Chalets, Beach Huts, Volk's Railway and the Bandstand. The proposal is to increase the charges by the corporate rate of inflation of 2% except the Volk's Railway and ceremony hire fee for the Bandstand (2018 & 2019). The proposed charges for the Seafront for 2017/18 are included in Appendix 1a.

##### Volk's Railway

- 3.2.2 In order to reflect the new and improved facilities and revised offer following the Heritage Lottery Fund (HLF) redevelopment, the proposal is to increase admission prices at Volk's Railway by up to 30%. This adds a modest 80p to the cost of an adult single ticket and £1 to a return ticket. These figures are based on

an appraisal of local comparators such as pier rides and other local and similar heritage attractions and reflect how low current charges are.

- 3.2.3 Discounts for local residents have been offered in the past, but have proved largely unsuccessful due to the documentation required. Instead, we now propose to introduce the Brighton & Hove Leisure Card discount. The card is available to adults who are in receipt of benefits such as Job Seekers Allowance. Any dependent children (aged 16 and under) whose parents or guardians apply for a Leisure Card can also apply for their own card.
- 3.2.4 Volk's Electric Railway is unique in its offer not only due to its nature as an electric train (many similar attractions are steam), but also thanks to its seaside location.
- 3.2.5 Benchmarking figures (in Appendix 1b) from similar sized attractions are based on 2014 prices which were used as baseline data for the original Heritage Lottery Fund (HLF) bid but assume an increase over the period to 2017. These, along with the proposed Volk's Railway prices for 2017, formed part of a business plan included in the bid which was approved by HLF and have been in the public domain for some time.

#### Bandstand

- 3.2.6 Over the past few years the Bandstand has become a very popular venue for Weddings. The venue is available for ceremonies between April and September and bookings are made via the council's Outdoor Events Office. Hire of the Bandstand top deck is currently £605 for a 2 hour booking. It is proposed to increase this by £60 to £665. Currently couples can add to this by also hiring the west wing area on beach level for an inclusive price of £825 which it is proposed to increase by £85 to £910.
- 3.2.7 The proposed charges to hire the Bandstand for weddings reflects a 10% increase from the prices charged for 2016 and 2017. However, this price will be set for 2 years and covers weddings taking place in both the 2018 and 2019 seasons.
- 3.2.8 Bookings over the past few years saw a peak in 2015 with 69 weddings. Numbers reduced this year with only 50 weddings booked but this is likely to be as a result of the visual impact from the continuing i360 works and access road which were adjacent to the site. Although the building works were underway in 2015, which showed the highest number of bookings so far, many couples book their wedding at least a year in advance, therefore the building works would have been a deciding factor for many choosing their venue for the following year. Now the i360 is operational and the beach access road has been removed there are already 56 weddings booked for the 2017 season.
- 3.2.9 The increased hire charges will also support the Bandstand budget which is required to cover the costs of delivering the service and maintenance requirements. With the drop in bookings this year coinciding with redecoration costs the income achieved did not cover all the associated costs of the service.
- 3.2.10 To show how the proposed prices compare with other wedding venues

in Brighton & Hove, below is a list of hire charges. These prices are from 2016 and it is assumed they will have increased over time. The length of time allocated for ceremonies varies but provides a good basis for comparison.

Angel House (Ceremony Only)	The Royal Pavilion Red Drawing Room (1 hour)	The Royal Pavilion Music Room (2 hours, inc. Red Drawing Room)	Preston Manor (1.5 hours, includes option for drinks reception)	Ship Hotel Regency Room
Monday to Thursday from £775 (morning or afternoon)	Monday to Friday £695 Saturday, Sunday and Bank Holidays £770	Monday to Friday £3,075 Saturday, Sunday and Bank Holidays £3,175	Monday to Friday £585 Saturday, Sunday and Bank Holidays £655	From £500.00

3.2.11 The Bandstand offers a unique and beautiful setting and is comparatively priced with other seafront and heritage venues. It is not envisaged that the increased prices for 2018 and 2019 will deter any future bookings.

### **3.3 SPORTS FACILITIES AND GOLF COURSES (please see Appendix 2a, Appendix 2b & Appendix 2c)**

3.3.1 The proposed charges for the Sports Facilities for 2017/18 are included in Appendix 2a.

3.3.2 Seven council sports facilities and two golf courses are operated on behalf of the council by the social enterprises, Freedom Leisure and Mytime Active respectively. Under the terms of the contracts, these service providers retain the income generated and are responsible for all of the operational costs associated with the delivery of the service.

3.3.3 The fees and charges that Freedom Leisure and Mytime Active implement are controlled by the contracts which both allow for an annual uplift in line with inflation. The All Items Retail Prices Index Excluding Mortgage Interest Payments (RPIX) is used to provide the relevant percentage uplift. For 2017/18 fees and charges the uplift is 2.16%. Increases over and above this amount must be agreed separately and are included in this report.

#### Sports Facilities (Freedom Leisure contract)

3.3.4 The majority of fees and charges for the sports facilities operated by Freedom Leisure on behalf of the council are proposed to be increased by a maximum of the contractual rate of 2.16% (including rounding as per contract).

3.3.5 It is proposed that charges for memberships be increased slightly more than the exact contractual inflationary uplift. This reflects the increasing costs of operating the facilities and recent significant investment in new state of the art gym



equipment at Withdean Sports Complex, King Alfred Leisure Centre and Prince Regent Swimming Complex.

- 3.3.6 It is difficult to benchmark the membership prices against other competitors as the offer is unique in comparison to neighbouring areas. It gives membership benefits across all seven contracted sites including unlimited use at three swimming pools, unlimited use of six gyms, unlimited exercise classes (including aqua classes) and discounted racket sports across all the sites. It is considered that the prices proposed therefore provide good value for money and are comparable with prices from neighbouring Mid Sussex District Council (see below).

Membership Type (Monthly Direct Debit)	Brighton & Hove (Proposed)	Mid Sussex (Current)
Single	£49.95	£54.00
Joint	£99.50	£97.20
Family	£101.75	£108.00
Concession	£29.80	£33.45

- 3.3.7 Some proposed prices across the sites have been held or increased below inflation, however, there are some others that have been increased to a more realistic market rate and/or to assist in recovering the cost of delivering the service. These include one of the mini tennis groups and school athletics stadium hire (external stewarding costs) at Withdean along with snooker prices, some non member prices and junior gymnastics (1.5 hours) at Portslade.
- 3.3.8 It is worth noting that although there are some slightly higher than inflationary increases Freedom Leisure are still committed to providing activities and facilities for those who would find price a barrier to participation. This is demonstrated by the current free swimming offer to U16 year old children in Brighton and Hove that is offered by the three swimming pool sites which is part subsidised by Freedom Leisure in conjunction with funding from Public Health. Freedom Leisure also agreed to introduce the city wide Leisure Card.
- 3.3.9 The Leisure Card scheme was introduced across six council public sports facilities in April 2013 (which was extended to seven in April 2015 with Portslade Sports Centre). It is administered by Freedom Leisure on behalf of the council. The scheme is based upon the principle of providing a discounted price to those less likely to be able to afford to pay standard prices. It is therefore designed to increase participation in sport and physical activity by traditionally low user groups for whom price is a particular barrier to taking part. This creates more opportunities for residents on low income to access sports facilities, thereby leading to a reduction in health inequalities. The Leisure Card scheme also aims to bring a clear and consistent approach to concessionary pricing. It is means-tested to ensure that it provides a fair and transparent system which gives discounts to those residents who are most in need. The Leisure Card can be applied for, free of charge, by any residents in receipt of a range of low income benefits. Leisure Card holders are entitled to substantial reductions, of up to 40% on both membership and 'pay as you go' use of facilities across the city at the various sites including use of the gym, swimming, squash, badminton and table-tennis.

### Golf Courses (Mytime Active contract)

- 3.3.10 The current pricing structure has been in place for a number of years and the fees and charges are split between green fees (pay and play) and season tickets (advanced annual payment either in full, or monthly by direct debit).
- 3.3.11 The fees and charges for Hollingbury Park and Waterhall Golf Courses remain below the regional average. The golf courses face the challenge of a decline in numbers across the industry and increased operational costs (such as utilities and staffing costs). It is worth highlighting that when bidding for the contract over 7 years ago the contract did not include the Living Wage. Mytime Active do, however, pay the Living Wage to their staff which has therefore increased the expenditure on staffing to a higher level than anticipated at the time of the bid.
- 3.3.12 The quality of the courses has improved in recent years and the changes and increases proposed (in Appendix 2b) assist in pricing the courses at a more realistic market rate and to provide greater consistency with the other Mytime Active regional sites (see Appendix 2b). Waterhall still remains the cheaper alternative with both season tickets and green fees much lower than the regional average.
- 3.3.13 Mytime Active's pricing policy aims to retain members and attract new users to the courses. Their pricing strategy is to offer additional incentives to members and offer value for money alongside a commitment to offering members a more healthy lifestyle. Within the golf membership packages (season tickets) they are adding value by offering additional benefits such as a free 30 minute golf lesson, 10% discount on food and drink and access to a range of healthy lifestyle and health check services (Please see details in Appendix 2c).
- 3.3.14 Membership/season tickets are being increased from between 0% and 5.98%. Some of the higher percentage increases are for the 7 and 5 day senior prices (for the over 60s). In line with most other golf courses Mytime Active are looking at gradually bringing the price for these categories in line with the regular season ticket prices to ensure the courses can be more sustainable.
- 3.3.15 The green fees proposed initially appear to be a considerable percentage increase, however, when compared to the average price the courses still offer very good value for money. This increase will enable the courses to also encourage pay and play/non members to 'join' Mytime Active by becoming registered users. Simply by providing their contact details they are immediately entitled to a 10% loyalty discount off green fees. This actually makes some of the prices cheaper than the current fees but it enables Mytime Active to improve the data held on their customers and will provide better tracking of usage and golf patterns/behaviour.
- 3.3.16 As shown in Appendix 2b, the proposed fees and charges still provide good value when compared with the Mytime Active regional price and the regional competitor average price, particularly as these figures are based on rates for 2016/17.

### **3.4 BRIGHTON CENTRE (please see Appendix 3)**

- 3.4.1 Proposed charges for the Brighton Centre for 2017/18 are included in Appendix 3. These proposed charges are required to achieve the corporate rate of inflation of 2% plus additional VFM savings included in the 2017/18 Revenue Budget.
- 3.4.2 The Brighton & Hove Schools Concert will continue to receive favourable rates as in previous years to minimise the risk to Brighton & Hove Music Service for this important annual event.

### **3.5 OUTDOOR EVENTS (please see Appendix 4)**

- 3.5.1 Proposed charges for Outdoor Events for 2017/18 are included in Appendix 4. These proposed charges are primarily in line with the corporate rate of inflation having been uplifted by 2.0%.
- 3.5.2 Filming in the city has seen a large increase in recent years. Prices are proposed to increase by 5% (excluding the rate charged for students) which is still viewed as a commercially attractive rate.

## **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

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

## **5. COMMUNITY ENGAGEMENT & CONSULTATION**

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

## **6. CONCLUSION**

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

## **7. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 7.1 The fees and charges 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.

*Finance Officer Consulted: Steven Bedford*

*Date: 08/12/16*

Legal Implications:

- 7.2 The Corporate Fees and Charges Policy has been properly applied in forming the recommendations set out in this Report.

It is not considered that the Report raises any adverse human rights implications.

*Lawyer Consulted:*

*Hilary Woodward*

*Date: 8/12/16*

Equalities Implications:

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

Sustainability Implications:

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

Any Other Significant Implications:

- 7.5 None

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Appendix 1a – Seafront Fees & Charges 2017/18
2. Appendix 1b – Seafront Benchmarking information
3. Appendix 2a – Sports Facilities Fees & Charges 2017/18
3. Appendix 2b – Golf Course Fees & Charges 2017/2018
4. Appendix 2c - Golf Course Membership benefits
5. Appendix 3 – Brighton Centre Fees & Charges 2017/18
6. Appendix 4 – Outdoor Events Fees & Charges 2017/18

### **Documents in Members' Rooms**

None

### **Background Documents**

None



# Fees & Charges 2017/18

## Appendix 1a - Seafront

Seafront		Current 2016/17	Proposed 2017/18	Increase £	Increase %
Beach Hut Licence Hove Prom	Excl VAT	300.00	306.00	6.00	2.0%
Beach Hut Licence Hove Prom	Incl VAT	360.00	367.20	7.20	2.0%

Seafront	Current Price 2016/17 Incl VAT	2% increase for 2017/18 Incl VAT	Proposed 2017/18 (rounded up to nearest 50p)	Increase £	Increase %
Beach Hut Transfer Administration Fee	80.00	81.60	82.00	2.00	2.5%
Winch or Capstan Site	26.50	27.03	27.50	1.00	3.8%
Beaching Permit for pleasure/sailing/rowing boat	35.00	35.70	36.00	1.00	2.9%
Beach Lock Site – small (self build)	26.50	27.03	27.50	1.00	3.8%
Beach Lock Site – large (self build)	52.50	53.55	54.00	1.50	2.9%
Beach Locker – (locker owned by council)	87.50	89.25	89.50	2.00	2.3%
Beach Volleyball (court hire - peak)	24.50	24.99	25.00	0.50	2.0%
Beach Volleyball (court hire – off peak)	16.50	16.83	17.00	0.50	3.0%
Beach Basketball Court	Free	Free	Free	Free	Free

Beach Chalets	Price 2016/17 Incl VAT	2% Increase for 2017/18 Incl VAT	Increase £	Increase %
<b>Tenants of Brighton &amp; Hove</b>				
Hove	1,393.29	1421.16	27.87	2%
Madeira Drive	956.33	975.45	19.13	2%
Saltdean	811.88	828.11	16.24	2%
Rottingdean	811.88	828.11	16.24	2%
Ovingdean	907.28	925.42	18.15	2%
<b>Non-Tenants of Brighton &amp; Hove</b>				
Hove	1,671.92	1705.35	33.44	2%
Madeira Drive	1,147.67	1170.62	22.95	2%
Saltdean	974.31	993.80	19.49	2%
Rottingdean	974.31	993.80	19.49	2%
Ovingdean	1,088.70	1110.47	21.77	2%

<b>Tenants Fixed Term Tenancies</b>				
Hove	1,325.18	1351.68	26.50	2%
Madeira Drive	912.89	931.14	18.26	2%
Saltdean	774.98	790.47	15.50	2%
Rottingdean	774.98	790.47	15.50	2%
Ovingdean	866.00	883.31	17.32	2%

<b>Volks Railway</b>	<b>Current Price 2016</b>	<b>Proposed 2017</b>	<b>Increase £</b>	<b>Increase %</b>	<b>Leisure Card (New)</b>
Adult single	2.90	3.70	0.80	28%	2.20
Adult return	3.80	4.80	1.00	26%	2.90
Child single	1.80	2.20	0.40	22%	1.30
Child return	2.30	2.90	0.60	26%	1.80
Senior single	2.20	2.50	0.30	14%	1.50
Senior return	2.90	3.70	0.80	28%	2.30
Family single	7.30	9.20	1.90	26%	5.50
Family return	9.70	12.50	2.80	29%	7.50
Adult group return	2.80	3.50	0.70	25%	n/a
Child group return	1.90	2.30	0.40	21%	n/a
Halfway Adult single	1.80	2.20	0.40	22%	n/a
Halfway child single	1.20	1.40	0.20	17%	n/a
VERA Members	0.60	1.00	0.40	67%	n/a
Special	1.00	1.00	0.00	0%	n/a
3 yrs & under	Free	Free	Free	Free	Free

<b>Bandstand Ceremony Hire Fees</b>	<b>Current price*</b>	<b>Proposed 2018 &amp; 2019 seasons booking fees (set for 2 years)</b>	<b>Increase £</b>	<b>Increase % (0% increase in 2nd year)</b>
Bandstand (top deck)	605.00	665.00	60.00	10%
Bandstand + west wing	825.00	910.00	85.00	10%

\* Previously approved for 2016 & 2017 seasons (April - September)



## Fees & Charges 2017/18

### Appendix 1b - Benchmarking for Volks Electric Railway

Volk's Electric Railway is unique in its offer not only due to its nature as an electric train (many similar attractions are steam), but also thanks to its seaside location. However, the following have been identified as similar sized attractions that are likely to appeal to the same audiences:

#### Seaton Tramway

Seaton Tramway in Devon runs along a 3 mile route through the Axe Valley between the coastal resort of Seaton, the small village of Colyford and the ancient town of Colyton. The journey takes half an hour to complete and operates in all weather conditions. The tramway is open to the public from the beginning of April through to the end of October, with some out of season events.

Here is an example of the various fares

	Seaton to Colynton (return)	Halfway	Dinosaur Tramway	Santa Special
Adult	£10.00	£7.00	£14.95	£19.95
Child	£6.50	£4.60	£9.95	£15.95

#### Great Orme Tramway, Llandudno

The Great Orme Tramway is a unique Victorian innovation, considered to be the most spectacular of all the UK's funicular railways. Like the majority of other similar attractions, the tramway only runs from the end of March until the end of October. The journey is a mile up from the town centre to a nature reserve.

Examples of their entry charges are as follows:

	Return
Adult	£6.50
Child	£4.50
Schools	£3.20

There is also a 10% discount offered for families and groups.

### Romney, Hythe and Dymchurch

Romney, Hythe and Dymchurch Railway has been running for the last 87 years and is known as the miniature mainline of Kent. The trains are a third of the size of standard steam and diesel locomotives and follow a 13.5 mile route through Kent, travelling from Hythe to Dungeness. Although the train does not have the history Volk's Railway has, it does have the advantage of having a destination point at each of the 4 stations along the route. The train operates mainly from the beginning of April until the end of October.

Here is an example of their pricing:

	Hythe to Dymchurch	Romney Rover (all day ticket)	Mother's Day	Evening Dining Train
Adult	£9.90	£17.00	£14.00 (not including train ride)	£46.00
Concession	£8.60	£15.00		
Child	£4.95	£8.50	£9.00 (not including train ride)	

To show how the proposed prices compare with other charging heritage organisations in Brighton & Hove, here is a list of their entry charges. As with the above figures these prices are from 2014 and have increased over time.

These figures are for standard entry, and do not reflect additional charges for special events:

Organisation	Price
The Royal Pavilion	Adult £11 Child £6 Family (2 adults and up to 2 children) £28 Family (1 adult and up to 2 children) £17 Concessions £9 Local residents £5.50
Brighton Toy and Model Museum	Adults £4.50 Concessions £3.50 Family (2 adults and 2 children) £12.50
Preston Manor	Adult £6.40 Child £3.40 Family (2 adults and up to 2 children) £16.10 Family (1 adult and up to 2 children) £9.80 Concessions £5.20
Whitehawk Air Raid shelter	Adults £2 Concessions £1.50





## Fees & Charges 2017/18

### Appendix 2a - Sports Facilities, Prince Regent Swimming Complex & Slipper Baths

Main Heading	Type	2016/2017	Proposed 2017/18	% Increase
Swim	Adult	£ 4.65	£ 4.75	2.15%
	Child	£ 2.80	£ 2.85	1.79%
	Over 60	£ 2.80	£ 2.85	1.79%
	Adult Leisure Card	£ 2.80	£ 2.85	1.79%
	Junior Leisure Card	£ 1.70	£ 1.75	2.94%
	Over 60 Leisure Card	£ 1.70	£ 1.75	2.94%
	Family	£ 11.70	£ 11.90	1.71%
	Adult Monthly	£ 43.80	£ 44.70	2.05%
	Junior Monthly	£ 28.25	£ 28.80	1.95%
	Over 60 Monthly	£ 28.25	£ 28.80	1.95%
	Adult Monthly Leisure Card	£ 26.30	£ 26.85	2.09%
	Swim Direct Debit	£ 26.50	£ 27.25	2.83%
	Swim Direct Debit Leisure Card	£ 18.20	£ 18.70	2.75%
	Adult Weekly	£ 13.00	£ 13.30	2.31%
	Junior Weekly	£ 7.10	£ 7.25	2.11%
	Over 60 Weekly	£ 7.10	£ 7.25	2.11%
	Adult Concession Leisure Card	£ 7.80	£ 7.95	1.92%
	School LA	£ 2.15	£ 2.20	2.33%
	Aqua Natal	£ 4.70	£ 4.80	2.13%
	Aqua Natal Leisure Card	£ 2.85	£ 2.90	1.75%
	Water Workout	£ 6.60	£ 6.75	2.27%
	Water Workout Leisure Card	£ 3.95	£ 4.10	3.80%
	50+ Water Workout	£ 4.20	£ 4.30	2.38%
	Child Lesson	£ 6.30	£ 6.45	2.38%
	Child Diving Lesson	£ 6.30	£ 6.45	2.38%
	Adult Lesson	£ 7.40	£ 7.55	2.03%
	Over 60s Lesson	£ 6.25	£ 6.40	2.40%
	Playgroup	£ 5.10	£ 5.20	1.96%
	Child 1 to 1 Lesson (45 mins)	£ 20.30	£ 20.70	1.97%
	Adult 1 to 1 Lesson (45 mins)	£ 22.50	£ 22.90	1.78%
	Gala Hire	£ 418.50	£ 425.00	1.55%
	Gala Hire Additional Hour After 3	£ 165.65	£ 168.50	1.72%
	Gala Non Local Hire	£ 564.15	£ 575.00	1.92%
Gala Non Local hire Additional Hour After 3	£ 202.90	£ 207.00	2.02%	
Swim Club Hire	£ 175.85	£ 179.00	1.79%	
Main Pool Hire	£ 140.10	£ 143.00	2.07%	
Shallow Pool Hire	£ 47.60	£ 48.60	2.10%	
Flexi Pool Hire	£ 70.75	£ 72.00	1.77%	
Teaching Pool Hire	£ 70.75	£ 72.00	1.77%	
Fitness Suite	Adult Peak Casual	£ 8.00	£ 8.20	2.50%
	Adult Off Peak Casual	£ 6.85	£ 7.00	2.19%
	Adult Peak Casual Leisure Card	£ 4.80	£ 4.90	2.08%
	Adult Off Peak Casual Leisure Card	£ 4.10	£ 4.20	2.44%
	Pilates	£ 5.70	£ 5.80	1.75%
	Junior Casual	£ 3.60	£ 3.70	2.78%
	Student Casual	£ 5.00	£ 5.10	2.00%
	Sauna/Steam & Swim	£ 7.25	£ 7.35	1.38%
	Sauna/Steam & Swim Family	£ 14.30	£ 14.60	2.10%
	Personal Training Member	£ 38.50	£ 39.25	1.95%
	Personal Training Non-Member	£ 45.00	£ 45.90	2.00%
	Gym Induction	£ 22.75	£ 23.20	1.98%
Miscellaneous	Adult Spectator	£ 1.55	£ 1.60	3.23%
	Child Spectator	£ 1.15	£ 1.20	4.35%
	Over 60 Spectator	£ 1.15	£ 1.20	4.35%
	Concession Spectator	£ 1.15	£ 1.20	4.35%
	Creche	£ 0.75	£ 0.80	6.67%

Fees & Charges 2017/18

Appendix 2a - Sports Facilities, King Alfred Leisure Centre

Main Heading	Type	2016/2017	Proposed 2017/18	% Increase
Swimming	Adult Swim Member	£4.25	£4.35	2.35%
	Adult Swim Member Leisure Card	£2.55	£2.60	1.96%
	Adult Swim Non Member	£4.65	£4.75	2.15%
	Adult Swim Non Member Leisure Card	£2.80	£2.85	1.79%
	Junior Swim/Senior Citizen Member	£2.25	£2.30	2.22%
	Junior Swim/Senior Citizen Non Member	£2.80	£2.85	1.79%
	Junior Swim/Senior Citizen Member Leisure Card	£1.35	£1.40	3.70%
	Junior Swim/Senior Citizen Non Member Leisure Card	£1.70	£1.75	2.94%
	Family Swim Member	£10.00	£10.20	2.00%
	Family Swim Non Member	£11.70	£11.90	1.71%
	Parent Swim(with child on lesson) Non Member	£2.80	£2.85	1.79%
	Adult Monthly Swim Member	£42.30	£43.10	1.89%
	Adult Monthly Swim Member Leisure Card	£25.40	£25.90	1.97%
	Junior/Senior Citizen Monthly Swim Member	£24.10	£24.55	1.87%
	Junior/Senior Citizen Monthly Swim Member Leisure Card	£14.50	£14.75	1.72%
	Adult Monthly Swim Non Member	£43.80	£44.70	2.05%
	Adult Monthly Swim Non Member Leisure Card	£26.30	£26.85	2.09%
	Junior/Senior Citizen Monthly Swim Non Member	£28.25	£28.80	1.95%
	Junior/Senior Citizen Monthly Swim Non Member Leisure Card	£16.95	£17.30	2.06%
	Swim Membership Direct Debit	£26.50	£27.25	2.83%
	Swim Membership Direct Debit Leisure Card	£18.20	£18.70	2.75%
	Adult Member 10 Swims For Price of 9	£38.25	£39.15	2.35%
	Adult Member 10 Swims For Price of 9 Leisure Card	£22.95	£23.40	1.96%
	Adult Non Member 10 Swims For Price of 9	£41.85	£42.75	2.15%
	Adult Non Member 10 Swims For Price of 9 Leisure Card	£25.20	£25.65	1.79%
	Junior/Senior Citizen Member 10 Swims For Price of 9	£20.25	£20.70	2.22%
	Junior/Senior Citizen Member 10 Swims For Price of 9 Leisure Card	£12.15	£12.60	3.70%
	Junior/Senior Citizen Non Member 10 Swims For Price of 9	£25.20	£25.65	1.79%
	Junior/Senior Citizen Non Member 10 Swims For Price of 9 Leisure Card	£15.30	£15.75	2.94%
	Swim Lessons	Junior Member Group Swimming Lesson	£5.90	£6.05
Junior Non Member Group Swimming Lesson		£6.30	£6.45	2.38%
Adult Member Group Swimming Lesson		£6.60	£6.75	2.27%
Adult Non Member Group Swimming Lesson		£7.40	£7.55	2.03%
Adult Individual Swim Lesson (30 mins)		£20.30	£20.70	1.97%
Junior Individual Swim Lesson (30 mins)		£16.50	£16.85	2.12%
Spectators	Adult Spectator	£1.55	£1.60	3.23%
	Junior/Senior Citizen Spectator	£1.15	£1.20	4.35%
	Concession Spectator	£1.15	£1.20	4.35%
Pool Sessions	Aqua Sessions 3/4 hr Member	£4.55	£4.65	2.20%
	Aqua Sessions 3/4 hr Non Member	£5.70	£5.80	1.75%
	Ducklings 3/4 Hour Member	£4.35	£4.45	2.30%
	Ducklings 3/4 Hour Non Member	£4.95	£5.05	2.02%
Pool Parties	Party/Tea Activity Room	£20.55	£20.95	1.95%
	Teaching Pool Per Hour including parties	£67.00	£68.40	2.09%
Pool Hire	Gala (3 Hours)	£409.45	£416.80	1.80%
	Gala State School/Dolphins/Marlins	£242.55	£246.90	1.79%
	Dolphins	£82.50	£84.00	1.82%
	State School Teaching Pool 1/2 Hour	£23.70	£24.20	2.11%
	State School Whole Main Pool 1/2 Hour	£47.40	£48.40	2.11%
	State School Half Main Pool 1/2 Hour	£23.70	£24.20	2.11%
	State School One Lane 1/2 Hour	£11.85	£12.10	2.11%
	State School Lagoon 1/2 Hour	£11.85	£12.10	2.11%
	Private School Teaching Pool 1/2 Hour	£47.40	£48.40	2.11%
	Private School Whole Main Pool 1/2 Hour	£67.00	£68.40	2.09%
	Private School Half Main Pool 1/2 Hour	£33.50	£34.20	2.09%
	Private School One Lane 1/2 Hour	£16.75	£17.10	2.09%
	Private School Lagoon 1/2 Hour	£16.75	£17.10	2.09%
	Special School Per Child Per 1/2 Hour	£2.15	£2.20	2.33%
Membership	Adult	£17.15	£17.50	2.04%
	Junior	£9.45	£9.65	2.12%
	Senior Citizen	£9.45	£9.65	2.12%
	Leisure Card	£10.30	£10.50	1.94%
	Family	£40.60	£41.35	1.85%
	Replacement Card	£5.55	£5.65	1.80%
	Adult Daily Membership	£1.55	£1.60	3.23%
	Junior/Senior Citizen Daily Membership	£1.15	£1.20	4.35%
	Leisure Card Daily Membership	£1.15	£1.20	4.35%
Fitness Suite	Adult Casual Member 1 Hour Training	£5.50	£5.60	1.82%
	Adult Casual Non Member 1 Hour Training	£6.00	£6.10	1.67%
	Adult Casual Member 1 Hour Training Leisure Card	£3.30	£3.35	1.52%
	Adult Casual Non Member 1 Hour Training Leisure Card	£3.60	£3.65	1.39%
	Junior Session Member	£4.15	£4.25	2.41%
	Junior Session Non Member	£4.45	£4.55	2.25%
	Junior Session Member Leisure Card	£2.50	£2.55	2.00%
	Junior Session Non Member Leisure Card	£2.70	£2.75	1.85%
	50+ Session	£3.55	£3.65	2.82%
	Induction Course Group Member	£12.65	£12.90	1.98%
	Induction Course Group Non Member	£17.30	£17.60	1.73%
	Individual Induction Member	£22.75	£23.20	1.98%
	Individual Induction Non Member	£22.75	£23.20	1.98%
	Compass & Listen Up Card Induction	£16.15	£16.45	1.86%
	1 to 1 Fitness Assessment DD	£16.65	£16.95	1.80%
	1 to 1 Fitness Assessment Member	£16.65	£16.95	1.80%
	1 to 1 Fitness Assessment Non Member	£22.25	£22.65	1.80%

<b>Sports Hall Hire</b>	Adult Badminton 1 Hour	£10.15	£10.35	1.97%
	Adult Off Peak Member Badminton 1 Hour	£8.00	£8.15	1.88%
	Junior Badminton 1 Hour	£4.80	£4.90	2.08%
	Junior Off Peak Member Badminton 1 Hour	£3.90	£4.00	2.56%
	Junior Member Badminton Course 1.5 Hours	£5.30	£5.40	1.89%
	Junior Non Member Badminton Course 1.5 Hours	£5.70	£5.80	1.75%
	Adult Table Tennis 1 Hour	£4.30	£4.40	2.33%
	Adult Off Peak Member Table Tennis 1 Hour	£3.55	£3.65	2.82%
	Junior Table Tennis 1 Hour	£3.65	£3.70	1.37%
	Junior Member Off Peak Table Tennis 1 Hour	£2.75	£2.80	1.82%
	Adult Badminton 1 Hour Leisure Card	£6.10	£6.20	1.64%
	Adult Off Peak Member Badminton 1 Hour Leisure Card	£4.80	£4.90	2.08%
	Junior Badminton 1 Hour Leisure Card	£2.90	£2.95	1.72%
	Junior Off Peak Member Badminton 1 Hour Leisure Card	£2.35	£2.40	2.13%
	Adult Table Tennis 1 Hour Leisure Card	£2.60	£2.65	1.92%
	Adult Off Peak Member Table Tennis 1 Hour Leisure Card	£2.15	£2.20	2.33%
	Junior Table Tennis 1 Hour Leisure Card	£2.20	£2.25	2.27%
	Junior Member Off Peak Table Tennis 1 Hour Leisure Card	£1.65	£1.70	3.03%
	Sports Hall 1 Hire 1 Hour	£58.95	£60.00	1.78%
	Sports Hall 1 Member Hire Off Peak 1 Hour	£44.25	£45.05	1.81%
Sports Hall 1 Hire 1 Hour Junior	£38.15	£38.85	1.83%	
Sports Hall 2 Hire 1 Hour	£42.55	£43.35	1.88%	
Sports Hall 2 Member Hire Off Peak 1 Hour	£31.70	£32.30	1.89%	
Sports Hall 2 1/2 Hall	£25.30	£25.75	1.78%	
Sports Hall 2 1/2 Hall Off Peak	£18.85	£19.20	1.86%	
<b>Other Rooms</b>	Multi Purpose Room	£25.30	£25.75	1.78%
	Training Rooms	£19.00	£19.35	1.84%
<b>Other Activities</b>	Mini Mayhem	£4.05	£4.15	2.47%
	Mini Mayhem Extra Child	£2.10	£2.15	2.38%
	Holiday Member 1.5 Hours	£4.15	£4.25	2.41%
	Holiday Non Member 1.5 Hours	£4.45	£4.55	2.25%
	Holiday Member 2 Hours	£4.85	£4.95	2.06%
	Holiday Non Member 2 Hours	£5.35	£5.45	1.87%
	Aerobics+Circuits+Core Conditioning+Yoga+ Spinning Member	£4.55	£4.65	2.20%
	Aerobics+Circuits+Core Conditioning+Yoga+ Spinning Non Member	£5.55	£5.65	1.80%
	Pilates Drop In Member	£5.55	£5.65	1.80%
	Pilates Drop In Non Member	£6.90	£7.05	2.17%
	Sports Saver	£2.05	£2.10	2.44%
	Shower	£2.45	£2.50	2.04%
	Junior Trampoline Course Member 3/4 Hour	£4.35	£4.45	2.30%
	Junior Trampoline Course Non Member 3/4 Hour	£5.00	£5.10	2.00%
	Adult Trampoline Course Member 3/4 Hour	£3.75	£3.85	2.67%
	Adult Trampoline Course Non Member 3/4 Hour	£4.35	£4.45	2.30%
	Party Tea/Activity Room	£20.55	£20.95	1.95%
	Dry Party	£67.00	£68.40	2.09%
Mini Mayhem Party	£93.00	£94.70	1.83%	
<b>Ballroom Prices</b>	Mon - Friday 8am -6pm per hour	£55.30	£56.40	1.99%
	Mon - Thurs 6pm - midnight per hour	£61.20	£62.45	2.04%
	Mon - Thurs after midnight per hour	£80.00	£81.60	2.00%
	Friday 6pm - midnight per hour	£67.10	£68.45	2.01%
	Friday after midnight per hour	£80.00	£81.60	2.00%
	Saturday 8am-6pm per hour	£61.20	£62.45	2.04%
	Saturday 6pm - midnight per hour	£73.00	£74.50	2.05%
	Saturday after midnight per hour	£104.75	£106.80	1.96%
	Sunday 8am to 6pm per hour	£85.90	£87.60	1.98%
	Sunday 6pm to Midnight per hour	£104.75	£106.80	1.96%
	Mon - Thurs 6-12 (charges are from 6-1am)	£447.10	£456.00	1.99%
	Mon - Thurs 6-12.30 (charges are from 6-1.30am)	£487.15	£496.80	1.98%
	Mon - Thurs 6-1.00 (charges are from 6-2am)	£527.15	£536.95	1.86%
	Friday (Colleen) 7-11.30 (charges are from 7-12.30am)	£375.35	£382.70	1.96%
	Friday 6-12 (charges are from 6-1am)	£482.45	£491.95	1.97%
	Friday 6-12.30 (charges are from 6-1.30am)	£522.45	£532.75	1.97%
	Friday 6-1.00 (charges are from 6-2am)	£562.45	£572.95	1.87%
	Saturday 6-12 (charges are from 6-1am)	£546.00	£556.75	1.97%
	Saturday 6-12.30 (charges are from 6-1.30am)	£598.35	£609.50	1.86%
	Saturday 6-1.00 (charges are from 6-2am)	£650.65	£662.95	1.89%
	Sunday- Colleen- Dance infinity	£543.45	£553.95	1.93%
	Sunday (Spiral) Registered Charity Rate (less 20%)	£304.95	£310.95	1.97%
Carola (Saturday) 7-12 (charges are from 7-1)	£472.35	£481.75	1.99%	
Carola (Saturday) 8-1 (charges are from 8-2)	£503.55	£510.25	1.33%	
Saturday - Colleen- Dance infinity	£472.35	£481.75	1.99%	
<b>Kingsway Multiplay</b>	Adults Football Half Pitch Per Hour	£15.10	£15.40	1.99%
	Juniors Football Half Pitch Per Hour	£10.55	£10.75	1.90%
	Adult Netball Half Pitch Per Hour	£15.10	£15.40	1.99%
	Juniors Netball Half Pitch Per Hour	£10.55	£10.75	1.90%
	Tennis Hut - Summer Season (March - Sept)	£122.35	£124.55	1.80%
	Tennis Hut Hire Per Hour	£11.15	£11.35	1.79%
	Tennis Hut- Winter Season	£61.20	£62.30	1.80%
<b>Indoor Bowls</b>	Roll Up 1½ hrs	£3.15	£3.20	1.59%
	Drive	£5.70	£5.80	1.75%
	Roll Up 2 hr	£4.35	£4.45	2.30%
	Locker	£10.75	£10.95	1.86%
	Rink Hire 3 hrs	£24.50	£24.95	1.84%
	Rink Hire 2 hrs	£17.20	£17.50	1.74%
	Rink Hire 1½ hrs	£13.35	£13.60	1.87%
League per Rink (3 hours)	£30.05	£30.60	1.83%	

## Fees & Charges 2017/18

### Appendix 2a - Sports Facilities, St Luke's Swimming Pool

Main Heading	Type	2016/2017	Proposed 2017/18	% Increase
Swim	Adult	£4.65	£4.75	2.15%
	Adult Leisure Card	£2.80	£2.85	1.79%
	Child	£2.80	£2.85	1.79%
	Child Leisure Card	£1.70	£1.75	2.94%
	Over 60	£2.80	£2.85	1.79%
	Over 60 Leisure Card	£1.70	£1.75	2.94%
	Family	£11.70	£11.90	1.71%
	Water Workout	£6.60	£6.75	2.27%
	Water Workout Leisure Card	£4.00	£4.10	2.50%
	50+ Water Workout	£4.20	£4.30	2.38%
	Child Lesson	£6.30	£6.45	2.38%
	Child Diving Lesson	£6.30	£6.45	2.38%
	Adult Lesson	£7.40	£7.55	2.03%
	Over 60s Lesson	£6.30	£6.45	2.38%
	Child 1 to 1 Lesson	£20.30	£20.70	1.97%
	Adult 1 to 1 Lesson	£22.50	£22.90	1.78%
	Adult 10 swim pass (10 for 9)	£41.85	£42.75	2.15%
	Child/Over 60/Leisure Card 10 swim pass	£25.20	£25.65	1.79%
	Swim Membership Direct Debit	£26.50	£27.25	2.83%
	Swim Membership Direct Debit Leisure Card	£18.20	£18.70	2.75%



# Fees & Charges 2017/18

## Appendix 2a - Sports Facilities, Withdean Sports Complex

Main Heading	Type	2016/2017	Proposed 2017/18	% Increase
Indoor Tennis Courts	Adult Peak	£ 22.20	£ 22.50	1.35%
	Adult Off Peak	£ 17.75	£ 18.00	1.41%
	Over 60 Off Peak	£ 12.25	£ 12.40	1.22%
	Junior Off Peak / Family	£ 6.45	£ 6.60	2.33%
Outdoor Tennis Courts	Adult	£ 8.65	£ 8.75	1.16%
	Adult with Floodlights	£ 10.00	£ 10.20	2.00%
	Junior	£ 4.00	£ 4.10	2.50%
	Adult Leisure Card	£ 5.30	£ 5.40	1.89%
	Junior with Floodlights	£ 5.30	£ 5.40	1.89%
	Adult with Floodlights Leisure Card	£ 6.00	£ 6.15	2.50%
	5-A-Side Court	£ 16.00	£ 16.00	0.00%
Junior Tennis Coaching	Mini Tennis Red	£ 6.00	£ 6.30	5.00%
	Mini Tennis Orange	£ 7.45	£ 7.60	2.01%
	Mini Tennis Green	£ 7.45	£ 7.60	2.01%
	Turbo Tennis	£ 8.25	£ 8.40	1.82%
	Diddy Tennis	£ 2.50	£ 2.55	2.00%
Adult Tennis Coaching	Adult Coaching (1.5hrs)	£ 12.25	£ 12.50	2.04%
	Un coached sessions (1.5hrs)	£ 5.30	£ 5.40	1.89%
Squash	Adult Peak	£ 9.50	£ 9.50	0.00%
	Adult Off Peak	£ 7.05	£ 7.20	2.13%
	Junior Off Peak	£ 4.85	£ 4.95	2.06%
	Adult Peak Leisure Card	£ 5.70	£ 5.80	1.75%
	Adult Off Peak Leisure Card	£ 4.25	£ 4.35	2.35%
	Junior Off Peak Leisure Card	£ 2.90	£ 3.00	3.45%
Miscellaneous	Racket Hire	£ 2.75	£ 2.80	1.82%
	Deposit	£ 6.40	£ 6.50	1.56%
	Priority Booking Card (Per Year)	£ 50.00	£ 51.00	2.00%
	Creche Non Member	£ 2.50	£ 2.55	2.00%
	Minor Clubhouse Per Hour	£ 19.95	£ 20.35	2.01%
	Dance Studio Per Hour	£ 25.70	£ 26.20	1.95%
Fitness Suite	Gym Induction	£ 22.75	£ 23.20	1.98%
	Adult Peak Gym Session	£ 8.00	£ 8.20	2.50%
	Adult Off Peak Gym Session	£ 6.85	£ 7.00	2.19%
	Adult Peak Gym Session Leisure Card	£ 4.80	£ 4.90	2.08%
	Adult Off Peak Gym Session Leisure Card	£ 4.10	£ 4.20	2.44%
	Junior Gym Session	£ 3.60	£ 3.70	2.78%
	Programme Review	£ 12.50	£ 12.50	0.00%
	Personal Training Member	£ 38.50	£ 39.25	1.95%
	Personal Training Non Member	£ 45.00	£ 45.90	2.00%
	Membership 6 Site Single DD	£ 49.50	£ 49.95	0.91%
	Membership 6 Site Joint DD	£ 97.00	£ 99.50	2.58%
	Membership 6 Site Family DD	£ 99.00	£ 101.75	2.78%
	Membership 6 Site Student DD	£ 29.00	£ 29.80	2.76%
	Membership 6 Site Corporate DD	£ 43.00	£ 44.25	2.91%
Membership 6 Site Single DD Leisure Card	£ 29.00	£ 29.80	2.76%	
Sauna	Session	£ 3.70	£ 3.75	1.35%
Aerobics Classes	Class (Non BTS)	£ 6.20	£ 6.35	2.42%
	Bodypump/combat/attack	£ 6.70	£ 6.85	2.24%
	Indoor Pursuit Cycling	£ 5.80	£ 5.90	1.72%
	Back to Back Classes	£ 10.00	£ 10.20	2.00%
	Back to Back including BTS	£ 10.75	£ 10.95	1.86%
Combination Package	Gym & Sauna	£ 9.00	£ 9.20	2.22%
Athletic Training	Adult	£ 4.25	£ 4.35	2.35%
	Junior	£ 3.00	£ 3.05	1.67%
	Adult Leisure Card	£ 2.55	£ 2.60	1.96%
	Spectator	£ 1.00	£ 1.00	0.00%
Athletics Season Tickets	Adult Full Year	£ 155.00	£ 158.00	1.94%
	Junior/Leisure Card Full Year	£ 97.75	£ 99.70	1.99%
	Adult April – September	£ 86.15	£ 88.00	2.15%
	Junior Leisure Card April - September	£ 61.00	£ 62.00	1.64%
Stadium Hire Per Hour	Athletics event (schools)	£ 44.00	£ 46.00	4.55%
	Athletics event (club)	£ 52.70	£ 53.75	1.99%
	Football Match	£ 167.50	£ 170.00	1.49%

## Fees & Charges 2016/17

### Appendix 2a - Sports Facilities, Stanley Deason Leisure Centre

Main Heading	Type	2016/2017	Proposed 2017/18	% Increase
Admission	Adult	£1.55	1.60	3.23%
	Junior	£1.15	1.20	4.35%
Squash	Adult Peak	£9.00	9.20	2.22%
	Adult Off Peak	£6.50	6.65	2.31%
	Junior Off Peak	£2.75	2.80	1.82%
	Special (8.50am - 11.30am Mon-Fri)	£5.40	5.50	1.85%
	Adult Peak Leisure Card	£5.40	5.50	1.85%
	Adult Off Peak Leisure Card	£3.90	4.00	2.56%
	Junior Off Peak Leisure Card	£1.65	1.70	3.03%
Badminton	Adult Peak	£10.15	10.35	1.97%
	Adult Off Peak	£8.00	8.15	1.88%
	Junior Off Peak	£3.90	4.00	2.56%
	Adult Peak Leisure Card	£6.10	6.20	1.64%
	Adult Off Peak Leisure Card	£4.80	4.90	2.08%
	Junior Off Peak Leisure Card	£2.35	2.40	2.13%
Table Tennis	Peak	£7.70	7.85	1.95%
	Off Peak	£6.20	6.30	1.61%
	Peak Leisure Card	£4.60	4.70	2.17%
	Off Peak Leisure Card	£3.75	3.85	2.67%
Fitness Suite	Peak Casual	£4.75	4.85	2.11%
	Off Peak Casual	£3.50	3.55	1.43%
	Peak Casual Leisure Card	£2.85	2.90	1.75%
	Off Peak Casual Leisure Card	£2.10	2.15	2.38%
	Induction Price Casual	£22.75	23.20	1.98%
Courses per Session	Adult	£4.45	4.55	2.25%
	Junior	£4.45	4.55	2.25%
Sports Hall Hire	Whole Hall Hire Peak	£51.10	52.10	1.96%
	Whole Hall Hire Off Peak	£41.50	42.30	1.93%
	Half Hall Hire Peak	£25.50	25.95	1.76%
	Half Hall Hire Off Peak	£20.75	21.20	2.17%
All Weather Pitches - Astro	Whole Pitch Peak	£50.00	50.95	1.90%
	Whole Pitch Off Peak	£32.00	32.60	1.88%
	Half Pitch Peak	£39.00	39.80	2.05%
	Half Pitch Off Peak	£26.00	26.55	2.12%
	5-A-Side Peak	£32.00	32.60	1.88%
	5-A-Side Off Peak	£22.00	22.40	1.82%
	Whole Pitch Peak With Lights	£70.00	71.50	2.14%
	Whole Pitch Off Peak With Lights	£52.00	53.05	2.02%
	Half Pitch Peak With Lights	£49.00	49.95	1.94%
	Half Pitch Off Peak With Lights	£36.00	36.75	2.08%
	5-A-Side Peak With Lights	£42.00	42.85	2.02%
5-A-Side Off Peak With Lights	£32.00	32.60	1.88%	
All Weather Pitches - 3G	Whole Pitch Peak	£54.00	55.05	1.94%
	Whole Pitch Off Peak	£34.00	34.70	2.06%
	Half Pitch Peak	£44.00	44.90	2.05%
	Half Pitch Off Peak	£29.00	29.60	2.07%
	5-A-Side Peak	£34.00	34.70	2.06%
	5-A-Side Off Peak	£24.00	24.50	2.08%
	Whole Pitch Peak With Lights	£74.00	75.45	1.96%
	Whole Pitch Off Peak With Lights	£54.00	55.00	1.85%
	Half Pitch Peak With Lights	£54.00	55.00	1.85%
	Half Pitch Off Peak With Lights	£39.00	39.75	1.92%
	5-A-Side Peak With Lights	£44.00	44.95	2.16%
5-A-Side Off Peak With Lights	£34.00	34.75	2.21%	
Racket Sports Membership (Annual Payment)	Adult	£35.30	35.95	1.84%
	Junior	£17.65	18.00	1.98%
	One Plus One	£53.75	54.90	2.14%
	Family	£56.95	58.00	1.84%

## Fees & Charges 2017/18

### Appendix 2a - Sports Facilities, Moulsecoomb Community Leisure Centre

Main Heading	Type	2016/2017	Proposed 2017/18	% Increase
<b>Admission</b>	Adult	£1.55	£1.60	3.23%
	Junior	£1.15	£1.20	4.35%
<b>Badminton &amp; Table Tennis</b>	Adult Peak	£7.75	£7.90	1.94%
	Adult Peak Leisure Card	£4.65	£4.75	2.15%
	Adult Off Peak	£3.70	£3.75	1.35%
	Adult Off Peak Leisure Card	£2.20	£2.25	2.27%
	Adult Off Peak Non Member	£4.00	£4.10	2.50%
	Adult Off Peak Non Member Leisure Card	£2.40	£2.45	2.08%
	Junior Off Peak	£2.00	£2.05	2.50%
	Junior Off Peak Leisure Card	£1.20	£1.25	4.17%
<b>Table Tennis</b>	Adult Peak	£4.65	£4.75	2.15%
	Adult Peak Leisure Card	£2.80	£2.85	1.79%
	Adult Off Peak	£2.20	£2.25	2.27%
	Adult Off Peak Leisure Card	£1.30	£1.35	3.85%
	Adult Off Peak Non Member	£2.40	£2.45	2.08%
	Adult Off Peak Non Member Leisure Card	£1.45	£1.50	3.45%
	Junior Off Peak	£1.25	£1.30	4.00%
	Junior Off Peak Leisure Card	£0.75	£0.80	6.67%
<b>Fitness Suite</b>	Peak Casual Session	£4.95	£5.05	2.02%
	Off Peak Casual Session	£3.00	£3.05	1.67%
	Peak Casual Leisure Card	£3.00	£3.05	1.67%
	Off Peak Casual Leisure Card	£1.80	£1.85	2.78%
	Casual Induction	£22.75	£23.20	1.98%
	Casual Induction Leisure Card	£13.75	£14.00	1.82%
<b>Main Hall Hire</b>	Whole Hall Peak	£48.00	£49.00	2.08%
	Whole Hall Off Peak	£21.50	£21.95	2.09%
	Half Hall Hire Peak	£25.00	£25.50	2.00%
	Half Hall Hire Off Peak	£10.30	£10.50	1.94%
	Function (ie 9am till 13.30)	£210.00	£214.00	1.90%
	Function (ie 12 till) Half hall	£420.00	£427.50	1.79%
	Whole hall			
<b>Bar</b>	None Function per hour	£18.50	£18.90	2.16%
	Function	£221.00	£225.50	2.04%
<b>Haven Suite</b>	None Function per hour	£18.50	£18.90	2.16%
	Function	£221.95	£226.00	1.82%
<b>Birthday Parties</b>	First Hour	£37.85	£38.60	1.98%
<b>Coaching per Session</b>	Adult	£4.45	£4.55	2.25%
	Junior	£4.45	£4.55	2.25%
<b>Outside Multicourt Whole Pitch</b>	Peak	£23.40	£23.90	2.14%
	Off Peak	£12.25	£12.50	2.04%
	Peak With Lights	£27.30	£27.90	2.20%
	Off Peak With Lights	£14.80	£15.10	2.03%
<b>Centre Membership</b>	Adult	£12.30	£12.55	2.03%
	Junior	£3.75	£3.85	2.67%
	Family	£14.70	£15.00	2.04%

Appendix 2a - Sports Facilities, Portslade Sports

Main Heading	Type	2016/2017	Proposed 2017/18	% Increase
Classes	Members- evening Classes	£4.00	£4.10	2.50%
	Non Members -evening classes	£5.00	£5.30	6.00%
	Members- Day time classes	£3.80	£3.90	2.63%
	Non Members- Day time classes	£4.80	£5.10	6.25%
	Member Spin	£3.60	£3.70	2.78%
	Non Member Spin	£4.60	£4.90	6.52%
Fitness Suite	Fitness suite Peak	£5.00	£5.10	2.00%
	Fitness suite Peak Leisure Card	£3.00	£3.05	1.67%
	Fitness suite Off Peak	£4.10	£4.20	2.44%
	Fitness suite Off Peak Leisure Card	£2.45	£2.50	2.04%
	Junior Fitness	£3.30	£3.35	1.52%
	Fit and healthy Mon/Fri	£3.30	£3.35	1.52%
	Fitness Programme	£10.20	£10.40	1.96%
	Induction casual	£16.00	£16.35	2.19%
	Induction Concession	£10.20	£10.40	1.96%
Creche	Creche First child	£1.55	£1.60	3.23%
	Creche Further child	£1.15	£1.20	4.35%
Squash/Racket Ball	Squash/Racket ball Peak	£7.05	£7.20	2.13%
	Squash/Racket ball Peak Leisure Card	£4.25	£4.35	2.35%
	Squash /Racket Ball Off Peak	£6.45	£6.60	2.33%
	Squash /Racket Ball Off Peak Leisure Card	£3.90	£4.00	2.56%
	Racket hire	£1.05	£1.10	4.76%
	Squash Balls	£3.25	£3.30	1.54%
	Racket ball	£4.10	£4.20	2.44%
	Racket Grip	£3.20	£3.30	3.12%
Short Tennis	Short Tennis Peak	£7.95	£8.20	3.14%
	Short Tennis Off Peak	£6.95	£7.10	2.16%
	Table Tennis Ball	£0.80	£0.85	6.25%
Table Tennis	Peak - 40 mins	£4.50	£4.60	2.22%
	Peak - 40 mins Leisure Card	£2.70	£2.75	1.85%
	Off peak - 40 mins	£4.00	£4.10	2.50%
	Off peak - 40 mins Lesure Card	£2.40	£2.45	2.08%
Casual activities	Casual Martial Arts Peak	£7.05	£7.20	2.13%
	Casual Martial Arts Off Peak	£6.45	£6.60	2.33%
	Casual Football/Basketball 2hrs	£5.30	£5.45	2.83%
	Casual Football/Basketball 1 hr	£3.70	£3.80	2.70%
	Adult Shower	£2.20	£2.25	2.27%
Indoor Football/ Basketball/Netball	Football /Basketball /Netball 1 hour	£44.40	£45.30	2.03%
	Football /Basketball 30 min	£22.20	£22.65	2.03%
Synthetic pitch	Whole pitch Lit	£90.00	£91.80	2.00%
	Whole Pitch unit	£61.20	£62.40	1.96%
	Half pitch Lit	£45.00	£45.90	2.00%
	Half pitch unit	£30.60	£31.20	1.96%
Badminton	Badminton court Peak 1 Hour	£8.00	£8.20	2.50%
	Badminton court Peak 1 Hour Leisure Card	£4.80	£4.90	2.08%
	Badminton Court Peak 30 min	£4.00	£4.10	2.50%
	Badminton Off Peak 1 Hour	£6.95	£7.10	2.16%
	Badminton Off Peak 1 Hour Leisure Card	£4.20	£4.30	2.38%
	Badminton Off Peak 30 min	£3.50	£3.55	1.43%
	Racket hire	£1.50	£1.55	3.33%
Snooker	Adult Snooker 1hr Peak (3rd hour free)	£5.20	£5.40	3.85%
	Adult Snooker 30 min peak	£2.60	£2.70	3.85%
	Adult Snooker 1hr off Peak	£4.95	£5.10	3.03%
	Adult Snooker 30 min Off peak	£2.45	£2.55	4.08%
	Snooker Match	£13.30	£14.00	5.26%
	Snooker Junior 1hr	£4.20	£4.30	2.38%
	Snooker Junior 30 min	£2.10	£2.15	2.38%
	Tuesday Club	£3.70	£3.80	2.70%
Senior Snooker	£3.60	£3.70	2.78%	
Cricket	1 Net 1 hour (Min 2 nets)	£27.00	£27.75	2.78%
	Evening Cricket	£25.50	£26.25	2.94%
Junior Activities	Multi Sports/Fun club (holiday club)	£4.10	£4.20	2.44%
	Junior walk in 1hour	£1.90	£2.00	5.26%
	Gymnastics club (Mon) 1 .5 hours	£4.50	£4.70	4.44%
	Toddlers Gym 2-5	£3.70	£3.80	2.70%
	Toddlers Gym further child	£2.00	£2.05	2.50%
	Junior fencing	£4.10	£4.20	2.44%
	Junior badminton 8-16	£3.70	£3.80	2.70%
	Junior basketball	£3.70	£3.80	2.70%
	Trampoline (Sat am) 1.25 hours	£3.80	£3.90	2.63%
	Gymnastics (Sat am)	£3.80	£3.90	2.63%
	Birthday parties Member (From)	£64.00	£65.50	2.34%
	Birthday Parties non member (From)	£72.00	£73.50	2.08%
	Adult activities	Hedgehoppers	£1.15	£1.20
Fencing Members		£4.50	£4.60	2.22%
Fencing non members		£5.50	£5.80	5.45%
Walking football		£3.00	£3.10	3.33%
50+ Badminton (Monday)		£3.70	£3.80	2.70%
50 + Morning		£4.00	£4.10	2.50%
Centre Membership	Day Membership	£1.15	£1.20	4.35%
	Adult Membership	£31.00	£31.70	2.26%
	Adult partner membership	£54.00	£55.20	2.22%
	60+	£12.00	£12.30	2.50%
	Free centre membership for income support/B&H employees/students.			
Membership	7 Site Single DD	£49.50	£49.95	0.91%
	7 Site Single DD Leisure Card	£29.00	£29.80	2.76%
	Under 18 (and existing over 60s)	£24.50	£25.20	2.86%

## Fees & Charges 2017/18

### Appendix 2a - Sports Facilities, Memberships

Site	Membership Type	2016/2017	Proposed 2017/18	% Increase
<b>BHCC Wide</b> (See benefits below)	Membership 7 Site Individual DD	£49.50	£49.95	0.91%
	Membership 7 Site Joint DD	£97.00	£99.50	2.58%
	Membership 7 Site Family DD	£99.00	£101.75	2.78%
	Membership 7 Site Student DD	£29.00	£29.80	2.76%
	Membership 7 Site Corporate DD	£43.00	£44.25	2.91%
	Membership 7 Site Single DD Leisure Card/Concession	£29.00	£29.80	2.76%
	Swim Direct Debit	£26.50	£27.25	2.83%
	Swim Direct Debit Leisure Card	£18.20	£18.70	2.75%
<b>KALC</b>	Compass & Listen Up Card Induction	£16.15	£16.50	2.17%
<b>MCLC &amp; SDLC</b>	Membership SDLC & MSLC Single DD	£36.00	£36.95	2.64%
	Membership SDLC & MSLC Single DD Leisure Card	£21.60	£22.20	2.78%
<b>MCLC</b>	Membership Off Peak DD	£24.75	£25.45	2.83%
	Membership Off Peak DD Leisure Card/Concession	£14.85	£15.25	2.69%
<b>PSC</b>	Under 18 (and existing over 60s)	£24.50	£25.20	2.86%
	Over 60s Membership (new members)	£27.00	£27.80	2.96%
	Under 18's Joint (and existing over 60s)	£36.75	£37.85	2.99%
	Over 60s Joint (New Members)	£50.00	£51.50	3.00%
	Single Site DD	£30.00	£30.90	3.00%
	Off Peak DD	£24.50	£25.00	2.04%
	DD Joint (Existing)	£52.00	£53.50	2.88%
	DD Joint (New)	£55.00	£56.60	2.91%

#### 7 site membership gives the following:

Unlimited use of the 6 gyms in Brighton & Hove - King Alfred, Withdean, Portslade, Stanley Deason, Moulsecoomb, Prince Regent.

Unlimited swimming at Prince Regent, King Alfred, St Lukes.

Unlimited aqua workout classes at all pools

Unlimited group exercise classes across all 7 sites.

Discounted racket sports across all sites including tennis, badminton, squash and table tennis.

Members can book activities 14 days in advance either online, by telephone or at site in person.



## Fees & Charges 2017/18

### Appendix 2b - Fees (Membership & Green Fees)

Category	Actual 2016/17	Proposed 2017/18		Mytime Active Regional Price 2016/17	Regional Competitor Average Price 2016/17
	£	£	% increase	£	
<b>Mytime Active Membership</b>	<b>NB - NEW OFFER</b>				
7 Day Mytime Active - Multi Site	£ 799.00	£ 799.00	0.00%	£799.00	£915.00
<b>Membership - Hollingbury Park</b>					
7 Day Season Ticket	£ 699.00	£ 699.00	0.00%	£699.00	£915.00
5 Day Season Tickets	£ 559.00	£ 559.00	0.00%	£559.00	£665.00
7 Day Seniors	£ 585.00	£ 620.00	5.98%	£699.00	N/A
5 Day Seniors	£ 510.00	£ 540.00	5.88%	£559.00	N/A
Intermediate (26-29)	£ 370.00	£ 380.00	2.70%	£559.00	£750.00
Intermediate (23-25)	£ 340.00	£ 350.00	2.94%	£559.00	£550.00
Intermediate (18-22)	£ 310.00	£ 320.00	3.23%	£559.00	£400.00
Student & Teen (12-17)	£ 175.00	£ 175.00	0.00%	£175.00	£250.00
Juniors Season Tickets (-12)	£ 65.00	£ 68.00	4.62%	£70.00	£128.00

<b>Green Fees - Hollingbury Park</b>					
<b>Monday to Friday</b>					
				Average Price	
Adult	£18.00	£20.50	14%	£26.40	29%
Concession	£15.00	£16.00	7%	£16.00	0%
Junior	£8.00	£8.00	0%	£8.00	0%

<b>Twilight</b>					
				Average Price	
Monday - Friday	£15.00	£16.50	10%	£17.00	3%
Saturday - Sunday	£15.00	£16.50	10%	£20.00	21%

<b>Saturday &amp; Sunday</b>					
				Average Price	
Adult	£23.00	£26.00	13%	£30.00	15%
Concession	£18.00	£19.50	8%	N/A	N/A
Junior	£8.00	£8.00	0%	£8.00	0%

**NB - New free Registration reduces proposed green fee prices by 10%**

**Eg: Proposed 17/18 10% discounted rate**

Adult - Saturday & Sunday	£26.00	£23.40	2%	£30.00	28%	£33.00
Twilight - Saturday & Sunday	£16.50	£14.85	-18%	£20.00	35%	£22.00

Category	2016/17	2017/18		Mytime Active Regional Price	Regional Average Price 2016/17
	£	£	% increase	£	
<b>Membership - Waterhall</b>					
7 Day Season Ticket (Home Only)	£ 565.00	£ 580.00	2.65%	£580.00	£915.00
5 Day Season Tickets (Home Only)	£ 435.00	£ 460.00	5.75%	£580.00	£665.00
7 Day Seniors (Home Only)	£ 495.00	£ 520.00	5.05%	N/A	N/A
5 Day Seniors (Home Only)	£ 380.00	£ 400.00	5.26%	N/A	N/A
Intermediate (26-29) - Home Only	£ 255.00	£ 265.00	3.92%	£580.00	£750.00
Intermediate (26-29) - Home Only	£ 225.00	£ 235.00	4.44%	£580.00	£550.00
Intermediate (26-29) - Home Only	£ 195.00	£ 205.00	5.13%	£580.00	£400.00
Student & Teen (12-17)	£ 175.00	£ 175.00	0.00%	£175.00	£250.00
Juniors Season Tickets	£ 65.00	£ 68.00	4.62%	£70.00	£128.00

<b>Green Fees - Waterhall</b>					
<b>Monday to Friday</b>					
				Average Price	
Adult	£13.00	£13.50	3.85%	£26.40	96%
Concession	£10.00	£10.50	5.00%	£16.00	52%
Junior	£7.00	£7.00	0.00%	£8.00	14%

<b>Twilight</b>					
				Average Price	
Monday - Friday	£10.00	£11.00	10.00%	£17.00	55%
Saturday - Sunday	£12.00	£13.00	8.33%	£20.00	54%

<b>Saturday &amp; Sunday</b>					
				Average Price	
Adult	£15.00	£17.00	13.33%	£29.70	75%
Concession	£12.00	£12.00	0.00%	N/A	N/A
Junior	£8.00	£8.00	0.00%	£8.00	0%

**NB - New free Registration reduces proposed green fee prices by 10%**





# Fees & Charges 2017/18

## Appendix 2c – Golf Membership Benefits

The Mytime Active pricing philosophy to try and alleviate the decline in member and casual usage for their Golf courses is to provide an added benefits model to increase usage and customer loyalty

Bundling and packaging complimentary health, leisure and golf products allows members to increase the value of their membership by accessing a wider range of services more often for less money.

Working closely with their members, they provide access to healthy lifestyle and health check services. Member services range from sports and social events to healthy nutritional educational advice. They encourage the customer to become engaged in and continue to remain involved in health and wellbeing services through incentives and rewards along the member journey.

The current membership products offered are:

- **7 Day Membership benefits: £799 (All 16 sites within Mytime Active)**
  - 1 Complimentary Junior Membership
  - Free 30-minute Golf Lesson
  - 1 Complimentary Get Active in Golf session for a person of their choice
  - Priority booking up to 14 days in advance
  - 10% discount on food and drink
  - Leisure membership at any Mytime Active facility
  - Unlimited golf, FootGolf and driving range usage at all 16 courses.
  
- **7 Day Membership benefits: £699**
  - Free 30-minute Golf Lesson
  - 1 Complimentary Get Active in Golf session for a person of their choice
  - Priority booking up to 14 days in advance
  - 10% discount on food and drink
  - Unlimited golf, FootGolf and driving range usage at all 16 courses.
  
- **5 Day Membership benefits: £559**
  - Unlimited week day golf usage at all of our 16 courses.
  - Free 30-minute Golf Lesson
  - Priority booking up to 14 days in advance
  - 10% discount on food and drink.
  
- **Membership benefits: Other categories (Senior rate, home rate)**
  - Unlimited golf according to appropriate membership
  - Priority booking up to 14 days in advance
  - 10% discount on food and drink

NB: Waterhall has the added option of having a “Home Only” rate, where members can play unlimited use of Waterhall within their membership fee, but not access to the full membership benefits. However, members can upgrade their membership.



# Fees & Charges 2017/18

## Appendix 3 - Brighton Centre Room Hire Charges (Per Day)

Location	Current 2016/17	Proposed 2017/18	% Increase
<b>Auditorium 1</b>			
* Open Days	£ 11,930.00	£ 12,170.00	2.0
* Prep / Clearing Days	£ 7,750.00	£ 7,900.00	1.9
<b>Per hour charge after 1800pm</b>			
* 1800pm - 0100am	£ 450.00	£ 460.00	2.2
* 0100am - 0800pm	£ 560.00	£ 570.00	1.8
<b>Auditorium 2</b>			
* Open Days	£ 4,080.00	£ 4,160.00	2.0
* Prep / Clearing Days	£ 2,775.00	£ 2,830.00	2.0
<b>Per hour charge after 1800pm</b>			
* 1800pm - 0100am	£ 210.00	£ 215.00	2.4
* 0100am - 0800pm	£ 245.00	£ 250.00	2.0
<b>Syndicate 1,2,3 &amp; 4</b>			
* Open Days	£ 2,095.00	£ 2,140.00	2.1
* Prep / Clearing Days	£ 1,305.00	£ 1,330.00	1.9
<b>The Restaurant</b>	£ 1,305.00	£ 1,330.00	1.9
<b>Mass Media Area</b>			
* Open Days	£ 1,640.00	£ 1,670.00	1.8
* Prep / Clearing Days	£ 1,100.00	£ 1,120.00	1.8
<b>Meeting Room 1</b>			
* Open Days	£ 1,255.00	£ 1,280.00	2.0
* Prep / Clearing Days	£ 860.00	£ 880.00	2.3
<b>Office 2</b>	£ 250.00	£ 255.00	2.0
<b>Meeting Rooms/Office 3-5</b>			
Meeting Room 3	£ 690.00	£ 700.00	1.4
Office 4	£ 250.00	£ 255.00	2.0
Meeting Room 5	£ 495.00	£ 505.00	2.0
<b>Entire Suite</b>			
- Per day up to 4 days	£ 725.00	£ 740.00	2.1
- Per day for additional days	£ 320.00	£ 325.00	1.6
<b>Meeting Rooms/Office 6-8</b>			
Meeting Room 6	£ 250.00	£ 255.00	2.0
Office 7	£ 170.00	£ 175.00	2.9
Meeting Room 8	£ 250.00	£ 255.00	2.0
<b>Entire Suite</b>			
- Per day up to 4 days	£ 600.00	£ 610.00	1.7
- Per day for additional days	£ 300.00	£ 305.00	1.7
<b>Meeting Rooms/Offices 9-13</b>	£ 650.00	£ 660.00	1.5
<b>Meeting Room 14</b>	£ 250.00	£ 255.00	2.0
<b>Meeting Room 15</b>	£ 245.00	£ 250.00	2.0
<b>Foyer Display Areas</b>			
* Open Days per m2	£ 11.75	£ 12.00	2.1

* Prep / Clearing per m2	£	10.05	£	10.25	2.0
<b>Temp Bank</b>	£	215.00	£	220.00	2.3
<b>Mezzanine Bars</b>	£	590.00	£	600.00	1.7
<b>First Aid</b>	£	17.80	£	18.15	2.0

**Notes:**

**Stewarding costs are charged separately from Hire Fees**

**Normal Working Day : 0800am – 1800pm**

**Brighton Centre charges are all shown net of VAT.**

# Fees & Charges 2017/18

## Appendix 4 - Outdoor Events

Outdoor Events	Current 2016/2017	Proposed 2017/2018	Increase £	Increase %
<b>Hire of Parks &amp; Open Spaces</b>				
<b>Commercial</b>				
Small	£1,040.00	£1,060.00	£20.00	1.9%
Medium	£2,080.00	£2,120.00	£40.00	1.9%
Large	Negotiable	Negotiable	Negotiable	Negotiable
<b>Charity</b>				
Small	£520.00	£530.00	£10.00	1.9%
Medium	£1,040.00	£1,060.00	£20.00	1.9%
Large	£2,080.00	£2,120.00	£40.00	1.9%
<b>Community</b>				
Small	£125.00	£125.00	£0.00	0.0%
Medium	£260.00	£265.00	£5.00	1.9%
Large	£520.00	£530.00	£10.00	1.9%
<b>Hire Of Madeira Drive (per day including road closure 6am-6pm)</b>				
Commercial	£8,750.00	£8,925.00	£175.00	2.0%
Charity	£2,790.00	£2,845.00	£55.00	2.0%
Enthusiast	£1,775.00	£1,810.00	£35.00	2.0%
Community*	£1,560.00	£1,590.00	£30.00	1.9%
<b>Commercial Promotions</b>				
Per day (weekends)	£1,530.00	£1,560.00	£30.00	2.0%
Per day (weekdays)	£1,275.00	£1,300.00	£25.00	2.0%
<b>Reinstatement Deposit</b>				
Commercial	£5,000.00	£5,000.00	£0.00	0.0%
Charity/Community	£500.00	£500.00	£0.00	0.0%
<b>Advertising Sites</b>				
Poster Sites 10 Day Period	£5.20	£5.30	£0.10	1.9%
<b>Filming</b>				
Television drama or series/advert/feature film (PER DAY)	£400.00	£420.00	£20.00	5.0%
Television drama or series/advert/feature film (PER HOUR)	£100.00	£105.00	£5.00	5.0%
Documentaries/ music videos/gvs or pieces to camera (PER DAY)	£300.00	£315.00	£15.00	5.0%
Documentaries/ music videos/gvs or pieces to camera (PER HOUR)	£100.00	£105.00	£5.00	5.0%
Commercial Stills/ Photographs (PER DAY)	£300.00	£315.00	£15.00	5.0%
Commercial Stills/ Photographs (PER HOUR)	£100.00	£105.00	£5.00	5.0%
News/ weather/ tourism	£0.00	£0.00	£0.00	0.0%
Student pieces	£50.00	£50.00	£0.00	0.0%
Unit Bases	£500.00	£525.00	£25.00	5.0%
Officer fees outside core hours	£40.00	£42.00	£2.00	5.0%

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



<b>Subject:</b>	<b>Toad's Hole Valley Supplementary Planning Document - Issues and Options Consultation</b>		
<b>Date of Meeting:</b>	<b>12 January 2017</b>		
<b>Report of:</b>	<b>Executive Director Economy, Environment &amp; Culture</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Paula Goncalves</b>	<b>Tel: 29-2352</b>
	<b>Email:</b>	<b><a href="mailto:paula.goncalves@brighton-hove.gov.uk">paula.goncalves@brighton-hove.gov.uk</a></b>	
<b>Ward(s) affected:</b>	<b>Hangleton &amp; Knoll, Hove Park and Withdean</b>		

**FOR GENERAL RELEASE**

**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 This report provides a summary of the responses received as a result of the consultation on the Toad's Hole Valley Issues and Options paper and seeks agreement to consult on a Draft Supplementary Planning Document for Toad's Hole Valley.

**2. RECOMMENDATIONS:**

That the Economic Development & Culture Committee:

- 2.1 Notes the responses of the early stakeholder consultation on the Issues and Options paper for a Toad's Hole Valley Supplementary Planning Document used to inform the preparation of a Draft Supplementary Planning Document for this site;
- 2.2 Gives authority to consult on the Draft Toad's Hole Valley Supplementary Planning Document and accompanying Strategic Environmental Assessment which will inform the preparation of the final version of the document and to authorise the Head of Planning to may make any necessary minor editorial/grammatical amendments to the Draft Supplementary Planning Document prior to consultation.

**3. CONTEXT/ BACKGROUND INFORMATION**

- 3.1 Toad's Hole Valley (THV) is a 37 hectare greenfield site located on the northern fringe of the Brighton & Hove built up area. It is bounded by the A27 bypass to the north and King George VI Avenue to the south. THV is allocated in the adopted City Plan Part One for modern, high quality and sustainable mixed use development to help meet the future needs of the city. The allocation includes a minimum of 700 residential units, a minimum of 25,000 sqm of office space (B1a and b) and a new secondary school.
- 3.2 City Plan Part One Policy DA7 Toad's Hole Valley recognises the strategic importance of the site and the challenges of delivering development on the site. It

sets out the council's commitment to preparing detailed planning guidance for the site in consultation with the landowners/developer and relevant stakeholders. This will be taken forward in the form of a Supplementary Planning Document (SPD). Ultimately this will guide the preparation and consideration of future planning applications for the site.

- 3.3 Understanding the issues and options was the first stage in preparing this SPD. An Issues & Options paper was produced to inform early engagement with stakeholders and shape the type and extent of guidance that was required to support Policy DA7. The Issues and Options stage report was agreed by this committee on 10 March 2016.
- 3.4 The consultation was undertaken between 21 March and 8 May 2016. Invitations to participate in the consultation were sent via post and email to 594 residents and businesses living and/or operating in the immediate vicinity of the site; elected members; community and amenity groups; landowners and developers of the site; individuals/organisations who commented on City Plan Policy DA7 Toad's Hole; and council, district and South Downs National Park (SDNP) officers.
- 3.5 The council received 202 responses. More than two thirds of respondents (79%) indicated that the key issues identified in the Issues & Options paper would be best addressed via either a detailed or broad brush SPD which indicates that there is strong support for preparing an SPD.
- 3.6 The issues respondents were most concerned about and felt guidance would be welcomed on included:
  - Impact of the development upon traffic flow, noise and pollution upon already busy roads with the need to improve sustainable transport links and provide links and safe access from and to neighbouring communities, sufficient and efficiently designed/located parking to avoid overspill into surrounding areas;
  - An accessible, usable and safe network of landscaped open spaces (children play, orchard/food growing and outdoor sports facilities) and seating.
  - Support for health, outdoor and/or shopping facilities on site. Important, however, to consider integration with other uses on site and neighbouring areas and/or potential for complementary, co-provision.
  - Masterplan/Landscape/Design plan addressing heights, layout, landscape, scale, form, siting and land use locations (co-provision).
- 3.7 The results of the Issues and Options consultation (Appendix 1) has informed the preparation of the Draft Supplementary Planning Document (SPD). The draft also meets the requirements of the National Planning Policy Framework, which states that 'supplementary planning documents (SPDs) should be used where they can help applicants make successful applications or aid infrastructure delivery, and should not be used to add unnecessarily to the financial burdens on development'.
- 3.8 To that effect, the Draft SPD provides advice on how the placing and form of development at Toad's Hole Valley can deliver an economic, social and environmentally healthy new neighbourhood that meets the needs of its users. Through the guidance set out in the SPD development will be encouraged to deliver the following:



- a range of development types, densities and scale, land use relationships and co-provision identified to optimise use of the site for housing provision;
  - an attractive, vibrant and safe neighbourhood centre that forms the heart and natural focus for Toad's Hole Valley, providing a range of services and facilities to meet the needs of new and existing communities;
  - excellent public transport and network of cycle and pedestrian links within and beyond the development site and measures to improve road safety and overcome the existing physical severance caused by A27 and King George VI Avenue;
  - design solutions to reduce impact of air pollution and noise and high standards of sustainable building design; and
  - identification of funding opportunities via Section 106 agreements/Community Infrastructure Levy, Local Transport Plan and other mechanisms to enable the delivery of a successful and viable community.
- 3.9 The Draft SPD is not prescriptive but identifies opportunities to make the best use of the Toad's Hove Valley site by meeting, and if possible, exceeding policy requirements for the site. The Draft SPD provides guidance and best practice examples of how the challenges of the site (topography, access, linkages, landscape impact, drainage) can be overcome or mitigated.
- 3.10 The local planning authority would expect this guidance to assist prospective applicants to draw up a masterplan and define/outline the phasing of the development and submit a successful planning application.
- 3.11 The outcome of the city-wide consultation will inform the final version of the SPD that is expected to be brought back to this Committee to seek its adoption in Spring 2017.
- 3.12 The THV SPD is subject to a Strategic Environmental Assessment (SEA) that evaluates the contribution made by the Draft SPD towards achieving sustainable development and has a particular focus on environmental concerns. The SEA Scoping Report was subject to consultation in February and March 2015 and its content has informed the Issues and Options Paper. The Issues and Options paper was subject to SEA which fed into development of the draft SPD. The draft SPD has also been subject to further evaluation. The SEA report itself will be out for consultation at the same time as the Draft SPD.

#### **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

- 4.1 Options have been fully considered at Issues and Options consultation stage and this has informed the detail and content to the Draft SPD. Consultation on this is a requirement of the council's Statement of Community Involvement.
- 4.2 The SEA process has further allowed for the consideration and analysis of alternative options.

#### **5. COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 The council's Statement of Community Involvement (SCI) sets out policy and standards for engaging residents, local groups, stakeholders and statutory consultees in the preparation of planning-related documents. The issues and options paper was the subject of consultation in March and April 2016 (see Appendix 1).
- 5.2 It is proposed that a six-week period of consultation to be held from February to April 2017 during which consultees will be invited to comment on the Draft SPD via the council's online Consultation Portal and attend public exhibitions/events.

**6. CONCLUSION**

- 6.1 The main purpose of this report is to progress the preparation of the Toad's Hove Valley SPD to ensure there is detailed, clear advice for future applicants and to assist the delivery of high quality and sustainable development of the site.

**7. FINANCIAL & OTHER IMPLICATIONS:**

Financial Implications:

- 7.1 It is anticipated that the cost of officer time, production of documents and consultation associated to the recommendations in this report will be funded from existing revenue budget within the City Development and Regeneration service. Costs will be monitored and reported as part of the Targeted Budget Monitoring (TBM) process.

*Finance Officer Consulted: Name Steven Bedford Date: 02/12/16*

Legal Implications:

- 7.2 The contents of SPDs are governed by The Town and Country Planning (Local Planning) (England) Regulations 2012. SPDs cannot contain policy but can contain environmental, social, design and economic objectives relevant to the attainment of the development and use of land (Reg. 5).
- 7.3 SPDs must be subject to a period of at least 4 weeks' public consultation prior to adoption.
- 7.4 Once adopted a SPD will be a material planning consideration in the determination of relevant planning applications.

*7.5 Lawyer Consulted: Name Hilary Woodward Date: 02/12/2016*

Equalities Implications:

- 7.6 City Plan Health & Equality Impact Assessment (HEQIA) issues relevant to this SPD have been considered, particularly those identified for policy DA7. Equalities issues include citywide affordable housing provision and site infrastructure. Monitoring and implementation measures have been put in place to evaluate the impact of this SPD as a result.

#### Sustainability Implications:

- 7.7 Sustainability issues inform all of the measures promoted in the Draft SPD, which as referenced above, have been informed by the findings of the SEA Scoping Report.

#### Any Other Significant Implications:

#### Crime & Disorder Implications:

- 7.8 The preparation of the SPD will allow for more detailed consideration and guidance regarding layout and design features which could help deter crime or disorder and the fear of crime. The Draft SPD considers issues of Secured by Design.

#### Risk and Opportunity Management Implications:

- 7.9 The THV SPD will provide guidance on implementing policy DA7 Toad's Hole Valley. Responses received as part of the consultation at the issues and options stage have helped inform the Draft SPD. The SPD is intended to facilitate delivery of this strategic allocation in the City Plan and reduce the risk of non-delivery.

#### Public Health Implications:

- 7.10 Development at THV is expected to support sustainable lifestyles in the site itself and surrounding areas. Opportunities have been identified in the SEA Scoping Report and these informed the production of the Issues and Options paper and informed the consultation workshops. The City Plan policy makes provision for medical facilities and open space to be provided on the site. The production of the SPD for the site will help support the timely provision of necessary infrastructure to support a sustainable and mixed use community. The site is surrounded by busy roads. Minimising the noise and other traffic impacts of the A27 is a concern that came out of the consultation and the Draft SPD suggests how this issue might be addressed.

#### Corporate / Citywide Implications:

- 7.11 Toad's Hole Valley is the city's largest greenfield development site. The delivery of development at the THV site is fundamental in realising the objectives of the City Plan Part One. The site is expected to make a substantial contribution to meeting identified housing, education, office, open space and transport needs as well as the long-term, sustainable growth of the city. As such, it presents a major opportunity to deliver purpose-built, mixed-use sustainable development that contributes to meeting the city's identified needs. The production of a SPD for the site will help facilitate the successful delivery of development and in particular the timely delivery of necessary infrastructure to support the development.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Consultation report
2. Draft THV SPD
3. Draft THV SPD Appendices

### **Documents in Members' Rooms**

- SEA Report

### **Background Documents**

- City Plan Part One
- Issues & Options paper
- SEA Scoping Report
- EDCC report

Compiled by the Planning Policy, Projects & Heritage Team  
at Brighton & Hove City Council

# **Toad's Hole Valley**

## **Supplementary Planning Document**

### **Issues & Options consultation report**

September 2016

## Contents

1. About this report
2. Summary of findings
3. Methodology
4. Responses received
5. Online consultation
6. Workshops
7. Email responses



### 1. About this report

- 1.1. This report summarises the findings of the early stakeholder consultation on the Toad's Hole Valley Supplementary Planning Document (SPD) conducted by Brighton & Hove City Council's Planning team.
- 1.2. The early stakeholder consultation is the first step in the preparation of this planning guidance referred to in City Plan Policy DA7 Toad's Hole Valley.
- 1.3. The aim of the consultation was to gather views from individuals who live and/work in the vicinity of the site, landowners of the site and businesses and organisations with a direct interest in the development of the site on the how a SPD could best support the successful delivery of development on this strategic greenfield site.
- 1.4. The findings of this consultation will inform the preparation of the Draft SPD that will be subject to city-wide consultation in Autumn-Winter 2016.

## **2. Summary of findings**

- 2.1. The purpose of the consultation was to understand the type and extent of supplementary guidance that was required to support Policy DA7 in the City Plan Part One and to guide the consideration of any planning application for the site.
- 2.2. The council received 202 responses of which 140 were via the council's consultation portal; 54 via workshops and 8 email responses via email. The majority of respondents indicated that they considered a detailed SPD was required to address the Housing, Offices, Education, Community and Retail, Environment, Transport and Travel and Public Realm and Blue-Green Infrastructure issues identified in the Issues & Options paper.
- 2.3. The issues respondents were most concerned about and felt guidance would be welcomed on included:

### **Transport and travel**

- Concern with traffic flow, noise and pollution and impact of development on already busy roads including during construction with some considering traffic calming measures and good access points would be needed to reduce impact;
- Need to improve sustainable transport links, in particular bus, cycle and pedestrian links and/or provide links and safe access from/to neighbouring communities in a challenging topography; and
- Need to provide sufficient, efficiently designed/located parking to avoid overspill into surrounding areas and/or across site.

### **Public realm and blue-green infrastructure**

- Important to provide accessible/usable /safe network of landscaped open spaces (children play, orchard/food growing and outdoor sports facilities) and seating.

### **Community and retail**

- Support for health, outdoor and/or shopping facilities on site. Important, however, to consider integration with other uses on site and neighbouring areas and/or potential for complementary, co-provision.

### **Other issues**

- Masterplan/Landscape/Design plan addressing heights, layout, landscape, scale, form, siting and land use locations (co-provision).
- 2.4. The site assessment carried out by workshop participants provided an overview of the design features in the Goldstone Valley area participants liked the most and their suggestions on how to improve the features they liked the least. Their assessment provides an insight into features that could be incorporated and/or avoided in the design of the Toad's Hole Valley development. It also identifies potential partners for implementing suggested changes.
  - 2.5. The features liked the most included:
    - the green, open spaces and trees;

- the windmill and churches;
  - views of the sea and windmill; and
  - the calm, tranquil nature of the area.
- 2.6. Suggestions of what could be done to improve the public spaces in the area quickly and cheaply included:
- repairing and/or maintaining pavement and/or verges;
  - controlling parking on pavements/verges;
  - planting more trees and flowers; and
  - adding seating.
- 2.7. Suggestions of long term improvements that would have the biggest impact included:
- re-designing roads to better accommodate parking; and
  - reviewing traffic flows to better accommodate vehicle and pedestrian movement in the area.
- 2.8. Workshop participants noted that there were not many people in the area at lunchtime and evening times when the site assessment took place. This meant it was difficult for them to get the views of local users about the area. The local users that were interviewed indicated that the things they liked the most about the area were its tranquil, peaceful feel and the bus service. The things they would do to improve it included adding more seating and planting.
- 2.9. Workshop participants identified a range of potential local partners or local talent that could help implement improvements including:
- local community groups, in particular the St Peter's and St George's Church;
  - local residents, landowners, tenants and businesses;
  - the council and local councillors; and
  - Government agencies and national charities/initiatives.
- 2.10. Email responses were received from a local councillor, two residents and representatives of the landowner of the largest part of the Toad's Hole Valley site (not Court Farm), National Trust, Natural England, Regency Society and Save Toad's Hove Valley group. These highlighted, among other things, how the SPD could:
- Improve bus links and deliver safe access to site/school;
  - Support a varied mix of uses and housing types including affordable;
  - Masterplan/Design guidance on heights, location, land use, and/or materials;
  - Provide sufficient, efficiently designed parking to avoid overspill into surrounding areas;
  - Take steps to reduce impact of road noise and calm traffic flow;
  - Support for health, outdoor and/or shopping facilities on site; and
  - Protect views across open downland and/or to SNDP.



### **3. Methodology**

- 3.1. The consultation was undertaken between 21 March and 8 May 2016.
- 3.2. It was guided by the council's adopted Statement of Community Involvement and an Issues & Options paper prepared by the council highlighting policy issues and outlining options regarding the level of guidance that might be needed for each issue (see Appendix 1).
- 3.3. Stakeholders were invited to comment on the document via:
  - the council's online Consultation Portal; and
  - dedicated workshops.
- 3.4. Some responses were also received via email and these processed as part of the consultation.


#### **Stakeholders**

- 3.5. Invitations to participate in the consultation were sent via post and email to 594 individuals and/or organisations representing different interests in the Toad's Hole Valley area.
- 3.6. These included residents and businesses living and/or operating in the immediate vicinity of the site; elected members; community and amenity groups; landowners and developers of the site; individuals/organisations who commented on City Plan Policy DA7 Toad's Hole; and council, district and South Downs National Park (SDNP) officers.

### **4. Responses received**


- 4.1. The council received 202 responses from members of the public and representatives of organisations and groups.
- 4.2. Of these 140 (69%) responses were submitted online through the council's consultation portal; by 54 (27%) people who attended the workshops; and 8 (4%) responses were received via email.
- 4.3. Responses were received from the following stakeholder groups and their representatives:
  - East Sussex County Council Archaeologist;
  - Friends of the Earth
  - Hangleton and Knoll Project;
  - Landowners of western, largest section of Toad's Hole Valley site;
  - National Trust
  - Regency Society
  - Save Toad's Hole Valley group
  - South Downs National Park (SDNP) Authority
  - Brighton & Hove City Council's Housing Services
  - Sussex Wildlife Trust

## 5. Online consultation



Brighton & Hove City Council has drawn up an 'Issues and Options' paper which considers delivery of a mixed-use development on Toads Hole Valley that would provide housing, employment space and improved infrastructure to meet the future needs of the city.

Representatives of the local community, ward councillors, residents bordering the site, landowners and developers are invited to give their views on the level of guidance needed to support development. The results would form the basis of planning guidance for Toads Hole Valley to be used when considering planning applications.



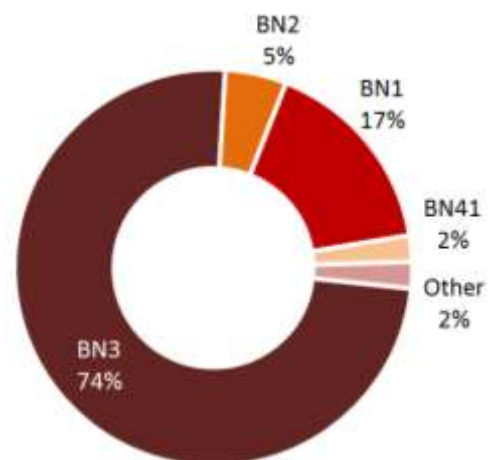
5.1. For full transcript of responses please refer to Appendix 2.

### All respondents

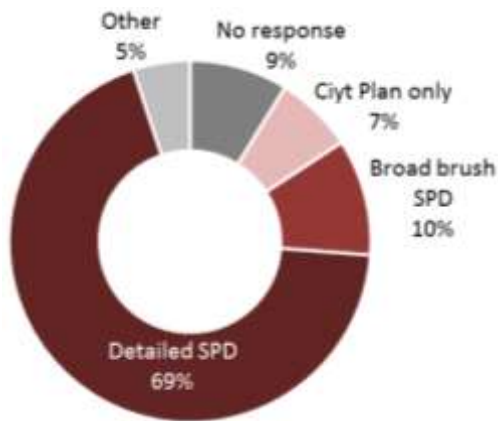
5.2. As the graphs below indicate, the majority of respondents were Hove residents (BN3 Post Code) living near the Toad's Hole Valley site.



*How respondents identified themselves.*



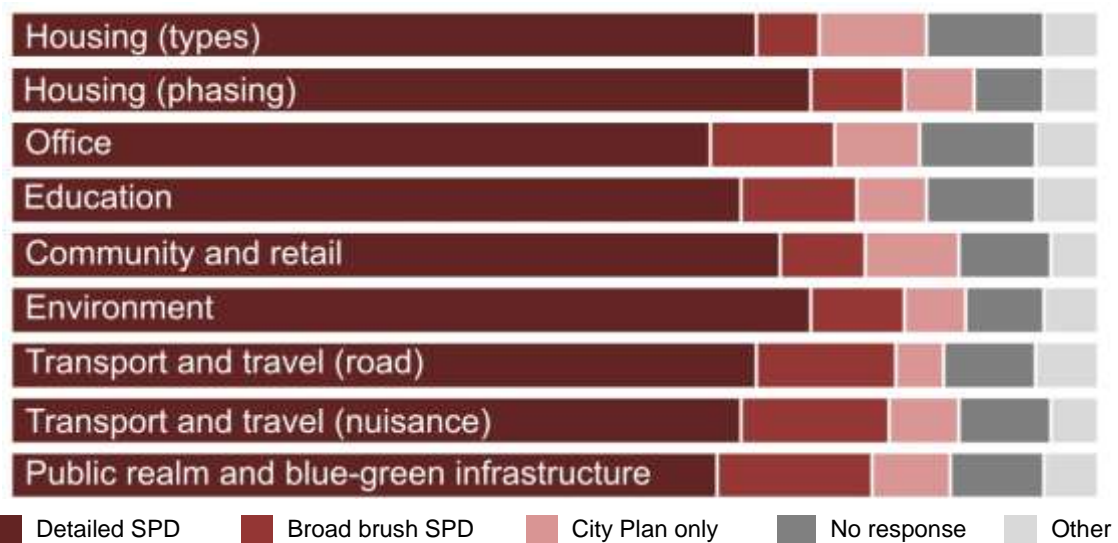
*Respondents by post code*



Preferred type of guidance. Average across all issues identified in Issues & Options paper.

5.3. On average, more than two thirds of respondents (79%) indicated that the key issues identified in the Issues & Options paper would be best addressed via a Detailed or Broad brush SPD.

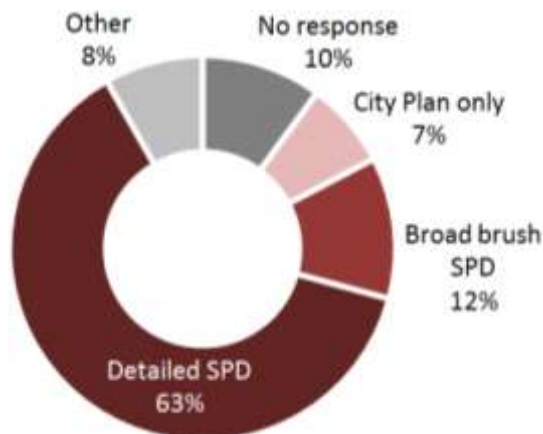
5.4. As the graph below indicates, the issues respondents felt this approach would be the more relevant include: Housing (phasing) and Environment.



Preferred type of guidance per issue identified in Issues & Options paper.

### Residents living closest to the site

5.5. Of the 87 residents who identified themselves as living in the vicinity of the site, 37 (43%) were from residents with post codes within a block of the boundary of the Toad's Hole Valley site with neighbouring areas.



Preferred type of guidance, residents within one block of site boundary. Average across all issues identified in Issues & Options paper.

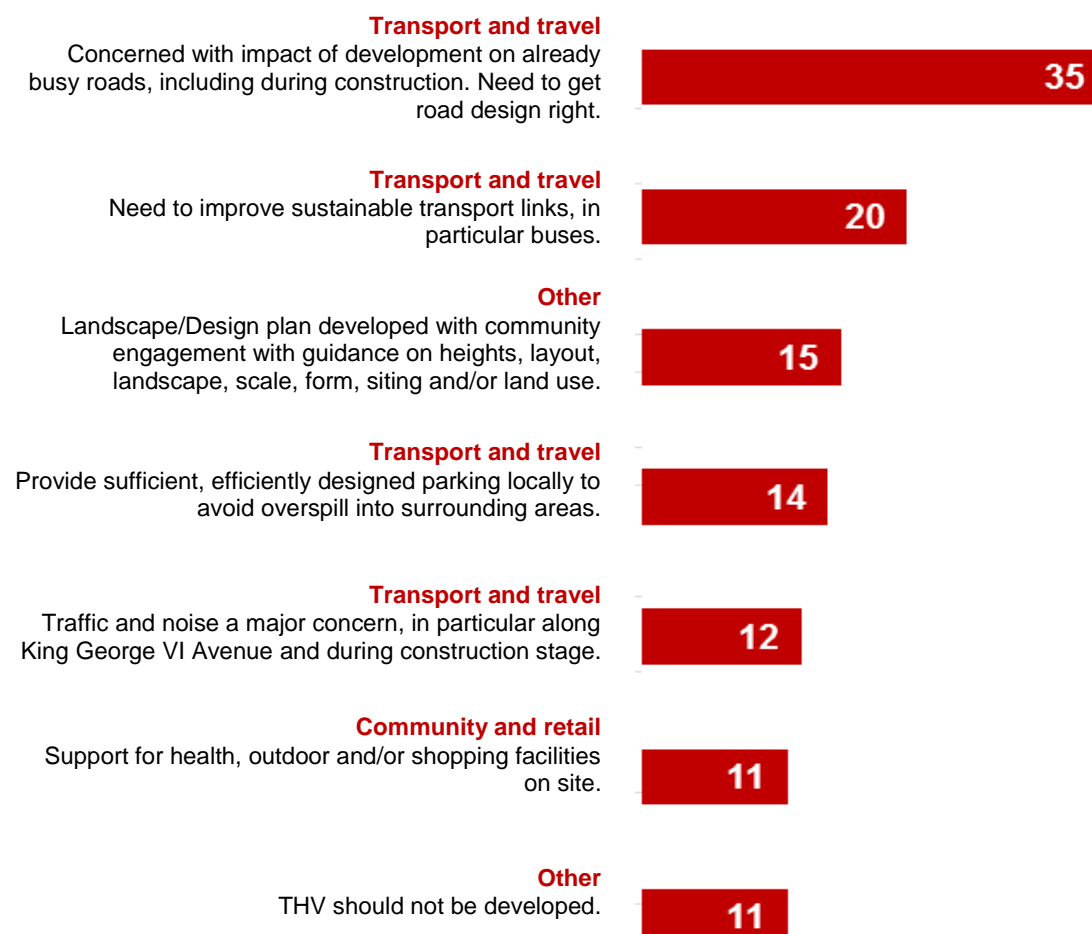
5.6. The findings among this group are consistent with that for all respondents in regard to the level of detail requested for the SPD.

5.7. In this group however, respondents felt this approach would also be the more relevant to Housing (types) and Community and retail issues.

## Detailed comments

5.8. Of the 140 respondents, 67 (48%) provided more detailed comments and/or suggestions (for transcript of responses see Appendix 2).

5.9. The most popular comments/suggestions made by respondents included:



5.10. Detailed comments sent by organisations and/or officers suggested the SPD should set out the need for following supporting information to be submitted as part of a planning application:

- Environmental Impact Assessment (EIA);
- Desk-based archaeological assessment to enable an understanding of archaeological interest and inform design options; and
- Reference to the SDNP Integrated Landscape Character Assessment and production of a detailed Landscape and Visual Impact Assessment.

5.11. The SDNP Authority indicated that the International Dark-Sky Association for Reserve status granted in May 2016 requires any development outside of the National Park to show due regard for any skies of sufficient quality or sensitivity within the area. Further advice should be sought from the SDNP Authority.

## 6. Workshops



- 6.1. Three consultation workshops were organised to gather stakeholder views. These took place in the West Blatchington Windmill, close to the Toad's Hove Valley site, on 14 April (5.30-7.30pm), 20 April (12-2pm) and 27 April (12-2pm), 2016.
- 6.2. The first and third workshops were targeted at the general public while the second targeted council, district and SDNP officers (see Appendix 3 for list of attendees).

### Workshop format

- 6.3. The workshop format was based on activities and discussions involving up to 6 participants.
- 6.4. Group activities were led by council officers who helped explain each activity and facilitate discussions.
- 6.5. All consultation workshops relied on the same format:
  - Welcome and brief introduction (10 minutes)
  - Group work 1: Toad's Hole Valley site assets (5 minutes)
  - Group work 2: Place assessment (30 minutes)
  - Group work 3: Issues & Options discussion (30 minutes)
  - Next steps and close (5 minutes)

### Consultation techniques

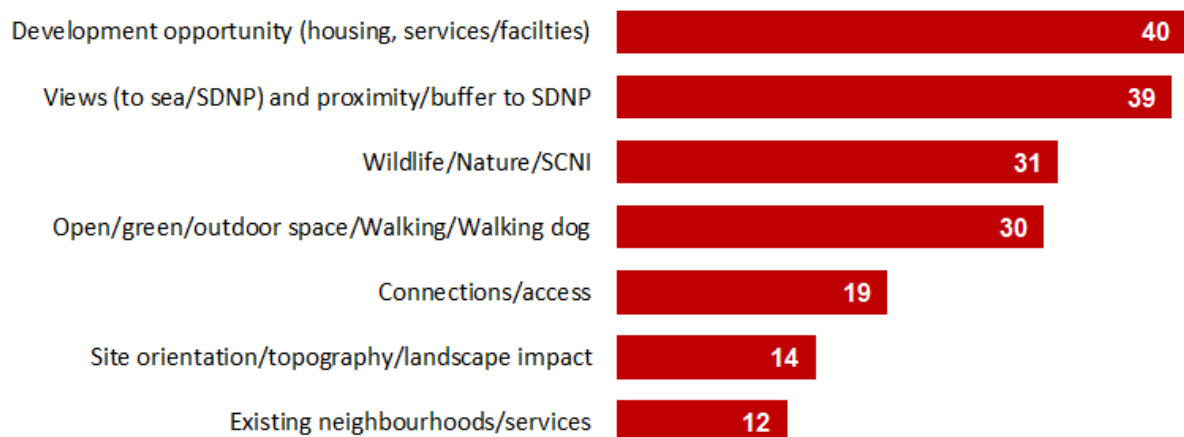
- 6.6. Group work 1 (Site assets) involved asking each participant to identify the 5 most important assets of the Toad's Hole Valley site. Participants enquiring after the meaning of 'asset' were told that the broadest possible definition of these terms applied, such as current and/or in terms of the future of the site. For full transcript of responses see Appendix 4.
- 6.7. Group work 2 (Place assessment) involved an assessment of one of six place types, representing different spatial configurations common to suburban areas surrounding the Toad's Hole Valley site such as amenity and verges, cul de sac, large traffic junction, bus route, small shop parade and residential street (see Appendices 5). Participants were handed a clipboard, escorted to one of the six sites and asked to walk around the area on their own and complete the questions in the assessment form (see Appendix 6). The form encouraged participants to

consider various issues, including, positive and negative aspects of the place, suggestions to improve the area in the short- and long-term and to interview a person in the space and ask what they liked about and how they might improve the place.

- 6.8. Group work 3 (Issues & Options discussions) involved asking each group to discuss one of the 7 themes detailed in the Issues & Options paper: Housing, Office, Education, Community and retail, Environment Transport and travel and Public realm and blue-green infrastructure. Participants were asked to consider one issue selected by the workshop organisers and then another of their group’s choice. They were asked to discuss the options within the group, write their comments and/or choice down and, if possible, reach a consensus around the group’s preferred option for each of the issues discussed. Comments on the options were recorded via “Post-it” notes, placed by participants on a large piece of paper.
- 6.9. The consultation techniques used in Group works 1 and 2 were chosen for their design focus and broad application (anyone being able to contribute, without the need for prior knowledge of urban design issues) and time effectiveness (the exercises needed to fit into a two-hour session). The technique used in Group work 3 was chosen because of its issue-focused nature.
- 6.10. All techniques have been successfully used in past planning document consultations carried out by the council. The objective was to combine a variety of techniques that would provide a broad-based data set to inform future decisions regarding the nature of the planning guidance referred to in City Plan Policy DA7 Toad’s Hole Valley.
- 6.11. Transcripts of all responses collated from participants during the workshops are registered in Appendices 7 (Place assessment) and 8 (Issues & Options). In this section, a summary of the main findings regarding each group work are provided.

**Site assets exercise**

6.12. This activity aimed to identify what participants say as key assets of the Toad’s Hole Valley site. As the graph below shows the most popular were:



## Place assessment exercise

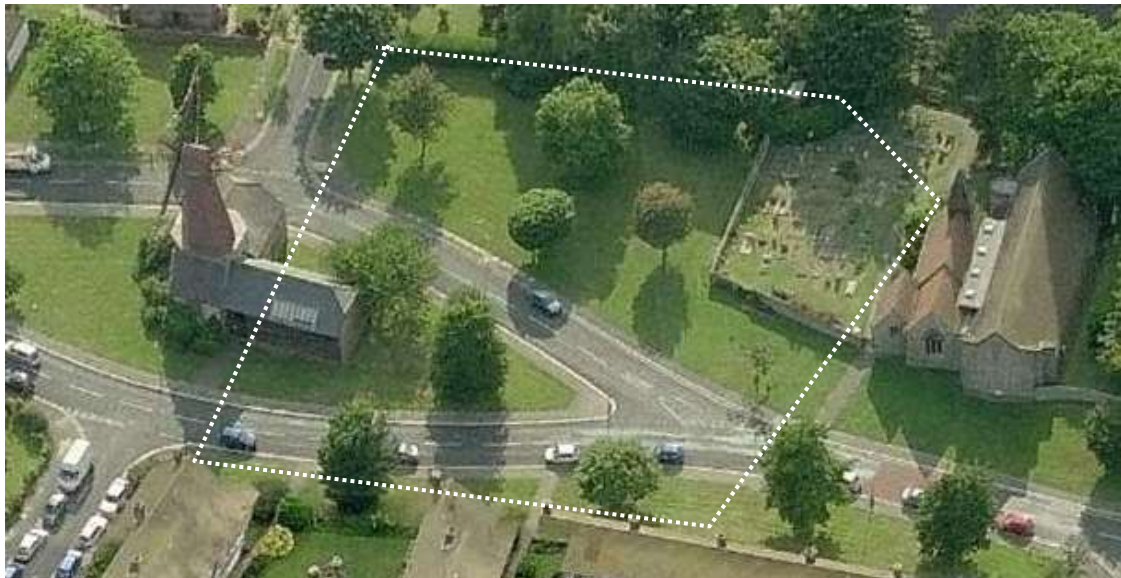
6.13. This activity involved participants being taken on site to carry out an assessment of urban features frequently found in area surrounding the Toad's Hole Valley site.

6.14. Six areas representing different spatial aspects of the urban design area were selected for participants to evaluate using the Place Game technique (see Appendices 3 for map of these areas). They were:

- Site 1 - Amenity and verges
- Site 2 - Cul de sac
- Site 3 - Major junction
- Site 4 - Bus route and community facility
- Site 5 – Small parade
- Site 6 - Residential street

6.15. It should be noted that the assessments were carried out on working days during Spring 2016 when the weather was fair, daylight hours longer and at times when pedestrian activity levels would be low. The impact this may have on factors such as perceptions of safety would need to be carefully considered.

6.16. Site 1 - Amenity and verges



**‘Could be better used or extension to churchyard or with some ‘interest’ seaters to sit on and kids to play on.’**

**‘The open vistas are good for the listed Windmill.’**

**‘Remove through traffic. Make space bigger, more usable.’**

---

Good:

- Overall attractiveness
- Feeling of safety
- Cleanliness / Quality of maintenance
- Sense of pride and ownership

---

Poor:

- Economic viability
  - Presence of children and seniors
-

What is best about this place?	<ul style="list-style-type: none"> <li>▪ Trees / Green / Open space</li> <li>▪ Windmill / Church / Heritage</li> </ul>
Improvements that could be done right away:	<ul style="list-style-type: none"> <li>▪ Seating</li> <li>▪ Control/Avoid parking on pavements/verges and/or widen pavements</li> </ul>
Long-term changes that could have bigger impact:	<ul style="list-style-type: none"> <li>▪ Re-direct / Review traffic flows to make better use of open space</li> </ul>
What people in the place like best about it and what they would do to improve it:	<ul style="list-style-type: none"> <li>▪ There was no one around to ask the question</li> </ul>
Local partnerships to support improvements:	<ul style="list-style-type: none"> <li>▪ St Peter's / St George's Church</li> <li>▪ Hangleton &amp; Knoll and Goldstone Valley community groups</li> <li>▪ West Blatchington Windmill</li> <li>▪ Council's Highway team</li> <li>▪ Landowners</li> </ul>

#### 6.17. Site 2 – Cul de sac



**‘On street parking detracts from overall amenity of close.’**

**‘Not possible now but would have made the road wider so cars don't need to park on grass verges and spoil them.’**

**‘No public seating. No views out or in.’**

Good:	<ul style="list-style-type: none"> <li>▪ Feeling of safety</li> <li>▪ Ease in walking to the place</li> <li>▪ Frequency of community events/activities</li> <li>▪ Overall busy-ness of area</li> <li>▪ Sense of pride and ownership</li> </ul>
-------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



Poor:	<ul style="list-style-type: none"> <li>▪ Comfort of places to sit</li> <li>▪ Clarity of information / signage</li> <li>▪ Mix of stores / services</li> <li>▪ Evidence of community activity</li> </ul>
What is best about this place?	<ul style="list-style-type: none"> <li>▪ Quiet / Tranquil</li> </ul>
Improvements that could be done right away:	<ul style="list-style-type: none"> <li>▪ Repair/Maintain pavement and/or verges</li> </ul>
Long-term changes that could have bigger impact:	<ul style="list-style-type: none"> <li>▪ Control parking on pavements/verges</li> <li>▪ Re-design road/pavements to better accommodate parking/pedestrians</li> </ul>
What people in the place like best about it and what they would do to improve it:	<ul style="list-style-type: none"> <li>▪ Quiet / Tranquil</li> <li>▪ No one to ask</li> </ul>
Local partnerships to support improvements:	<ul style="list-style-type: none"> <li>▪ Community groups</li> <li>▪ Neighbours/Residents</li> <li>▪ Council</li> <li>▪ Church</li> </ul>

#### 6.18. Site 3 - Major junction



**‘As a driver it's an easy place to negotiate. As a pedestrian it's open and unpleasant.’**

**‘Upgrading the road surface. Making bus stops more weather proof, perhaps with planting to link in with the other foliage. Improve footpaths where people use short cuts so they can be used in all weather.’**

**‘Bins, flower planting, new traffic/pedestrian lights, benches, dog poo bins.’**

Good:	<ul style="list-style-type: none"> <li>▪ Vehicular access</li> <li>▪ Ease in walking to the place</li> </ul>
Poor:	<ul style="list-style-type: none"> <li>▪ Comfort of places to sit</li> <li>▪ Mix of stores / services</li> <li>▪ Number of people in groups</li> </ul>
What is best about this place?	<ul style="list-style-type: none"> <li>▪ Trees / Green/Open space</li> </ul>
Improvements that could be done right away:	<ul style="list-style-type: none"> <li>▪ Improve access/crossing for pedestrians</li> <li>▪ More planting/trees</li> </ul>
Long-term changes that could have bigger impact:	<ul style="list-style-type: none"> <li>▪ Re-design traffic control to better accommodate flow</li> <li>▪ Improve road surface (reduce noise) / footpaths / desire lines</li> <li>▪ More planting / trees</li> </ul>
What people in the place like best about it and what they would do to improve it:	<ul style="list-style-type: none"> <li>▪ Attractive, colourful</li> </ul>
Local partnerships to support improvements:	<ul style="list-style-type: none"> <li>▪ Church</li> <li>▪ Neighbourhood/Resident groups</li> <li>▪ Pre-school/School parents/pupils</li> <li>▪ Sustrans / Sussex Wildlife Trust</li> <li>▪ Local businesses/shops</li> </ul>

#### 6.19. Site 4 - Bus route and facility



**‘Particularly difficult to walk as cars are parked all over the pavement.’**

**‘Disabled driver has brought disabled friend for an appointment. She values parking and would like more for her mobility car.’**

**‘Improve pavements - hotchpotch of materials at moment. Stop cars parking on pavements.’**

Good:	<ul style="list-style-type: none"> <li>▪ Vehicular access</li> </ul>
Poor:	<ul style="list-style-type: none"> <li>▪ Overall attractiveness</li> <li>▪ Comfort of places to sit</li> <li>▪ Mix of stores / services</li> <li>▪ Number of people in groups</li> </ul>
What is best about this place?	<ul style="list-style-type: none"> <li>▪ Church</li> <li>▪ Cleanliness</li> <li>▪ Bus service</li> </ul>
Improvements that could be done right away:	<ul style="list-style-type: none"> <li>▪ Planting/Maintenance verges</li> <li>▪ Control parking on pavements/verges</li> <li>▪ Bus shelter/Add 'real time' bus information.</li> </ul>
Long-term changes that could have bigger impact:	<ul style="list-style-type: none"> <li>▪ Redevelop church and garage sites.</li> <li>▪ Re-design traffic control to better accommodate flow</li> </ul>
What people in the place like best about it and what they would do to improve it:	<ul style="list-style-type: none"> <li>▪ No one to speak to</li> <li>▪ Bus service</li> </ul>
Local partnerships to support improvements:	<ul style="list-style-type: none"> <li>▪ Landowners / Tenants</li> <li>▪ Community groups</li> <li>▪ Councillors</li> <li>▪ Church</li> </ul>

#### 6.20. Site 5 - Small parade



**‘Good shop. Nice trees on the green.’**

**‘More landscaping. More pedestrianisation (i.e. fewer cars would improve quality of space). More trees or flower decoration.’**

**‘Improve appearance of shop. Improve green space. Community notice board. Keep it clean.’**

Good:	<ul style="list-style-type: none"> <li>▪ Vehicular access</li> </ul>
Poor:	<ul style="list-style-type: none"> <li>▪ Comfort of places to sit</li> <li>▪ Mix of stores / services</li> <li>▪ Economic viability</li> </ul>

What is best about this place?	<ul style="list-style-type: none"> <li>▪ Trees / Green/Open space</li> </ul>
Improvements that could be done right away:	<ul style="list-style-type: none"> <li>▪ More planting/trees</li> <li>▪ Remove street clutter/Collect rubbish</li> </ul>
Long-term changes that could have bigger impact:	<ul style="list-style-type: none"> <li>▪ Shared surface</li> <li>▪ Add seating</li> <li>▪ Pedestrian crossing</li> <li>▪ More planting / trees</li> <li>▪ Local employment</li> <li>▪ Community facilities</li> </ul>
What people in the place like best about it and what they would do to improve it:	<ul style="list-style-type: none"> <li>▪ Good amenities/shop</li> <li>▪ Don't like anything</li> <li>▪ Remove phone box</li> <li>▪ More planting/landscaping</li> </ul>
Local partnerships to support improvements:	<ul style="list-style-type: none"> <li>▪ Highway Authority</li> <li>▪ Council</li> <li>▪ Community groups</li> <li>▪ Local artists</li> </ul>

#### 6.21. Site 6 – Residential street



**‘Quiet residential area. Pleasant. Busy at pick-up time, would like traffic to be less on or parking at church time. Parking is an issue. Space between houses too narrow for modern cars.’**

**‘Potential for shared space approach to slow traffic and encouraging on-street parking in particular zones.’**

Good:	<ul style="list-style-type: none"> <li>▪ Overall attractiveness</li> <li>▪ Feeling of safety</li> <li>▪ Ease in walking to the place</li> </ul>
Poor:	<ul style="list-style-type: none"> <li>▪ Mix of stores / services</li> <li>▪ Overall busy-ness of area</li> <li>▪ Frequency of community events/activities</li> </ul>

What is best about this place?	<ul style="list-style-type: none"> <li>Attractive, familiar, pleasant, safe</li> <li>Trees / Green/Open space</li> </ul>
Improvements that could be done right away:	<ul style="list-style-type: none"> <li>Planting/Maintenance verges/pavements</li> <li>Control parking on pavements/verges</li> </ul>
Long-term changes that could have bigger impact:	<ul style="list-style-type: none"> <li>Redesign road to better accommodate parking/slow vehicles down.</li> <li>Maintain pavements/shared drives</li> </ul>
What people in the place like best about it and what they would do to improve it:	<ul style="list-style-type: none"> <li>Quiet/Peaceful area</li> <li>Control parking on pavements/verges</li> <li>Redesign road to better accommodate parking/slow vehicles down</li> <li>No one to speak to</li> </ul>
Local partnerships to support improvements:	<ul style="list-style-type: none"> <li>Local residents</li> <li>Council</li> <li>Community groups</li> <li>Biosphere project/initiatives</li> <li>National Government/initiatives</li> </ul>

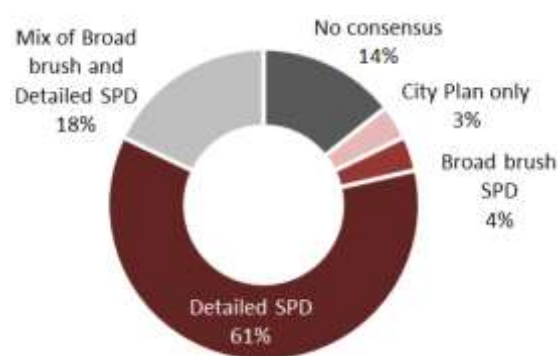
### Issues & Options discussion

**‘Concerned about ‘real affordability’ of homes, potential impact on starter homes and long-term affordability needs.’**

**‘Opportunities for local employment. Independent/local; nursing homes/nurses; apprenticeships - how can we encourage this? How can young people benefit.’**

**‘Mix of units + unit types to form a community.’**

**‘Green corridors: routes people would use.’**



7.1 On each of the discussion tables, participants were asked whether a consensus could be reached on a preferred option.

7.2 As the graph on the left indicates, the majority of discussion groups showed preference for a Detailed SPD and/or a mix of Detailed and Broad bush SDP.

## 6.22. Comments most frequently made on the discussion tables across issues identified in the Issues & Options paper included:

<b>Transport and travel</b> Need to improve sustainable transport links, in particular buses/bicycles and/or provide safe links to neighbouring communities and SDNP in challenging site topography.	42
<b>Transport and travel</b> Concern with traffic flow, noise and pollution. Traffic calming measures and good access points needed.	23
<b>Other</b> Masterplan/Landscape/Design plan addressing heights, layout, landscape, scale, form, siting and land use locations (co-provision).	22
<b>Public realm and blue-green infrastructure</b> Important to provide accessible/usable /safe network of landscaped open spaces (children play, orchard/food growing and outdoor sports facilities). Provide seating.	20
<b>Community and retail</b> Support for range of community and retail facilities on site. Important to consider integration with other uses on site and neighbouring areas and/or potential for co-provision.	16
<b>Transport and travel</b> Concerned with impact of development on already busy roads, including during construction. Getting road design right is vital.	15
<b>Environment</b> Important high standards of design and sustainability are achieved.	13
<b>Transport and travel</b> Provide sufficient, efficiently designed/located parking to avoid overspill into surrounding areas and/or across site (allow for electric charging points).	13

## 7. Email responses

7.1. The council received 8 email responses via email from: one local councillor, two residents and representatives for:

- Regency Society
- Save Toads Hole Valley group
- The National Trust
- Enplan on behalf of Toad's Hole Valley landowners (western and largest section of the site); and
- Natural England.

- 7.2. Enplan expressed concern that SDP would add financial burden to landowner/developer and outlined the reasons for their preference for the City Plan Only option.
- 7.3. The Save Toads Hole Valley group and the National Trust expressed their support for the Detailed SPD option and outlined the reasons and instances where further guidance could assist the delivery of development on the site.
- 7.4. Natural England made no comments at this stage.
- 7.5. The reminder respondents did not express a clear preference for any of the options specified in the Issues & Options document.
- 7.6. Comments and/or suggestions most frequently made across all respondents included:

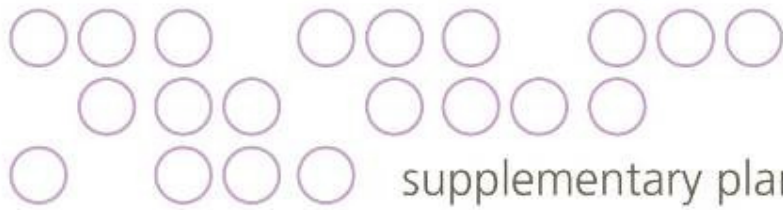
Improve bus links and deliver safe access to site/school.	5
Support for varied mix of uses and housing types including affordable.	3
Masterplan/Design guidance on heights, location, land use, and/or materials.	
Provide sufficient, efficiently designed parking to avoid overspill into surrounding areas.	
Take steps to reduce impact of road noise and calm traffic flow.	
Support for health, outdoor and/or shopping facilities on site.	
Protect views across open downland and/or to SDNP.	1
Prioritise green infrastructure, Biosphere principles and design features to enhance biodiversity/wildlife.	
Need for appropriate links to SDNP and/or SNCI.	
Support for secondary school on site.	
Support for low-density housing.	
Consider need for primary school.	
Open spaces, children play and recreation facilities should be provided.	
Local communities should have access to school facilities in the evenings/holidays.	
Support for greater share of family housing	
No buildings/housing along King George VI Avenue	
Concerned with impact of development on already busy roads, including during construction.	
Document should not be jargon-laced or difficult to read.	
More and/or high-density housing.	
Development needs to fit in with adjacent suburbs/areas.	1

Development that adheres to Garden Suburb principles.  
Workshop activities not useful. Not enough thought has gone  
into it.  
Offices needed and creative hub welcomed.  
High standards of design and sustainability should be achieved.  
Concern with increased risk of flooding and water run-off.  
Secure SNCI restoration and protection during construction and  
long-term maintenance of SNCI and open spaces  
Detailed EIA and/or Landscape assessment that ensures  
adequate mitigation.  
Area not adequate for traveller accommodation  
Re-route King George VI Ave as proposed by developer in  
Vision document  
Support for low-rise









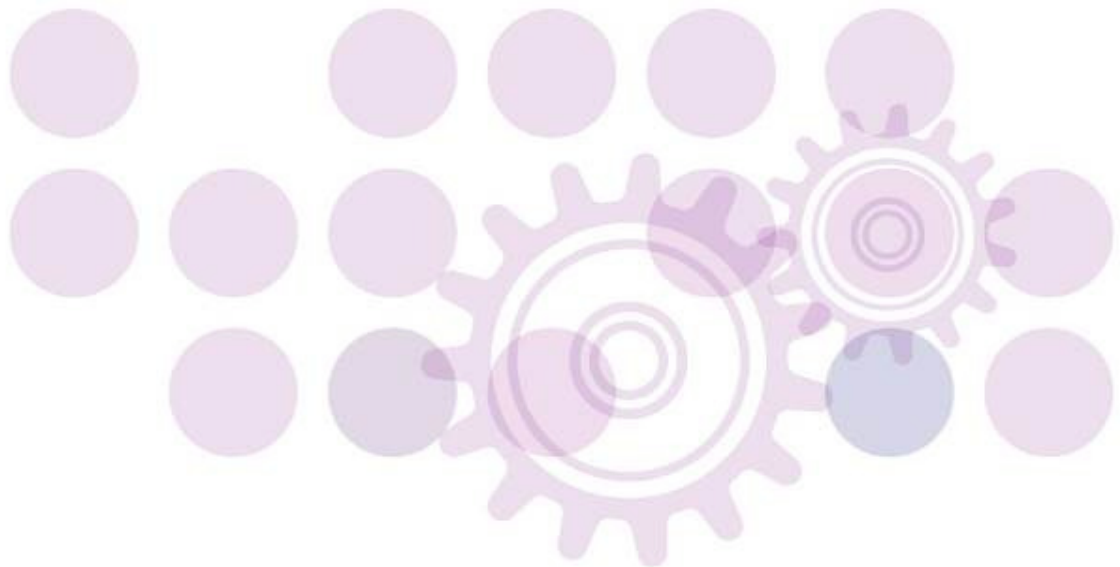
**spd**

supplementary planning document



Draft for public consultation  
January 2017

# Toad's Hole Valley





*Aerial view of the Toad's Hole Valley site (foreground) to the sea.*

# Contents

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## **Appendices (annexed document)**

- Appendix 1: Relevant planning policies
- Appendix 2: SPD stages and Issues & Option consultation
- Appendix 3: City Plan Part One Policy DA7 Toad's Hole Valley
- Appendix 4: One Planet principles
- Appendix 5: Brighton & Lewes Downs Biosphere
- Appendix 6: South Downs International Dark-Sky Reserve designation
- Appendix 7: Toads Hole Valley Design Guidance for a Heat Network
- Appendix 8: Glossary

# 1 About this SPD



Fig. 1.1: Site components and developable areas

- 1.1 This Draft Supplementary Planning Document (SPD) supplements the adopted City Plan Part One Policy DA7 Toad's Hole Valley (THV) and is to be read in conjunction with this and other relevant City Plan and saved Local Plan policies (see Appendix 1 and 2 Planning Policy Context).
- 1.2 It takes into account the results of early stakeholder consultation held in April- May 2016 which indicated preference for producing a detailed SPD and will be subject to city-wide consultation in early 2017 (see Appendix 2 for information about the stages in the production of an SPD and early stakeholder consultation results).
- 1.3 This Draft SPD provides guidance to ensure the successful delivery of a new neighbourhood for the city that meets the needs of the community. Through this guidance development are encouraged to deliver the following:

## Opportunities for inward investment to meet the city's future needs

- A range of development types, densities and scale, relationships between land uses and opportunities for co-provision are identified to optimise use of the site for housing provision.

### **An attractive, vibrant and safe neighbourhood for all, which encourages social engagement and enjoyment of the area**

- A neighbourhood centre that forms the heart and natural focus of Toad's Hole Valley, providing a range of services and facilities to meet the needs of new and existing communities.

### **A neighbourhood that is easy to access, move through and pleasant to spend time in**

- Improved public transport and network of cycle and pedestrian links within and beyond the development site that provides better connections with surrounding neighbourhoods and communities employment opportunities, the city centre and the seafront, public services, the SDNP, SNCI and other open spaces; and
- measures to overcome the existing physical severance caused by the A27 and King George VI Avenue.

### **A resilient and healthy environment with exemplary standards of building and energy design**

- Design solutions to reduce impact of light and air pollution and noise;
- low carbon now facilitating a transition to greater sustainability in future; and
- usable, open, recreational spaces and an enhanced and well-maintained SNCI.

### **Identification of funding opportunities to fund infrastructure**

- Ensure Section 106 agreements, future CIL payments and other funding opportunities contribute to the delivery of a successful and viable neighbourhood.

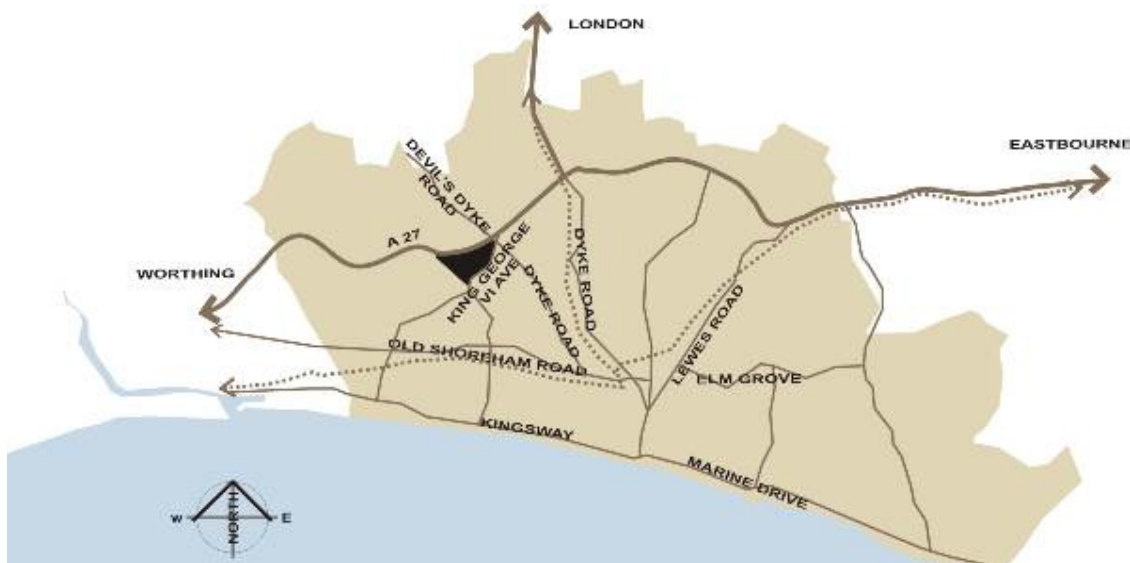


Fig. 1.2: Location of Toad's Hole Valley site in Brighton & Hove

- 1.4 The Toad's Hole Valley (THV) site is located on the northern edge of Brighton & Hove (Figure 1.2), between the Hangleton and Goldstone Valley residential areas, the THV Site of Nature Conservation Importance (SNCI) and the South Downs National Park (SDNP). It is formed of two separately owned areas - Court Farm (north eastern tip of the site) and Toad's Hole Valley, which includes the SNCI (see Figure 1.1).
- 1.5 This document applies to all the strategic allocation. With a developable area of 37 hectares (excluding the SNCI), this is the city's largest greenfield development site. As such, it presents a major opportunity to deliver purpose-built, mixed-use sustainable development that contributes to meeting the city's identified needs for housing, education, office and open space.
- 1.6 The aspirations for the development of a new community on this site have been established in City Plan Policy DA7 Toad's Hole Valley.
- 1.7 **The purpose of this SPD is to facilitate the delivery of this policy's vision for 'a modern, high quality and sustainable mixed use development [that helps to] meet the future needs of the city, improve accessibility and provide new community facilities to share with adjacent neighbourhoods.'**
- 1.8 This Draft SPD is not prescriptive but identifies opportunities to make the best use of the Toad's Hove Valley site by meeting, and if possible, exceeding policy requirements for the site, in particular housing provision.
- 1.9 It provides guidance and best practice examples of how the challenges of the site (topography, access, linkages, landscape impact and drainage) can be overcome or mitigated.
- 1.10 Once adopted, it is expected that planning applications relating to this site will follow this guidance and ensure recommendations are considered through the planning application process.
- 1.11 The council has prepared this document to help facilitate the delivery of key principles to ensure that:
  - development is of the highest quality;
  - there is comprehensive and co-ordinated development of the site as a whole, or if it is developed in stages that these do not prejudice or undermine the future development potential of other parts of the site;
  - any future development preserves or enhances the setting of the South Downs National Park; and
  - any potential harmful effects on the environment as a result of the development are mitigated.



## 2 The site

2.1 The existing THV development area has a number of notable physical elements that present challenges to the objective of developing a sustainable neighbourhood. These serve as barriers that will need to be addressed in any masterplanning of the site. The principal ones are shown in Figure 2.1 and described in more detail below.

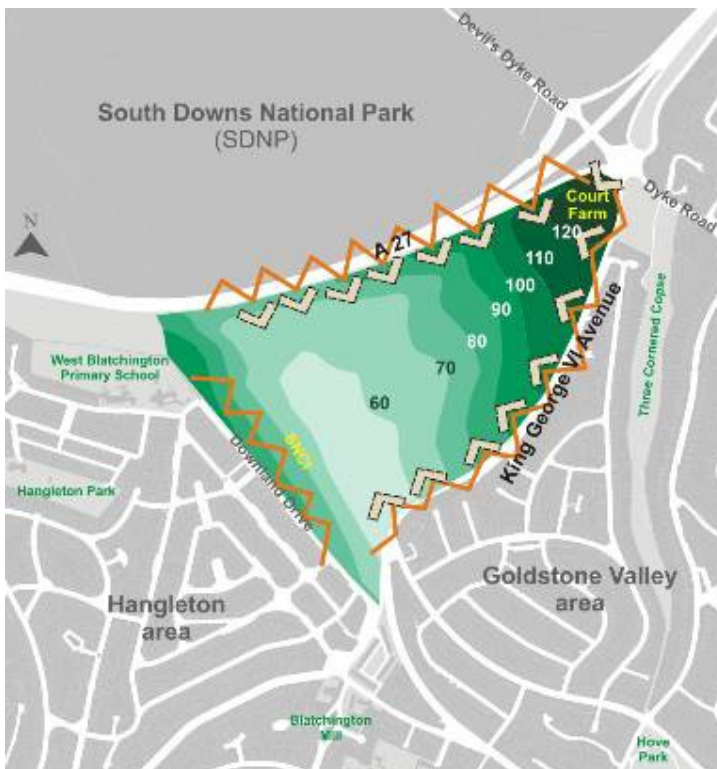


Fig. 2.1: THV site constraints/barriers. Base map: © Crown Copyright. All rights reserved. Licence: 100020999, Brighton & Hove City Council, 2016.

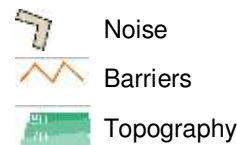


Fig. 2.2: View of site looking north towards the South Downs National Park.



Fig. 2.3: View from the top of King George VI Avenue looking southwest with THV site to the right of the road, the steep bank (SNCI) and rooflines of the Hangleton residential area at the top.

2.2 The **topography** of the site is determined by a change in elevation of around 70m across the site from east to west, a steep bank at its western and northern boundaries and a flat-bottomed valley floor rising up again towards the east.

2.3 The **steep bank to the west of the site is protected as a Site of Nature Conservation Interest (SNCI)** and is also Open Access Land (CROW Act 2000). This is not included within the area identified for development, but it is an important asset that should be managed sensitively for its ecological value and assessed in terms of its potential for enhancement and as a recreational use in conjunction with the wider development of the valley. The SNCI has been subject to little if any management over the last decades and in its existing form can be characterised as scrubland: a mixture of trees, grass and other vegetation.

2.4 The **city's bypass runs at a high level upon a steep bank on the northern boundary of the site** and is part of the strategic, south coast **A27 Trunk Road** mainly accommodating long distance traffic from within Sussex. North of the road lies the South Downs National Park.

- 2.5 **King George VI Avenue** is a local Principal (A class) Road which runs along the southern boundary of the site and is a major arterial road that connects the bypass to central Hove. The road is on a fairly steep incline which influences driver behaviour.
- 2.6 Whilst efforts were made at the time of the construction of the bypass to shield adjacent residential areas by way of cuttings and landscaped noise bunds, THV was left relatively unprotected and open to traffic noise, due partly to its topography.
- 2.7 Court Farm and much of the northern section of the site lie within the Court Farm Article 4 direction which regulates the provision of agricultural buildings. The entire site lies within a Groundwater Source Protection Zone (majority zone 2, with southern tip within zone 1 and north western corner within zone 3).



*Fig. 2.4: View from SDNP looking southeast. A27 in the centre of the image with THV and Goldstone Valley residential area on the background.*



*Fig. 2.5: View from Devil's Dyke Road looking southwest towards the sea.*

### 3 Planning policy context



Fig 3.1: Extract from the Brighton & Hove City Plan. Base map: © Crown Copyright. All rights reserved. Licence: 100020999, Brighton & Hove City Council. 2016.

- 3.1 In preparing this Draft SPD the council has had regard to relevant policy documents, particularly those highlighted below. A more detailed list of documents and policies relevant to the future development of the THV site is contained in Appendix 1.

#### National context

- 3.2 The [National Planning Policy Framework](#) (NPPF) published in 2012 indicates that a Supplementary Planning Document (SPD) should be used where it can help applicants make successful applications or aid infrastructure delivery and should not be used to add unnecessarily to the financial burdens on development.
- 3.3 Given the strategic nature and challenges for delivering development at the THV site, the need for detailed guidance is established in City Plan Policy DA7.

#### Local context

- 3.4 The local development plan currently comprises the [Brighton & Hove City Plan Part One adopted in 2016](#), the [Brighton & Hove Local Plan 2005 \(retained policies March 2016\)](#) as well as the [East Sussex, South Downs and Brighton & Hove Waste and Minerals Plan \(adopted February 2013\)](#) and [East Sussex, South Downs and Brighton & Hove Waste and Minerals Sites Plan \(adopted January 2017\)](#).
- 3.5 The following City Plan policies are particularly relevant in informing this SPD:
- **Policy DA7 Toads Hole Valley** sets out the principle for developing the site including strategies, main priorities, amount of development and open space to be delivered. The full policy wording is provided in Appendix 2. It also outlines the need for new development to achieve One Planet targets (see Appendix 3) and promote the city's Biosphere objectives (see Appendix 4); respect the

setting of the South Downs National Park (SDNP); and conserve and enhance the Site of Nature Conservation Importance (SNCI).

- **Policy CP8 Sustainable Buildings** outlines the city's commitment to achieving excellence in sustainable building design and sets out environmental standards for new development.
- **Policies CP12 Urban Design, CP13 Streets and Open Spaces and CP14 Housing Density** set out the general strategic design criteria for new development to achieve high quality buildings, spaces and routes. These are expected, among other things, to be attractive, accessible, inclusive, adaptable, safe, sustainable and integrated into the wider site context.
- **Policy CP10 Biodiversity, Policy CP16 Open Space and CP17 Sports Provision** outline the city's expectations in respect of enhancing biodiversity and existing open spaces and also the provision of new open spaces. They recognise the importance of the South Downs Way Ahead Nature Improvement Area and the need for taking a landscape scale approach.
- **CP9 Sustainable Transport** sets out the general strategic approach to enhancing and delivering a sustainable transport network.
- **CP1 Housing Delivery, CP19 Housing Mix, CP20 Affordable Housing, SA6 Sustainable Neighbourhoods and CP18 Healthy City** outline the overarching elements in the delivery of sustainable communities.
- **CP2 Planning for Sustainable Economic Development, CP3 Employment Land and CP4 Retail Provision** outline the general strategic approach for meeting employment and retail needs.
- **CP5 Culture and Tourism** recognises the role of the South Downs as a visitor, education and recreation asset and seeks to promote eco-tourism and create a stronger visitor experience.

3.6 Court Farm, the smaller portion to the east of the THV site to the east, is has been the subject of planning decisions that have a bearing on future development of the site as a whole:

- Application BH2012/03446: Planning permission was granted on Appeal (APP/Q1445/A/13/2200978) for the demolition of existing buildings and construction of 5 two-storey detached houses and a 58-bed, part two and part three storey, nursing home. However this has yet to be implemented.
- Application BH2015/04184: Planning permission is being sought for the 'demolition of existing buildings and erection of 4 residential blocks, part three-, part four-storey containing 74 one-, two- and three-bedroom flats (30 affordable).

## 4 Development Response

4.1 This section of the Draft SPD identifies opportunities for applicants to meet City Plan Policy DA7 requirements and ambitions of developing a new sustainable neighbourhood at THV.

## Submitting a planning application

- 4.2 To reduce the risks and costs associated with the planning process, it is strongly recommended that a **masterplan for the site** is prepared in discussion with the local planning authority and that development proposals are submitted to DesignPLACE review and are subject to community consultation prior to submission as a planning application.
- 4.3 To ensure masterplan principles inform the delivery of the development as whole or in stages it would be helpful if the masterplan was accompanied by **design code**. The design code should provide information about:
- **appearance** of buildings, including materials;
  - **means of access** for all routes within the site and the way these link up with the public transport network and other roads and pedestrian and cycle routes outside the site;
  - **landscaping** to improve/protect amenities within the site and surrounding areas;
  - **layout** of buildings, routes and open spaces and distribution of land uses within the development and the way these are laid out in relation to buildings and spaces in neighbouring areas;
  - **scale, height and dimension** of proposed buildings; and
  - **sustainability** strategy to reduce the impact of the development.
- 4.4 It is recommended that the masterplan and design code be approved by the local planning authority prior to the submission of planning/reserved matters applications.
- 4.5 Given the sensitive nature of the site in relation to the setting of the SDNP and SNCI a range of studies and impact assessments will be needed to support pre-application discussions and/or the submission of planning applications.
- 4.6 An indicative list of the information needed is provided below. However, applicants should talk to the local planning authority about how much information might need to be included at each stage of the planning process.
- **Environmental Impact Assessment** (EIA) to identify the site's landscape and natural value and mitigation measures to minimise development impact.
  - **Landscape Sensitivity Assessment** to inform the masterplan and **Landscape and Visual Impact Assessment** (LVIA) to assess the impacts of the development in relation to the setting and special qualities of the South Downs National Park. The LVIA may be submitted separately or as part of an Environmental Statement submitted with a planning application.
  - **Transport Assessment** (TA) including an appropriate level of analysis and mitigation for the scale of development that addresses trip generation and movement by all forms of transport and other transport/travel-related issues such as road safety.
  - **Archaeological Assessment** consisting of an initial desk-based assessment followed by field evaluation, if necessary, comprising geophysical survey and trial trenching to provide an understanding of archaeological interest that could be used to understand risk and inform development design options.
  - **Ecological and Tree surveys** to provide benchmark data against which the delivery of net gains in biodiversity can be monitored.

4.7 The scale, form, height and siting of any proposed development of the THV site would need to be assessed in terms of its impact upon the **setting of South Downs National Park (SDNP)**. In particular in regard to its landscape character and South Downs International Dark-Sky Reserve designation. More details about this designation are provided in Appendix 5. The SDNP Integrated Landscape Character Assessment and strategic views identified in section 6 of this Draft SPD should be used to guide impact assessments.

### Amounts of development

4.8 The amount of development proposed for the THV site is determined in the first instance primarily by the land use area requirements identified in City Plan Policy DA7. These include a wide range of housing and office types, sizes and tenures; business space multi-use community facilities; shops and cafes; a secondary school; and open space.

4.9 The challenge of delivering this scale of development in a site of the size of THV is illustrated in the graph below that shows an approximate proportion of the area requirements identified in City Plan Policy DA7 in relation to the developable area of the site (excluding the SNCI).

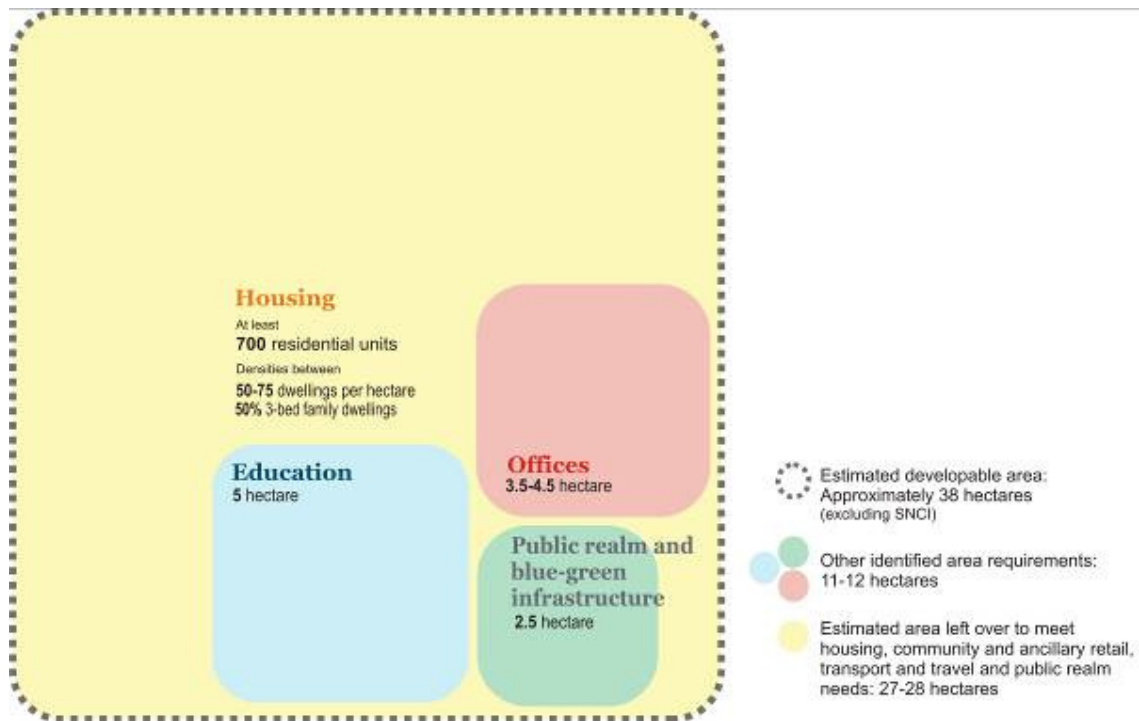


Fig. 4.1: City Plan Policy DA7 area requirement (proportionate representation of areas only).

### Masterplanning and landscape-led design

4.10 The creation of a vibrant, attractive, accessible new neighbourhood that people want to live, work in and visit is the ultimate aim of City Plan Policy DA7.

4.11 The steeply sloping nature of the terrain, the setting of the SDNP and the protected SNCI provide a number of challenges to deliver this objective. In particular when it comes to designing buildings and a network of roads, paths and open spaces that sit well in the landscape and link effectively with the existing footpath and national cycle route (see Fig. 4.16, page 22).

- 4.12 The **design and layout of the development** should take a holistic, contextual and bespoke approach to key elements of site layout, solar orientation, site topography, visual impact and access.
- 4.13 This can be achieved through utilising building forms and combination of land uses that are responsive to site conditions. The proposed dual-use school playing field, for example, would of course need to be provided on level ground or via significant re-sculpting of the slopes whilst housing could use the contours to orientate dwellings to obtain solar gains.
- 4.14 **Strategic views** that need to be considered in any impact assessment of the development upon the landscape in general and the setting of the SDNP in particular are outlined below.



Fig. 4.2: Strategic views as per Tall Buildings Study (1 and 2). View from King George VI Drive (3) added in response to early stakeholder consultation request. Base map: © Crown Copyright. All rights reserved. Licence: 100020999, Brighton & Hove City Council. 2016.



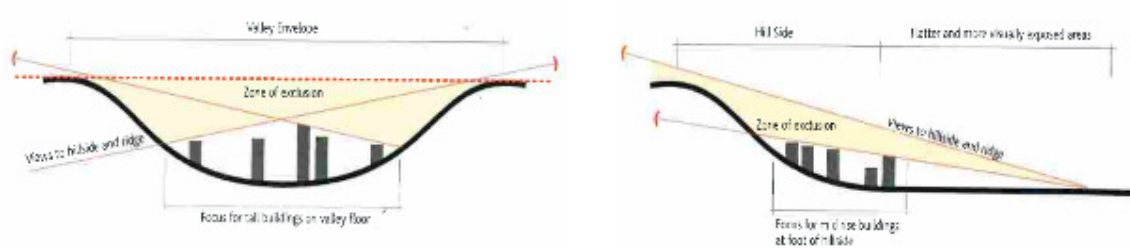


Fig. 4.3: Tall Building Study: extract from landform analysis



Fig. 4.4: Flatted development south of King George IV Avenue.

4.15 When it comes to **building heights**, the city's Urban Characterisation Study suggests that higher density, taller buildings (no more than 6 storeys) should be located at the flat-bottomed valley floor at the western end of the site. This is in line with existing development south of King George IV Avenue and in the area furthest away from the SDNP boundary (see Figs. 4.3 and 4.4). The valley floor is located along the SNCI border and impact upon it needs to be considered and mitigated if applicable.

4.16 **Building siting, massing and form** should:

- be visually stimulating and appropriate within the wider undulating landscape of the development area;
- maximise views and help to soften the hard edge of the current built-up area; and
- seek to minimise the impact of light pollution and exposure to air pollution for residents and users of the new and existing neighbourhood, and of road noise and wind upon the development (see Pollution and emissions, page 25) .

4.17 To help the local planning and SDNP authorities and consultees to have a better understanding of the design rationale behind the development, it is recommended that sections and 3D modelling of strategic views be submitted as part of a planning application.

4.18 A positive, creative approach to the mix of **land use** requirements is needed and careful consideration as to how these are combined to generate a critical mass of activities and housing densities that enables a diverse, welcoming and economically viable new neighbourhood to emerge.



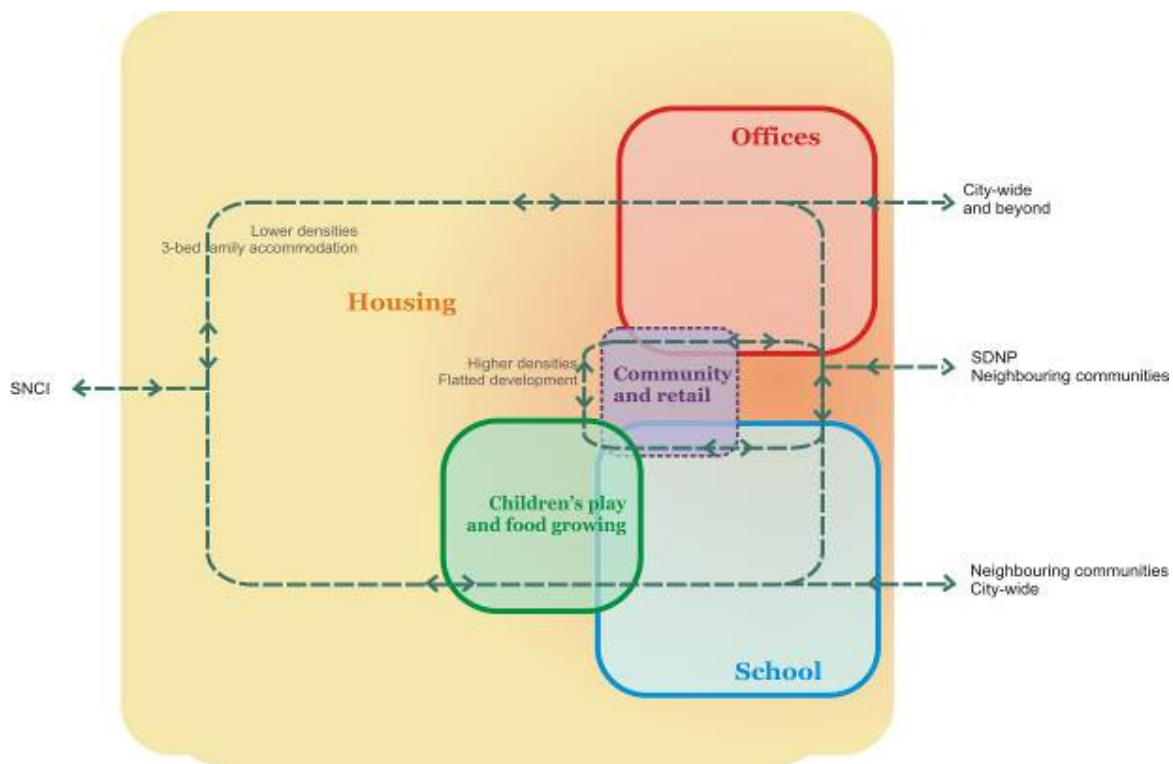


Fig. 4.5: Indicative land use relationship.

4.19 In line with City Plan policies and to boost the economic viability of the services available to the new neighbourhood and surrounding communities such as, for instance, bus services, planning applicants are encouraged to make the best use of the THV site and optimise housing provision.

4.20 Figure 4.5 identifies land use relationships and connections that can help them achieve effective/optimum use of the site. These are indicative and explore opportunities for clustering and co-provision and to create a vibrant mixed use neighbourhood centre.

4.21 It indicates support for:

- pulling together a mix of land use requirements to form an attractive neighbourhood centre that includes, for instance, community facilities and shops, children's play and food growing and high-density housing, the secondary school and office space;
- land uses with greater user reach such as the secondary school (city-wide) and offices (city-wide and beyond) to be placed in or near the periphery of the site with easy access in and out of the site;
- a secondary school that provides a community focus and optimises community use of indoor and outdoor play, sports and food growing facilities;
- a network of open spaces, paths and roads that connects land uses within the THV site and incorporates features such as food growing and play/recreation opportunities but also link up with neighbouring communities, the National Cycle Network Regional Route 82 (Brighton & Hove /West Sussex) and the SNCI; and
- creation of a well-integrated, accessible, mixed use neighbourhood centre – a place where people living and/or working in the neighbourhood can shop, visit a community facility or just dwell and relax informally.

## Place making

4.22 Many of the city's outer suburbs lack a clearly defined centre and the creation of a new community and neighbourhood at THV allows for the provision of an identifiable centre to be planned from the outset.

4.23 Although the neighbourhood centre will need to include local shops and related uses, it is envisaged as being more than just a shopping centre. It should provide a focal point where a range and concentration of land uses and activities combine to form a social and commercial hub in which the various communities living and working at THV are attracted to spend informal leisure time.

4.24 The neighbourhood centre should be socially inclusive, promoting and supporting social interaction and accessible to all. It is recommended that the neighbourhood centre should be:

- an attractive, green, safe and accessible public realm with public seating and other facilities for informal recreation - a place for residents, workers and visitors to come and linger, shop, meet friends for a coffee, sit outside and watch the world go by;
- be located within the development site where the highest densities and building heights will be achieved as a means of maximising the overall capacity of the site, while meeting a range of residential and land use needs;
- the principal public transport pick-up or drop-off point for people travelling to and from the city centre and/or other locations in the city;
- the community facilities required for the Toad's Hole Valley development area, such as a doctor's surgery or community centre; and
- be the focal point within an accessible and legible network of routes and spaces across the development area.

4.25 Such a well-designed and integrated, mixed use neighbourhood centre has the potential to provide an important means for achieving Biosphere Reserve objectives, including culture, community and health.



*Flexible, versatile local meeting space that can accommodate active and passive, formal and informal activities. Fig. 4.6 (above left): Jubilee Square in Brighton hosts a range of activities to take place all year round.*

*Fig. 4.7 (above): Paris Plage, France.*

*Fig 4.8: Proposals for flexible use of open space. Saint-Sauveur mixed use development, Lille, France (Ghel Architects). Source: [www.lm-tv.fr](http://www.lm-tv.fr)*

## Housing

- 4.26 City Plan Policies CP1 and DA7 set a minimum target of 700 residential units to be brought forward in the THV site. This is to be achieved via residential varying between 50-75 dwellings per hectare and a minimum of 50% 3+ bedroom family housing.
- 4.27 The local planning authority recognises that housing numbers are set at a minimum and there may be an opportunity for increased housing provision which could help create a more viable neighbourhood that supports a variety of businesses and activities and is well served by regular bus services (see Transport and Travel on page 27).
- 4.28 In line with City Plan Policy CP19 **Housing Mix**, the ability of the THV site to accommodate a wide range of needs and lifestyles will be an important factor in creating a lively, diverse and economically-viable new neighbourhood.
- 4.29 The neighbourhood centre would be an appropriate location for higher **density** residential flats above shops and businesses with close access to public transport.
- 4.30 Housing design should consider opportunities to :
- accommodate a variety of typologies to meet a range of needs including housing for older people, people with disabilities, non-family households and non-car owners and provide the neighbourhood centre with a critical mass to sustain a viable customer base and public transport services;
  - enable people to choose to reduce car dependency and ownership or choose ultra low-emission options;
  - optimise provision of affordable housing units;
  - create flexible spaces able to respond to changes in user lifestyle over time and to adapt to homeworking to help to create an economically active neighbourhood;
  - achieve high standards of sustainable building design; and
  - adopt efficient, affordable design and construction techniques that address specific local environmental issues such as traffic noise and water conservation.



Fig. 4.9: The Hyde, Kent, UK, Idris Perrineau Town Architects. Source: [www.ecofriend.com](http://www.ecofriend.com)



Fig. 4.10: Housing accommodation and facilities for older people. Image courtesy of Age Action Alliance's Glenise Martin (above).

Figs. 4.11 and 4.12: Accessible pathway solutions up steep slopes in Pittsburgh, USA (below left - Source: <http://www.nextpittsburgh.com/city-design/august-wilson-park/>) and location unknow (below right – Source: <http://justcutepics.blogspot.co.uk/2009/08/40-cool-and-creative-wheelchair-ramps.html>)



## Office

4.31 City Plan Policy DA7 requires that 25,000 square metres of B1 employment space within a site area of between 3.5 and 4.5 hectares be provided at THV. It is anticipated that this can be best provided through a flexible mixture of built forms and unit sizes that can cater for a variety of business types, from small start-up businesses, medium-sized enterprises and larger spaces suitable for the knowledge based economy, a key growth sector for the city and wider city region.

4.32 Masterplanning provides the opportunity to explore opportunities for the creation of flexible high quality office spaces that address changing work practices and incorporate green technologies. The location on the site should take advantage of transport connections and the mix of amenities and sense of place being created through the neighbourhood centre to ensure an attractive environment for employees to work, socialise and in many cases live.



Fig. 4.13 (above): Stockley Park, Heathrow. Source: *The new geography of office demand 2: Business Parks*, UK Office Market Research, 2014.



Fig. 4.14 (left): Filwood Green Business Park, Bristol. Source: [bristolgreencapital.org/launch-of-filwood-green-business-park-a-new-sustainable-home-for-businesses/#](http://bristolgreencapital.org/launch-of-filwood-green-business-park-a-new-sustainable-home-for-businesses/#)

Fig. 4.15 (below): Sussex Innovation Centre, Brighton. Source: [bdaily.co.uk/entrepreneurship/01-06-2015/south-east-startup-scene-confidence-and-community-are-key-for-sussex-innovation/](http://bdaily.co.uk/entrepreneurship/01-06-2015/south-east-startup-scene-confidence-and-community-are-key-for-sussex-innovation/)



4.33 Therefore whilst there are benefits to the offices being positioned along the northern boundary and/or along King George VI Avenue as it is easily accessible by car from the A27. Consideration should also be given to locating office use as part of the neighbourhood centre to add to its vitality, success and sense of place as well as creating an attractive environment for employees.

- 4.34 The design of the office accommodation should consider opportunities to deliver :
- user-centred facilities that are comfortable, energy-efficient environments to motivate and stimulate, allowing potential for zoned user environmental controls;

- high quality, flexible interior spaces with best-practice environmental design allowing for a 'seasonal-zoning' approach that maximises natural ventilation and light;
- a module-based gridded construction that allows for flexible use of interior space, future reconfiguration, and potential for extension/expansion;
- building entrances, service and delivery parking to maximise steeply sloping topography and capitalise on car parking needs to be met beneath the buildings in order to minimise visual impact and utilise the natural landforms;
- access to the best possible public transport provision by being located in or close to the neighbourhood centre or public transport stops;
- car parking in a manner that ensures that the roads leading to it are designed so as not to have the negative impacts associated with large numbers of vehicle movements; and
- Minimum Resource Use and Low Embodied Energy through the use of best-practice sustainable procurement methods and A-rated sustainable & renewable materials, including OSM (Off-Site Manufacturing) and MMM (Modern Methods of Manufacture).

## Education

- 4.35 City Plan Policy DA7 requires that an area of 5 hectares be reserved for a sixform-entry secondary school for ages 11-18, or a through school, in order to meet identified needs.
- 4.36 The school will attract pupils and employ teachers, cleaners, catering and grounds maintenance staff from various areas of the city. As such, it provides an opportunity to provide a community focus and help animate the new neighbourhood.
- 4.37 It also provides opportunities for training/ apprenticeships links to the employment space to be explored. To that effect, office facilities should incorporate flexible spaces for events that can facilitate student engagement with the city's business community. This approach has proven successful and has been adopted as best practice by some of the existing secondary schools and Six Form Colleges in the city.
- 4.38 The site for the school should be accessible from both the new development and the wider residential catchment area with improved links to the south and west, to the A27, the SNCI and the South Downs National Park that maximise road safety.
- 4.39 The design of the school should consider opportunities to :
- provide flexible, sustainable facilities which can offer a range of functions including lifelong learning, sport and leisure and have the potential for adaptation to future needs; and
  - optimise community use of the playing field as well as indoor sports and other facilities, especially for young people.

## Community and retail

- 4.40 City Plan Policy DA7 requires the provision of a new multi-use community facility or neighbourhood hub to include a community meeting place, a doctor's surgery, a resource promoting links with the SDNP as well as shops and cafes.
- 4.41 As referenced elsewhere in this document, as far as practicable these uses should be located within or close to the neighbourhood centre alongside residential flats and other facilities in order to achieve a social and economically viable hub that is easily accessed, used and valued by the local communities.
- 4.42 The SDNP Authority recommends that provision be made for any multipurpose community facility to include a National Park Interpretation/education facility. Options for incorporating such a facility into the neighbourhood centre and the pedestrian/cycling links to the park should be considered.
- 4.43 The provision of a new small local parade of 5 to 10 shops should be provided as part of the development proposal for the neighbourhood centre to meet for local needs with services and facilities. The parade could be largely retail-based and include some independent small businesses (such as newsagents, greengrocers, bakers), local services (hairdressers, café, etc.) and a convenience store for top-up and meal solutions.
- 4.44 End users should ideally be identified before construction commences on site to ensure that units are not left vacant once housing development has been completed.
- 4.45 Parking and servicing facilities should be provided to accord with the adopted standards (see [SPD 14 Parking Standards](#)).
- 4.46 Adequate cycle parking facilities should also be provided to encourage more sustainable movement patterns throughout the site.

## Environment

- 4.47 City Plan Policy DA7 expects the development in THV to be of 'an exemplar of sustainable development and demonstrate that the city's UNESCO Biosphere Reserve objectives can be successfully integrated throughout the development scheme subject to viability and deliverability' (paragraph 3.84). City Plan Policy CP8 Sustainable Buildings lists priorities and sets out minimum standards to inform development design.
- 4.48 Every opportunity should be taken to reduce the ecological footprint of the development at THV. This can be best achieved by setting this as a target for the design team early on in the development process, enabling it to combine efforts to deliver high standards of building design and construction (energy generation, passive design approaches, food growing and minimising water use and waste management), effective, accessible and sustainable transport links (cycle and pedestrian routes and public transport), incorporate ultra-low emission vehicle technology e.g. charging points, and reducing heat island effect (green roofs and walls and greening of public streets and spaces).
- 4.49 Opportunities to combine Biosphere objectives to deliver exemplar environmental policy requirements include:

- making the most of the unique opportunity to plan for sustainable energy and a transition to zero carbon energy in future, by designing in renewable energy, decentralised energy - in particular a heat network; energy storage and grid services, and designing to high standards of energy efficiency;
- making creative use of steep slopes maximising the opportunities for good orientation to reduce the need for mechanical cooling and heating, maximise opportunities for renewable energy technologies, especially solar and contribute towards meeting the environmental criteria for the different types of buildings and land uses;
- installation of a heat network to supply heat (and power) to high density areas;
- using innovative, low energy design and construction methods that add to the sustainability, biodiversity and quality of the natural environment through the inclusion of elements such as chalk grassland roofs, green walls and drought resistant planting, to minimise the visual impact of the development;
- taking advantage of the benefits associated with economies of scale created by the wider development to deliver site-wide community-based energy and water solutions such as district heating and rainwater harvesting;
- using landscape-led, climate resilient water management solutions appropriate to use within a Groundwater Source Protection Zone (part of the site is within GSPZ1 and GSPZ1) including rain gardens, swales, ponds and green roofs and walls that help to reduce the risk of flooding and enhance biodiversity within the site and the SNCI (see Public realm and blue-green infrastructure on page 31);
- choosing building materials based on their sustainability, functional performance and low maintenance over time; and
- carbon emission reduction via, for instance, promotion and provision associated with ultra-low emission vehicles.

4.50 A Toads Hole Valley Heat Network Study has been undertaken to explore the feasibility and viability of a heat network for the site. The techno-economic assessment shows that the site has potential for a long-term transition away from fossil fuels with multiple potential sources. The installation of a district heating scheme at this stage can facilitate an easier transition to a low or zero carbon solution in future. All heat sources considered have significantly lower emissions than a standard solution utilising gas boilers for heating.

## Transport and Travel

- 4.51 City Plan Policy DA7 seeks the development of a fully connected new neighbourhood at THV. The site's location on the edge of the built up area, and the physical severance caused by the steep slopes of the SNCI, the A27 and King George VI Avenue pose considerable challenges to achieving this objective.
- 4.52 Other policy challenges include establishing and maintaining a viable, regular public transport service; creating sustainable transport linkages within and across the site which connect safely and conveniently with existing provision; enabling safe and efficient vehicle movement within a neighbourhood that is designed for and prioritises movement for people; includes better links with existing neighbourhoods and communities, shops and services; creates new links with the



SDNP; and reduces or minimises traffic-related light, air and noise pollution and carbon emissions

- 4.53 Further transport and travel goals and objectives, and priorities and themes, are set out within the council's current [Local Transport Plan \(LTP4\)](#).
- 4.54 The key to resolving a number of these challenges requires developers/ planning applicants to work in partnership with the council, public transport operators and local partners, stakeholders and communities to examine how existing sustainable transport routes can link up with Toad's Hole Valley. It will also depend on if, or how, housing provision could exceed the minimum figure of 700 units set out in the City Plan Policy DA7, as this will affect the need or demand for travel. It is understood that this could determine the level of viability of the introduction and continued operation of a regular bus service.
- 4.55 Transport and travel options for the site would need to be tested once the location of land uses (i.e. residential, employment, school, etc.) has been finalised.

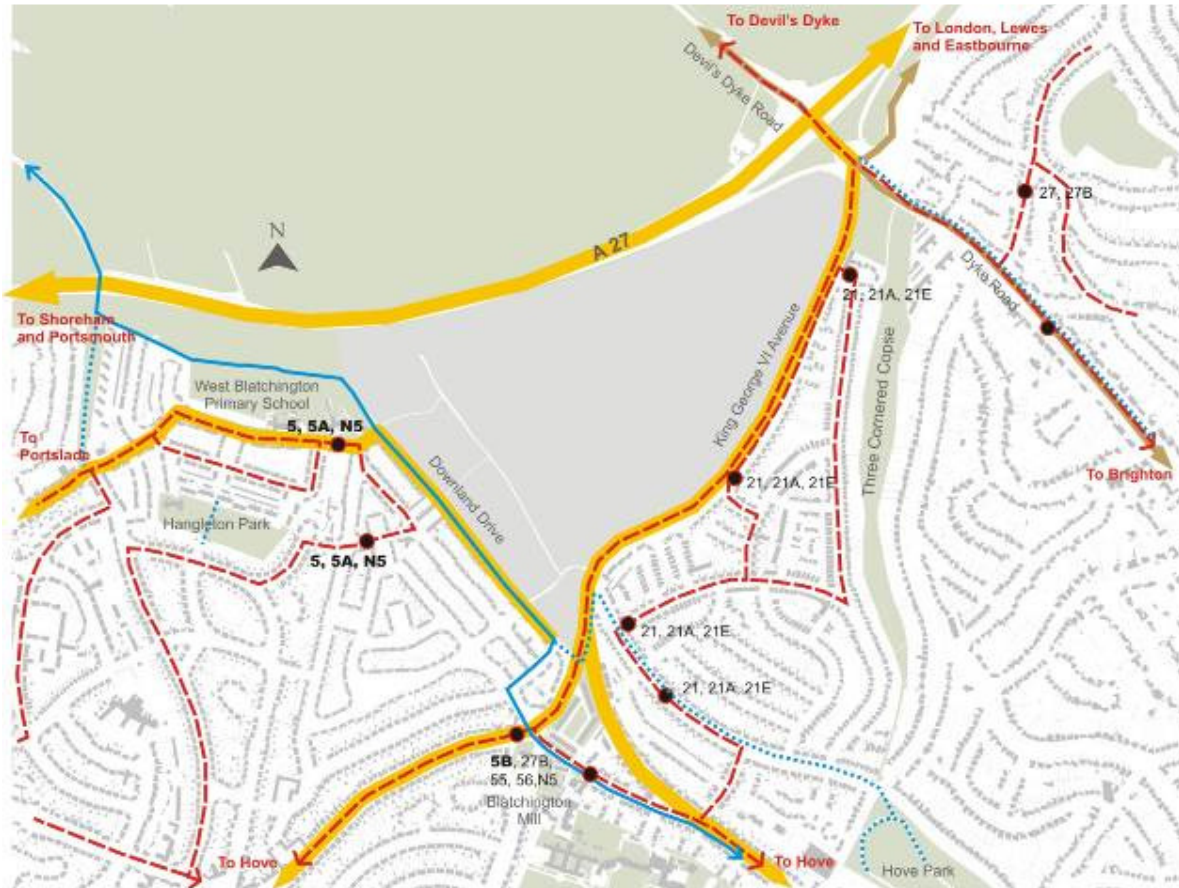
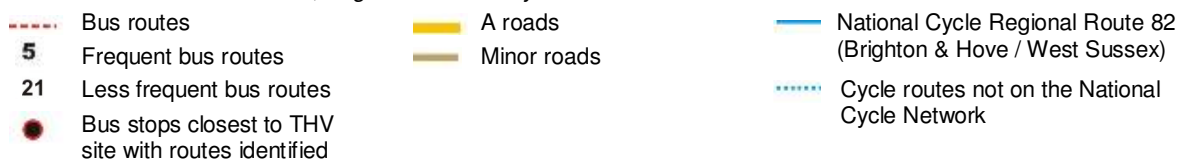


Fig. 4.16: Existing A and minor roads with public transport and cycle links. Base map: © Crown Copyright. All rights reserved. Licence: 100020999, Brighton & Hove City Council. 2016.



- 4.56 It is recommended, however, that the design of the network of paths, roads and public transport across the site consider opportunities for the following:
- Using site layout, building use, promotional/persuasive information and targeted marketing to promote and provide for sustainable transport initiatives via such as minimum on-site car-parking, public transport use, car sharing and access to car clubs;
  - creating a more built-up area feel to King George VI Avenue with possibly street-facing frontages set back from the road by at least three meters (see Pollution and emissions, page 25) and the inclusion of some commercial uses with active frontages at ground floor level to provide a sense of spatial containment to the road;
  - adopt physical measures such as central reservations and crossing points that help place the needs of pedestrians and cyclists as top priorities, and which could also help to change driver perceptions and behaviours and therefore reduce the impacts of vehicles/ traffic;
  - using, whenever possible, existing (formal and informal) pedestrian and cycling entry points and desire lines into the THV site to inform design of road network of the new neighbourhood;
  - an appropriate number of accessible bus stops with up to date information systems;
  - provide opportunities for safe pedestrian and cycle crossing along the King George VI Avenue edge using these as opportunities to manage traffic flow along this avenue;
  - improve pedestrian and cycle access to THV site to and from Hangleton area via the SNCI whilst taking steps to minimise impact upon this protected part of the site; and
  - design a network of paths, roads and open spaces in the development site to be as accessible as possible for all users.

4.57 Other issues to be considered as part of the overall design/layout of the site include:

**Public transport**

- There are several commercial and financially supported bus routes and stops close to the THV site’s south and west edges that could be extended to support new bus services at THV and/or improvement of services to existing communities and visitors to the SDNP; and
- exploring options for secondary school to be located near and or close to existing services in order to use these until resident numbers at THV are high enough to support new services going into the site.

**Parking for vehicles and servicing areas**

- The amount and type of parking that could be provided for developments/land-uses should have due regard to the council’s SPD14 Parking Standards.
- individual developments should design in sufficient areas to enable servicing and delivery in a way that does not hinder movement and access within the site and/or affect the local community and environment
- parking provided in connection with a future office use may be considered for informal weekend Park + Ride where the criteria set out in the supporting text of policy CP9 Sustainable Transport can be met.

## An example: Upton (Northamptonshire, UK)



Construction of the Upton residential extension to the market town of Northampton began in 2004. By 2011, it was estimated to have 5,536 inhabitants with most of the 8 development sites having been occupied by 2016. The development was guided by a masterplan and design codes and demonstrates how large scale developments can incorporate sustainable principles of urban growth. The masterplan outlines design principles and the design codes provide the detailed guidance that ensures coherence and consistency through the different phases of the development.

Design features include:

- a variety of housing types, sizes and tenures at higher densities;
- improved public transport and pedestrian and cycle links in and around the site;
- a main street and square with a school and recreational and children play and local shopping facilities to serve focal points for the community;
- innovative drainage techniques that combine surface water discharge into a swale system and porous paving in courtyards and residential areas; and
- requirement for developers to procure green tariff electricity supplies, use a common service corridor, optimise passive solar gain, meet CO2 emissions targets, adopt rainwater harvesting technologies, use recycled or local, sustainably sourced materials and recycle waste during construction and afterwards.

As part of the design process, a working group and a steering committee of local stakeholders were set up to oversee the project's implementation and maintain the involvement of the wider community.

Source: [https://www.itdp.org/wp-content/uploads/2014/07/26.-092211\\_ITDP\\_NED\\_Vauban.pdf](https://www.itdp.org/wp-content/uploads/2014/07/26.-092211_ITDP_NED_Vauban.pdf)

### **Travel plan**

- Providing detailed Travel Plans for different land-uses that set out how access and movement will be promoted, provided for and/or managed to help prevent or mitigate the potential impacts of the new community on the site and within its surrounding areas, including the setting of the South Downs National Park.

### **Links with the SDNP**

- Improving legibility and condition of existing links over the A27 to the east (Devil's Dyke roundabouts) and west (pedestrian bridge north of Hangleton) of the site;
- providing information boards about the SDNP at the two existing access points (car and foot bridge over the A27 to the east and west of the site); and
- explore opportunities for new connections into the SDNP including identifying a broad location for the provision for a **National Park Gateway** that connects the Park with THV and surrounding neighbourhoods (SDNP Authority suggested this could take the form of a tunnel under the A27 and/or a link to the old railway line up to Devil's Dyke and the South Downs Way).

### **Pollution and emissions**

- Although traffic noise levels are not considered to warrant mitigating actions based on Government (Defra) Noise Mapping, given the outcome of stakeholder consultation, consideration should be given to reducing/minimising the impacts on the new community, including measures that could be introduced by, or in partnership with, Highways England (e.g. use of vegetation to absorb air pollutants, landscaped noise bunds and low noise road surfaces);
- the best air quality will be set back from roads and towards the top of the slope where dispersion conditions are easier and there will be higher pollution within three metres of the A2038 King George VI Avenue due to heavy vehicles climbing up the hill with limits for particulate, nitrogen dioxide and carbon monoxide being at risk if the main carriageway is enclosed by walls or buildings within a few metres of road kerb and/or if the steep road gradient could be avoided (minimising fuel consumption, tailpipe emissions and tyre and break wear);
- taking account of development impact on local air quality and the SDNP Dark-Sky Reserve (see Appendix 5) taking steps to minimise light pollution and seeking improvements in water, land, air quality and noise pollution;
- promoting reduction in car use in order to contribute to meeting the local and national carbon reduction targets;
- ensuring that options considered for traffic-calming do not have any unacceptable indirect adverse effects for noise or air quality; and
- exploring options for the design and placement of buildings, hard and soft landscaping design and innovative solutions that can positively change and sculpt the nature of the acoustic environment within the new neighbourhood.

### **Public realm and blue-green infrastructure**

4.58 The creation of a new neighbourhood/community provides an opportunity to design open spaces that are rich in biodiversity, accessible, usable and that help reduce vulnerability to a changing climate.

- 4.59 The ability to incorporate landscape-led solutions for the provision of transport and communication, water management (blue) and biodiversity (green) infrastructure services into the network of open spaces will be an important element of any development proposal.
- 4.60 Delivering effective links through and between the school playing field, food growing space, public open space and to the National Park and South Downs Way Ahead Nature Improvement Area and contributing to Biodiversity Action Plan Targets.
- 4.61 Net community benefits should be secured through careful planning and integration of the public realm network and land uses by designing-in opportunities for passive surveillance and social interaction between residents, workers and visitors can aid social cohesion within the THV development.
- 4.62 The design of the network of paths, roads and open spaces at THV provides opportunities for delivering net community benefits and meet a wide range of policy objectives (connectivity, legibility, low ecological footprint and reduced landscape impact) and City Plan policy requirements (space for children's play and informal sport facilities and food growing space; SNCI enhancement and biodiversity gains; water management; and recreation, pedestrian and cycle linkages, vehicle movement and parking).
- 4.63 For example, locating housing and associated outdoor amenity space for the older people alongside a children's play area could assist with the creation of a successful and sustainable neighbourhood where people positively engage with the wider community. Such an approach would help meet the Biosphere objectives by encouraging active, sociable, meaningful lives to promote good health and well-being.
- 4.64 To make the best use of the site the design of the public realm network should:
- be weaved into the fabric of the development and the activities planned for the site in order to encourage social interaction and, as often as possible, passive surveillance for squares, streets and pedestrian and cycling routes;
  - create spaces that can be used flexibly to perform different functions for users at different times such as residential streets that can be used as play space or for community events and use of the topography to provide extreme play opportunities;
  - incorporate natural ways of preventing flooding via sustainable drainage solutions that are appropriate to a Ground Water Protection Zone and can help increase the capacity of the piped system to cope with rainwater events and reduce impact upon the rest of the catchment area;
  - explore opportunities for integrating informal children's play and adult health and fitness into the design of public spaces such as the use of street furniture that doubles-up as play equipment and/or an exercise trail;
  - incorporate the SNCI as a unique resource and create opportunities for enhancing biodiversity through appropriate landscaping and planting; and
  - be created from robust, durable and sustainable materials that take into consideration and factor in long-term financial arrangements, including maintenance costs.
- 4.65 Examples illustrating how the challenge of delivering public realm and infrastructure was tackled elsewhere are provided below.



Figs 4.17 and 4.18 (above): Landscape-led opportunities for play and food growing. Source: [www.pinterest.com](http://www.pinterest.com)

Fig. 4.19 (right): Residential street in Vauban, Germany. Source: [expo2010.freiburg.de/servlet/PB/menu/1220468\\_12\\_/index.html](http://expo2010.freiburg.de/servlet/PB/menu/1220468_12_/index.html)



Fig. 4.20 (left): Sustainable housing with SUDS infiltration ditches, Euralille 2, Lille, France.

Fig. 4.21 (below): Examples of commonly used sustainable drainage for different development types. Image courtesy CIRIA C753, 2016 (WOODS BALLARD, B, WILSON, S, UDALE-CLARKE, H, ILLMAN, S, SCOTT, T, ASHLEY, R, KELLAGHER, R (2015) *The Suds Manual*, C753, CIRIA, London ISBN: 978-0-86017-760-9, [www.ciria.org](http://www.ciria.org)).

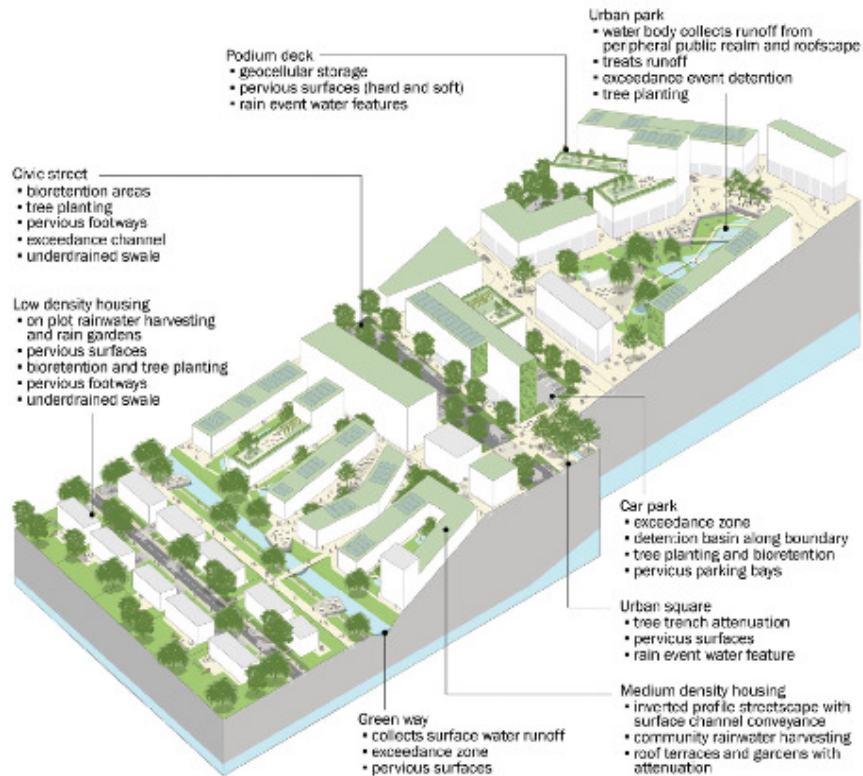




Fig. 4.22 (above): Colourful decorated channels capture water runoff and allow children to play when water is present in Westminster, London.



Fig. 4.23 (right): Green roof bike shelter with green roof in Islington, London.

Fig.4.24 (below): Cross-section showing example of SuDS on a sloping site.

Images courtesy CIRIA C753, 2016.

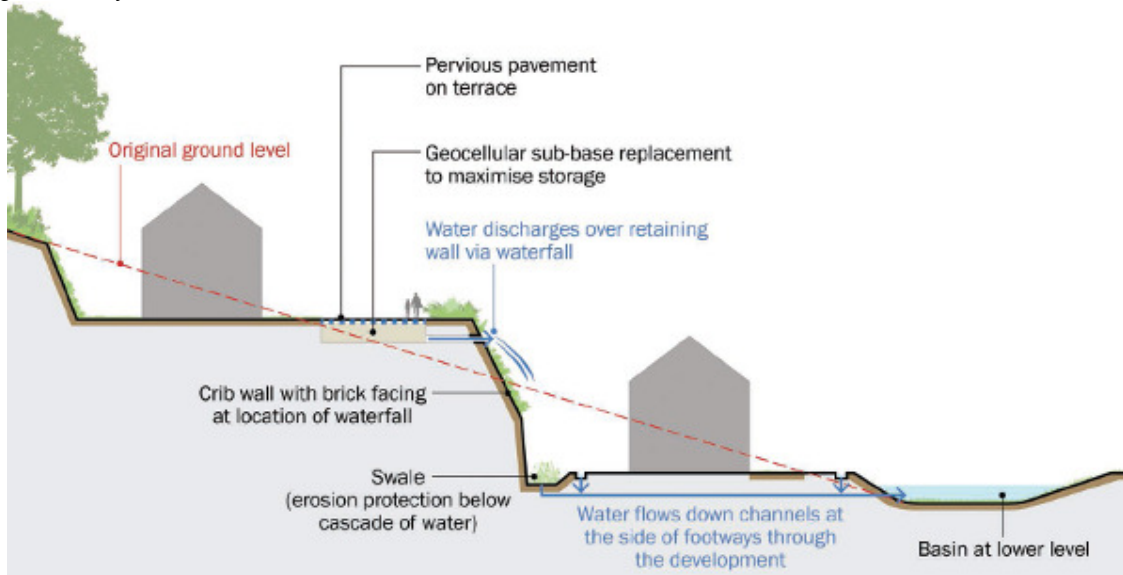


Fig. 4.25: Alara Factory community garden, London

## Food growing

- The Food and Development Planning Advice Note (PAN) 06 demonstrates how the required minimum of 0.5 hectares of food growing can be woven into the fabric of the development to provide successful multi-functional uses of space. The integration of productive planting into landscape plans, provision of community food growing areas, or bespoke small scale allotment type areas within developments can bring these areas to life and support community cohesion, biodiversity enhancement and offer health benefits to users. Innovative incorporation of food growing areas into the public realm network should be sought for the THV site.

## SNCI and other large open spaces

- Located west of the site, the SNCI is not included in the developable area for the THV site. However, its restoration and enhancement would provide a unique, desirable resource from which existing and future communities would be likely to benefit.
- It is important to ensure it is easily accessible and that its nature conservation importance is recognised, appropriately managed, enhanced and utilised in the landscaping and ecological planning of the new development. As such, it should also be an integral part of the public realm network of improved pedestrian and cycle linkages from the site to the SNCI and SDNP. Strong linkages to the secondary school could also enable it to support implementation of the school curriculum (i.e. biology, geography and art lessons).
- Located within the developable area of the site, the steep slope along the A27 and other areas of the site that may prove unsuitable to accommodate development across the site but could provide opportunities for softening the built-up edge of the new development, increasing biodiversity gains across the site, food growing and informal recreational activities such as dog walking.

# 5 Development phasing and infrastructure delivery

- 5.1 Given the size and complexities of delivering development at the THV site, decision-making and construction would be expected to take place in phases. The masterplanning process should therefore seek to ensure that each phase incrementally and cumulatively secures a successful and viable community that is connected and integrated and can meet the various aspirations of City Plan Policy DA7.
- 5.2 To ensure that development cycles do not place unacceptable burden on existing facilities and the new and existing neighbourhoods over the total lifespan of its construction, a phasing programme should be agreed with the local planning authority that ensures:
  - supporting, ancillary and community uses (including the school, ancillary shops and the multi-use community facility) are provided at the appropriate time; and
  - land is retained for employment purposes and development and a minimum of a first phase of the employment land should be completed prior to completion of the housing element of the scheme to stimulate the market.



- 5.3 Certain infrastructure requirements will need to be provided from the onset of the development. This will largely depend upon the design and phasing of development but it is hoped the multi-use neighbourhood centre can be delivered as early as possible.
- 5.4 With provision of a district heating system in the masterplan, an energy centre must be provided to serve the site at an early stage with the laying of appropriate pipework in conjunction with each development phase. The Toad's Hole Valley Heat Network Study offers design guidance to help optimise a heat network for the site (see Appendix 6), including development density and a heat network zone, energy centre, heat sources, phasing, network design and customer protection.
- 5.5 To facilitate development at THV, planning applicants will be required to deliver a range of measures for mitigating site impacts and ensuring the development complies with policy, either by way of s106 Agreements or by developer contributions through a Community Infrastructure Levy (CIL).
- 5.6 Infrastructure will need to be in place and on time to serve the development in accordance with an approved phasing plan. The timing of any necessary developer contributions will need to be agreed with the Local Planning Authority in line with the phasing plan.
- 5.7 The areas where contributions may be sought will be in accordance with City Plan policy objectives and as further defined in Policy CP7 Infrastructure & Developer Contributions and the annexe Infrastructure Delivery Plan document. The type of contributions may include:
- Affordable business accommodation provision and retention;
  - Affordable housing provision including accessibility and retention;
  - Air quality mitigation measures and/or management;
  - Community safety measures and maintenance including appropriate lighting infrastructure;
  - Education and learning facilities provision and/or upgrade;
  - Employment, commercial space provision and retention;
  - Employment training and job opportunities throughout construction phases;
  - Health care facilities including integrated provision for other community needs, retention or replacement, including engagement and support;
  - Highways site-specific connectivity and upgrade to main trunk road and local corridors and sustainable transport accessibility;
  - Phasing Plan;
  - Project management monitoring contribution;
  - Public Open Space including parks recreation, play space, sports and allotment provision;
  - Public realm, environmental improvements, legibility including site specific artistic components
  - Sustainable development high standard achievement measures and biodiversity landscape enhancement; including SNCI reinstatement and connectivity to SDNP; and
  - Utilities appropriate connectivity, upgrade and management.

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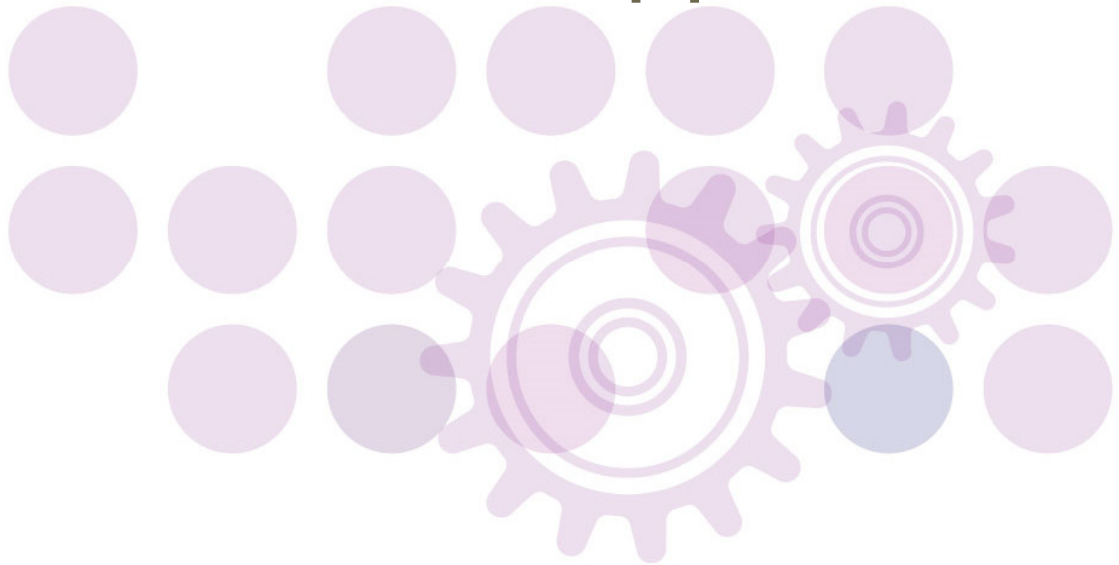
**spd**

supplementary planning document

*Brighton & Hove City Council Local Development Framework*

Draft for public consultation  
January 2017

# Toad's Hole Valley Appendices

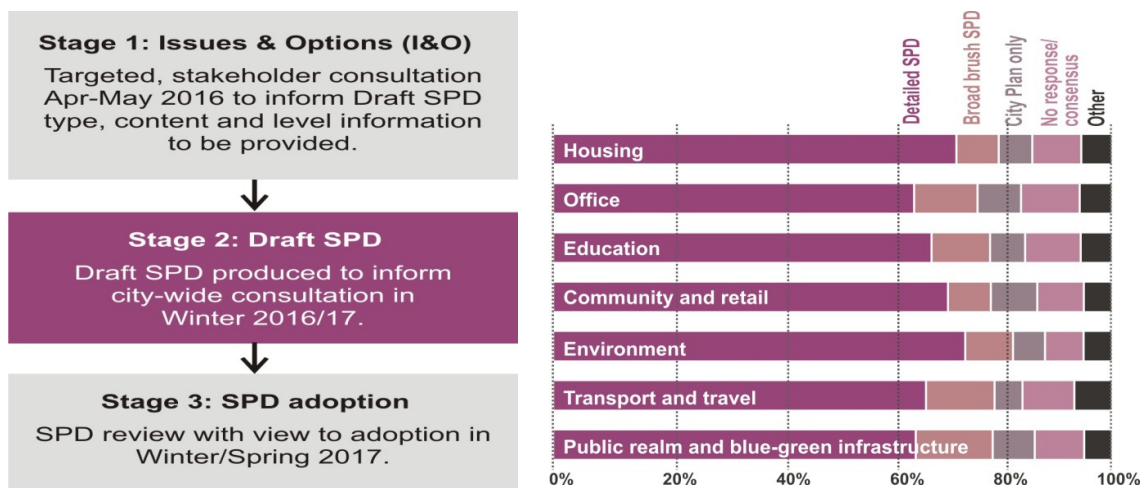


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## 1 SPD stages and Issues & Options consultation

- 1.1 The Draft Toad's Hole Valley Supplementary Planning Document (THV SPD) takes into account the results of early stakeholder consultation held in April-May 2016.
- 1.2 As the graphs below indicates, this consultation is part of the first of the three stages in the production of the THV SPD and preference for producing a detailed SPD and will be subject to city-wide consultation in early 2017.



Key stages and milestones in the production of an SPD.

Summary of early stakeholder consultation responses by theme.

- 1.3 At the stakeholder stage of consultation there was support for:
  - housing of varying densities, building form and scale that is sensitive to the setting of the South Downs National Park (SDNP), SNCI and neighbouring communities;
  - an employment hub that has access to existing and/or new local services;

- a secondary school that accommodates shared facilities and future expansion;
- a multi-use community facility within easy access to the National Park and with links to a new neighbourhood centre and school;
- low ecological impact building design and construction with decentralised low and zero carbon energy, control of surface water run-off and reduction of the impact of heat island effect;
- transport- and design-related solutions that encourage and provide for use of public transport (in particular bus services), cycling and walking; and reduce traffic speeds, accommodate car parking needs efficiently and minimise air quality and noise problems;
- a network of multi-function, flexible streets, squares and open spaces that encourages active use and social engagement, help reduce water run-off, support food growing and provide greater people and wildlife connectivity across the site and wider area; and
- opportunities to fund delivery of development, in particular enhancement and maintenance of the designated SNCI and open public spaces.

## 1 Relevant planning policies

- 1.4 Applications for planning permission must be determined in accordance with the local development plan unless material considerations indicate otherwise, as set out in Section 38(6) of the Planning and Compulsory Purchase Act 2004 and section 70(2) of the Town and Country Planning Act 1990.
- 1.5 The local development plan currently comprises the Brighton & Hove City Plan Part One (adopted in 2016) and saved Local Plan policies (adopted in 2005). In conjunction with the National Planning Policy Framework (adopted in 2012), these documents are a material consideration in planning decisions.
- 1.6 It is important to note that saved Local Plan policies we be increasingly superseded by elements of the emerging City Plan Part Two.
- 1.7 The policies listed are indicative as the relevant policies will depend on the design for the development. For this reason, planning applicants should check the local planning authority prior to submitting a planning application.

### City Plan Part One policies

#### Special Area policies

- SA6 Sustainable Neighbourhoods

#### 1.8 Core policies

- CP1 Housing Delivery
- CP2 Planning for Sustainable Economic Development
- CP3 Employment Land
- CP4 Retail Provision
- CP5 Culture and Tourism
- CP8 Sustainable Buildings

- CP9 Sustainable Transport
- CP10 Biodiversity
- CP12 Urban Design
- CP13 Streets and Open Spaces
- CP14 Housing Density
- CP16 Open Space
- CP17 Sports Provision
- CP18 Healthy City
- CP19 Housing Mix
- CP20 Affordable Housing

### **Saved Local Plan policies (2005)**

#### 1.9 Housing

- HO13 Accessible housing and lifetime homes
- HO15 Housing for people with special needs
- HO19 New community facilities
- HO21 Provision of community facilities in residential and mixed use schemes

#### 1.10 Transport and movement

- TR4 Travel plans
- TR7 Safe Development
- TR11 Safe routes to school and school safety zones
- TR12 Helping the independent movement of children
- TR14 Cycle access and parking
- TR15 Cycle network
- TR18 Parking for people with a mobility related disability

#### 1.11 Sustainable development

- SU3 Water resources and their quality
- SU5 Surface water and fowl sewage disposal infrastructure
- SU10 Noise nuisance

#### 1.12 Design and quality of development

- QD5 Design – street frontages
- QD15 Landscape design
- QD16 Trees and hedgerows
- QD18 Species protection
- QD25 External lighting
- QD26 Floodlighting
- QD27 Protection of amenity

#### 1.13 Nature conservation and the countryside

- NC4 Sites of Nature Conservation Importance (SNCIs) and Regionally Important Geological Sites (RIGS)

### 1.14 Historic environment

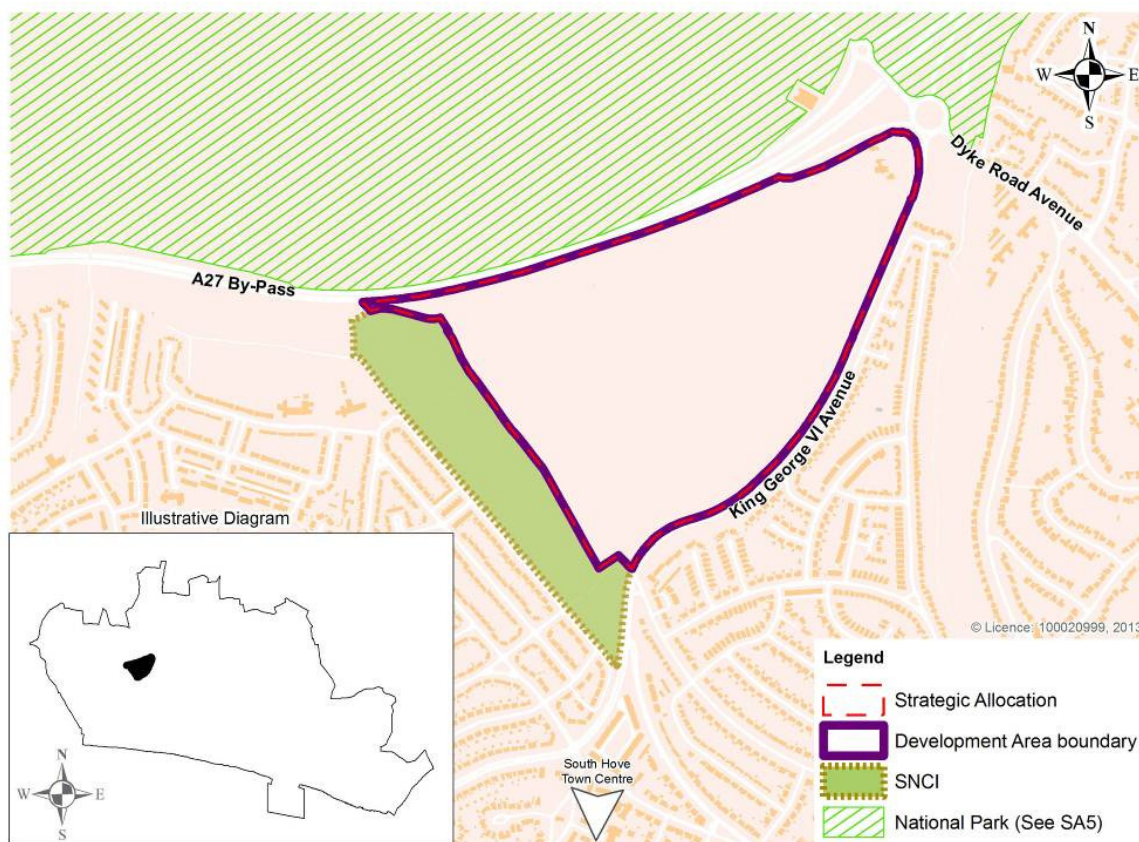
- HE12 Scheduled ancient monuments and other important archaeological sites

### Supplementary guidance

1.15 The council has also produced the following supplementary guidance which are material considerations for the future redevelopment of Toads Hole Valley:

- SPD03 - Construction and Demolition Waste
- SPD06 - Trees and Development Sites
- SPD11 - Nature Conservation and Development
- SPD14 - Parking Standards
- SPGBH 9 A guide for Residential Developers on the provision of recreational space

## 2 City Plan Policy DA7 - Toad's Hole Valley



### Context

3.81 Development of Toad's Hole Valley and Court Farm represents a major opportunity to create a model for mixed use sustainable development that will provide family and affordable housing, modern office space and a new school to meet the

future needs of the city. There is also an opportunity to conserve and enhance the Site of Nature Conservation Importance on the south-western boundary of the site, to provide new public open space and to improve links to the South Downs National Park. All new development will be expected to meet high standards of sustainability and design.

3.82 The site, including Court Farm, is 47 hectares and is privately owned land. It is located on the northern fringe of Brighton and Hove bounded by the A27 bypass to the north, the south-eastern side is bounded by King George VI Avenue, the major route from Devil's Dyke round-about into Hove, with the Goldstone Valley/Hove Park residential area to the south and Hangleton and Knoll to the west. The site is not accessible to the public with the exception of the Site of Nature Conservation Importance (SNCI) on the western embankment, which is statutory open access land.

### **DA7 – Toad's Hole Valley**

**The strategy for the development of Toad's Hole Valley and Court Farm is to secure a modern, high quality and sustainable mixed use development to help meet the future needs of the city, improve accessibility and provide new community facilities to share with adjacent neighbourhoods.**

#### **A. The local priorities to achieve this strategy are:**

- 1. That the site is used efficiently and effectively to assist in meeting the development and infrastructure requirements of the city.**
- 2. The development will aim to be an exemplary standard in terms of environmental, social and economic sustainability, achieving a One Planet approach and promoting the city's UNESCO Biosphere objectives.**
- 3. Ensure that development respects the setting of the South Downs National Park and seeks to enhance links to the National Park for local residents and tourists.**
- 4. The development will provide the opportunity to benefit residents in terms of the mix of uses, an improved provision of community facilities, road safety improvements, training and job opportunities for local people and the provision of green infrastructure including public open space and natural green space.**
- 5. To improve sustainable transport links to the area.**
- 6. To incorporate appropriate landscaping and planting to maximise opportunities to increase biodiversity across the site.**
- 7. Conserve and enhance the designated Site of Nature Conservation Importance.**
- 8. Protect sensitive groundwater source protection zones from pollution and ensure no increase in surface water run-off and flood risk.**
- 9. Provide the necessary infrastructure for the development including water distribution and sewerage.**

#### **B. The following key elements will be provided by 2030:**

- A minimum of 700 residential units**
- B1 employment space – site area 3.5 - 4.5 ha**
- Site reserved for a new secondary school – site area 5ha**
- Public open space with children's play space and informal sports**



- facilities – 2 ha
- Provision of ancillary supporting uses – shops and cafes and multi-use community building
- Food growing space – 0.5 ha hectares
- Green infrastructure integrated through the site to deliver Biosphere objectives and contribute to Biodiversity Action Plan targets.

**C. The strategic allocation for Toad’s Hole Valley is:**

**1. Toad’s Hole Valley east of the SNCI and south of the A27 embankment**

**Provision will be made for a high standard sustainable, mixed-use development across the site comprising a minimum of 700 residential units, B1 employment space, a new secondary school, a multi-use community facility and ancillary supporting uses.**

**The proposals will be assessed against the citywide policies and the following criteria:**

- a) **New development will be expected to make the best use of the site and residential densities should fall within a range of 50 - 75 dwellings per hectare.**
- b) **There will be a minimum of 50 per cent 3+ bedroom family sized dwellings provided as part of the residential scheme.**
- c) **The office element of the scheme will be high tech, modern office space that will provide a range of unit sizes to attract new businesses to the city and support growing business.**
- d) **Due regard will be given to the impact of development on the purposes and setting of the South Downs National Park<sup>1</sup>.**
- e) **Environmental sustainability will be central to the design and layout of the scheme which will be expected to meet the requirements of policy CP8.**
- f) **Development within this area will aim to incorporate infrastructure to support low and zero carbon decentralised energy and in particular heat networks subject to viability and deliverability.**

### **3 One Planet principles**

3.1 Developed by BioRegional in association with the World Wildlife Federation, One Planet Living provides a framework for communities and organisations on sustainable living. The One Planet Living model is based on ten principles, helping individuals and organisations to live and work within a fair share of the planet’s resources, on the basis that it would take three planet Earths to sustain the current European lifestyle across the world’s population and five planets for the world’s population to live the current lifestyle of the USA.

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<sup>1</sup> National Parks have two purposes under Section 62 of the Environment Act 1995:

- Conserve and enhance their natural beauty and cultural heritage; and
- promote public understanding and enjoyment of their special qualities.

3.2 In 2013 Brighton & Hove became the first city to sign up to One Planet approach as part of its strategy to becoming a more sustainable city and move towards a low carbon economy. The City Plan Part One Strategic Objectives 7 and 8 expects new development to:

- contribute to a reduction in the ecological footprint of Brighton & Hove and champion the efficient use of natural resources and environmental sustainability; and
- ensure design and construction excellence in new and existing buildings in Brighton & Hove which responds positively to the challenges posed by local impacts of climate change, resource-efficiency, and delivers biodiversity and environmental objectives and improvements to accessible natural green space.

3.3 The THV site provides a significant opportunity to incorporate these principles from the outset of the development process and meet a wide range of City Plan Part One policy objectives as identified in the table below:

<b>Principle</b>	<b>Description</b>	<b>Relevant City Plan policies and other plan documents</b>
Zero Carbon	Making buildings more energy efficient and delivering all energy with renewable technologies	Spatial Strategy; Development Areas 1 -8 SA1 Seafront CP1 Housing Delivery CP2 Sustainable Economic Development CP3 Employment Land CP7 Infrastructure and developer contributions CP8 Sustainable Buildings CP9 Sustainable Transport
Zero Waste	Reducing waste arisings, reusing where possible, and ultimately sending zero waste to landfill	Spatial Strategy; Development Areas 1-8, SA1 CP8 Sustainable Building CP15 Heritage Waste and Minerals Plan SPD3 Construction and Demolition Waste guidance
Sustainable Transport	Encouraging low carbon modes of transport to reduce emissions, reducing the need to travel	Spatial Strategy Development Areas 1-8 Special Areas 1-6 CP4 Retail Provision CP7 Infrastructure and developer contributions CP9 Sustainable Transport
Sustainable Materials	Using sustainable products that have a low embodied energy	Spatial Strategy; Development Areas 1-8, SA1 SA6 Sustainable Neighbourhoods CP5 Culture and Tourism CP7 Infrastructure and developer contributions CP8 Sustainable Building CP15 Heritage Waste and Minerals Plan
Local and Sustainable Food	Choosing low impact, local, seasonal and organic diets and reducing food waste	Spatial Strategy; Development Areas 1-8, SA1 SA4 Urban Fringe SA5 South Downs SA6 Sustainable Neighbourhoods CP4 Retail Provision CP8 Sustainable Building CP16 Open Space CP18 Healthy City Food Growing Planning Advice Note

Sustainable Water	Using water more efficiently in buildings and in the products we buy; tackling local flooding and water course pollution	Spatial Strategy; Development Areas 1-8, SA1 SA1 The Seafront SA4 Urban Fringe SA5 South Downs CP8 Sustainable Building CP11 Flood Risk
Land use and Wildlife	Protecting and expanding old habitats and creating new space for wildlife	Spatial Strategy, Development Areas 1- 8 SA1 The Seafront SA3 Valley Gardens SA4 Urban Fringe SA5 South Downs SA6 Sustainable Neighbourhoods CP8 Sustainable Building CP10 Biodiversity CP13 Public Street and Spaces CP14 Housing Density CP16 Open Space
Culture and Community	Reviving local identity and wisdom; support for, and participation in, the arts	Spatial Strategy, Development Areas 1-8 SA1 Seafront SA2 Central Brighton SA3 Valley Gardens SA6 Sustainable Neighbourhoods CP5 Culture and Tourism CP7 Infrastructure and Developer Contributions CP12 Urban Design CP13 Public Streets and Spaces CP15 Heritage
Equity and Local Economy	Inclusive, empowering workplaces with equitable pay; support for local communities and fair trade	Spatial Strategy; Development Areas 1-8 SA6 Sustainable Communities CP2 Sustainable Economic Development CP3 Employment Land CP4 Retail Provision CP7 Infrastructure and Developer Contributions
Health and Happiness	Encouraging active, sociable, meaningful lives to promote good health and well being	Development Areas 1-8 SA1 The Seafront SA6 Sustainable Neighbourhoods CP1 Housing Delivery CP8 Sustainable Building CP12 Urban Design CP13 Public Streets and Places CP16 Open Space CP17 Sports Provision CP18 Healthy City CP19 Housing Mix CP20 Affordable Housing CP22 Traveller Accommodation

## 4 Brighton & Lewes Downs Biosphere

- 4.1 In 2014, the city of Brighton & Hove, together with parts of downland within the administrative boundary of Lewes District Council, became part of the first Biosphere Reserve to be designated by UNESCO is the South East of England and the first to be established in the UK for nearly 40 years.

- 4.2 The Brighton & Hove and Lewes Downs Biosphere joined a global network of more than 600 “world-class environments” in over 100 countries, and is one of only a handful worldwide to include a city.
- 4.3 The network’s aim is to connect people and nature to inspire a positive future and the various demonstration areas share three common objectives:
- Conservation - of landscapes, ecosystems, species and genetic diversity at both a regional and global scale.
  - Development - economic and social development which is culturally and ecologically sustainable.
  - Knowledge – environmental education, research and training to test and demonstrate innovative approaches to nature conservation and sustainable development.
- 4.4 The Brighton & Lewes Downs Biosphere Management Strategy (2014-19) prioritises five areas including:
- Environmental awareness – of local people, especially children and young people;
  - Tourism & Recreation – by visitors and residents, to further economic & social development;
  - ‘Green Infrastructure’ – enhanced networks of greenspace from town to downs, which provide multiple benefits (‘ecosystem services’) from access to conservation to water management;
  - Water – improving local water quality, quantity, and public awareness of our groundwater chalk aquifer, as well as coastal/marine environment; and
  - Research & Monitoring – working with universities and others to improve our applied understanding of the local environment.
- 4.5 The Biosphere Delivery Board, Working Groups and overall Partnership work to deliver a suite of identified priority projects that can help inform and support development at the THV site.

## 5 South Downs National Park responses to THV SPD consultation (including International Dark-Sky Reserve designation)

- 5.1 The South Downs National Park (SDNP) is a statutory consultee for planning applications for the Toad’s Hole Valley site and applicants are strongly advised to need to consult the SDNP planning authority prior to submitting any planning application.
- 5.2 Below is a transcript of responses received from the SDNP authority that may help inform applicants of the issues raised during consultation events. Information about the International Dark-Sky Reserve designation is also provided.
- 5.3 Response of the South Downs National Park Authority (SDNPA) in respect of the **issues and options for the Toads Hole Valley SPD.**

- This site is highly visible from afar, including to the top of the South Downs and National Trail at Devils Dyke; it is also highly visible to and from other key public viewpoints including Monarchs Way and other public footpaths and rights of way in the vicinity, within the National Park. The SPD should incorporate detailed guidance and context for a sensitively designed development, including appropriate design and appearance fully respecting this site in the context of the setting and special qualities of the South Downs National Park, and to reflect its recent designation as part of the Sussex Downs Area of Outstanding Natural Beauty. The landform of the Downs, with its rolling hills and valleys is the key landscape feature, dwarfing the A27 road that divides it, so the integrity of this needs to be retained and complemented in any development proposals.
- The scale, form, height, floor and ground levels and siting of any proposed development of the THV site, together with the requisite infrastructure for the site, should be landscape led and carefully considered for this site to ensure that the built environment both compliments the topography, landscape and special qualities of the THV site and how this relates to the topography and setting of the South Downs National Park; to this end it would be useful to refer to the SDNP Integrated Landscape Character Assessment. These matters should also take into account and carefully accommodate the need for a genuine urban fringe to soften the impact of the hard artificial administrative line of the nationally protected area designation. Urban fringes provide a natural green transitional buffer from built environment to the open countryside, in this case adjacent to the northern and north eastern boundaries of the designated South Downs National Park. In addition to the need for appropriate urban fringes around the other boundaries of the THV site, notwithstanding the urban infrastructure of the intervening A27 trunk road along the northern edge of the site and the junction with King George VI Avenue and Devils Dyke Road, adjoining and close to the boundaries of the SDNP respectively, the SDNPA consider it appropriate and necessary to ensure that an appropriate transitional urban fringe landscape buffer strip of an appropriate height, type, design, landscaped profile, topography, depth and planting, is provided between the built development of THV and the A27 and the junction referred to, and the SDNPA boundaries as described. This would form and contribute to the provision of an overall integrated landscaping plan for the fringes in these locations and the overall THV site, and which should also provide appropriate complementary biodiversity enhancement opportunities for the existing SNCI and for the special qualities of the South Downs National Park; further discussions with the SDNPA can help to clarify this and provide advice on such.
- Such an approach should also include attention to open green space. It should be noted that Toads Hole Valley lies within the narrowest, most sensitive part of the South Downs, with the open downland now only [...] miles wide in this area. Green spaces from school grounds, and parks to domestic gardens and other open areas, needs careful thought as to location, to help conserve and enhance the SNCI as well as complementing the surrounding landscape and biodiversity of the National Park. Such green spaces should be carefully considered from both an internal development

interconnectivity and for wider connections with, and to provide cycle and footpath access to and from, the South Downs National Park.

- Significant mitigation will be needed as any development will damage and destroy the greenfield site and the biodiversity of this former Area of Outstanding Natural Beauty. On-site green space is vital to try to minimise and reduce this, but off-site mitigation will be needed to properly compensate for the losses. The statutory Environmental Impact Assessment should identify the site's value, in order for this exercise to be accurately carried out.
- Every effort should be made to reduce the carbon footprint of the development, including meeting the highest BREEAM standards, implementation of the highest standards for sustainable homes and for sustainable transport links within the site (i.e. cars v. bicycles & pedestrian routes ) and to and from the site (cars v. buses etc.). Improved bus and other public transport links would benefit the wider residential area, as well as visitors by enhancing the Devil's Dyke and other bus services. Sustainable access links are needed into the town and out onto the South Downs as part of integrated sustainable access provision, to provide safer access and more sustainable transport from the current car/road-dominated infrastructure, which has been compounded by the links to and from the bypass safe walking and cycling access is a basic need to be integrated into any development proposal for this site.
- The bypass effectively cut off the Hove / Hangleton area from its Downs hinterland. The SDNPA consider that the Toads Hole Valley SPD and any pre-application and/or planning application submitted, should detail provision for a National Park Gateway to and from any development proposal that may come forward, to re-connect this vital link with the South Downs National Park, which will be needed for the new inhabitants of the site, as well as the adjacent area. As set out in the BHCC Vision Document for the THV site such a gateway for pedestrians and cycles should be in the form of a tunnel under the A27 and a link to the old railway line up to Devil's Dyke and the South Downs Way. As set out in [the previous bullet point], such a gateway should also link up to a properly integrated and connected network of access routes to take people from public transport into the National Park by foot and cycle way, and that the costs of the necessary tunnel and other associated works to create and upgrade the route up to the Dyke (outside the scheme boundaries and within the National Park) is covered by the development through the S.106 process.
- Affordable housing: As a green field site, the SDNPA consider it appropriate to apply the relevant provision of affordable homes on this site.
- The heads of terms for and the actual S.106, and/ or other legal agreements, linked to any planning permission should include a requirement for the payment of monies for maintenance of green spaces, landscaped urban fringe buffers and the cycleway and footpath links, and tunnel under the A27 to and from the National Park and other associated works to create and upgrade the route up to the Dyke (outside the scheme boundaries and within the National Park), is fully covered by the development through the S.106 process.

- Provision should be made for any multipurpose community facility to include a National Park Interpretation/education facility.
- The SPD would need to set out the need for the submission of a fully detailed Landscape and Visual Impact Assessment which should include a detailed analysis of the scheme in relation to the setting and special qualities of the South Downs National Park; such an LVIA may form part of any Environmental Statement submitted with a planning application.
- The SPD should set out the need for the provision of a detailed travel plan and transport assessment that would incorporate the points raised above and set out how traffic generated from the development may impact on the setting, tranquillity and special qualities of the South Downs National Park and what mitigation could be implemented to prevent and/or minimise this. The above comments are not exhaustive and the South Downs National Park Authority may make additional and significantly more detailed comments at any further consultation stages either with the SPD or through the pre application and/or planning application processes.

### International Dark-Sky Reserve designation

- 5.4 In May 2016 the South Downs National Park became the world's newest International Dark Sky Reserve (IDSR). We think our star-studded skies overhead are as valuable as our beautiful rolling landscapes and, with properly dark skies in the South East of England under threat, this is a statement that the skies of the South Downs are worth protecting.
- 5.5 As the designation applies to entire National Park, any development outside of the National Park would have the potential to impact on the IDSR status and designation and would have to show due regard for any skies of sufficient quality or sensitivity within the area. Guidance will be forthcoming on obtrusive light. Therefore, the impact of all forms of infrastructure, domestic and internal and external lighting, as well as lighting from traffic from and associated with the THV development will be crucial to consider and control to the highest standards and in accordance with the Institute of Lighting Professionals (ILP) standards.

## 6 Toads Hole Valley Design Guidance for a Heat Network

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- 6.1 This appendix sets out the high level design guidance for an on-site District Heat (DH) scheme developed as a result of the Toads Hole Valley Heat Network Study and viability work. It covers how the DH scheme's viability can be improved in the greenfield site. These include recommendation on density, phasing and infrastructure that will be required to deliver a DH scheme onsite. Further feasibility and viability studies will be needed to provide greater accuracy once

## Energy strategy recommendation

- 6.2 To encourage a heat network at THV it is recommended to develop a heat network zone. A separate heating and energy solution may be appropriate for the individual houses.

## Development density and a heat network zone

- 6.3 The THV site DA7 policy allocates residential density between 50-75 dwellings per hectare. Residential density is likely to be higher in areas with block of flats. It is suggested that a heat network zone be considered where local development density is increased and concentrated. This could include:
- Mixed use buildings areas (shops, cafes and community hub combined with some flats in scenarios 2 and 3 providing mixed used buildings) – density above around 84 dwellings/Ha is recommended – as per scenario 4;
  - Flats;
  - Business areas;
  - School;
  - Energy Centre; and
  - A heat network zone returns higher line density than a site wide scheme and an increased technical and commercial performance.

## Energy centre

- 6.4 Space allowance should be made for an energy centre approximated as 500m<sup>2</sup>.
- 6.5 To deliver a future proofed scheme and to allow for transition to renewable heat sources in future, design of the energy centre should address the following (though not all the following are compatible) and be located close to:
- the area of the development with highest block density to minimise distribution costs and efficiencies.
  - Phase 1 of the development scheme (in the Construction phasing plan) to
  - gas infrastructure to reduce utility connection costs.
  - major electrical infrastructure to allow for connection and enable future electrification of heat generation, and electricity export to the grid
  - road access for simplified delivery and plant maintenance as well as delivery and access for any potential biomass scheme,
  - Close to the A27 to allow for potential routing of a gas transmissions pipe from the Anaerobic Digestion (AD) plant at the Hangleton Bottom site in the future
  - Close to the A27 for fuel delivery to enable delivery in case of biomass heating.
- 6.6 If possible the energy centre should be located on a high part of the site, this would return lower operating pressures at the energy centre and avoid potential costs from higher pressure rated plant.



## Heat sources

- 6.7 The site may have potential for Ground Source Heat Pump (GSHP), biomass plant and potentially AD (depending on the development of the off-site plant) though viability assessment has been undertaken for gas Combined Heat and Power (CHP) only. Biomass, GSHP and AD offer the lowest carbon solutions and potential for the site, it is therefore recommended that the further feasibility and viability assessment be undertaken for these options as part of the masterplan development.
- 6.8 Gas fired CHP plant is a transition technology and could kick-off the heat network before replacement in the long term by another low carbon technology depending on technology development and maturity – therefore the Energy Centre location should allow for future proofing for future transition.

## Phasing

- 6.9 The energy centre location should follow the phasing plan for the development, i.e. locating the energy centre close to phase 1 buildings. This reduces distribution costs during the initial phases of the development, and safeguards the network from higher future distribution costs in the event that no further phases are developed.
- 6.10 DA7 policy suggests that the first phase of the development includes the business area in order to attract residents on site. It is therefore suggested for THV that the energy centre is located near the business areas of phase 1.
- 6.11 Modular plant installation should be considered to allow the energy centre capacity to increase with the increase in heat demand as the development progresses. This ensures the energy centre is not oversized and idle plant avoided during the first phases of the development.
- 6.12 It is suggested that the heat network phasing runs in parallel with the overall development phasing so that it meets the heat demand requirements when these appear on site.
- 6.13 It is recommended that the heat network installation runs in parallel with the installation of other utilities so that it benefits from reduced trenching costs.

## Pipe network

- 6.14 The DH pipe network routing should be designed and installed to follow the phasing plan.
- 6.15 The DH pipes should be installed in a multi-utility trench simultaneously with all other utilities – this will reduce trenching costs for the DH network.
- 6.16 The network should be routed so as to avoid interfering with construction projects in future phases, which will avoid re-laying pipework.
- 6.17 Design of the heat network should be optimised to minimise the service network length.

## Building Services Design

- 6.18 The greenfield nature of the development means the new development designers have the opportunity to optimise and reduce operating temperatures. Building service systems for both DHN and individual systems should:
- Comply with the CIBSE Heat Networks code of Practice for the UK: CP1
  - Operate low temperature heat emitters as recommended by the Heat Networks Code of Practice for the UK (CP1) working at a maximum of 70°C-40°C should be used. Underfloor and other radiant heating systems will typically operate with floor temperatures below 35°C and typically flow temperatures of 45°C should be used where possible which is advantageous for heat delivery this results in lowered return temperatures,
  - Adopt 2-port control and variable flow systems installations in all cases.
  - generate instantaneous Domestic Hot Water (DHW) with use of a plate heat exchanger. This should always be operated at a suitable temperature to mitigate Legionella risk.
- 6.19 It is recommended that if a District Heat Network (DHN) is installed a THV specific connection guide should be created and written into any development contracts to include compatible design guidance.

## Heat network temperatures

- 6.20 The heat network should aim to minimise flow temperatures and maximise the differential between flow and return temperatures.
- 6.21 High delta T reduces peak volume flow rates leading to smaller pipes and lower costs,
- 6.22 Maintaining low return temperatures under part-load conditions is important to keep heat losses and pumping energy low,
- 6.23 Designing for lower operating temperatures will result in higher efficiencies with some types of heat sources, e.g. heat pumps.
- 6.24 Flow temperatures will be driven by the building systems (assuming a 5K temperature rise across a heat exchanger) installed with a maximum primary temperature of 75°C flow, return temperatures should be as low as possible.
- 6.25 Adopt best practice, as per CIBSE Heat Networks Code of Practice (2015), which recommends a return temperature of below 40°C for a scheme supplying only new buildings.
- 6.26 A summer network temperature relaxation should be considered but as a minimum should still be capable of providing safe DHW.

## Town house solution

- 6.27 A heat network zone may exclude the individual houses from the DHN, because they indicate low line densities and poor economic performance in terms of heat network efficiency. This should be reassessed when detailed design is known. A separate approach for the individual houses may need to be developed.

6.28 The houses could have an ASHP solution with PV panels in place of individual gas boilers. This delivers low carbon heat in the absence of a DHN connection. ASHP central heating systems are usually based on low temperature heating, therefore fit out of internal wet systems would be consistent with in all dwellings whether connected to the DHN or not. In this way a consistent buildings design approach is applied in the development.

### **Customer Protection Scheme**

6.29 The heat network scheme should use a recognised industry scheme such as a Heat Trust Scheme to provide customer protection in relation to fair pricing of heat.

### **Design guidance summary**

6.30 For the THV SPD or any further policy developed for City Plan Part Two, it is recommended that design guidance refer to:

- Energy Strategy recommendation;
- Development density and Heat network zone;
- Energy Centre;
- Heat Sources;
- Phasing;
- Pipe network;
- Buildings services design;
- Network temperatures;
- Town house solution; and
- Customer protection Scheme.

## **7 Glossary**

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7.1 This glossary provides a brief explanation of some terms used in this document.

### **Active frontage**

Where, at street level, the buildings have a high level of activity, coming and going, 'busy-ness' visible from or spilling out onto the street e.g. as a result of shops and cafes (including street cafes). In the right place an active frontage will make a place more interesting.

### **Affordable housing**

Residential accommodation that is provided with a subsidy to ensure that rents/prices remain at a level that is genuinely affordable by local people whose incomes mean that they are unable to meet their housing needs via the housing market.

### **Air Quality Management Area (AQMA)**

Areas designated by local authorities because they are not likely to achieve national air quality objectives by the relevant deadlines.

### **Archaeologically Sensitive Areas**

These are sites that have been compiled by the County Archaeologist as part of the Sites and Monuments Record on behalf of the local planning authority. These areas are judged to have county and city wide importance and are known to have archaeological remains or features, although the extent and richness of the site is often unknown. Some might on further detailed investigation merit designation as a Scheduled Ancient Monument.

### **Biodiversity (Biological Diversity)**

The range and variety of life (including plants, animals and micro-organisms), ecosystems and ecological processes.

### **Biosphere Reserve**

These are designated by the United Nations Educational, Scientific and Cultural Organisation (UNESCO) as centres of excellence to demonstrate conservation and sustainable practice by bringing nature and people together.

### **Biodiversity Action Plan**

At UK level these set national objectives and targets which can be delivered through local BAPs (LBAP). Each action plan describes a habitat or species, quantifies the resource and defines the objectives and time-limited targets required to manage the resource sustainably and (if necessary) reverse past declines. Specified agreed actions by key organisations can then be undertaken and monitored to assist with meeting the objectives.

### **Blue infrastructure**

This is the use of proprietary small footprint high-efficiency devices installed and retrofitted within existing conventional piped drainage and water treatment systems (ie. pipes, tanks, conventional treatment systems including energy-intensive water treatment systems and processes such as membranes and reverse osmosis).

### **BREEAM**

The British Research Establishment Environmental Assessment Method is the most widely used means of reviewing and improving the environmental performance of buildings.

### **Brownfield**

Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the cartilage should be developed) and any associated fixed surface infrastructure. This excludes:

- Land that is or has been occupied by agricultural or forestry buildings;
- Land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures;

- Land in built-up areas such as private residential gardens, parks, recreation grounds and allotments, which, although it may feature paths, pavilions and other buildings, has not been previously developed, and;
- Land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time (to the extent that it can reasonably be considered as part of the natural surroundings).

### **Built up area**

Area identified within which the development of the city has occurred already. The outer limits of the built up area are defined on a policies map.

### **Carbon footprint**

The term “carbon footprint” refers to the amount of carbon dioxide (CO<sub>2</sub>) emitted as a result of specific activities. The carbon footprint is often considered over the period of a year and often is used specifically in relation to emissions resulting from energy use from buildings. ‘Zero carbon’ means that there will be no net annual CO<sub>2</sub> emissions resulting from energy use in a building

### **Car Club**

A Car Club provides its members with flexible access to the 'hire' of a vehicle. Vehicles are parked in reserved parking spaces close to homes or workplaces and can normally be used, and paid for, on an hourly, daily or weekly basis.

### **CIL**

Community Infrastructure Levy is a levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area.

### **Circular**

Government advice published to explain or interpret Acts of Parliament.

### **Climate change**

Accounts for long-term changes in temperature, precipitation, wind and other aspects of the Earth's climate. Often regarded as a result of human activity and fossil fuel consumption.

### **Code for Sustainable Homes**

The Code for Sustainable Homes (CSH) is an environmental assessment method for rating and certifying the performance of new homes. It is a Government owned national standard intended to encourage improvement in sustainable home building. The Code looks at various aspects of design such as (but not limited to): energy and carbon emissions; water; materials; ecology; waste; flood risk and health impacts.

### **Connectivity**

Connectivity or permeability refers to the visual and physical accessibility into and within an area.

### **Community infrastructure**

The provision of infrastructure to support communities emerging from development, such as schools, community facilities, health facilities, open space, etc.

**Comparison goods**

Non-food items in shops.

**Convenience goods**

Food items in shops.

**Creative industries**

The creative industries include: advertising; architecture; art and antiques markets; computer and video games; crafts; design; designer fashion; film and video; music; performing arts; publishing; software; and television and radio.

**Density (dwellings)**

Measure used to describe the numbers of housing units associated with a given area. e.g. dwellings per hectare. Net density includes access roads within the site; private garden space; car parking areas; incidental open space and landscaping; and local children's play areas where these are to be provided. In Brighton & Hove, the method for calculating density is outlined in City Plan Policy CP14 Housing Density.

**Design Code**

A design code is an illustrated compendium of the necessary and optional design components of a particular development with instructions and advice about how these relate together in order to deliver a masterplan or other site-based vision.

**Developer Contributions**

See Planning Obligations.

**District Centre**

See Town Centre.

**District Heating Network**

This term is generally given to a system where a centralised heat generating plant (using any one of a range of technologies) provides heat to surrounding buildings in the area by means of a network of pipes carrying hot water or steam.

**Downland**

Usually treeless open land with only a thin covering of soil on the chalk uplands.

**Ecological footprint**

A tool that measures the total amount of land and resources needed by an individual, and includes their carbon footprint.

**Employment site**

Land suitable and available for industrial and business use/ development.

**Enabling development**

Development which is acceptable in its own right but generates funds to allow the provision of a strategic development objective of the local planning authority (e.g. the restoration of a building or the construction or renovation of a much needed facility).

This term also applies to development of a type or use which is not designated for that specific site on the Proposals Map but that would enable the designated use to be viably implemented (e.g. some housing development on a designated employment site).

**Environment**

Includes the 'natural' environment (air, water, land, flora and fauna) and 'built' environment (buildings and other structures built by humans).

**Environment Agency**

The leading public body for protecting and improving the environment of air, land and water in England and Wales.

**Green Network (GN)**

A series of interlinked natural green spaces and nature conservation features connecting the urban area, urban fringe, the seafront and surrounding downland.

**Greenfield Land**

Site that has not been previously been built on (includes areas such as playing fields, allotments, countryside and gardens).

**Green infrastructure**

The provision of pedestrian/ cycle links between open spaces to maximise enjoyment of local ecology and biodiversity.

**Green network**

A series of interlinked natural green spaces and nature conservation features connecting the urban area, urban fringe and open downland.

**Grey water**

Grey water is the water from sinks, baths, showers, washing machines, etc.

**Health Impact Assessment (HIA)**

HIA is a practical approach that determines how a proposal (such as a development scheme or a policy) will affect people's health. Recommendations to 'increase the positive' and 'decrease the negative' aspects of the proposal are produced to inform decision-makers.

**Hectare**

10,000 m<sup>2</sup>

**Legibility**

The degree to which a place can be easily understood and traversed by people.

**Local Centre**

Include a range of small shops of a local nature, serving a small catchment. Typically, local centres might include, amongst other shops, a small supermarket, a newsagent, post office and a pharmacy. Other facilities could include a hot food takeaway and launderette.

**Local Transport Plan (LTP)**

(Also called the Full Local Transport Plan when it has been approved by the Government). It is the document prepared by the city council which sets out its transport policy and proposals and is prepared in order to bid for Government funding for all forms of transport.

### **Low Carbon technologies**

Technologies that use grid electricity or mains gas to generate heat or power more efficiently. They are called low carbon because they result in lower CO2 emissions than using mains gas or electricity. These include: geothermal and ground sourced heat pumps (which require electricity to operate pumps); fuel cells (which require electricity to create hydrogen); gas fired CHP; or other district heating systems. The latter two are sometimes referred to as decentralised or localised energy, as they create heat and/or power local to where they are used. These technologies are sometimes referred to as microgeneration, producing heat or energy locally on a small scale.

### **Masterplan**

A type of planning brief which outlines the preferred development for a large site or area, and the overall approach to its layout and design. The Masterplan provides detailed guidance for subsequent planning applications.

### **Material consideration**

A matter that should be taken into account in deciding on a planning application or an appeal against a planning decision (e.g. a refusal of planning permission). When a Council (or a Planning Inspector) makes a decision on a planning application they have to take into account – and should only take into account - factors which constitute ‘material considerations’. These have been defined by the law (both legislation and the case law decisions of the Courts). They include the content of the Development Plan and supporting documents i.e. SPDs etc. but they also include ‘other material considerations’ like whether the Development Plan is sufficiently up to date, and factors which weren’t thought about when it was prepared but are now relevant.

### **Microclimate**

Local climatic conditions.

### **Mitigation measures**

Actions to prevent, avoid or minimise the actual or potential adverse effects of a plan, policy, development, project, etc.

### **Mixed use developments**

A development that contains two or more uses e.g. residential, employment, leisure, community uses.

### **Natural England**

A statutory body formed in 2006 with the bringing together of English Nature, the landscape, access and recreation elements of the Countryside Agency and the environmental land management functions of the Rural Development Service.



**Nature Improvement Areas**

Inter-connected networks of wildlife habitats intended to re-establish thriving wildlife populations and help species respond to the challenges of climate change.

**One Planet Approach**

The 'One Planet Living' 10 guiding principles are a simple way to plan, deliver, communicate and mainstream sustainable development and a sustainable economy.

**PCT**

Primary Care Trust.

**Permeability**

The degree of movement possible or permitted between public outside and private inside or between urban areas, buildings, places and spaces.

**Place making**

Public spaces are integral to any community. When they work well, they serve as a stage for public lives. They are the settings where celebrations are held, where both social and economic exchanges take place, where friends run into each other, and where cultures mix. Placemaking is a way to improve the streets, sidewalks, parks, buildings and other public spaces where these exchanges take place so that they invite greater interaction between people and foster healthier, more social and more economically viable communities.

**Planning Obligations**

Planning Obligations or Developer Contributions are secured through Section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal. They are a legally enforceable obligation entered into under section 106 of the Town and Country Planning Act 1990.

**Public art**

Public art includes permanent and temporary work, art facilities and arts training. Public art can create and enhance local distinctiveness and help develop a desirable sense of place. They often provide important opportunities to involve the local community and will offer work opportunities to local artists.

**Public realm**

This is the space between and within buildings that are publicly accessible, including streets, squares, forecourts, open spaces and public and civic buildings.

**Renewable energy**

Includes energy for heating and cooling as well as generating electricity. Renewable energy covers those energy flows that occur naturally and repeatedly in the environment – from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass and deep geothermal heat.

**Section 106 Agreements**

See Planning Obligations.

**Sequential approach**

The preferred hierarchy of land for certain uses in descending order of preference.

**Sequential Test**

A risk based approach to assessing flood risk, which gives priority to sites in ascending order of flood risk, i.e. lowest risk first.

**Sites of Nature Conservation Importance (SNCI)**

These are locally designated wildlife sites to support both locally and nationally threatened wildlife, and many sites will contain habitats and species that are priorities under the county or UK Biodiversity Action Plans (BAP).

**Small business**

A business with fewer than 50 employees.

**South Downs National Park Authority (SDNPA)**

The South Downs National Park came into being on 31<sup>st</sup> March 2010. As a National Park, the SDNPA has statutory purposes and socio-economic responsibilities as specified in the Environment Act of 1995.

**Stakeholder**

Those individuals and especially organised groups having an interest in the outcome of planning decisions, for example who will be directly affected by them.

Stakeholders in planning include local community groups, groups representing local businesses, developers and landowners, and other Government departments and agencies.

**Statutory consultees**

Planning law prescribes circumstances where consultation must take place between a local planning authority and certain organisations, prior to a decision being made on an application. In the context of the THV site these include Natural England; the Environment Agency, Highways Authority and South Down National Park.

**Strategic Flood Risk Assessment (SFRA)**

Created to help appraise, manage and reduce flood risk in relation to the location of potential new development in the city.

**Strategic view**

The line of sight from a particular point to an important landmark or skyline.

**Supplementary Planning Document (SPD)**

Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary Planning Documents are capable of being a material consideration in planning decisions but are not part of the development plan.

**Strategic Environmental Assessment (SEA)**

The aim of the SEA is to provide a high level of protection of the environment and to ensure that environmental considerations are integrated into the preparation of plans and programmes, with a view to promoting sustainable development. The basis for SEA legislation is European Directive 2001/42/EC which was transposed into

English law by the Environmental Assessment of Plan and Programmes Regulations (2004).

**Sustainable development**

Development that looks to balance different, and often competing, needs against an awareness of the environmental, social and economic limitations we face as a society.

**Tenure**

Housing tenure describes the legal status under which people have the right to occupy their accommodation. The most common forms of tenure are home-ownership (including homes owned outright and mortgaged) and renting (including social rented housing and private rented housing)

**Topography**

The (description of the) surface physical features (built and natural) of a place or district (e.g. hills, rivers, buildings), usually represented on a map.

**Topology**

The shape of the landscape.

**Townscape**

General view, appearance and character of an urban scene/landscape.

**Transport Assessment**

A comprehensive and systematic process of looking at the impact on transport of a proposed development. It identifies what measures will be required to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling, and public transport and what measures will need to be taken to deal with the anticipated transport impacts of the development.

**UNESCO Biosphere Reserve**

Biosphere reserves are sites recognised under UNESCO's Man and the Biosphere Programmes, which innovate and demonstrate approaches to conservation and sustainable development. They share their experience and ideas nationally, regionally and internationally within the World Network of Biosphere Reserves.

**Urban Fringe**

The land between the defined built up area boundary and the South Downs National Park.

**Urban grain**

General layout, pattern and footprint of buildings and streets as viewed overhead in plan form.

**Use Classes**

The Use Classes Order is an official document (a 'Statutory Instrument') approved by Parliament, which lists various land 'use classes':

**A1** shops

- A2** banks, building societies, other financial and professional services
- A3** restaurants, snack bars, cafes
- A4** pubs and bars
- A5** hot-food take-aways
- B1** business establishments e.g. offices, R&D and light industry
- B2** general industry (i.e. other than light industry)
- B8** storage and distribution uses e.g. warehouses
- C1** hotels and guest houses
- C2** residential institutions e.g. care homes, hospitals, boarding schools, halls of residence
- C3** dwelling houses (occupied by up to 6 people living together as a family or single household)
- D1** non-residential institutions e.g. surgeries, child nurseries, schools, galleries, museums, libraries, churches
- D2** assembly and leisure facilities e.g. cinemas, swimming baths, skating rinks, gyms and sports arenas, bingo halls, casinos (but not including nightclubs or theatres – these are sui generis)

### **Vitality and viability**

A measure of the potential success and activity levels of an area or centre.

### **Zero carbon**

'Zero carbon' means that there will be no net annual CO<sub>2</sub> emissions resulting from energy use in a building.

### **Zero carbon technologies**

Technologies that harness non fossil fuel energy to create heat or generate electricity, i.e. sun, wind, and water. They are called zero carbon because they produce no carbon dioxide (CO<sub>2</sub>) emissions when producing heat or power. These are also referred to as 'renewable' energy sources (solar thermal, photovoltaics, wind turbines, hydropower and combined heat and power using renewable fuels such as biomass, biodiesel or renewable gas). These technologies are sometimes referred to as microgeneration, producing heat or energy locally on a small scale.

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# MAJOR PROJECTS & REGENERATION TEAM PROJECT UPDATE

## January 2017



AmexCommunityStadium  
i360  
MajorProjects  
CircusStreet  
KingAlfred  
PermanentTravellerSite  
PublicRealm  
NewEnglandHouse  
Regeneration  
OpenMarket  
FalmerReleasedLand  
PrestonBarracks  
UltrafastBroadband  
BlackRock  
BrightonCentre  
PromotingHeritage

Photo Credit: Open Market-Lucy Williams

# CITY DEVELOPMENT & REGENERATION UNIT

### **Team Objectives:**

The Major Projects & Regeneration Team manages, together with public and private sector partners, the implementation of key regeneration and infrastructure projects that support the city's economic growth and contribute to the transformation of the city for all, including the development of key employment sites. Successful delivery of these major projects provides new business space and employment opportunities, new homes, and community and leisure facilities. Development can also act as a regenerative catalyst encouraging further investment in the city.

Each of our projects contributes towards a vision of shaping the city by developing and sustaining the economy, preserving and promoting our heritage, growing our cultural offer and improving the quality of life for our residents, visitors and businesses. All projects consider the importance of good urban design and public realm, and also ensure that new development has the minimum possible environmental impact. Generally the projects do not receive direct capital investment from the city council and are dependent upon development partners providing external investment.

### **The Team:**

Richard Davies	x6825
Mark Jago	x1106
Katharine Pearce	x2553
Alan Buck	x3451
Mark Ireland	x2705



Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
<p><b>Waterfront Project</b></p> <p>A newly built Conference, Entertainment and Exhibition Centre to replace the current Brighton Centre, relocated to Black Rock, with an accompanying extension to the current Churchill Square shopping centre to create a new Regional Shopping Destination incorporating redevelopment of the Kings West site.</p>	<p>Executive Director EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Katharine Pearce</p>	<p>Officers have continued to meet with Standard Life Investments (owners of Churchill Square Shopping Centre) to progress negotiations on the land agreement which will be the first stage in delivery of a brand new Conferencing and Entertainment venue at the Black Rock site and an expanded Churchill Square Shopping Centre.</p> <p>The outcome of early negotiations was reported to Policy and Resources Committee on 28 April 2016 and the parties are now targeting entering into a conditional land agreement by January/February 2017</p>	<p>Mixed-use development: estimated value in the region of £540m Total Net Additional Jobs: Estimated in the region of 2,000</p> <p>In addition: significant amenity and environmental improvements to the Eastern and Central Seafront, West Street and Russell Road/Cannon Place.</p>	<p>Funds to progress the Waterfront East site (Black Rock) will be provided by Standard Life Investments who will work closely with the Council team. Vacant possession of the Brighton Centre will be progressed once the two linked planning applications for the two sites are ready to be submitted.</p> <p>Conditional agreement to the Land Transfer is now programmed for January/February 2017 and details will be reported to the Strategic Delivery Board on December 20<sup>th</sup> 2016.</p>
<p><b>Circus Street</b></p> <p>The site comprises the former municipal fruit and vegetable market, university annex and Carlton Hill public car park. The proposal for the site is for a high-quality sustainable mixed-use development providing a new university library and teaching space for the University of Brighton; employment space, including managed</p>	<p>Executive Director EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Alan Buck</p>	<p>The project is a partnership between the developer U+I with Brighton &amp; Hove City Council and the University of Brighton. The planning application for the £100m regeneration proposal was accepted by planning committee on 17 September 2014 for a mixed-use scheme and ‘innovation quarter’ which is expected to create 400 jobs and inject £200m into the city’s economy over the next 10 years.</p> <p>Following the temporary use of the site for cultural and community spaces and events over the last few years, the developer was formally given vacant</p>	<p>This scheme will deliver the following uses:</p> <ul style="list-style-type: none"> <li>• New Library and teaching space for the University of Brighton and Student Accommodation (486 beds) as part of an improved educational quarter</li> <li>• Dance Studio and Creative Space for the city</li> <li>• Office space, focused on addressing existing market failure for creative and digital sector</li> <li>• Ancillary retail, cafés and workshops to animate the public spaces</li> <li>• Residential: 142 units</li> </ul>	<ul style="list-style-type: none"> <li>• December 2012: Started detailed design</li> <li>• June 2013: P&amp;R Committee gave landowner consent for RIBA Stage D scheme</li> <li>• October 2013: Planning application submitted</li> <li>• September 2014: Planning permission minded to grant subject to S106</li> <li>• March 2015: Section 106 signed</li> <li>• September 2015: Start demolition on site</li> <li>• January 2017: Start</li> </ul>

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
workspace for the creative industries; residential units, student accommodation, ancillary retail and a community and professional dance space run by South East Dance.		<p>possession of the site in July 2015. Demolition of the former market building commenced in September and was completed in December 2015.</p> <p>Following extensive negotiations with its construction contractors, along with a value-engineering exercise to reduce costs without compromising quality, U+I has announced that it intends to retender the construction contract. It considers the market has changed to a degree that it will be able to receive increased interest and keener prices from the construction industry. The process will be informed by the work undertaken over the last year in identifying supply chains and reducing costs.</p>	<p>The headline economic benefits include 169 FTE (full-time equivalent) construction jobs and 262 FTE jobs generated by the completed development, and an economic impact in the city economy of £103.8m over ten years.</p> <p>The qualitative benefits include the fact that student housing will relieve pressure on the private rented sector; there will be more, affordable homes; the dance studio provides a focus for dance in the city; it will further integrate the university into the heart of the city bringing enterprise to creativity. There are also physical and townscape improvements linked to the public event square and permeability of the site, replacing the existing derelict market building.</p> <p>The inclusion of the creative space and dance studio within the scheme will contribute to its long-term success in terms of the vibrancy of the area. It will diversify the usage of the site in terms of the range of users and the timings of usage. This will help stop the site becoming an island site and connect it to the other cultural facilities in the city, close to the cultural quarter.</p>	<p>remaining demolition work</p> <ul style="list-style-type: none"> <li>• Spring 2017: Start construction on site</li> </ul>
<b>British Airways i360</b>	Executive Director	The BAi360 achieved a successful opening to the public on 4 <sup>th</sup> August	The BA i360 business plan allows for 100,000 additional visitors to the City	Start on site: June 2014

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<p>British Airways i360 is a brand new 175m observation tower with 360 degree views for 25 miles. A Restaurant with Michelin chef, retail, conferencing, and exhibition space are also included.</p> <p>The West Pier Toll Booths (removed from site) have now been restored and reinstated.</p> <p>The final phase of this work will involve a landscaping scheme on two pieces of land to the east and west of the BAI360. This will start in January 2017 and complete for Easter 2017.</p>	<p>EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Katharine Pearce</p>	<p>2016.</p> <p>£1M per annum ring-fenced for seafront maintenance and improvements for the next 25 years or until senior debt repayments are completed.</p>	<p>and 600-800,000 visitors a year to the attraction itself, providing a significant regeneration for this important section of seafront and the less well visited restaurants of Preston Street. Ticket revenue will be used to assist amenity improvements including in the longer term for Regency Square.</p> <p>154-169 operational and construction jobs and an estimated 444 jobs overall.</p> <p>Annual additional spend in the local economy of between £13.09m to £25.4m.</p> <p>An increase of between 2%-3% in tourism earnings overall for the City.</p> <p>27,000-49,000 estimated new overnight visitors creating a minimum of 49 FTE jobs.</p>	<p>4<sup>th</sup> August 2016 BAI360 opened to public.</p> <p>28<sup>th</sup> October 2016 Official opening of BAI360 by HRH the Duke of Edinburgh</p> <p><a href="http://www.brightoni360.com">www.brightoni360.com</a></p> <p>Regular newsletter with updates available at the same site: <a href="http://www.brightoni360.co.uk/mailling-list.html">http://www.brightoni360.co.uk/mailling-list.html</a></p> <p>October 2015 – P&amp;R Committee agreed proposals to fund a new Landscaping Scheme to council land on either side of the i360 utilising some of the first funds from the project. Following an open tender process which selected Edburton contractors Ltd, this project is due to start on site 3<sup>rd</sup> January 2017 and complete by Easter 2017.</p>

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
<p><b>King Alfred</b></p> <p>Redevelopment of the King Alfred Leisure Centre (KALC) site to secure the long-term replacement of the outdated sports and leisure facilities, along with a major residential led enabling development.</p>	<p>Executive Director EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Mark Jago</p>	<p>The KALC no longer meets modern expectations and service requirements, is expensive to operate and maintain, and the building is fast approaching the end of its useful life.</p> <p>In July 2013, the Policy &amp; Resources Committee agreed the start of a new project to redevelop the KALC and wider site. In January 2016 the Policy &amp; Resources Committee agreed the appointment of Crest Nicholson in partnership with the Starr Trust as Preferred Developer.</p> <p>Since their appointment the council has been in discussion with the Preferred Developer to progress the legal, financial, and contractual arrangements. Progress is being made and it is hoped that it will be possible to report to the Policy, Resources &amp; Growth committee in early 2017.</p>	<p>Provision of modern, high quality, public sports and leisure facilities in the west of the city, and redevelopment of this strategically significant site to enhance the seafront and surrounding area. The enabling development will include a significant number of new homes.</p> <p>The sports centre is proposed to include:</p> <ul style="list-style-type: none"> <li>• 25 metre, eight lane swimming pool with moveable floor and 352 spectator seats</li> <li>• 20m by 10m teaching pool with moveable floor and a 400sqm leisure pool</li> <li>• Sports hall, the size of eight badminton courts and multi-purpose hall</li> <li>• 120 station gym, bike spinning room, workout studio, quiet activity studio and a sauna suite</li> <li>• Gymnastics centre</li> <li>• 3 rink indoor bowls hall</li> <li>• Martial arts dojo</li> <li>• Café</li> <li>• Crèche and soft play room</li> <li>• 200 space car park for sports centre users.</li> </ul> <p>The enabling development comprises:</p>	<ul style="list-style-type: none"> <li>• Final Tenders submitted – mid August 2015</li> <li>• Policy &amp; Resources Committee agrees appointment of Preferred Bidder – 21 January 2016</li> </ul> <p><u>Indicative timetable</u> for future stages:</p> <ul style="list-style-type: none"> <li>• Legal, contractual, and viability work completed with a view to reporting back to the Policy, Resources &amp; Growth Committee – early 2017</li> <li>• Planning Consultation commences – Spring 2017</li> <li>• Planning application submitted – mid- 2017</li> <li>• Planning application determination – end 2017</li> <li>• Development commences – 2018/19</li> <li>• Development completed – 2022/23</li> </ul>

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
			<p>Around 560 flats in four main blocks The highest block would be 18 storeys 20% of flats will be affordable homes - for rent or shared ownership.</p> <p>A new public square, community space/ facilities</p> <p>A summary of Frequently Asked Questions is available on the council's website: <a href="https://www.brighton-hove.gov.uk/content/planning/major-developments/king-alfred-redevelopment">https://www.brighton-hove.gov.uk/content/planning/major-developments/king-alfred-redevelopment</a></p>	
<p><b>Madeira Terraces</b></p> <p>Rebuilding / redevelopment of the Madeira Terraces structure. Brighton's historic Madeira Terraces structure has deteriorated so badly over the years it is now unsafe and needs to be completely rebuilt or redeveloped.</p>	<p>Executive Director EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Ian Shurrock and Katharine Pearce (MPRT) Programme Manager</p>	<p>The Madeira Terraces suffer from a flawed structural design which makes it very hard to maintain.</p> <p>A lack of expansion joints made cracking likely while its steel beams are hidden from view, encased in concrete and almost impossible to inspect or repair economically.</p> <p>Structural engineers' advice revealed part of the Terraces to be in a serious condition. The council acted quickly to investigate thoroughly by dismantling a section. This revealed widespread problems leading to the current closure.</p> <p>Action has been taken to prevent</p>	<p>Outputs to be confirmed once the scope of the rebuild/redevelopment project is known.</p>	<p>The Council is exploring practical solutions to secure investment to rebuild and regenerate the Terraces and secure the long-term future of the seafront as a whole</p> <p>Actions to date include:</p> <ul style="list-style-type: none"> <li>• Successful Application to CLG's Coastal Revival Fund for £50,000 to develop a master plan and investment options</li> <li>• The Greater Brighton Economic Board agreed at the meeting on the 13<sup>th</sup> of October to include Madeira Terraces in the project</li> </ul>

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
		<p>sections of the Terraces from collapsing and to make the area safe for the public after a survey revealed further structural defects.</p> <p>Surveying showed that the steel beams embedded in the concrete supporting the deck of the Terraces, have corroded and the cast iron has come to the end of its useful life. Repairs cannot be made and a rebuild is likely to be needed. Engineers recently advised that the entire length of the structure should now be closed. The temporary fencing will be replaced with a more permanent anti-climb fencing in the winter following the busy summer season.</p>		<p>pipeline for potential funding through Local Growth Fund Round 3</p> <ul style="list-style-type: none"> <li>• Developing the first phase of a “Madeira Drive Regeneration Strategy” including consideration of business case options for restoration of Madeira Terraces itself. The strategy will be taken to PRG committee in January 2017.</li> </ul> <p><u>Next steps:</u></p> <ul style="list-style-type: none"> <li>• Installation of anti-climb fencing completed</li> <li>• Continue to explore additional potential solutions to secure investment to rebuild and regenerate the Terraces</li> <li>• Continue to liaise with tenants on the on-going operation of Madeira Drive</li> <li>• Continue to work with the preferred developer of the Peter Pan site to bring investment to the area for an Open Water Swimming Centre.</li> <li>• Submission of Coastal Communities Fund bid successful and second stage bid now submitted (5<sup>th</sup>)</li> </ul>

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
				<p>December) to be followed by a further submission in January 2017. A decision is expected in March/April 2017.</p>
<p><b>New England House</b></p> <p>The proposal is to establish a future vision for New England House as a large scale, high profile and visible managed business centre focused on the Creative industries and Digital businesses. The early proposal is for the city council to seek development partners with whom to develop a clear partnership vision, viable business case and funding package for the development of New England House as a digital media hub.</p>	<p>Executive Director EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Alan Buck</p>	<p>The growth hub at New England House forms a key part of the City Deal with the government. Feasibility options and a business case have been explored as part of that work. Government have pledged £4.9m towards the project through the City Deal.</p> <p>An updated business case was issued to DCLG with a view to accessing the City Deal funding at the earliest opportunity to help unlock the proposal. This was scrutinised and approved by DCLG on 5 November 2014.</p> <p>Options are being actively explored for securing the refurbishment of the building and securing new additional employment floor space. The preferred option is to facilitate and realise a land deal in respect of the adjacent Longley Industrial Estate (on which BHCC owns the freehold).</p> <p>A suitable land deal would also help secure a wider mixed-use redevelopment across the Longley site and part of the New England House</p>	<ul style="list-style-type: none"> <li>The envisaged outputs of City Deal are to reconfigure and extend New England House at an estimated cost of £24.53m, with a joint venture approach between the City Council and a private sector partner. The expansion of the building would involve increasing the net lettable floor space by 7,089sq.m to 18,459sq.m.</li> </ul> <p>If a land deal can be secured in respect of the Longley site, the new employment floor space would be achieved through a revised configuration across both the Longley and New England House sites, along with significant levels of new residential, public realm and improved connectivity in the New England Quarter-London Road area.</p>	<p>A timetable for this project will be determined once there is more certainty around the outcome of negotiations around the potential land deal on the Longley Industrial Estate.</p>

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
		<p>car park. This would address City Deal objectives in respect of additional employment floor space, along with wider strategic objectives as set out in the City Plan in respect of the New England Quarter - including new employment floor space and residential development. This is currently the subject of ongoing discussions and negotiations between the various relevant parties.</p>		
<p><b>Open Market</b></p> <p>To redevelop the Open Market to create an exciting mixed-use development combining a new modern market offering a diverse retail offer and promoting fresh, healthy food and local producers with affordable housing, arts based workshops and a venue for street art and entertainment.</p> <p>The new market is operated on a not for profit basis for the benefit of the community and contributes to the wider regeneration</p>	<p>Executive Director EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Richard Davies</p>	<ul style="list-style-type: none"> <li>● P&amp;R approval in April 2006 to support the Open Market Traders Association (OMTA) to prepare a redevelopment proposal and Landowner consent approved for RIBA Stage D scheme in February 2010.</li> <li>● Hyde granted planning permission March 2011.</li> <li>● Brighton Open Market CIC formed with members being the council, OMTA, Hyde Housing and Ethical Property Company to take ownership of the new market.</li> <li>● New market officially opened on 19 July 2014.</li> <li>● CIC mortgage from Triodos Bank enables long leasehold of market from Hyde in June 2014</li> <li>● 87 affordable housing units completed by Hyde and fully</li> </ul>	<ul style="list-style-type: none"> <li>● New covered market with 45 permanent market stalls surrounding a central market square for temporary stalls, visiting markets and a variety of activities.</li> <li>● CIC to operate the market for local benefit</li> <li>● 12 A1/B1 workshops</li> <li>● 87 affordable housing units</li> <li>● £12.5m external capital investment in local infrastructure.</li> <li>● Approximately 80 FTE construction jobs</li> <li>● 120 jobs in the new market, workshops and CIC</li> <li>● New opportunities for small business start-ups</li> <li>● Venue to promote local produce and local producers</li> <li>● Code level 4 for disabled residential units (8 out of a total of 87 units)</li> </ul>	<ul style="list-style-type: none"> <li>● Reducing council officer support for management and administration of CIC as the market improves viability and strengthens resilience</li> </ul>



Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
of the London Road area.		<p>occupied June 2014</p> <ul style="list-style-type: none"> <li>• 12 workshops completed and leased by Hyde to Ethical Property Company, June 2014</li> <li>• Ethical Property Company withdrew as managing agents of the market in March 2016. Now managed directly by the CIC</li> <li>• November 2015 Policy &amp; Resources Committee agreed a request from the CIC for a loan of £61,000 to address cashflow issues, subject to implementing a financial recovery plan. Following CIC discussions with the Valuation Office Agency, the business rates for the market square were reduced substantially</li> <li>• In March 2016, four new independent directors join CIC Board</li> <li>• Council loan made to CIC in April 2016</li> </ul>	<ul style="list-style-type: none"> <li>• Very good thermal performance of building fabric</li> <li>• Photovoltaics, green roofs and green walls included in scheme</li> <li>• Works started on site in October 2011 and completed June 2014</li> </ul>	
<p><b>Preston Barracks</b></p> <p>Redevelopment of the council owned 2.2 hectare former barracks site and adjacent University land spanning the Lewes Road, to create a mixed-use development that will act as a regenerative catalyst for this part of the city.</p>	<p>Executive Director EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Mark Jago</p>	<p>Since 2013 the council has worked in partnership with the University of Brighton (UoB) and U+I (formerly Cathedral Group Ltd - the University's preferred development partner) to unlock the redevelopment of the council-owned Preston Barracks site. Detailed reports were presented to the Policy &amp; Resources Committee in July and December 2013, through which agreement to the way forward was secured.</p>	<p>High quality, sustainable, employment-led, mixed-use development that will act as a regenerative catalyst for this part of the city. The planned scheme will, across the Preston Barracks site and University land, deliver 55,000 sq. ft. of new employment space in the form of the CRL, a business incubation centre that will support new hi-tech and design-led manufacturing start-up companies and entrepreneurs.</p>	<ul style="list-style-type: none"> <li>• Exchange of Contracts – 15 July 2014</li> <li>• 'Meanwhile uses' start on site – from mid 2015</li> <li>• 'Preliminary Conditions' satisfied – March 2016</li> <li>• Detailed design process commenced – Spring 2016.</li> <li>• Informal consultation process commenced – April 2016</li> <li>• 2<sup>nd</sup> stage consultation and</li> </ul>

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
<p>The sites, on the main Lewes Road, are an 'urban gateway' to the city from the 'Academic Corridor' (close to Brighton and Sussex Universities) and are therefore of strategic importance to Brighton &amp; Hove.</p>		<p>Having exchanged contracts in July 2014, the partners satisfied 'Preliminary Conditions' in March 2016, achievement of which enabled the project to move to the detailed design phase.</p> <p>The UoB and U+I have been engaged in pre-application discussions with the Local Planning Authority since April 2016 and, in recent months, have worked to finalise their plans for the comprehensive redevelopment of the three sites. They are now working on the detailed technical analysis needed to support the planning application. The applicants undertook a second stage of pre-application consultation during November 2016, culminating in a public exhibition of the plans on 18<sup>th</sup> and 19<sup>th</sup> November. The UoB and U+I hope to submit the planning application shortly, achievement of which, together with planning consent in the first half of 2017, should enable construction to begin in 2017/18.</p> <p>U+I continue their "meanwhile uses" on the Preston Barracks site as part of their 'Field' concept); plans that directly link to the future redevelopment and help promote the longer-term vision. The 'Central Research Laboratory' (CRL) pilot</p>	<p>350 new homes, new University of Brighton academic buildings, student accommodation with 1,300 bedrooms, and a modest amount of retail space.</p> <ul style="list-style-type: none"> <li>• The scheme will greatly improve the built environment in this part of the city, a key approach to the city centre, and will better integrate with neighbouring residential and business land.</li> </ul>	<p>exhibition held – Nov 2016</p> <ul style="list-style-type: none"> <li>• Planning application anticipated - early 2017 with a view to development commencing during 2017/18</li> </ul>

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		<p>project continues to operate successfully with 9 innovative start-ups from Brighton &amp; Hove benefitting from space in the temporary workspaces. A new community café is open, providing both Field tenants and the local community a facility that supports engagement with the local community in the redevelopment proposals.</p>		
<p><b>Falmer Released Land</b></p> <p>Redevelopment of the former Falmer School land that was not required for the Brighton Aldridge Community Academy (BACA).</p>	<p>Executive Director EE&amp;C: Nick Hibberd</p> <p><i>Project Manager:</i> Richard Davies</p>	<ul style="list-style-type: none"> <li>• Falmer High School land surplus to BACA requirements is available for alternative uses.</li> <li>• Cabinet February 2012 agreed use of the site by The Community Stadium Ltd (TCSL) for temporary stadium parking and a temporary home for the Bridge Community Education Centre (The Bridge),</li> <li>• Planning permission granted April 2012 for the works.</li> <li>• The Bridge moved into its new temporary home in May 2012.</li> <li>• October 2013 P&amp;R Committee authorised the Executive Director Environment Development &amp; Housing, Executive Director Finance &amp; Resources and Head of Legal Services to enter into negotiations with TCSL regarding the redevelopment of the Falmer Released Land and agreed that draft Heads of Terms be brought back to P&amp;R for final approval.</li> </ul>	<ul style="list-style-type: none"> <li>• Brownfield land brought back into efficient use.</li> <li>• Short-term support of TCSL to provide temporary stadium parking and temporary accommodation for The Bridge.</li> <li>• Continue support for TCSL to provide match day and event parking with potential capital receipt or revenue stream in the long term.</li> <li>• Potential for new student accommodation and educational facilities combined with stadium parking. Potential to provide new permanent home for The Bridge.</li> </ul>	<ul style="list-style-type: none"> <li>• Council and TCSL to complete licence for temporary use of the site for stadium parking and accommodation for the Bridge.</li> <li>• The council and TCSL are discussing Heads of Terms for the redevelopment proposal for Falmer Released Land, which will be brought back to PR&amp;G Committee for approval before proceeding.</li> <li>• Continue officer support for The Bridge to seek a permanent home on or off site and as part of any redevelopment proposal.</li> </ul>



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