





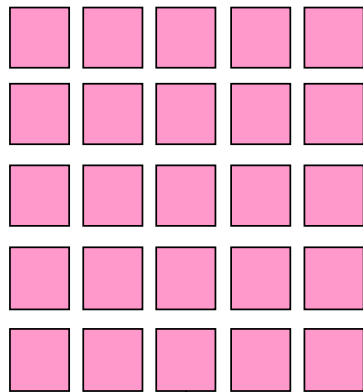
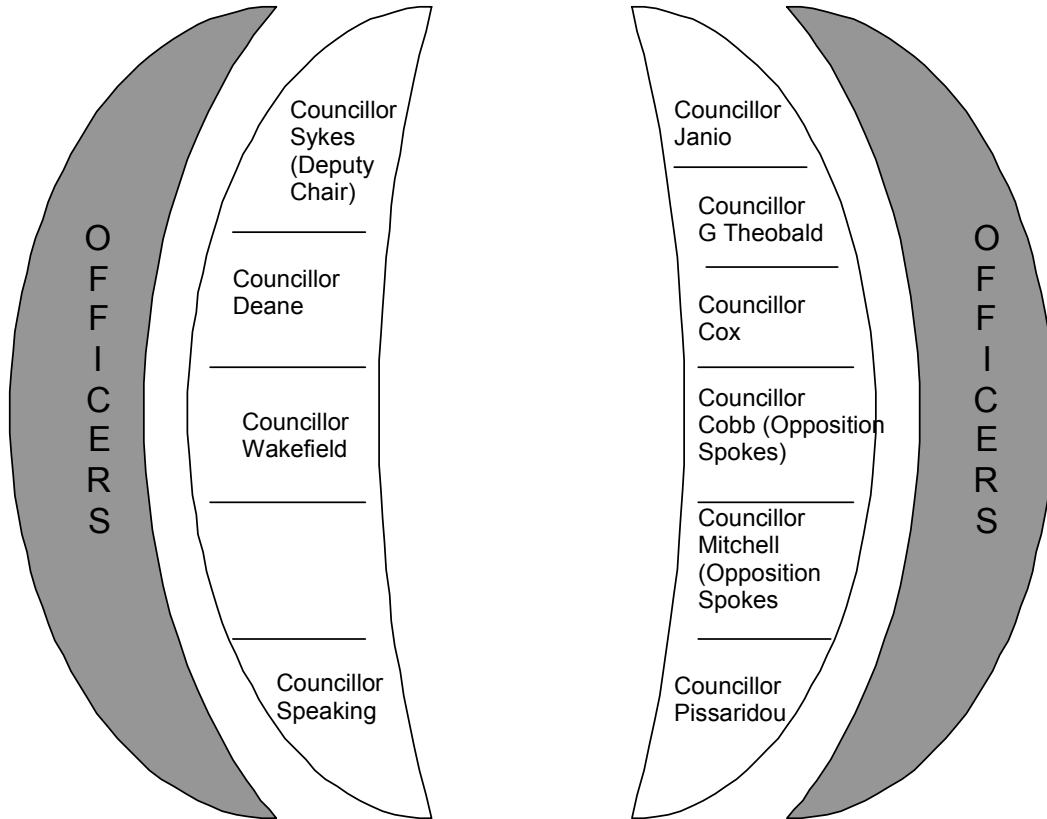
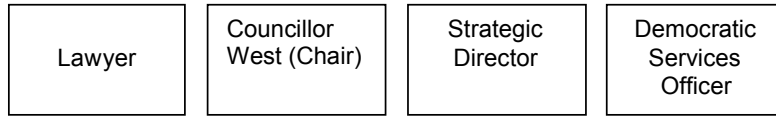
**Brighton & Hove
City Council**

Environment & Sustainability Committee

Title:	Environment & Sustainability Committee
Date:	28 November 2012
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: West (Chair), Sykes (Deputy Chair), Cobb (Opposition Spokesperson), Cox, Deane, Janio, Mitchell (Opposition Spokesperson), Pissaridou, G Theobald and Wakefield
Contact:	John Peel Democratic Services Officer 01273 291058 john.peel@brighton-hove.gov.uk

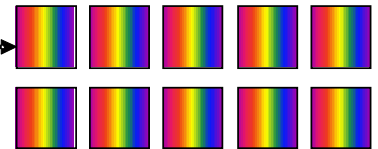
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Democratic Services: Meeting Layout



Public Seating

Members in Attendance



Press



AGENDA

27. PROCEDURAL BUSINESS

- (a) **Declarations of Substitutes:** Where councillors are unable to attend a meeting, a substitute Member from the same political group may attend, speak and vote in their place for that meeting.
- (b) **Declarations of Interest:**
 - (a) Disclosable pecuniary interests not registered on the register of interests;
 - (b) Any other interests required to be registered under the local code;
 - (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

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

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

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

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

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls and on-line in the Constitution at part 7.1.

28. MINUTES

1 - 10

To consider the minutes of the meeting held on 17 October 2012 (copy attached).

Contact Officer: John Peel

Tel: 29-1058

29. MINUTES OF THE PREVIOUS CITY SUSTAINABLE PARTNERSHIP MEETING- FOR INFORMATION **11 - 16**

The minutes of the previous meeting of the City Sustainable Partnership Meeting held on 12 November 2012 (copy attached).

30. CHAIR'S COMMUNICATIONS

31. CALL OVER

32. PUBLIC INVOLVEMENT **17 - 18**

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

- (a) **Petitions:** To receive any petitions presented by members of the public to the full Council or at the meeting itself (copy attached)
 - (i) Public Toilets for the City- Valerie Paynter
 - (ii) Preston Park parking restrictions- Isobel Elliot
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 21 November 2012.
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 21 November 2012.

33. MEMBER INVOLVEMENT **19 - 20**

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;
- (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.
 - (i) Traveller encampments on sensitive sites in Brighton & Hove- Conservative Group

34. VERBAL UPDATE ON BRUNSWICK & ADELAIDE COMMUNAL RECYCLING TRIAL

Contact Officer: Jan Jonker Tel: 29-4722
Ward Affected: Brunswick & Adelaide

35. NOMINATION OF SITES FOR QUEEN ELIZABETH II FIELDS CHALLENGE 21 - 28

Report of the Strategic Director, Place (copy attached).

Contact Officer: Jan Jonker Tel: 29-4722
Ward Affected: All Wards

36. UPDATE ON FINAL FUTURE CITIES DEMONSTRATOR BID AND FEASIBILITY STUDY 29 - 34

Report of the Strategic Director, Place (copy attached).

Contact Officer: Emma McDermott Tel: 29-6805
Ward Affected: All Wards

37. ENVIRONMENTAL MANAGEMENT SYSTEM 35 - 40

Report of the Strategic Director, Place (copy attached)

Contact Officer: Adam Bates Tel: 29-2600
Ward Affected: All Wards

38. ITEMS REFERRED FOR COUNCIL

To consider items to be submitted to the 13 December 2012 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

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

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

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

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on

disc, or translated into any other language as requested.

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

Date of Publication - Tuesday, 20 November 2012

BRIGHTON & HOVE CITY COUNCIL
ENVIRONMENT & SUSTAINABILITY COMMITTEE

4.00pm 17 OCTOBER 2012

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillor West (Chair), Councillor Sykes (Deputy Chair), Janio, Mitchell (Opposition Spokesperson), Cobb (Opposition Spokesperson), Deane, Pissaridou, G Theobald, Wakefield and Powell

PART ONE

14. PROCEDURAL BUSINESS

14(a) Declarations of Substitutes

14.1 There were none.

14(b) Declarations of interest

14.2 Councillor Wakefield declared an other disclosable interest in item 22 as she was Chair of the Local Action Team in Hanover and Elm Grove.

14(c) Exclusion of press and public

14.3 In accordance with section 100A of the Local Government Act 1972 ("the Act), the Committee considered whether the press and public should be excluded from the meeting during an item of business on the grounds that it was likely, in view of the business to be transacted or the nature of proceedings, that if members of the press and public were present during that item, there would be disclosure to them of confidential information (as defined in section 100A(3) of the Act) or exempt information (as defined in section 100(l) of the Act).

14.4 **RESOLVED-** That the press and public not be excluded from the meeting.

15. MINUTES

- 15.1 Councillor Cobb noted that her comment pertaining to the benefit of magnetism as a renewable source of energy was not referred to in the previous meetings minutes. She asked for this to be added as she believed it to be an issue of high importance.
- 15.2 Councillor West replied that whilst the minutes were not a verbatim record of the meeting, the minutes would be amended as per Councillor Cobb's request.
- 15.3 **RESOLVED-** That, subject to the above amendment, the minutes of the previous meeting held on 11 July 2012 be approved and signed as the correct record.

16. MINUTES OF THE PREVIOUS CITY SUSTAINABLE PARTNERSHIP MEETING- FOR INFORMATION

- 16.1 **RESOLVED-** That the minutes of the previous meetings held on 9 July and 10 September 2012 be noted.

17. CHAIR'S COMMUNICATIONS

- 17.1 Councillor West provided the following Communication:

'I'm glad to report that Southern Water is now starting to roll out its free domestic water meter programme in Portslade and this will extend to the rest of the city over the coming year. This is part of a five year programme in the south-east, a region regarded as at serious 'water stress'. The city is especially vulnerable, as all our water comes from downland aquifers, and as members will know, before the summer rains, we were in a worrying deep drought. I understand that 55% of the cities households are unmetered, yet meters generally result in a 10% water saving by users. Also the meters to be installed will be intelligent and help with leak detection. So altogether, we stand to see a considerable improvement in water efficiency, a good contribution to our plan to become a One Planet City'.

'Utilize, a two day workshop event to help local small and medium sized businesses achieve savings and improve their green credentials through improving their efficient management of energy, water and waste, will be taking place at Brighton Marina from today until 24 October. With the guidance of resource efficiency experts and businesses swapping their own tips, the aim is to develop action plans of practical improvements. This is a joint event by the Sustainable Business Partnership with the City Council, Visit Brighton and the Marina. Earlier this year I was delighted to be able to attend a Utilize workshop in the Jubilee Library, and saw for myself the great deal of value local businesses were gaining from the day'.

'An initial draft of a 3-year One Planet Living Sustainability Action Plan, which aims to create a more sustainable city and council is going to the council's One Planet Board, chaired by the interim chief executive next week. It is designed to meet the challenging targets required to secure endorsement for Brighton & Hove as the first One Planet City from independent sustainable development charity, Bioregional. Bioregional are impressed with the first draft and think it sets us up not only for endorsement but for

actual and practical low-impact living and working in the city. I'm sure you will agree this is a heartening start and share my thanks to all concerned. I look forward to the draft going to Policy & Resource in November for approval to consult'.

'Our fledging community composting schemes are growing fast within the City, with 6 projects now on the go. This is all thanks to keen community volunteers backed by our officers at City Clean and the Food Partnership. The first compost from the North Laine scheme has been harvested, and is being used at Middle Street School and in Preston Park demonstration growing plot. There are now 240 households, and rising, composting their food waste this way, which can mean up to 20 tonnes of waste being diverted per year'.

'Eco Open Houses is back for its 5th year, running from 25 to 28 October. 20 homes will be open with eight new houses showcasing how to save money, be more energy efficient and stay warm this winter'.

'To celebrate the recent improvements to many of our playgrounds, City Parks, Play Development, Active for Life, and Sports Development are running a programme of fun events across the cities parks during Halloween half-term week'.

'Finally, further to our discussions at last committee about potential visits, I have arranged with Veolia a tour of the new incinerator at Newhaven. I have already visited the facility, which whatever one thinks of this method of waste handling is an impressive installation. I hope members will be keen to attend'.

18. CALL OVER

18.1 **RESOLVED-** That all items on the agenda be reserved for discussion.

19. PUBLIC INVOLVEMENT

19.1 No petitions, written question or Deputations were received from members of the public.

20. MEMBER INVOLVEMENT

20 (a) Petitions

20.1 Councillor Theobald presented a petition signed by 1611 people objecting to Brighton & Hove City Council's plans for a static Traveller at Horsdean on the South Downs National Park in Patcham.

20.2 Councillor West provided the following response:

Thank you for presenting your petition.

Members of the Committee will be aware that this petition was fully debated at Council in July.

A new Traveller Strategy has recently been developed and agreed by the Council, and

the development of the new Strategy benefited from the in-depth consideration of an award winning cross-party scrutiny process.

One of the recommendations of the Strategy is to develop a permanent traveller site, which we have an established need to provide, and government funding to deliver.

We have had a thorough site search process agreed with the national park, from which we concluded extending Horsdean as the favoured option

We are conducting a public consultation prior to submitting a planning application, which has included a staffed exhibition at Patcham Community Centre, liaison with Local Action Teams, and through our consultation portal. We are going to now consult further, including through our network of libraries.

So there is a lot of work that has been done and is being done, and I don't feel that a further report to committee is required.

I thank you for your petition and further feedback which will be considered as part of the consultation.

I recommend to committee that we note the petition and agree to ask officers write to Councillor Theobald setting out all the processes we have and are going through and that the letter is copied to committee members.

20.3 Councillor Janio requested legal advice on the matter as he believed the petition necessitated an officer report.

20.4 The Acting Assistant Head of Law clarified that the Committee could either note the petition or, if deemed appropriate, request an officer report.

20.5 Councillor Theobald requested that the Committee request an officer report.

20.6 Councillor West moved a motion to note the petition.

20.7 The motion was formally seconded by Councillor Sykes.

20.8 Councillor West then put the recommendation to note the petition to a vote, with the following result:

For: 7

Against: 3

20.9 **RESOLVED-** That the petition be noted and officers write to Councillor Theobald and other members of the Committee detailing processes undertaken with regard to the Travellers site at Horsdean.

20 (c) Letters

20.10 Councillor Theobald presented a Letter requesting either an end to charges for parking in Preston Park at weekends or providing coaches, umpires, players and other volunteers using the Preston Park for sporting activity with a free parking disc.

20.11 Councillor Mitchell stated her support for the proposals put forward by Councillor Theobald adding that the situation was similar to that at East Brighton Park. She believed that if the scheme at Preston Park was implemented and successful, it could be used in other areas of the city.

20.12 Councillor west provided the following response:

‘Thank you for your useful comments regarding the Preston Park parking scheme. The scheme originated from a petition to the council, signed by over 2000 people, to address the parking problems in the park. A cross- party group was established as a result to help work up a solution to the problems. The changes were implemented in June and have successfully addressed Preston Park being used as a commuter car park.

The charges were brought in to cover the cost of the scheme and were kept significantly lower than on street parking in order to minimise the impact on genuine park users. It was also agreed that any surplus would be ring-fenced to the park. I agreed, when cabinet member, to Councillor Mitchell’s request that we would review the scheme after 6 months operation, and that review will come to a future committee in February for consideration

Officers will consider your suggestions as part of the review and report back to this committee in February with findings and recommendations and I ask committee to note your letter’.

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

21. QUEEN ELIZABETH II FIELDS NOMINATION

21.1 The Committee considered a verbal update from the Head of City Infrastructure on progress on the nomination of sites for the Queen Elizabeth Fields Challenge as agreed by the Environment & Sustainability Committee in July 2012. She informed Members that twenty sites had been identified and officers were currently in discussions with the respective ‘Friends Of’ groups regarding interest and nomination.

21.2 **RESOLVED-** That the Committee notes the verbal update.

22. PERMISSION TO CONSULT ON COMMUNAL REFUSE COLLECTION IN HANOVER

22.1 The Committee considered a report of the Strategic Director, Place that sought permission to consult with residents in parts of Hanover & Elm Grove and The Triangle on the introduction of communal refuse.

22.2 Councillor Cobb asked if the loss of parking spaces could be included in the consultation information distributed.

22.3 The Head of City Infrastructure replied that a very precise and detailed map circulated as part of the consultation documents would highlight the loss of parking spaces.

22.4 Councillor Pissaridou agreed with Councillor Cobb’s remarks that the consultation documents should specifically state the number of parking spaces that would be lost.

- 22.5 Councillor Sykes noted that the initial results from the communal recycling trials in Brunswick & Adelaide ward showed that loss of parking space was not identified by residents as a major issue.
- 22.6 Councillor Theobald stated his disagreement and felt the issue of parking spaces was a very important issue for residents.
- 22.7 Councillor Deane stated that many residents of her ward which was close to Hanover, wished to see the introduction of communal refuse.
- 22.8 The Head of City Infrastructure stated that the positioning of the bins would be clear on the maps. In addition, the leaflets which would be distributed had already been agreed with the Local Action Teams for the areas.
- 22.9 Councillor West clarified that Members had demonstrated their wish that the loss of parking spaces be specifically mentioned in the consultation leaflets and his belief that should be followed through.
- 22.10 **RESOLVED-** That the Committee grants permission for residents of Hanover & Elm Grove and The Triangle to be consulted on proposals to introduce communal refuse collections. The results of the consultation will be brought back to this committee for a decision on the scheme.

23. ECO TECHNOLOGY SHOW 2013

- 23.1 The Committee considered a report of the Strategic Director, Place that requested support for the organisers of the Eco technology Show 2013. The report was supplemented with a presentation from a representative from South Downs Solar.
- 23.2 Councillor Janio stated his agreement in supporting the Show as represented a growing area of industry. He noted a discrepancy in the report regarding whether the authority would contribute up to £10,000 or a minimum of £10,000. He asked for clarification on this point.
- 23.3 Councillor West stated that the recommendation which stated that the contribution would up to £10,000 was the correct account.
- 23.4 Councillor Wakefield asked if more college and school children would be encouraged to attend the Show.
- 23.5 The representative from South Downs Solar clarified that engagement with youth organisations was a key part of the Show. Last year, the organisers had engaged with the 10:10 project and Albion in the Community. This year they would be extending that engagement to local primary and secondary schools.
- 23.6 Councillor Mitchell stated that she agreed with the aims and purpose of the Show but believed in the current financial circumstances, the Show should be self-financing. She therefore would not be supporting the provision of £10,000 from the authority.

- 23.7 Councillor West stated that he found Councillor Mitchell's decision regrettable. The Eco Technology market was a fledging area with huge potential. Furthermore, it would be held in the Brighton Centre so local people could visit. Councillor West supplemented that he hoped the Show would become self-financing in future years.
- 23.8 Councillor Janio stated that he agreed with Councillor West. The Show would bring money in to the City and represented a booming industry.
- 23.9 Councillor Theobald stated that he was also in agreement as the Council had a responsibility to support local businesses.
- 23.10 **RESOLVED-** That the Committee:
1. Agrees that the Council will provide up to £10,000 from the Place revenue budget for 2013-14 to enable the conference to be staged.
 2. Instructs the Strategic Director Place to negotiate with Partner organisations to see if further contributions can be identified to support a successful event.

24. UPDATE ON FUTURE CITIES DEMONSTRATOR COMPETITION

- 24.1 The Committee considered a report of the Strategic Director, Place that provided an update on the feasibility study and bid for grant funding under the Future Cities Demonstrator Competition.
- 24.2 The Strategic Director, Place supplemented that the feasibility study process had progressed very well and officers were increasingly optimistic that the bid would be successful.
- 24.3 Councillor West thanked officers for the huge amount of work that had carried out in a short timeframe. He added that even if the bid was not successful, the feasibility study had developed a strong network of co-operation.
- 24.4 Councillor Janio noted that if the bid was successful, there was only a fifteen month period in which to spend the grant. He asked for assurances that an organisation was in place to ensure all the projects were completed within timescales.
- 24.5 The Strategic Director, Place explained that the Council were the accountable body should funding be secured. He added that the bid put forward had to include how the grant would be spent and this would be assessed by the Technology Strategy Board.
- 24.6 Councillor Janio stated that he hoped there would be no prejudice against large companies being involved with the funding.
- 24.7 The Strategic Director, Place explained that there would be no prejudice and if the authority were successful with the bid, it would return to Committee for assessment and ratification.
- 24.8 **RESOLVED-** That the Environment & Sustainability Committee:

1. Grant delegated authority to the Strategic Director Place to finalise the feasibility study and, if considered appropriate, submit a bid for grant funding under the large scale Future Cities Demonstrator competition.
2. Note the progress on this project to date.

25. DOWNLAND ESTATE UPDATE

- 25.1 The Committee considered a report of the Strategic Director, Place that proposed the Authority entering a Memorandum of Understanding with the South Downs National Park Authority (SDNPA) in order to forge closer working between the two authorities. The report was supplemented with a presentation by representatives from LandWise Rural Resource Management and LandShare.
- 25.2 Councillor West stated that he welcomed the cementing of a key relationship for the authorities.
- 25.3 Councillor Mitchell stated that she fully supported the new stage in agreement between the authorities.
- 25.4 Councillor Janio noted his support for the agreement. He requested that the terms of reference for the City Downland Estate Advisory Board be brought back to Committee for ratification.
- 25.5 Councillor Theobald stated that he welcomed the proposals. He noted that he hoped for an update from the Council representative to the SDNPA as he had requested earlier in the year.
- 25.6 Councillor West clarified that he was content for the terms of reference for the City Downland Estate Advisory Board to be approved by the Committee. However, he advised that because these would be negotiated by many partners and organisations, Committee Members should be sensitive to the consequences of significant changes.
- 25.7 **RESOLVED-** That the Environment & Sustainability Committee agrees to:
 1. Endorse the Memorandum of Understanding (MoU) set out in Annex 1;
 2. Encourage the Strategic Director Place to explore funding opportunities to support economic diversification within the Downland area including measures to boost eco tourism and promote access by the city's local communities to the countryside;
 3. Establish a City Downland Estate Advisory Board with the terms of reference to be negotiated by the Strategic Director of Place and brought back to be ratified by the Environment & Sustainability Committee.

26. ITEMS REFERRED FOR COUNCIL

26.1 No items were referred to Full Council for information.

The meeting concluded at 6.10pm

Signed

Chair

Dated this

day of

Notes of City Sustainability Partnership Meeting – 11 November 2012

Committee Room 1, Brighton Town Hall, Bartholomew Square, Brighton, BN1 1JA

Present:

Public Services:

Alistair Hill – Brighton & Hove Primary Care Trust (AH)
Becky Ritchie – Sussex Community NHS Trust (BR)
Councillor Ollie Sykes – Brighton & Hove City Council (OS)
Councillor Pete West – Brighton & Hove City Council (PW)
Dan Danahar, Eco Schools / Dorothy Stringer School (DD)
Will Clark – Sussex Community NHS Trust (WC)

Community and Voluntary Sector:

Cat Fletcher – CVSF Environmental Rep (CF)
Chris Todd – CVSF Environmental Rep – **Chair** (CT)
Roger Carter – Brighton & Hove's Wildlife Forum (RC)
Vic Borrill – Brighton & Hove Food Partnership – **Vice Chair** (VB)

Agencies:

Phil Belden – South Downs National Park Authority (PB)

Business

Damian Tow – Sustainable Energy Working Group (DT)

Brighton & Hove City Council:

Geoff Raw – Strategic Director - Place (GR)
Sarah Jones – Senior Support Officer – **Meeting notes** (SJ)
Steve Foster – Project Manager, One Planet Living (SF)
Thurstan Crockett – Head of Sustainability & Environmental Policy – **Partnership Manager** (TC)

Observers included:

Abigail Dombey - University of Brighton (AD)
Christine Gent – Brighton & Hove Fairtrade Steering Group (CG)
Ed Bending – University of Brighton (EB)
Sally Barnard – General Practitioner (SB)
Sonia Roschnik - NHS Sustainable Development Unit (SR)
Les Gunbie – Brighton Peace & Environment Centre; Hanover Action for Sustainable Living (LG)

I. Apologies

- I.1 Apologies were received from councillors Denise Cobb and Gill Mitchell; Chris Wick, Environment Agency; Charles Kingsley and Danni Craker, Brighton & Hove Chamber of Commerce; Mark Brunet, Blatchington Mill School; Mark Strong, Community & Voluntary Sector Forum; Patrick Pica, University of Sussex; Tony Mernagh, Economic Partnership; and Zoe

Osmond, University of Brighton.

2. Elections for Chair and Vice Chair

- 2.1 TC advised the Partnership that Chris Wick had stood down as Vice Chair.
- 2.2 TC advised the Partnership that he had received one nomination for the post of Chair from Chris Todd and one nomination for the post of Vice Chair from Vic Borrill. So they were duly elected for another year.
- 2.3 TC recommended that the Partnership consider seeking and then electing another Vice Chair in the near future.
- 2.4 In response to a question from CF, TC confirmed that it was useful for chairs to come from different sectors and Chair agreed that he would welcome broader input.

3. Minutes and Actions from the last meeting

- 3.1 Chair asked for any amendments to the notes of the last meeting; none were given.
- 3.2 Actions from the last meeting were reviewed as follows:
 - 3.5 *SJ to amend the minutes of the last meeting accordingly.* This had been completed.
 - 4.10 *TC to circulate the OPL Board Terms of Reference and the Bioregional paper outlining 10 key milestones to endorsement, which include community engagement and participation.* This had been completed.
 - 5.3 *SJ to schedule meetings for the period January to May 2013, to fall on a Thursday from 5pm-7pm.* This had been completed. Chair hoped that the change would ensure broader political attendance, as it had been planned to do.
 - 6.1.2 *SJ to upload Big Asks to council website.* This had been done.
 - 6.1.5 *TC to feedback to B&HSP, and raise with Simon Newell, the recommendation that other partnerships and bodies run induction sessions for new/recent members.* This had been done.
 - 6.2.1 **SJ to gather information on other Sussex sustainability organisations and people, especially for cross-boundary work such as the Biosphere Reserve.** This was carried forward to the next meeting.
 - 6.2.2 *Mita Patel to get more information on eco tourism strategy for the partnership.* She had and TC updated partners with information from John Carmichael of Visit Brighton:

- Launch of Eco Brighton section on VisitBrighton website.
- Launch of LoveBrighton Eco on Facebook to promote eco tourism in the city – partners were asked to “Like” this and spread the word
- Launch of Green Brighton Guide, a pocket sized map/guide - press coverage achieved in national media.
- Eco Tourism Conference proposed for 2013, potentially to run alongside Eco Technology Show in June.
- Visit Brighton is continuing to work with SDNPA.

6.2.3 *Chairs to consider focusing more on developing programmes and projects for implementation, rather than plans, strategies and consultation work, as a practical way of supporting the Big Ask, and discuss with GR. This was ongoing.*

6.2.4 **WC, PP, TC, CK, ZO, CF, DT to meet to set up a work programme to theme meetings.** Chairs had agreed that this should be set up once this meeting had had the opportunity to see the draft One Planet Living plan and consider the priority roles for the CSP. SJ would now convene this.

6.2.5 *TC to discuss with GR and B&HCC Economic Development, the development of a project to spread environmental management in city businesses. This was to be picked up by the newly formed City Regeneration department of the council.*

6.2.6 *Aim for shorter agenda and fewer papers.* This was discussed by the Chairs and reflected in the meeting’s agenda.

6.4 *Chairs to consider proposed agenda item from NHS Sustainable Development Unit for the 12.11.12 CSP meeting. This was on the meeting’s agenda.*

8.1.5 *CSP members agreed to write a letter of support for the Volks Solar Trees project funding bid. This was done.*

8.4.3 *TC to circulate details of Chair and Vice Chair role and information on how to nominate in the elections for CSP Chairs. This was done.*

4. NHS Sustainable Development route map and local working group

4.1 SR gave a presentation on this subject to partners. The presentation was to be made available on the City Sustainability Partnership page on the council website.

4.2 TC brought partners’ attention to SR’s recommendation that a working group be established, reporting to this partnership. WC saw the routemap as a framework for action planning. Partners felt that the CSP should report

on the group's work to the Environment & Sustainability Committee and the Health & Wellbeing Board.

4.3 Action: WC and TC will establish the working group.

5. One Planet Living Sustainability Action Plan draft, development phase plan and Governance proposals

5.1 TC asked the partners to give high level comments on the draft plan, help shape the development phase and to discuss the CSP's roles and governance proposals. The next version of the draft Plan was due by 16 November 2012 for approval by the council's Policy & Resources Committee on 29 November 2012 as the version to circulate for further development.

5.2 The high number of actions and proposals in the Plan was a source of concern for the partners. It was suggested we highlight and seek to deliver either the actions which will make the most difference or those that give the best return on investment.

5.3 VB believed that it would be a valuable exercise to link more actions across themes. SF said a meeting of leads was being set up partly to explore this further.

5.4 The Chair expressed concern at the Transport chapter; he believed that results of the suggested actions should be quantified before selection was made. He saw a lack of ambition in the chapter and felt it should be broadened to have more of a city focus.

5.5 CF asked how we could involve residents in the consultation process; TC said the current thinking is to involve residents much more during the three year engagement process after accreditation and not on the whole plan.

5.6 An example of best practice in communications for behaviour change was brought to the partnership by EB and AB in the form of the leaflet from the University of Brighton's Carbon Management Plan, titled *c-change*. Partners agreed that the best approach for OPL would be to encourage understanding and ownership and present information in bite-sized chunks using strong branding.

5.7 SF set out the options for measuring progress: ecological footprint and a brief set of high level indicators were being considered. BioRegional has a footprint indicator that could be adapted for an open source website.

5.8 In answer to a question from VB, TC confirmed again that there was now £90k left out of the £250k council fund allocated for spending on OPL projects that would ensure endorsement. Projects funded so far had been automatic water metering and energy studies within the council property portfolio – these had been specified in the council committee decision to allocate the fund. A gap analysis had been requested on the plan to allocate the remaining funds based on the areas requiring endorsement. A behaviour

change / communications programme was a likely candidate. Partners suggested a range of alternatives, including a small projects fund and a spend-to-save revolving fund,

5.9 GR advised the partners that the council would be seeking external funding and investment for projects.

5.10 CF advised the partners that she had applied for funding to stage an engagement event in January to develop the Zero Waste city section.

6. Economic Strategy Consultation Update

6.1 GR updated the partners on the consultation and requested they establish a working group to respond. He proposed to bring the main partner to the next CSP meeting on 10 January 2013 who would give a more detailed presentation.

7. Updates and Information

7.1 Biosphere Reserve bid

7.1.1 The Biosphere project is inviting early inputs from key local stakeholders into their Management Strategy during a 3 week pre-consultation period from 19 November 2012 followed by 12 week consultation period from 14 January 2013.

7.2 Fair Trade Steering Group

7.2.1 Fair Trade Steering Group had provided minutes of their recent AGM on 19 September 2012.

7.2.2 The Group's current 4 key areas of activity are procurement; public engagement; schools and higher education; and local businesses.

7.2.3 CG advised that the next Fairtrade event in Brighton will be the Christmas Market at the Friends Meeting House in Ship Street on 17 November 2012.

7.3 Brighton & Hove Wildlife Forum

7.3.1 The Forum had provided minutes of their last meeting on 23 October 2012.

7.3.2 RC was encouraged to learn from partners that there would be an Environmental Impact Assessment carried out on the proposed development at Toads Hole as Forum members had been concerned about this.

- 7.3.3 GR asked about the impact of Ash Dieback in Sussex and PB confirmed that SDNP had made an initial assessment.
- 7.3.4 The Forum's wildlife photo exhibition at the Booth Museum over half term weekend had been very successful.
- 7.4 Sustainable Energy Working Group
 - 7.4.1 DT advised partners that Brighton Energy Co-operative were joining a consortium with Mitie and Shoreham Port Authority to install a large array of solar panels at Shoreham Port and potentially some wind turbines.
 - 7.4.2 DT welcomed partners' proposed activities for the Eco Technology Show in June 2013 and asked for more ideas.
- 7.5 Waste Advisory Group and Brighton Waste House project
 - 7.5.1 CF advised partners that the Waste Advisory Group was being replaced by a Waste and Materials Group to cover both the OPL Zero Waste and Sustainable Materials sections as they related to one another so closely.
 - 7.5.2 CF circulated information from the Brighton Waste House project requesting surplus materials and waste for use in construction.

8. Any Other Business

- 8.1 None was raised.

**Next meeting: Thursday 10 January 2013, 5pm-7pm
Committee Room 1, Brighton Town Hall, Brighton BN1 1J**

Subject: Petitions
Date of Meeting: 28 November 2012
Report of: Strategic Director, Resources
Contact Officer: Name: John Peel Tel: 29-1058
E-mail: john.peel@brighton-hove.gov.uk
Key Decision: No
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

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

2. RECOMMENDATIONS:

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

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

3. PETITIONS

3. (i) Public Toilets for the City- Valerie Paynter (SaveHove)

To receive the following e-petition referred from the meeting of Full Council on 26 October 2012 and signed by 85 people:

"We the undersigned petition the council to initiate a programme of increasing the number of Council-run public toilets, with attendants, around the City of Brighton & Hove, especially within the recognised leisure and shopping areas"

3. (ii) Preston Park parking restrictions- Isobel Elliot

To receive the following e-petition referred from the meeting of Full Council on 26 October 2012 and signed by 72 people:

“We the undersigned petition the council to allow free parking to park users for a maximum of 2-3 hours. After this time slot parking could cost per hour or per day. This would ensure enough time for the majority of park users to enjoy the park free of charge whilst discouraging non-users from parking inside the park”

NOTICE OF MOTION REFERRED FROM FULL COUNCIL 25 OCTOBER 2012

NOTICE OF MOTION

CONSERVATIVE GROUP

TRAVELLER ENCAMPMENTS ON SENSITIVE SITES IN BRIGHTON & HOVE

“This Council notes the powers contained in the Criminal Justice and Public Order Act 1994 that allow Sussex Police, in conjunction with Brighton & Hove City Council, to move unlawful encampments off public land in the city where they consider that (i) there is disruption to local community activity; (ii) damage has been caused to the land/property, e.g. forced entry; (iii) there is evidence of arrestable offences being committed by the trespassers; or (iv) there is proof that any of the trespassers have used threatening behaviour.

Council further notes that the recent Traveller Scrutiny Panel recommended that, as a matter of priority, the Council produce a plan for identifying and securing sensitive sites in the city.

Given the unprecedented scale of unauthorised encampments in the city in recent months, many of which have occurred on sensitive parkland sites, this Council:

- 1) Requests that the Environment & Sustainability Committee considers the adoption of a sensitive site protocol, in partnership with Sussex Police, as a matter of urgency and that any future incursions on sensitive sites be the subject of immediate eviction utilising the powers described above.
- 2) Believes that any areas not included on a sensitive sites list should not automatically become ‘tolerated’ sites for unauthorised camping.”

Proposed by: Cllr G. Theobald

Seconded by: Cllr Peltzer Dunn

Supported by: Cllrs Cobb, Brown, Bennett, C. Theobald, Cox, A. Norman, K. Norman, Wealls, Mears, Janio, Barnett, Simson, Wells, Hyde, Smith, and Pidgeon.

Subject:	Nomination of Field In Trust Sites Protected In Perpetuity As Part of The QEII Fields In Trust Challenge		
Date of Meeting:	28 November 2012		
Report of:	Strategic Director, Place		
Contact Officer:	Name:	Jan Jonker	Tel: 29-4722
	Email:	jan.jonker@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 Fields In Trust (FIT) is a charity (formerly known as the National Playing Fields Authority) which has launched a campaign to protect 2,012 outdoor recreational spaces across the country as a permanent living legacy of the Silver Jubilee.
- 1.2 This report sets out the background to the initiative and seeks approval for proposed sites for protection under the scheme.

2. RECOMMENDATIONS:

- 2.1 That Committee approve the sites nominated for protection under the Queen Elizabeth II Fields Challenge (Blakers Park, Carden Park, Woodingdean Bowls Club, Horsdean Recreation Ground and Hangleton Park)
- 2.2 That the Committee delegates authority to the Strategic Director of Place, after consultation with the Chair of the Committee and the Head of Legal and Democratic Services, to consider and put forward additional nominations received before 14th December 2012. These nominations are expected to include St Nicholas Rest Gardens and Kingsway Bowls Club, both of which have expressed an interest in the scheme;
- 2.3 That the Committee delegates authority to the Strategic Director of Place and the Head of Legal and Democratic Services to agree and complete all documentation associated with the nominations.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The Queen Elizabeth II Field Challenge is a legacy initiative by the charity Fields in Trust (FIT) to mark the Queens Diamond Jubilee and the London 2012 Olympics. The programme aims to permanently protect 2,012 playing fields and other nominated recreation spaces ensuring access to outdoor sport, play and recreation.
- 3.2 The scheme is open to a wide range of open spaces including parks, playing areas, playing fields, woodland and nature trails. The criteria for sites are broad and include:
- Evidence of title permitting site use for outdoor, sport and recreation. The Deed of Dedication can only be signed by the owner
 - The principle use of the site should be outdoor sport, recreation and or play and they should be open to the public
 - Sites should be accessible
 - Sites should at least be 0.2ha in size (but may be smaller if valuable to the community)
 - Sites should have local managers who will be responsible for their maintenance
 - Comply with legislation relating to sport, play or open space.
- 3.3 Because the criteria are so broad the majority of public open spaces in Brighton & Hove could be eligible for nomination.
- 3.4 At the July meeting of the councils Environment & Sustainability Committee a notice of motion entitled “Nominating Queen Elizabeth II Fields in Brighton & Hove’ was passed. In response to notice of motion the city’s three MPs were written to, to seek their support for the campaign. All three MPs responded, supporting the campaign. A copy of the notice of motion is attached as Appendix 1.
- 3.4 The majority of public open spaces in Brighton & Hove are already protected by Deeds of Covenant, the City Plan and/or planning law. Generally sites are not vulnerable or likely to be lost unless a very strong case could be made for development. In terms of offering additional protection this scheme will therefore have limited additional impact in Brighton & Hove.
- 3.5 Benefits of the scheme include:
- Raising the profile of the sites through the campaign. Each site will receive a commemorative plaque and receive materials to organise a ‘Have A Field Day’ celebration following nomination.
 - An opportunity to gain more community involvement in specific sites
 - The opportunity for communities to bid for funds set aside specifically for nominated sites.
- 3.6 It should be noted that by entering into the Deed of Dedication the council would effectively be prevented from disposing of the nominated sites in the future. If the council did wish to dispose of the sites at any point it would have to satisfy FIT criteria on replacement facilities, namely providing an alternative site that:
- is at least of equal size and better quality
 - serves the same community in terms of the catchment area

- 3.7 The entire proceeds of any disposal should, under the criteria, normally be re-applied to new sport, recreation and play facilities with priority given to out door facilities. Nomination does not prevent change of use of the site provided it remains a site for outdoor sport or recreation.
- 3.8 Local authorities are free to decide how they nominate sites. The cost of nomination is the cost of managing the Deeds papers (with a maximum of four sites per Deed at £150 per Deeds paper) and officer time, particularly in the Legal Team to enable the necessary entitlement.
- 3.9 The proposed list of sites has been drawn up through nomination by sports groups and Friends of Groups. All groups were invited to submit proposals setting out:
- Why they believe their site should be protected
 - How their site encourages residents to enjoy physical sport and recreation
 - What they would for the 'Have A Field Day' have a field day launch
- 3.10 Friends of Groups were contacted by email or by the rangers working with them. A call for nominations was sent out with the Sports Development Newsletter in September 2012. The Newsletter goes out to approximately 800 contacts of which approximately 400 are local sports groups. A further e-mail was sent to sports groups contacts who regularly book sports facilities through the council.
- 3.11 Nominations were received for the following sites:
- Blakers Park
 - Carden Park
 - Horsdean Recreation Ground
 - Woodingdean Bowls Club
 - Hangleton Park
- 3.12 The sites have been reviewed by planning officers to ensure their protection does not conflict with the council's planning policies. They have also been reviewed by the council's legal team to ensure that they meet the criteria for nomination and that there are no legal reasons preventing their nomination.
- 3.13 Subject to committee approving the nominated sites the nominations will be forwarded to Fields in Trust who will check them against their eligibility criteria. Provided these are met to the satisfaction of Fields in Trust they will draft Deeds for the sites for the local authority to agree.
- 3.14 Two sites, Kingsway Bowls Club and St Nicholas Rest Garden have expressed an interest in the scheme and are expected to submit their proposals to be nominated. Once their proposals are received the relevant checks will be completed and subject to these sites satisfying the relevant criteria they will also be put forward for nomination.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 Sites must have an active community group in order to be nominated and the nominated sites have been put forward by local groups. The groups will play an

active role in promoting their sites and encouraging engagement with local residents.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 There are no direct costs associated with approving the sites nominated for protection, as there are no specific ongoing maintenance requirements.

Finance Officer Consulted: Name Karen Brookshaw Date:19/10/12

Legal Implications:

- 5.2 The Council is the freehold owner of the nominated sites and subject to consultation with any existing tenants can enter into deeds of dedication for each site. Under the proposed Deed of Dedication; the Council would retain ownership of the land; so there would be no disposal for the purposes of s123 of the Local Government Act 1972. The deed of dedication is a legally binding contract which will restrict the user of the sites to recreational use in perpetuity; a restriction would be registered against the Council's freehold title. If the Council wished to dispose of any of the sites in the future; it would need to seek the consent of Fields in Trust; such consent would be forthcoming; provided the Council reapplied all funds from the disposal to replacement premises which would serve the same community in terms of catchment area.

Lawyer Consulted: Joanne Dougnaglo Date: 25/10/12

Equalities Implications:

- 5.3 The criteria for nomination include the need for sites to be accessible.

Sustainability Implications:

- 5.4 While nomination under the scheme offers open spaces additional protection from development all the sites nominated are already protected as open spaces. The scheme will help improve community engagement in the sites and help promote their use.

Crime & Disorder Implications:

- 5.5 None

Risk and Opportunity Management Implications:

- 5.6 Nomination under the scheme will afford sites additional protection in perpetuity. All sites are already protected and will have no significant impact on on-going protection or opportunities fro development. The main opportunities of the scheme are to increase community engagement and ability to apply for external funding for nominated sites.

Public Health Implications:

- 5.7 The scheme is designed to encourage greater public participation in outdoor activities through the promotion of the sites.

Corporate / Citywide Implications:

- 5.8 Nominated sites will have additional protection from development. However all sites have been reviewed to ensure their nomination (and protected status) is in line with council planning policy.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The criteria for nomination are very broad. The nominated sites have been put forward by communities through friends of groups and sports groups.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 Nomination of the sites can encourage greater community participation.

SUPPORTING DOCUMENTATION

Appendices:

1. Notice of Motion Passed at Environment & Sustainability Committee July 2012
2. Details of groups and organisations contacted seeking nominations

Background Documents

1. Further information about the scheme can be found on the Queen Elizabeth Fields Challenge Website: http://www.qe2fields.com/fields_in_trust.aspx

**Appendix 1: Notice of Motion Passed at Environment & Sustainability Committee
July 2012**

NOTICE OF MOTION

Nominating Queen Elizabeth II Fields in Brighton & Hove

Environment and Sustainability Committee strongly supports the Queen Elizabeth II Fields Challenge – a campaign run by the Fields in Trust Charity and headed by Prince William - to protect in perpetuity outdoor recreational spaces in communities all across the country as a permanent living legacy of the Queen’s Diamond Jubilee and the 2012 Olympics.

Committee notes that in addition to providing a lasting legacy and giving additional protection to nominated sites, Queen Elizabeth II Fields are also eligible to apply to a range of improvement funds managed by Fields in Trust. Local residents can also get involved in choosing a QE2 Field in their neighbourhood if their local council nominates more than one site.

Therefore, this Committee resolves to:

- 1) Note that officers are examining the options for nominating one or more of the city’s parks, gardens and sports fields or downland sites as a Queen Elizabeth II Field and requests officers to bring an update in October and a report to the November Committee meeting for decision.
- 2) Request that the Chief Executive write to the city’s 3 MPs seeking their support for the campaign.

Appendix 2: Details of groups and organisations contacted seeking nominations

List of groups contacted by email asking for nominations.

An email was sent to the following groups in September 2012.

Friends of Blakers Park
Friends of Brunswick Square and Terrace
Friends of Hollingbury & Burstead Woods
Friends of Kipling Garden
Friends of Queens Park
Friends of Saunders Park
HAPPI (Hollingbury Active Parents for Park
Improvements) Carden Park
Friends of Coldean Park
SNGSA (St Nicholas Green Spaces Association)
Friends of William Clarke
PARC Charity Saltdean Park

A call for nominations was sent out with the Sports Development Newsletter on 07 September 2012 this goes out to approx 800 contacts of which approx 400 are local sports groups.

A further email was sent to our sports group contacts from Sports Bookings of approx 32 contacts

ENVIRONMENT & SUSTAINABILITY COMMITTEE

Agenda Item 36

Brighton & Hove City Council

Subject:	Future Cities Demonstrator Feasibility Study and Bid Update		
Date of Meeting:	28 November 2012		
Report of:	Geoff Raw, Strategic Director Place		
Contact Officer:	Name:	Emma McDermott	Tel: 29-6805
	Email:	emma.mcdermott@brighton-hove.gov.uk	
Key Decision:	No		
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 In August 2012, the Council secured £50,000 from the Technology Strategy Board (TSB) to carry out a feasibility study on integrating city systems and to produce a bid for £24m of grant funding to be used to fund demonstration projects which show how the integration of multiple city systems can be used to deliver a strong local economy, improve citizens quality of life, reduce the city's ecological footprint and increase its resilience to environmental change. The city council's bid is entitled 'Brighton and Hove – One Planet Smart City'.
- 1.2 The core of the city council's proposal centres on using open data (including real time data) to encourage the integration and efficient use of all systems in Brighton and Hove.
- 1.3 There is already evidence that open data and the technologies associated with it can unlock untold opportunities for businesses, citizens and governments - to create value, to connect people and to drive efficient and resilient systems. The TSB bid proposal is designed to test and expand this evidence.
- 1.4 An open data platform will provide a 'test-bed' for innovative companies to test their ideas, encouraging innovation and demonstrating technology that can be exported, one of the TSB's core objectives.
- 1.5 The bid sets out how the demonstrator will pilot 3 projects which exemplify the potential benefit from integrating city-wide systems.
- 1.6 The three demonstrator projects, chosen to address key challenges in the city and capable of being delivered within the timeframe, are:
 - Open House: integrated service delivery for elderly people (linked to NHS Sustainable Development Route Map and building on the success of the Patchwork Pilot);
 - Open Trading: food supply chain – closing the loop on food waste and addressing the issue of food waste from the hospitality sector; and

- Open Ticket: integrated transport (trains, buses, car parking, traffic management, cycling etc) to encourage a model shift from private car use to public transport and/or walking and cycling.
- 1.7 Supporting the overall vision for a Smart City, the bid also proposes an engine of learning, research and collaboration: The Power House. It will have both a physical and virtual presence within the city, building on the experience of the Brighton Fuse, Wired Sussex, the University of Brighton and others.
 - 1.8 The Power House will focus on smart city systems. It will bring the digital and creative industries together with expertise in smart technologies to bring solutions to the city – and create new business opportunities here and abroad. It will be more than a standard enterprise hub – providing a much richer, more integrated experience – in order to boost collaboration.
 - 1.9 The Final Report of the Feasibility Study and the bid were submitted by the 14th November 2012 deadline.
 - 1.10 The £50,000 grant to undertake the feasibility study and write the final report will be claimed once the TSB has approved it. It is anticipated that this will be by the end of November.
 - 1.11 The TSB will shortlist the Stage 2 applications for the £24m and interview shortlisted authorities on the 5th and 6th December 2012. The winner of the competition is expected to be announced at the end of December 2012 or beginning of January 2013.
 - 1.12 The winning authority will be awarded £24m to implement the demonstrator between January 2013 and March 2014.

2. RECOMMENDATION:

That the Environment & Sustainability Committee note the report.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Following the successful Stage 1 application and the award of £50k, a project manager was appointed in September 2012 to act on behalf of the council, and technical consultants were appointed to undertake the feasibility study and write the report.
- 3.2 A Project Board was established in September to oversee and guide the development of the bid and a project manager was appointed to act on behalf of the city council.
- 3.3 In late August, the Strategic Director for Place held an open briefing session that was attended by 30 people representing local businesses, technology companies, consultancy firms, the universities, partnerships and community groups.
- 3.4 In early September, the council issued an open call for proposals for city systems integration and received 18 submissions.

- 3.5 The submissions proposed a range of systems for integration including transport, public health, energy, tourism, food, water and engagement systems.
- 3.6 Several submissions proposed the use of open data (and an open data platform) as an enabler for systems integration.
- 3.7 The proposals were assessed against the following criteria:
- The TSB criteria (set out in the report to the committee for its 17 October meeting)
 - The extent to which they addressed challenges in the city and identified in existing city strategies and action plans
 - The feasibility of delivering the work within the short timeline for the demonstrator
- 3.8 The council is developing plans to establish a Local Investment Board as a delivery vehicle for Future Cities funding and other investment funds. It is proposed that the Local Investment Board will be supported by a new Future Cities Unit within the council.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 Since the beginning of September, a range of events, face-to-face interviews and telephone interviews were held with:
- 25 organisations that included both universities, the NHS and city's Clinical Commissioning Group (CCG), several technology companies, local partnerships and several community groups; and
 - Over 35 individuals were interviewed.
- 4.2 An event to feed back to interested parties on the final bid was held on Monday 12th November and attended by 16 people.
- 4.3 Letters of support for the bid were received from: Dr Caroline Lucas MP, Simon Kirby MP, The C2C LEP, the Economic Partnership, the Food Partnership, the Clinical Commissioning Group, The NHS Sustainable Development Unit, Wired Sussex, Open Knowledge Foundation, University of Brighton, Ricardo plc, Amercian Express.
- 4.4 Once approved by the TSB, the Final Report on the Feasibility Study will be made publicly available on the TSB website.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The final report on the Feasibility Study was completed in accordance with the TSB guidance and submitted before the deadline of midday on 14th November.
- 5.2 The claim for the £50,000 will be submitted following the TSB confirming their satisfaction with the final report. The £50,000 will support the funding of the Feasibility Study.
- 5.3 A report is being presented to the Policy & Resources Committee on 29th November 2012 requesting approval for the council to act as the accountable body for the £24m if the bid is successful. The cost to the Council associated with

the duties of Accountable Body would be met through the grant funding. If the bid is successful the grant funding associated with the Future Cities Demonstrator must be delivered by March 2014 although there is likely to be some flexibility to this deadline and the council is awaiting further clarification from the Treasury.

Finance Officer Consulted: Rob Allen

Date:15/11/12

Legal Implications:

- 5.4 There are no legal implications arising directly from this report as it is for noting only. If and when the council's bid is successful, legal issues concerning any terms and conditions attached to the funding will be considered at the relevant time

Lawyer Consulted: Oliver Dixon

Date:15 November 2012

Equalities Implications:

- 5.5 Equalities impact was considered as part of the feasibility study.

Sustainability Implications:

- 5.6 The feasibility bid headlines the council's commitment to using the One Planet Living framework. This is consistent with the bidding guidance which is seeking to allocate the funding to an initiative which delivers a strong local economy and excellent quality of life, whilst reducing the ecological footprint and increasing resilience to environmental change.

Business impact

- 5.7 The 'One Planet Smart City' bid is likely to present considerable business opportunities, particularly to the digital and creative media industries in Brighton and Hove.
- 5.8 The Brighton and Hove Business Forum, the Economic Partnership and the Coast 2 Capital Local Enterprise Partnership have contributed to the development of the bid and are fully supportive of it.

Crime & Disorder Implications:

- 5.9 None specific at this stage.

Risk and Opportunity Management Implications:

- 5.10 The bid included a detailed risk register.
- 5.11 The chances of success are 1:30. Should the final bid be unsuccessful there is an intention to re-use proposals in other guises including the refresh of the city's economic strategy and other emerging funding opportunities.

Public Health Implications:

- 5.12 The project team worked with the Sussex Community NHS Trust, the CCG and the NHS Sustainable Development Unit alongside the University of Sussex to develop a project that, if implemented, would improve outcomes for elderly people being cared for in their home whilst delivering efficiencies and cost savings.

Corporate / Citywide Implications:

- 5.13 If the bid is successful, delivery partners' and city council's policies will need to be aligned in order to deliver the outcomes set out in the bid.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 N/A

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 The report is for noting only.

ENVIRONMENT & SUSTAINABILITY COMMITTEE

Agenda Item 37

Brighton & Hove City Council

Subject:	Environmental Management System		
Date of Meeting:	28 November 2012		
Report of:	Strategic Director, Place		
Contact Officer:	Name:	Shelaine Siepel	Tel: 29-3331
	Email:	Shelaine.siepel@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report is an update on the council's ISO 14001 Environmental Management System (EMS) that includes the Events and Venues sustainable events programme. It was launched in August 2010 and it is being jointly delivered by the Brighton & Hove Centres, Outdoor Events, Premises and Sustainability Teams.
- 1.2 An EMS is an established and effective framework used by thousands of organisations across the world to help them manage the environmental impacts of their operations, reduce the risks of pollution incidents and prosecution for non-compliance with legislation and to achieve efficiency savings. It can be tailored to meet the strategic objectives of the organisation and so the council's EMS also covers the social and economic impacts that together make up the wider definition of sustainability.
- 1.3 The council's EMS is certified to the International Standard for Environmental Management Systems (ISO 14001). Brighton & Hove City Council was the first in the country to implement a system that also met the requirements of the new British Standard for Sustainable Events (BS 8901) that was developed for LOCOG (London Organising Committee of the Olympic and Paralympic Games) to help them meet challenging sustainability goals at the London 2012 Games. The new standard proved so popular amongst event organisers that the International Standards Organisation (ISO) has developed it into an ISO standard. The new standard (ISO 20121) was launched earlier this year and the BS 8901 is being withdrawn at the end of 2012.
- 1.4 The CRC Energy Efficiency Scheme means that the council now pays for every tonne of carbon dioxide emitted from its operations and the bill this year is more than £250,000. Along with large rises in the cost of energy this provides strong financial justification to identify and implement energy saving opportunities in council-run buildings. Given the large utility costs associated the two buildings covered by the EMS (the Brighton Centre

and Hove Town Hall), using this approach has helped to systematically identify potential savings through energy saving initiatives.

2. RECOMMENDATIONS:

- 2.1 That the Environment & Sustainability Committee agrees to amend the Environmental Management System to achieve compliance with the ISO 20121 sustainable events standard by end of 2012, to coincide with the withdrawal BS 8901.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Organisations tendering for council contracts are often asked in the Pre Qualification Questionnaire whether they have an Environmental Management System that is certified to ISO 14001 or similar. Brighton & Hove City Council is one of the only councils that not only asks its suppliers if they have such a system, but also leads by example by having a certified system itself.
- 3.2 The scope of the current system covers outdoor events on council land and indoor events at the Brighton Centre and Hove Town Hall. Event organisers are asked to complete an Event Sustainability Statement when they apply to hold an event and the project is co-ordinated by the Sustainability Consultant specialising in EMS. The statement covers: Risk Management, Community Engagement and Raising Awareness, Location / Venue and Transport, Energy & Water Use, Waste Management, Air Quality & Noise, Catering and Procurement, Emergency & Abnormal Situations. The statement gives guidance on the actions that event organisers can take to reduce the impact of the event and asks for their plans across these areas. The scope of the system is not limited to reducing environmental impacts, it takes the wider view of sustainability that includes local economic and social impacts.
- 3.3 The Outdoor Events Team have worked with event organisers to complete over one hundred Sustainable Events Statements. These have provided strong evidence that the organisers of events from the very small to the very large are voluntarily choosing more sustainable options for their events. Actions that have been taken include publicising events electronically rather than with printed flyers, seeking out local suppliers, using solar powered generators, ordering signage without specific dates so that they can be re-used and a number of other initiatives that have helped reduce the impact of the event and in many cases also save themselves money. Most event organisers arrange effective clear up of the area where the event was held ensuring full public access as soon as possible and the co-operation and hard work of CityClean employees has been an important factor in making sure that surrounding areas are also quickly cleared for example during the Brighton Marathon and Pride events.
- 3.4 Whilst the Sustainable Events Statements show that event organisers are doing a lot to improve sustainability, only a few are celebrating their achievements in their publicity to visitors, people living nearby and to sponsors. A good example of an event that successfully publicised its achievements was the Brighton Marathon which chose to use only electronic registration for the 28 page registration pack that went out to 18,000 runners, reducing costs to the organisers and the overall carbon footprint of the event.

3.5 In the first stages of implementation of the sustainable events programme, the focus at Brighton Centre has been improving the sustainability of the building itself. The reason for this was to ensure that event organisers were not being asked to improve the sustainability of their events when the arrangements in the building were not supporting them to do that. There is now a comprehensive recycling system in place for paper, card, cans and plastics in the centre with high visibility recycling containers throughout the building. New energy efficient lighting has been installed in the main hall that will cut carbon dioxide emissions by 23.5 tonnes a year and save at least £41,000 a year on electricity bills. Installing timers for the urinals has stopped them flushing continuously and this should save 13,000 litres of water a day - a reduction of 96% that should cut water bills by £9,200 a year. The most recent initiative has been the installation of a baler for cardboard, meaning that the council will no longer have to pay to have cardboard taken away as it has a value for recycling in baled form. The scope of the EMS also covers The Hove Centre and Hove Town Hall.

3.6 A number of significant national venues including the Barbican, Earls Court Olympia and the Excel Centre already have a sustainable events standard and customers are increasingly choosing venues on the basis of their sustainability credentials. Now that the building itself is more sustainable, the next stage is to start marketing the Brighton Centre on the basis of its sustainability credentials using the ISO 20121 standard. One of the zones at the Ultimate Site Visit event that re-launched the refurbished Brighton Centre was dedicated to sustainability. Shortly afterwards a significant booking was taken from the Eco Technology Show 2013. The organisers specifically cited the centre's sustainable events programme as a major factor in securing the booking;

“As organisers of the premier eco-technology exhibition in the UK aimed at both trade and the general public, we wanted to use our own purchasing power to support suppliers who take sustainability seriously, particularly because the events industry has a huge environmental footprint. We chose The Brighton Centre as the venue for next year's show because we knew about the steps they have taken to improve the performance of the building through their sustainable events programme that has included installing innovative LED lighting, water control devices and other new technologies that exhibitors will be showcasing on the day”

- Nicola Gunstone, Director, The Eco-Technology Show, 15-16 June 2013, The Brighton Centre.

3.7 Having a robust EMS is one of the requirements of the Culture and Community principle of the Sustainability Action Plan. Because the council began developing its EMS in 2009, it can already demonstrate compliance with this requirement. In order to show continuous improvement, the Sustainability Action Plan will be managed using the EMS approach that will provide a robust framework for monitoring and management implementation of the actions within the plan.

3.8 The outdoor events that take place in the city's green spaces increase the number of people getting outdoors and contribute to the vibrant local economy. 20,000 people attended the Sussex Festival of Nature in Stanmer Park this year – some of whom had probably never visited the park before the event. When considering the impacts of large outdoor events like this, it is important to take a balanced view of the social, economic and environmental impacts of events. Sometimes outdoor events have negative impacts

on biodiversity particularly in the event of rain resulting in grass getting churned up. The Shakedown event brought trade and visitors to the city but suffered from bad weather and a recently implemented initiative to help manage and minimise the impact has been to hold a deposit from event organisers for reinstatement. The appropriateness of events in a green space is always under review.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 Implementation of the EMS relies on the co-operation and engagement of a number of key stakeholders including event organisers and suppliers. The work is carried out by a number of teams across the council including the Outdoor Events, Sustainability, Venues, Legal and Premises Teams.

Engagement with all of the interested parties involved with an event (visitors, suppliers, those living nearby and anyone else affected) is one of the most significant requirements of the ISO 20121 standard. It includes two specific clauses that cover this - Clause 4.2: Identify and engage interested parties and Clause 7.4: Maintain internal and external communications (7.4). There is also the requirement for how complaints are collated and dealt with, with any recurring and unresolved complaints being escalated to the management.

5. FINANCIAL & OTHER IMPLICATIONS

Financial Implications:

- 5.1 There are no additional costs anticipated from complying with ISO20121. The annual certification will be covered within existing resources.

Finance Officer consulted: Anne Silley Date 1/11/12

Legal Implications:

- 5.2 The adoption of the proposed EMS standard (ISO 20121) will provide a framework through which the council is able to manage and track changes to environmental legislation and will therefore assist the council in meeting its legal obligations.

Lawyer consulted: Elizabeth Culbert Date: 12/11/12

Equalities Implications:

- 5.3 The Sustainable Events Statement contains questions and guidance to help organisers ensure they consider the equalities implications of their event. They are asked to identify all of the interested parties involved (organisers, residents, suppliers, visitors, spectators, exhibitors or emergency services). They are also asked how they will ensure that their event is inclusive and accessible to all under and it gives details of their responsibilities under the Equality Act (2010). Without the sustainable events programme in place, event organisers would not be receiving this information and there could be negative implications where event organisers have not considered them.

Sustainability Implications:

- 5.4 Developing and implementing a sustainable events programme for events on council land and in council run venues has brought into focus the large environmental footprint of the events industry. Dealing with waste and litter at outdoor events is particularly challenging and this programme ensures that event organisers have considered the impact their event will have across a range of areas; many of which they might not have thought of before.

Improving the sustainability and reducing the environmental impact of events at council venues and on council land also contributes to the Corporate Plan priority of creating a more sustainable city. Under the Culture and Community principle of the One Planet Sustainability Action Plan, the council is required to have a robust EMS or action plan for all of the venues it owns.

Crime & Disorder Implications:

- 5.5 None

Risk and Opportunity Management Implications:

- 5.6 Using an Environmental Management System approach helps reduce risk from pollution incidents and non-compliance with environmental legislation. There is a continued risk from the EMS not being integrated into existing systems and part of the conversion will be to integrate some existing process within document control.

Public Health Implications:

- 5.7 None

Corporate / Citywide Implications:

- 5.8 The sustainable events programme and compliance with the new ISO 20121 standard help Brighton & Hove to demonstrate its sustainability credentials to visitors and the conference and exhibition market that is an important source of income for the city.

6 EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 One alternative option would be not to convert the sustainable events programme from compliance with the BS 8901 standard to the ISO 20121 standard. Given that BS 8901 is being withdrawn, event organisers interested in choosing venues with excellent sustainability credentials will be looking for venues with ISO 20121 and there is a risk of missing bookings by not making the conversion.

Also, standards are updated on a regular basis and BS 8901 will no longer be updated. The other option would be not to continue with a Sustainable Events Standard. Given that venue bookers and event organisers are increasingly choosing venues on the basis of their sustainability credentials, council venue could miss out on bookings to the other venues that do have sustainable event standards in place.

7 REASONS FOR REPORT RECOMMENDATIONS

- 7.1 The BS 8901 standard is being withdrawn at the end of 2012 and is being replaced with the new ISO 20121 international standard for sustainable events.
- 7.2 A number of large national venues use sustainable events standards in order to demonstrate their sustainability credentials to potential customers and help manage and reduce their large utility costs. The recommendation will enable council run venues to continue to compete in this market of the lucrative conferences and exhibitions market.
- 7.3 A strong EMS saves the organisation money by helping it to effectively manage its energy, waste and water.

SUPPORTING DOCUMENTATION

Appendices:

1. None

Documents in Members' Rooms

1. None

Background Documents

1. None