



## LEAD MEMBER FOR TRANSPORT AND ENVIRONMENT

**DECISIONS** to be made by the Lead Member for Transport and Environment,  
Councillor Carl Maynard

**MONDAY, 20 MARCH 2017 AT 10.00 AM**

**COMMITTEE ROOM, COUNTY HALL, LEWES**

### **AGENDA**

- 1 Decisions made by the Lead Cabinet Member on 19 December 2016 (*Pages 3 - 4*)
- 2 Disclosure of Interests  
Disclosure by all Members present of personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- 3 Urgent items  
Notification of any items which the Lead Member considers urgent and proposes to take at the appropriate part of the agenda.
- 4 Capital Programme for Local Transport Improvements 2017/18 (*Pages 5 - 12*)  
Report by the Director of Communities, Economy and Transport
- 5 Allocation of the 2017/18 Community Match Funding to a number of community led local transport schemes (*Pages 13 - 26*)  
Report by the Director of Communities, Economy and Transport
- 6 Alexandra Park, Hastings - proposed designated shared pedestrian and cycle route - consultation results (*Pages 27 - 46*)  
Report by the Director of Communities, Economy and Transport
- 7 Issuing of postal Penalty Charge Notices (PCNs) by post (*Pages 47 - 52*)  
Report by the Director of Communities, Economy and Transport
- 8 Any urgent items previously notified under agenda item 3

PHILIP BAKER  
Assistant Chief Executive  
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10 March 2017

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## LEAD MEMBER FOR TRANSPORT AND ENVIRONMENT

DECISIONS made by the Lead Member for Transport and Environment, Councillor Carl Maynard, on 19 December 2016 at County Hall, Lewes

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Councillors Keeley, Pursglove and Stephen Shing spoke on Item 4 (see minute 23)  
Councillors Standley and St Pierre spoke on Items 4 and 5 (see minutes 23 and 24)  
Councillor Stogdon spoke on Item 5 (see minute 24)

### 20 DECISIONS MADE BY THE LEAD CABINET MEMBER ON 17 OCTOBER 2016

20.1 RESOLVED to approve as a correct record the minutes of the meeting held on 17 October 2016.

### 21 DISCLOSURE OF INTERESTS

21.1 Councillor Maynard declared a personal interest in Item 5, as the Chair of the Joint Waste Committee, but he did not consider this to be prejudicial.

21.2 Councillor Standley declared a personal interest in Item 5, as a member of the Joint Waste Committee, but he did not consider this to be prejudicial.

### 22 REPORTS

22.1 Reports referred to in the minutes below are contained in the minute book.

### 23 A27 EAST OF LEWES IMPROVEMENT SCHEME - PROPOSED CONSULTATION RESPONSE

23.1 The Lead Member considered a report by the Director of Communities, Economy and Transport.

#### DECISION

23.2 RESOLVED to approve the County Council's response to Highways England's consultation on smaller scale improvements to the A27 between Lewes and Polegate.

#### Reasons

23.3 Following the outcomes of the A27 Feasibility Improvement Study in 2014, £75m was allocated in the DfT's Roads Investment Strategy towards a package of smaller scale improvements to the A27 east of Lewes. The County Council does not support the proposals for Wilmington and Selmeston which have been assessed as offering poor value for money and that further work is required to justify the need for the shared footway / cycleway along the whole length of the A27.

23.4 The County Council does support the proposals to improve the Drusillas roundabout and the improvement to the A27 / A2270 signalised junction along with the railway bridge widening and provision of two lanes in both directions between the A27 / A2270 and Cophall Roundabout junctions in Polegate which both offer very high value for money. This support is on the proviso

that these proposed smaller scale improvements do not compromise our, and our local authority and business partners', wider ambitions for a more comprehensive improvement between Lewes and Polegate coming forward.

#### 24 WASTE AND MINERALS - MONITORING REPORT 2015/16 AND LOCAL AGGREGATE ASSESSMENT 2016

24.1 The Lead Member considered a report by the Director of Communities, Economy and Transport.

#### DECISION

24.2 RESOLVED to (1) approve the Waste and Minerals Monitoring Report 2015/16; and (2) adopt the Local Aggregate Assessment 2016 for publication.

#### Reasons

24.3 The production of a Monitoring Report on waste and minerals policies is a statutory requirement of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). The National Planning Policy Framework (NPPF) states that mineral planning authorities should prepare an annual Local Aggregate Assessment to plan for a steady and adequate supply of aggregates.

**Report to:** Lead Cabinet Member for Transport and Environment

**Date of meeting:** 20 March 2017

**By:** Director of Communities, Economy and Transport

**Title:** Capital Programme for Local Transport Improvements 2017-18

**Purpose:** To seek approval for the proposed allocation of funds to a specific programme of local transport improvements

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**RECOMMENDATIONS:** The Lead Member is recommended to agree:

- (1) The programme of local transport improvements for 2017/18 set out in Appendix 1 to this report; and
  - (2) The allocation of County Council capital funding, development contributions and Local Growth Fund monies towards specific improvements identified in the 2017/18 programme.
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## 1. Background

1.1 The capital programme for local transport improvements sets out a proposed programme of schemes to be developed and delivered in various locations across the county in 2017/18. The programme is funded from a number of sources including a capital allocation from the County Council, development contributions and funding secured from the Government's Local Growth Fund through the South East Local Economic Partnership. A copy of the draft programme is included in Appendix 1.

## 2. Supporting Information

2.1 In May 2011 County Council approved the Local Transport Plan (LTP) 2011 – 2026 which identified the Council's strategy for transport investment. The strategic approach adopted in the LTP is to invest in infrastructure which delivers sustainable economic growth and improves safety, security and health. This will be achieved by developing schemes which tackle congestion, improve safety for all road users and where practical and appropriate, promote sustainable travel on foot, by bike and by public transport.

2.2 The LTP is complemented by a series of Implementation Plans setting out delivery proposals in line with the priorities set out in the plan of supporting sustainable economic growth and improving safety, health and security for five year time periods over its lifetime. The first of the Implementation Plans covered the period 2011/12 to 2015/16; the second Implementation Plan covers the period 2016/17 to 2020/21 and was approved by the Lead Member for Transport and Environment at his decision making meeting on 14 March 2016. The content of the Capital Programme for Local Transport Improvements is consistent with the second LTP Implementation Plan.

2.3 The programme for 2017/18 has been reviewed to take account of the priorities set out in the Council Plan, LTP and its associated Implementation Plan, as well as ensuring the continuation of schemes commenced in the previous financial year and the availability of external contributions.

2.4 A number of priority investment areas are identified in both the LTP and the Implementation Plan. These are Bexhill, Hastings, Eastbourne, Hailsham and South Wealden, Newhaven and Uckfield. The schemes included in the draft programme show a significant investment of County Council funding in local transport improvements in these priority investment areas.

2.5 As part of the LTP Implementation Plan, and with a single budget for Local Transport and Road Safety schemes, a more robust, evidence based prioritisation process has been developed to assess requests received for all types of schemes. This prioritisation framework was approved by the Lead Member for Economy, Transport and Environment in September 2011. One of the key elements of this process involves assessing the extent to which scheme requests would meet the objectives of the LTP. Following the outcomes of the prioritisation process, a number of new schemes have been included in the 2017/18 draft programme.

2.6 The amount of County Council funding in the current approved capital programme for Integrated Transport in 2017/18 amounts to £2.75m. This allocation was approved by County Council on 7 February 2017. Additional external funding, such as development contributions and Local Growth Fund monies, increase the overall level of funding available to implement local transport improvements in the agreed programme by £5.790m in 2017/18. There are constraints on how this external funding may be used, as it can only be used to fund specific improvements in specific geographical areas. In addition, the terms of some funding streams only enable the construction cost of a scheme to be funded, with the design costs having to be funded from County Council resources.

2.7 A number of the schemes in the capital programme are to be funded from the Government's Local Growth Fund. A total of £66.1m of funding has been made available from Rounds 1, 2 and 3 of the Growth Fund for transport schemes in East Sussex to fund transport projects in East Sussex up to 2020/21. This money has been made available following the submission of the Growth Deals by the South East and Coast to Capital Local Economic Partnerships. Some of this funding is for delivering major transport infrastructure (e.g., Queensway Gateway Road, North Bexhill Access Road, Newhaven Port Access Road) required to unlock housing and/or employment sites; funding has also been awarded for the delivery of the following packages of local transport improvements which will support the housing and employment growth in the growth corridors around Eastbourne/South Wealden and Bexhill/Hastings:

- Hailsham, Polegate and Eastbourne Sustainable Transport Corridor
- Eastbourne and South Wealden walking and cycling package
- Eastbourne Town Centre access and improvement package
- Hastings and Bexhill Movement and Access Package (this comprises previous allocations for the junction improvement and walking/cycling packages)

2.8 These packages of local transport improvements will be delivered through the capital programme for local transport improvements in a phased approach, with the majority of the funding having been allocated in the years between 2017/18 and 2020/21.

2.9 Historically, the capital programme included a separate allocation for road safety measures to fund the implementation of engineering schemes at specific sites identified as having a high crash record. There is a general consensus that the most dangerous sites have been addressed through road safety engineering works. However, targeted engineering measures will continue to be introduced in response to problems identified through the ongoing analysis of crash data. This road safety engineering work will be focussed on a corridor approach which aims to introduce a package of measures (e.g. improvements to signing and lining) along high risk sections of routes on our A and B roads where crashes have occurred. Provision for three road safety route studies has been made in the capital programme for 2017/18. The precise locations of the study sites are still in the process of being identified and will include a review of the most recent crash data.

2.10 The draft capital programme was circulated to all Councillors on 10 February 2017 for comments. The comments received from Councillors were considered at a Cross Party Member Panel, consisting of Councillors Stogdon, St Pierre, Pursglove and O'Keeffe held on 20 February 2017. The purpose of the Member Panel was to review the draft programme included in Appendix 1 to this report, consider comments received from other councillors and advise on its content prior to the Lead Member decision making meeting on 20 March 2017. The draft programme reflects the outcomes of the discussions at the Member Panel.

### 3. **Conclusion and Reason for Recommendation**

The draft capital programme set out in Appendix 1 represents a balanced programme of improvements which will help deliver not only the objectives of the County Council's Local Transport Plan but also contribute to achieving broader corporate objectives. I therefore recommended that the funding approved by County Council, development contributions and Local Growth Fund monies identified to support the programme of local transport improvements for 2017/18 be allocated to the programme of schemes set out in Appendix 1

**RUPERT CLUBB**

**Director of Communities, Economy and Transport.**

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LOCAL MEMBERS

All

BACKGROUND DOCUMENTS

None

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**Appendix 1 - Draft Capital Programme for Local Transport improvements 2017-18**

**KEY**

Scheme Type

- BI - Bus Infrastructure
- CY - Cycling
- IN - Public Transport Interchange
- LS - Local Safety Improvements
- RC - Road Crossing
- RD - Local Road Scheme
- WA - Walking
- TM - Traffic management and Traffic Calming
- SM - Speed Management

Stages Complete

- F - Feasibility
- P - Preliminary
- D - Detailed Design
- C - Construction
- PC - Post Construction

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| Location   | District   | Title   |
|--|------------|---|
| <b>Externally Funded Schemes (Development Contributions)</b> |            |   |
| Eastbourne   | Eastbourne | Whitley Road/Seaside Provision of Pedestrian Facilities at Traffic Signal Junction  |
| Eastbourne   | Eastbourne | Horseway Cycling and Walking Route - Phase 1B - Cavendish Place to Ringwood Road  |
| Eastbourne   | Eastbourne | Kings Drive - pedestrian crossing conversion (new)  |
| Eastbourne   | Eastbourne | Langney to Sovereign Harbour cycle route  |
| Eastbourne   | Eastbourne | Willingdon Drove cycle route  |
| Hastings   | Hastings   | Hastings Alexandra Park cycle route   |
| Hastings   | Hastings   | The Ridge Hastings Movement and Access Improvements Bus Stop Improvements and Facilities for Pedestrians                            |
| Hastings   | Hastings   | The Ridge - pedestrian crossing in the vicinity of the Cemetery (new)   |
| Lewes  | Lewes      | Lewes Offham Road Pedestrian Improvements   |
| Peacehaven   | Lewes      | A259 Peacehaven - Pedestrian, Cycling and Bus stop Improvements Ambleside Avenue (Telscombe Cliffs) to Downland Avenue (Peacehaven) |
| Chailey  | Lewes      | Chailey - Warrs Hill Footway  |
| Uckfield   | Wealden    | Uckfield Phase 3 bus station (new)  |
| Uckfield   | Wealden    | Uckfield Phase 4 highway improvements (new)   |
| Wadhurst   | Wealden    | Wadhurst High Street Pedestrian Improvements.   |

| Principal Scheme Type | Development Contributions   |
|-----------------------|---|
| RC                    | s106 contribution: EB/2004/0274 (former coach & lorry park, Wartling Rd)  |
| CY                    | s52 development contribution: EB/86/0431 (Sovereign Harbour)  |
| PC                    | s106 contribution: EB/2012/0823 £172K available   |
| CY                    | s52 development contribution: EB/86/0431 (Sovereign Harbour)  |
| CY                    | s52 development contribution: EB/86/0431 (Sovereign Harbour)  |
| CY/WA                 | s106 contribution available for construction: HS/09/0284 (Asda, Silverhill) - £44,044   |
| BI/TM                 | Contributions from developments on The Ridge £83,561  |
| PC                    | s106 contribution: HS/2014/00477 (Land at former Hurst Court)   |
| PC                    | Contribution Lewes North Street Quarter Development £50,000.  |
| BI/WA/CY              | LSTF: s106 contributions: LW/07/1256 (Land @ Arundel Road) and LW/07/1018 (Downlands, Roundhay Ave) = £237,475                  |
| RC/WA                 | s106 contribution available for construction: LW/06/0700 (Chailey New Heritage) - £140,062                                      |
| BI                    | Various s106 contributions - available funding to TBC when Phase 2 scheme outturn known. Amount shown for detailed design only. |
| RD                    | Various s106 contributions. Approx £800k held by Wealden.   |
| RC/RD                 | s106 contributions: WD/09/2490 (1 Townslands Rd) - £10,424 and WD/09/1070 (land @ Courthorpe Ave) - £17,425 (both held by WDC)  |

| Proposed Programme 2017 - 2018 |                    |                 |                                     |                                  |                         |                         |                             |   |   |     |
|--------------------------------|--------------------|-----------------|-------------------------------------|----------------------------------|-------------------------|-------------------------|-----------------------------|---|---|-----|
| Funding Sources                |                    |                 |                                     |                                  |                         |                         | Stages Complete end 2017/18 |   |   |     |
| ESCC Funding                   | External Funding   | Community Match | External: Development Contributions | External: LGF - E&SW W&C Package | External: LGF - HPE MAC | External: LGF - H&B MAC | F                           | P | D | C   |
|                                | £ 250,000          |                 | £ 250,000                           |                                  |                         |                         |                             |   |   | X   |
|                                | £ 130,000          |                 | £ 130,000                           |                                  |                         |                         |                             |   |   | X X |
|                                | £ 25,000           |                 | £ 25,000                            |                                  |                         |                         | X                           | X |   |     |
|                                | £ 120,000          |                 | £ 120,000                           |                                  |                         |                         |                             |   | X | X   |
|                                | £ 70,000           |                 | £ 70,000                            |                                  |                         |                         |                             |   | X | X X |
|                                | £ 150,000          |                 | £ 44,404                            |                                  |                         | £ 105,596               |                             |   | X | X X |
|                                | £ 162,000          |                 |                                     |                                  |                         | £ 162,000               |                             |   | X | X X |
|                                | £ 30,000           |                 |                                     |                                  |                         | £ 30,000                | X                           | X |   |     |
| £ 30,000                       | £ 50,000           |                 | £ 50,000                            |                                  |                         |                         |                             |   | X | X   |
| £ 76,057                       | £ 237,475          |                 | £ 237,475                           |                                  |                         |                         |                             |   | X | X X |
|                                | £ 60,000           |                 | £ 60,000                            |                                  |                         |                         |                             |   | X | X X |
|                                | £ 30,000           |                 | £ 30,000                            |                                  |                         |                         |                             | X | X | X   |
|                                | £ 50,000           |                 | £ 50,000                            |                                  |                         |                         | X                           | X |   |     |
| £ 37,958                       | £ 22,042           |                 | £ 22,042                            |                                  |                         |                         |                             |   | X | X X |
| <b>£ 144,015</b>               | <b>£ 1,386,517</b> |                 | <b>£ 1,088,921</b>                  | <b>£ -</b>                       | <b>£ -</b>              | <b>£ 297,596</b>        |                             |   |   |     |

| Location  | District           | Title  | Principal Scheme Type | Development Contributions   | Funding Sources |                  |                 |                                     |                                  |                         | Stages Complete end 2017/18 |             |             |   |           |   |   |   |   |   |  |
|---|--------------------|--|-----------------------|---|-----------------|------------------|-----------------|-------------------------------------|----------------------------------|-------------------------|-----------------------------|-------------|-------------|---|-----------|---|---|---|---|---|--|
|   |                    |  |                       |   | ESCC Funding    | External Funding | Community Match | External: Development Contributions | External: LGF - E&SW W&C Package | External: LGF - HPE MAC | External: LGF - H&B MAC     | L           | D           | O | C         | U |   |   |   |   |  |
| <b>Local Growth Fund Schemes</b>                  |                    |  |                       |   |                 |                  |                 |                                     |                                  |                         |                             |             |             |   |           |   |   |   |   |   |  |
| Bexhill   | Rother             | A269/B2182 London Road Corridor  | RD/TM/WA/CY/BI/RC     |   |                 |                  |                 |                                     |                                  |                         |                             |             |             |   |           | X | X |   |   |   |  |
| Bexhill   | Rother             | A259 Little Common Bexhill to Ravenside Retail Park  | RD/TM/WA/CY/BI/RC     |   | £               | 139,000          |                 |                                     |                                  |                         |                             | £           | 139,000     |   |           | X | X |   |   |   |  |
| Bexhill   | Rother             | Bexhill B2182 Cooden Sea Rd (Little Common to Cooden Drive)  | RD/TM/WA/CY/BI/RC     |   |                 |                  |                 |                                     |                                  |                         |                             |             |             |   |           | X | X |   |   |   |  |
| Bexhill   | Rother             | Bexhill B2182 Cooden Dr (Cooden Sea Road to Bexhill Stn)   | RD/TM/WA/CY/BI/RC     |   |                 |                  |                 |                                     |                                  |                         |                             |             |             |   |           | X | X |   |   |   |  |
| Bexhill   | Rother             | Town Centre Walking Cycling and Traffic Management Improvements  | TM/WA/CY              |   | £               | 120,000          |                 |                                     |                                  |                         |                             | £           | 120,000     |   |           | X | X |   |   |   |  |
| Bexhill   | Rother             | Cycle route development Seafront to Bexhill High School/Sidley Route Seafront to NE Bexhill Cycle Route, West Bexhill Routes | CY                    |   | £               | 190,000          |                 |                                     |                                  |                         |                             | £           | 190,000     |   |           | X | X |   |   |   |  |
| Hastings  | Hastings           | A259 between the Ravenside Retail Park Hastings Road and The Ridge   | RD/TM/WA/CY/BI/RC     |   |                 |                  |                 |                                     |                                  |                         |                             |             |             |   |           | X | X |   |   |   |  |
| Hastings  | Hastings           | A21 Sedlescombe Road between Battle Road and The Ridge   | RD/TM/WA/CY/BI/RC     |   |                 |                  |                 |                                     |                                  |                         |                             |             |             |   |           | X | X |   |   |   |  |
| Hastings  | Hastings           | Hastings Town Centre Area  | RD/TM/WA/CY/BI/RC     |   | £               | 140,000          |                 |                                     |                                  |                         |                             | £           | 140,000     |   |           | X | X |   |   |   |  |
| Hastings  | Hastings           | Hastings B2159 Battle Rd (A21 to A259 The Ridge)   | RD/TM/WA/CY/BI/RC     |   |                 |                  |                 |                                     |                                  |                         |                             |             |             |   |           | X | X |   |   |   |  |
| Hastings  | Hastings           | Hastings A2101 St Helens Rd (Bethune Way to A21)   | RD/TM/WA/CY/BI/RC     |   |                 |                  |                 |                                     |                                  |                         |                             |             |             |   |           | X | X |   |   |   |  |
| Hastings  | Hastings           | East - West Cycle Route Development - (Hastings Walking and Cycling Strategy Implementation Plan)                            | CY                    |   | £               | 241,000          |                 |                                     |                                  |                         |                             | £           | 241,000     |   |           | X | X | X |   |   |  |
| Hastings  | Hastings           | Havelock Road, Hastings Pedestrian Crossing (contribution from Hastings parking surplus)                                     | RC                    | contribution from Hastings parking surplus, approx £80,000                                  | £               | 150,000          |                 | £                                   | 80,000                           |                         |                             | £           | 70,000      |   |           |   | X | X |   |   |  |
| Hastings  | Hastings           | Hastings - Sandown School Pedestrian Crossing, The Ridge   | PC                    | contribution from Sandown Primary School for car park alterations, which equates to £45,000 | £               | 200,000          |                 | £                                   | 45,000                           |                         |                             | £           | 155,000     |   |           |   | X | X | X |   |  |
| <b>Sub Total - Hastings and Bexhill</b>           |                    |  |                       |   | £               | -                | £ 1,180,000     | £                                   | -                                | £ 125,000               | £                           | -           | £ 1,055,000 |   |           |   |   |   |   |   |  |
| Eastbourne  | Eastbourne         | Victoria Drive - Pedestrian Improvements study   | PC                    |   |                 | £ 100,000        |                 |                                     |                                  |                         |                             | £ 100,000   |             |   |           | X | X | X | X |   |  |
| Hailsham, Polegate, Eastbourne                    | Eastbourne Wealden | Hailsham/Polegate/Eastbourne Sustainable Transport Corridor  | TM/BI/CY/WA           |   |                 | £ 255,000        |                 |                                     |                                  |                         |                             | £ 255,000   |             |   |           | X | X | X |   |   |  |
| Eastbourne  | Eastbourne         | Town centre to hospital cycle route  | CY                    |   |                 | £ 1,240,000      |                 |                                     |                                  |                         |                             | £ 1,240,000 |             |   |           | X | X |   |   |   |  |
| <b>Sub total Hailsham/Polegate/Eastbourne MAC</b> |                    |  |                       |   | £               | -                | £ 1,595,000     | £                                   | -                                | £ -                     | £                           | -           | £ 1,595,000 | £ | -         |   |   |   |   |   |  |
| Eastbourne  | Eastbourne         | Meads Area Pedestrian and Safety Improvements  | LS/TM                 |   | £               | 45,000           |                 |                                     |                                  |                         |                             |             |             |   |           |   |   |   | X | X |  |
| Eastbourne  | Eastbourne         | Horseway Cycling and Walking Route - Phase 3 - Lottbridge Drove to Sovereign Harbour   | CY                    | s52 development contribution: EB/86/0431 (Sovereign Harbour)                                | £               | 305,000          | £               | 675,000                             | £                                | 175,000                 | £                           | 500,000     |             |   |           |   |   |   |   | X |  |
| <b>Sub total Eastbourne &amp; South Wealden</b>   |                    |  |                       |   | £               | 350,000          | £ 675,000       | £                                   | -                                | £ 175,000               | £                           | 500,000     | £           | - | £ -       |   |   |   |   |   |  |
|   |                    |  |                       |   | £               | 350,000          | £ 3,450,000     | £                                   | -                                | £ 300,000               | £                           | 500,000     | £ 1,595,000 | £ | 1,055,000 |   |   |   |   |   |  |



| Location               | District   | Title  | Principal Scheme Type | Development Contributions | Funding Sources |                  |                 |                                     |                                  | Stages Complete end 2017/18 |                         |   |   |   |   |   |   |
|------------------------|------------|--|-----------------------|---------------------------|-----------------|------------------|-----------------|-------------------------------------|----------------------------------|-----------------------------|-------------------------|---|---|---|---|---|---|
|                        |            |  |                       |                           | ESCC Funding    | External Funding | Community Match | External: Development Contributions | External: LGF - E&SW W&C Package | External: LGF - HPE MAC     | External: LGF - H&B MAC | L | D | U | C | R |   |
| <b>Community Match</b> |            |  |                       |                           |                 |                  |                 |                                     |                                  |                             |                         |   |   |   |   |   |   |
| County wide            |            | Community Match Initiative - New schemes     |                       | Community Match           | £ 80,000        | £ -              | £ -             |                                     |                                  |                             |                         |   | X | X | X | X | X |
| Eastbourne             | Eastbourne | St Andrews School Zebra Crossing, Eastbourne | WA                    | Community Match           | £ 30,500        | £ 26,500         | £ 26,500        |                                     |                                  |                             |                         |   |   |   | X | X | X |
| Lewes                  | Lewes      | Brighton Road Lewes Puffin Crossing          | WA                    | Community Match           | £ 32,000        | £ 50,000         | £ 50,000        |                                     |                                  |                             |                         |   |   |   | X | X | X |
| Westfield              | Rother     | Cottage Lane footway, Westfield              | WA                    | Community Match           | £ 50,000        | £ 23,000         | £ 23,000        |                                     |                                  |                             |                         |   |   |   | X | X | X |
| Nutley                 | Wealden    | Nether Lane - speed limit                    | LS                    | Community Match           | £ 2,500         | £ 1,000          | £ 1,000         |                                     |                                  |                             |                         |   |   |   | X | X | X |
| Daneshill              | Wealden    | Daneshill - Double Yellow Lines              | LS                    | Community Match           | £ 1,500         | £ 1,000          | £ 1,000         |                                     |                                  |                             |                         |   |   |   | X | X | X |
|                        |            |  |                       |                           | £ 196,500       | £ 101,500        | £ 101,500       | £ -                                 | £ -                              | £ -                         | £ -                     |   |   |   |   |   |   |

| Planned Programme                    | ESCC        | External    | Community Match | External: Development Contributions | External: LGF - E&SW W&C Package | External: LGF - HPE MAC | External: LGF - H&B MAC | Total       |
|--------------------------------------|-------------|-------------|-----------------|-------------------------------------|----------------------------------|-------------------------|-------------------------|-------------|
| Cumulative Total Capital Expenditure | £ 2,700,000 | £ 5,138,017 | £ 101,500       | £ 1,588,921                         | £ 500,000                        | £ 1,595,000             | £ 1,352,596             | £ 7,838,017 |
| Salary Recharges                     | £ 200,000   |             |                 |                                     |                                  |                         |                         | £ 200,000   |
| Total Capital Expenditure            | £ 2,900,000 | £ 5,138,017 | £ 101,500       | £ 1,588,921                         | £ 500,000                        | £ 1,595,000             | £ 1,352,596             | £ 8,038,017 |

| Funded from   | ESCC               |
|---|--------------------|
| ESCC Capital Allocation                                 | £ 2,750,000        |
| Slippage from 2016/17                                   | £ 150,000          |
| Development Contributions/Community Match contributions | £ 1,690,421        |
| Local Growth Fund                                       | £ 4,100,000        |
| <b>Total Available</b>                                  | <b>£ 8,690,421</b> |

**Report to:** Lead Cabinet Member for Transport and Environment

**Date of meeting:** 20 March 2017

**By:** Director of Communities, Economy and Transport

**Title:** Allocation of the 2017/18 Community Match Funding to a number of community led local transport schemes

**Purpose:** To seek approval for the proposed allocation of match funding to a number of community led local transport improvement schemes

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**RECOMMENDATIONS:** The Lead Member is recommended to:

- (1) Agree that £80,000 of match funding should be allocated towards two further specific community led transport improvement schemes for which design work has now been completed, for their construction in 2017/18;
  - (2) Agree that £29,600 of match funding should be allocated towards five specific community led transport improvement schemes for construction in 2017/18;
  - (3) Agree that two applicants should be advised that it is not yet possible to take a decision on match funding and that they should commission feasibility studies for their schemes;
  - (4) Agree that the application for reduced speed limits in Piltdown should not be taken forward; and
  - (5) Agree that the balance unallocated from the match funding available in 2017/18 should be held for potential allocation to schemes later this year.
- 

## 1 Background Information

1.1 The Community Match was launched in 2014 and provided a mechanism under which we have worked with communities to take forward their locally important small scale transport improvements that were not of sufficient priority to be delivered using County Council funding alone. To date £100,000 of capital funding has been allocated annually for taking these schemes forward.

1.2 Since its launch there have been 31 applications for Community Match funding; 20 schemes have been approved to be taken forward, and to date 13 schemes have been completed. Whilst Community Match has successfully delivered a wide range of local transport improvements that have made a real difference to communities, a number of issues have arisen in the development and delivery of some of these schemes. With the award of the new Highways Contract to the Costain/CH2M Joint Venture, we have taken the opportunity to review the operation of Community Match, evaluate the previous issues that have arisen to learn lessons and improve the offer to our communities. A summary of the review is included at Appendix 1.

## 2 Supporting Information

2.1 A sum of £250,000 has been allocated from the County Council's 2017/18 Capital Programme for Local Transport Improvements to match fund improvement schemes that are to be developed and implemented through the Community Match Fund. The funding that was unallocated in 2016/17 has also been rolled forward into 2017/18, giving a total of £302,437 available to take forward schemes in this financial year.

2.2 The issues surrounding Community Match as well as existing and potential schemes were considered by a Cross Party Member Panel, consisting of Councillors Stogdon, O'Keeffe, St Pierre and Pursglove on 20 February 2017. Details of all the current Community Match schemes and the assessments/recommendations for the new applications are at Appendix 2.

2.3 Two of the schemes approved for design work in the previous funding round considered by the Lead Member at his decision making meeting on 14 March 2016 are now ready to be

considered for the match funding to enable them to be constructed. Accordingly, members of the Panel agreed that a recommendation should be made to the Lead Member that the following two schemes had now progressed sufficiently and should be approved for match funding and taken forward to construction:

- St Andrews School Zebra Crossing, Eastbourne £20,000
- Brighton Road Lewes Puffin Crossing, Lewes £60,000

2.4 Nine new applications were received within this funding round. The new applications were assessed against the County Council's policies and the agreed criteria that are used to establish which schemes should be a priority for possible funding through the Community Match. Following consideration of the new applications, the Panel agreed that the following recommendations should be made to the Lead Member:

- The following four applications, which scored highest in the priority assessment, should be approved for the following match funding amounts and taken forward for design and construction:
  - Coopers Green Road speed limit reduction £4,500
  - Cripps Corner Road Layby £13,500
  - Catsfield school buildout and speed limit £8,500
  - Sacred Heart School flashing signs £3,100
- Officers discuss the identified concerns about the application for a lower speed limit on Bird In Eye Hill in Framfield with the Parish Council and local Member to ensure they were aware of the potential risks. Subject to the outcome of these discussions the application could be considered for the allocation of match funding later in 2017/18.
- Application for tourist information signs, to be fully funded by Seaford Town Council be approved to be implemented through the Community Match mechanism and at nil cost to the County Council.
- The following two applications were not yet at a stage where a decision could be taken on allocating match funding towards them and therefore both the applicants are advised to commission a feasibility study to define the scope and potential cost of the scheme and, subject to the outcome of these feasibility studies as well as local consultation, these applications could then be considered for the allocation of match funding later in 2017/18.
  - Sevenoaks Road pedestrian crossing/traffic calming, Eastbourne;
  - Plumpton speed limit reductions
- The application for lower speed limits on Shortbridge Road and Golf Club Lane in Piltdown should not be taken forward in light of officer concerns about the potential adverse impacts.

2.5 Members of the panel also agreed to recommend to the Lead Member that the remaining unallocated balance of match funding available in 2016/17 should be held for allocation to Community Match Schemes later in the 2017/18 financial year.

### **3 Conclusion and Reasons for Recommendation**

3.1 Following the outcomes of the Cross Party Member Panel held on 20 February 2017, it is recommended that the Lead Cabinet Member for Transport and Environment agree the allocation of £80,000 of match funding to the St Andrews zebra crossing, Eastbourne, and Brighton Road puffin crossing, Lewes community match schemes for construction in 2017/18.

3.2 It is also recommended that the Lead Member agrees to the allocation of £29,600 of match funding to the five community led local transport improvements identified in section 2.4 of the report for design and construction in 2017/18, and that a decision on whether match funding should be allocated to allow the Bird In Eye Hill scheme to proceed in 2017-18 should be taken at a future meeting:

3.3 Furthermore it is recommended that the applicants for the Sevenoaks Road pedestrian crossing/traffic calming and Plumpton speed limit applications should be advised to commission a feasibility study and subject to the outcome of that work, a decision about whether match funding

should be allocated to allow them to be implemented in 2017-18 could be taken at a future meeting.

3.4 It is also recommended that the Lead Cabinet Member for Transport and Environment should agree that the application for speed limit reductions in Piltdown should not be taken forward.

3.5 Furthermore, it is recommended that the balance of funds which would remain unallocated from the match funding available in 2017/18 should be held for the potential allocation to Community Match Schemes later this year.

**RUPERT CLUBB**

**Director of Communities, Economy and Transport**

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LOCAL MEMBERS

Councillors Galley, O’Keeffe, Dowling, Standley, Sheppard, Shuttleworth, Davies, Field, Lambert, Carstairs, Charlton

BACKGROUND DOCUMENTS: None

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## **Community Match Briefing Note for Cross Party Member Panel on 20<sup>th</sup> February 2017**

### **Background**

Community Match was launched in 2014 and provided a framework under which we have worked with communities to take forward their locally important small scale transport improvements that were not of sufficient priority to be delivered using County Council funding alone.

Communities commit to take ownership of their scheme, carry out local consultation to demonstrate support for the scheme and provide at least 50% of the scheme costs. The County Council has then match funded the remainder of the costs, and worked together with the community to design and construct the scheme. To date £100,000 of capital funding has been allocated annually for taking these schemes forward.

Since its launch there have been 31 applications for Community Match funding; 20 schemes have been approved to be taken forward, and to date 13 schemes have been completed.

### **Review of Community Match**

Whilst Community Match has successfully delivered a wide range of local transport improvements that have made a real difference to communities which otherwise would not have been taken forward, the delivery of some of these schemes has not always been a smooth process and a number of issues have arisen. Taking the opportunity of the award of the new Highways Contract to the Costain/CH2M Joint Venture, the operation of Community Match was thoroughly reviewed to learn lessons and improve the offer to communities.

As a result, there are a number of changes proposed to the way Community Match operates. The County Council will retain approval of schemes and the allocation of match funding, but responsibility for delivering Community Match has passed to Costain/CH2M and been incorporated into their Social Value offering. This ensures the benefits of Community Match continue and also brings a new commercial edge to the offer to communities.

### **Lessons Learnt**

Several issues occurred frequently with schemes that have been delivered through Community Match, and they can be summarised into several main categories, discussed below:

#### **Aims and Objectives**

Several applications were received from communities keen to have “something” done, but often what they were asking for did not refer to an identified problem they were trying to resolve.

We need to ensure that limited resources are directed to schemes that deliver clear benefits and this should apply equally to schemes that are jointly funded by the local community. To ensure that this is the case, when making an application, communities should clearly identify what the problem or issue is that they are trying to address, and the benefits that their scheme will deliver. The problem should be backed up by evidence such as speed data or crash records.

### **Feasibility of Schemes**

Aiming to help communities take forward their locally important schemes, often only very limited feasibility design work had been carried out before the community made an application and a broad concept rather than an actual defined scheme was progressed through the application process. Sometimes significant issues that had an effect on the scope of the scheme and its timescale for delivery and cost did not come to light until much later on in the delivery process.

To alleviate these problems Community Match needs a mechanism whereby more formal early feasibility design work can be carried out before a community makes an application for match funding. This will ensure that schemes are actually feasible, as well as identifying the necessary scope of the scheme and providing communities better information about the likely cost of their scheme, for them to determine if it is affordable and deliverable. For schemes that are then subsequently taken forward this will also help identify potential issues early on when they can be more easily resolved during the design process, reducing the likelihood of time delays and cost increases later on during construction.

A new feasibility study stage has been introduced, whereby communities can commission Costain/CH2M to undertake a feasibility study for their schemes. A feasibility study can be requested at any time and will cost in the region of £500-£1000. This will include a site visit and meeting with the community group by an engineer who will assess the merits and feasibility of the scheme based on current highway and traffic, highway boundaries, safety implications and logistics of request, as well as giving an indicative cost for the design and construction of the project.

It is recommended that prior to submitting a Community Match application communities should commission a feasibility study to take their concept to a defined scheme. This may need to include the community commissioning speed surveys and gathering crash data and other information necessary to define their scheme.

## **Public Consultation, Support and Opposition to schemes**

There have been several instances when significant opposition has been encountered to schemes, often late on in the delivery process and even though the scheme was reported to be supported by the local community.

Communities need to more clearly demonstrate that their schemes have local support and that any opposition to their schemes has been considered.

It is recommended that following their feasibility study communities should carry out a local consultation with their residents and other stakeholders. The responses from the consultation should then be considered by the relevant Parish Council or organisation in deciding whether or not to proceed with making a Community Match application.

## **Traffic Regulation Orders**

Several schemes have been taken forward that have required TRO's such as parking restrictions and speed limits. In a number of cases, objections have been received to the TRO when it has been advertised. Whilst objections can be considered by Planning Committee, often these schemes do not have evidence to counter the objections, leaving the scheme in a precarious position and potentially then with abortive work and costs should it not proceed to construction. By focussing on the evidence to identify the problem and also carrying out greater early consultation, these issues could be reduced; however there will always remain the chance that objections will be received to TRO's.

## **Costs and Timescales**

Communities have been surprised at the length of time it takes to deliver schemes and the processes involved. The cost of schemes has also caused surprise. Cost rises due to changes either as part of the design process, or during construction on site have also caused issues.

As part of the feasibility study, outline cost information will be given, which will allow communities to determine if their scheme is affordable at an earlier stage and avoid abortive design costs if they are not in a position to find the necessary funds.

It is also proposed that once a scheme is approved for design and construction, the work will then be carried out on a fixed fee basis, rather than the current share of outturn costs. This will give communities greater cost certainty.

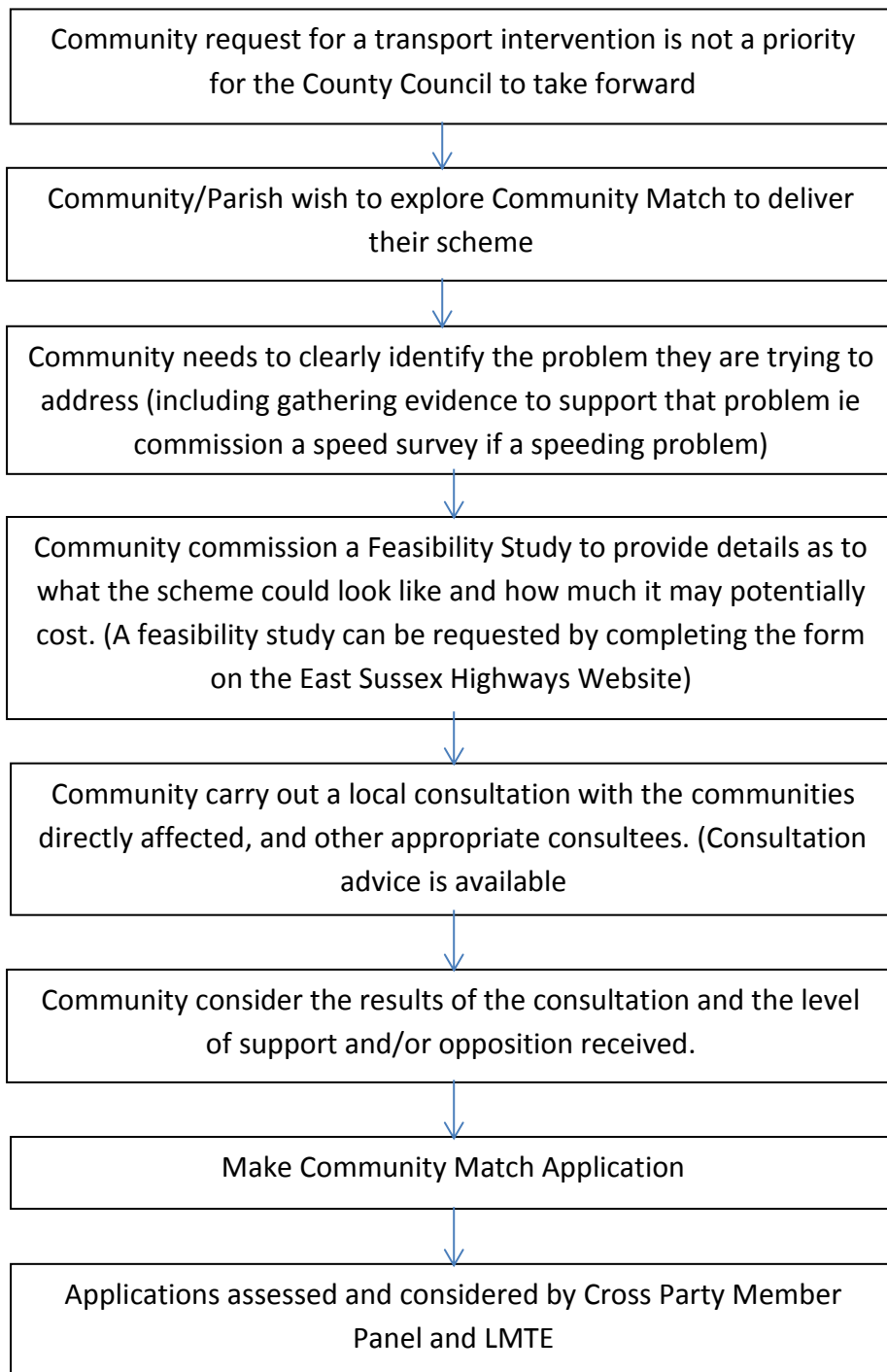
## **New JV PM**

Whilst Community Match has delivered many good schemes, there have been times when communities have not been kept as informed with progress as they could have been. The Costina/CH2M JV proposed to have a dedicated Project

Manager to look after Community Match who will be able to liaise directly with the communities involved.

### Revised Community Match Flowchart

To improve the level of service offered to communities, it is proposed that the flowchart below is followed by Community Match schemes. It should be stressed that for a scheme that is ultimately delivered this has not increased the work that communities need to undertake, but rather has just changed the order in which activities are carried out with the aim of avoiding abortive work and additional costs and delays later on. Advice and support will be available to communities throughout the process via the Project Manager.





Approved schemes delivered via Costain/CH2M

### **New Applications**

A number of new applications have been received alongside some schemes that were not taken forward previously that have re-applied. There are also two schemes that were approved for design only previously, which are now ready to be considered for match funding for construction.

Details of the schemes are shown in the accompanying spreadsheet, along with Officers comments following their assessment of the applications against the agreed criteria.

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New Applications requiring a decision

| Scheme   | Parish    | County Councillor  | Description  | Estimated Cost | Community Funding Amount | Match Funding Required | Feasibility Study Completed   | Local Consultation carried out   | Comments  | Detailed Assessment VfM Score | Officer Recommendation   | Cross Party member Panel Recommendation |
|--|-----------|--------------------|--|----------------|--------------------------|------------------------|---|--|---|-------------------------------|--|---|
| Coopers Green Road speed limit reduction                             | Buxted    | Cllr Galley        | Reduction in the national speed limit to 40mph along Coopers Green Road Buxted. Some additional signing and lining (repeaters/roundels) required to reduce current speeds. | £9,000         | £4,500                   | £4,500                 | Partially - previous discussions with Road Safety Team and LMTE Report                            | Yes, positive response from all 29 households.   | The LM report stated "A speed survey carried out on Coopers Green Road between the 15th and 23rd June 2015 recorded the average speed of traffic to be 41mph northbound and 43mph southbound, with 85th percentile speeds of 48mph northbound and 51mph southbound. The results of the speed survey indicate that a 40mph speed limit on Coopers Green Road would be poorly complied with unless we introduced some engineering measures to help slow down traffic in accordance with a 40mph speed limit. The level of engineering measures would however be relatively light with signs and road markings/roundels probably being adequate to reduce the mean speeds to an acceptable level. Whilst more robust measures would be more effective we are not sure that they are warranted. Will need discussion with Sussex Police to ensure their support.  | 17.8                          | Recommend scheme is approved to be taken forward to implementation, subject to agreement with Buxted PC on revised costs.  |   |
| Bird in Eye Hill speed limit reduction                               | Framfield | Cllr Chris Dowling | Reduction in the national speed limit to 40mph along Bird In Eye Hill, Framfield. Minimal signs and road markings required.  | £7,000         | £3,500                   | £3,500                 | Yes - previous discussions with Road Safety Team and Sussex Police. Speed surveys carried out     | Scheme initiated from local residents  | This site has been previously visited with Sussex Police and a reduction in the speed limit to 40mph is agreed with signs and signs alone. This assessment was based on the level of frontage development and the environment. Speed data has subsequently been collected. Mean speeds of 35 E/B, 38 W/B average of 36, would indicate that a signs/lines only scheme would be appropriate for this location. The only slight concern is that the 85th %ile speeds of 41mph and 43mph would indicate that the vast majority of traffic was driving appropriately for the conditions and that a 40 mph speed limit may push the mean speed up. The Parish Council should be made aware that a signed 40mph limit may push speeds up.   | 28.2                          | Advise Framfield Parish Council and Cllr Dowling of the risk that speeds could increase should a 40 limit be introduced. Also advise them of the revised cost and seek clarification that they are comfortable with the additional funding they would need to provide, given the risk. Members to consider whether this scheme represents value for money and so whether it should be recommended to be taken forward or not. Any decision to proceed would be dependant on the responses to the risk and availability of funding. |   |
| Shortbridge Road and Golf Club Lane, Piltdown speed limit reductions | Fletching | Cllr Galley        | Reduction in the national speed limit to 40mph along Shortbridge Road and Golf Club Lane, Piltdown.  | £6,000         | £0                       | £0                     | Partially - previous discussions with Road Safety Team, speed surveys carried out and LMTE Report | Previous petition calling for lower speed limit but no consultation on specific proposals. | The results of the speed surveys on Golf Club Lane (mean 34/36mph and 85%ile 41/44mph) and the southern section of Shortbridge Road (mean 35/34mph and 85%ile 42/40mph) indicate that traffic is already driving to the conditions and from a road safety perspective a lower speed limit would not be warranted as the posted speed limit will be significantly above the existing speed of traffic. This may encourage an increase in speed and a potential negative impact on casualties. The results of the speed surveys on the northern section of Shortbridge Road (mean 41/38mph and 85%ile 48/45mph) indicate that additional traffic calming measures would be required to ensure compliance with a lower speed limit here, and it is considered that without significant (and costly) measures the limit would be unlikely to receive Police support. This is a local community desire that has political support. | not assessed                  | The speed surveys indicate that in the main drivers are not driving excessively fast, but rather are driving appropriately for the nature of the road. The environment, being a rural road, does not look and feel like an area where drivers would expect to see a speed limit, and with the measured speeds it is not considered that it is an appropriate area for a speed limit to be introduced. Recommend that the application is not taken forward.   |   |

|   |            |                                       |  |         |         |         |  |   |   |                                    |  |
|---|------------|---------------------------------------|--|---------|---------|---------|--|---|---|------------------------------------|--|
| Plumpton speed limit reductions   | Plumpton   | Cllr Sheppard                         | Reduction in the national speed limit to 40mph along Station Road and Plumpton Lane                                | £12,000 | £6,000  | £6,000  | No   | Some through Village Action Plan and correspondence, but no specific to a defined scheme. | Long standing correspondence with Road Safety Team. They have applied for the whole length of road, but have previously been advised that only parts may be potentially suitable. The middle section has limited frontage development and so is considered unlikely to be suitable. Speed surveys are required to determine the scope of the scheme, with potentially a feasibility study also needed if engineering measures are necessary to introduce a lower speed limit. Unable to assess application at this time as scope not defined.           | not assessed                       | PC to be advised to concentrate on the areas previously considered potentially suitable for lower limit. PC to be advised that they need to commission speed surveys. Subject to outcome of those speed surveys it may or not be possible to take forward some or all sections of the speed limit and a feasibility study may also be required. Parish also to be advised that they would need to undertake local consultation on their proposals. Recommend the Parish are advised of the need for them to undertake further work, and the potentially greater cost than they were anticipating to deliver the scheme. If they wish to proceed then subject to the outcome of the work and consultation, their scheme could be considered for match funding later in this financial year. |
| Sevenoaks Road, Eastbourne Traffic Calming                                  | Eastbourne | Cllr Shuttleworth                     | Desire for traffic calming and a new zebra crossing along Sevenoaks Road in Eastbourne                             | £50,000 | £25,000 | £25,000 | No - in principle discussions with Road Safety Team, but no feasibility work carried out | No  | In principal we had have no objections to a properly designed scheme but have advised them to restrict the length of their proposals to cover area around the school and the pedestrian crossing point from the school to the open space opposite. Whilst we could support the concept of the scheme, we are unable to properly assess the application at this time as the feasibility and scope of scheme are not determined.  | not assessed                       | Recommend that the community is advised to apply for a feasibility study to define the scheme, and then carry out a local consultation to demonstrate support for the specific measures proposed. Subject to the progress of the feasibility study and outcome of the consultation, the scheme could be considered for match funding later in this financial year.   |
| Cripps Corner Road Staplefield proposed layby                               | Ewhurst    | Cllr Davies                           | Provision of a new layby to formalise existing parking on the verge.   | £27,000 | £13,500 | £13,500 | Yes - feasibility study commissioned by PC   | Yes   | Long standing desire for the PC. No issues in terms of road safety/traffic management. Local consultation showed some opposition, Parish Council have considered the opposition and noted the concerns but resolved to go ahead.  | 22.9                               | Recommend approved to be taken forward, subject to agreement of the costs with Ewhurst PC  |
| Buildout outside Catsfield school 30mph speed limit and Double Yellow Lines | Catsfield  | Cllr Field                            | Buildout outside Catsfield school, extension of the 30mph speed limit and Double Yellow Lines to protect junctions | £20,000 | £11,500 | £8,500  | Some - previous discussions with Road Safety Team.                                       | Yes   | Long standing desire for the PC. No issues in terms of road safety/traffic management. Existing 30mph speed limit needs to be extended to give greater impact to any scheme. Previously discussed following a design submitted as part of the Nursey School extension that was not progressed. This was discussed with Sussex Police who raised no objections in principal to a traffic management scheme including a revised speed limit. Some design concerns regarding forward visibility of a buildout would need resolving through design process. | 28.1                               | Recommend approved to be taken forward.  |
| Seaford Town Centre Tourist Signs   | Seaford    | Cllrs Lambert, Carstairs and Charlton | Provision of new tourist information and pedestrian signs.   | £12,000 | £12,000 | £0      | Yes - previous design work carried out by old IDD Team                                   |   | Fully funded scheme. Seaford Town Council wish to better indicate to through traffic where Seafords attractions are. Design work previously carried out by IDD Team, but some issues remain around what destinations are signed and approvals needed for this, as well as foundation and post details. Updated estimate required. Community Match acts as a method to manage the schemes delivery, all costs paid by STC  | Not assessed - fully funded scheme | Recommend approved to be taken forward.  |



|                                     |          |               |  |        |        |        |  |  |  |    |   |  |
|-------------------------------------|----------|---------------|--|--------|--------|--------|--|--|--|----|---|--|
| Sacred Heart School, flashing signs | Wadhurst | Cllr Standley | Erection of flashing "wig-wag" road signs on B2100, reminding drivers of 30mph limit and proximity of school and church. | £6,200 | £3,100 | £3,100 | Yes - previous discussions with Road Safety Team | Yes with school parents, governors, but not with local residents | No specific issues. We have looked at this in the past and whilst we would support the provision of the flashing units the school is private, there is not an identified road safety issue and the majority of the children are transported by car, therefore not a priority for ESCC. There is no footway on the school side of the road and the observations of the Parish Council and the County Councillor are that any pedestrians that use the school must cross the road. With limited visibility because of the bend to the west, the flashing amber lights would serve to highlight the presence of the school. | 39 | Recommend approved to be taken forward, subject to satisfactory outcome of consultation with directly affected residents. |  |
|-------------------------------------|----------|---------------|--|--------|--------|--------|--|--|--|----|---|--|

**Applications from earlier funding rounds requiring a funding decision**

| Scheme                               | Parish     | County Councillor | Description   | Estimated Cost | Community Funding Amount | Match Funding Required | Feasibility Study Completed | Local Consultation carried out | Comments  | Detailed Assessment Vfm Score | Officer Recommendation              | Cross Party member Panel Recommendation |
|--------------------------------------|------------|-------------------|---|----------------|--------------------------|------------------------|-----------------------------|--------------------------------|---|-------------------------------|-------------------------------------|---|
| St Andrews School Zebra Crossing     | Eastbourne |                   | New Zebra Crossing outside St Andrews School in Eastbourne                    | £40,000        | £20,000                  | £20,000                | Yes                         | Yes                            | Preliminary design has been completed, costs to be confirmed with JV, discussion required with school |                               | Approve for construction in 2017/18 |   |
| Brighton Road Lewes, Puffin Crossing | Lewes      | Cllr O'Keeffe     | New Puffin Crossing on Brighton Road, Lewes in the vicinity of Montacute Road | £120,000       | £60,000                  | £60,000                | Yes                         | Yes                            | Preliminary design has been completed   |                               | Approve for construction in 2017/18 |   |

**Applications from earlier funding rounds - update on progress, no decision required**

| Scheme  | Parish     | County Councillor | Description  | Indicative Cost | Community Funding Amount | Match Funding Required | Feasibility Study Completed | Local Consultation carried out | Comments   | Detailed Assessment Vfm Score | Officer Recommendation  | Cross Party member Panel Recommendation |
|---|------------|-------------------|--|-----------------|--------------------------|------------------------|-----------------------------|--------------------------------|--|-------------------------------|---|---|
| Cottage Lane, Westfield, provision of new footway | Westfield  | Cllr Maynard      | New footway along Cottage Lane in Westfield  | £30,000         | £15,000                  | £15,000                | Yes                         | Yes                            | The scheme has been significantly delayed by land issues and difficulties in determining the position of the highway boundary. Investigation of these issues is ongoing  |                               | Continue to try and resolve the issues so that the scheme can be delivered in 2017/18<br>To note - scheme has already been approved for construction                      |   |
| Blackham to Ashurst Footway                       | Withyham   | Cllr Whetstone    | Now a new footpath round the edge of a farmers field   | £42,500         | £21,250                  | £21,250                | Yes                         | Yes                            | Following difficulties with a original scheme alongside the A264, this potential alternative of a footpath round the edge of a field has been investigated. PC currently discussing the scheme with the landowner to seek his agreement. |                               | Continue to assist WPC so that should land agreement be forthcoming the scheme can be delivered in 2017/18<br>To note - scheme has already been approved for construction |   |
| Forest Row Double Yellow Lines                    | Forest Row | Cllr              | Double yellow lines at 3 locations in Forest Row   | £2,500          | £1,250                   | £1,250                 | Yes                         | Yes                            | Scheme delayed as objections received to the Traffic Regulation Orders. Scheme to be adjusted and TRO's re-advertised  |                               | Continue to progress TRO's so the scheme can be delivered in 2017/18<br>To note - scheme has already been approved for construction                                       |   |
| Nether Lane, Nutley speed limit reduction         | Maresfield | Cllr Galley       | Reduction in the national speed limit to 30mph along Nether Lane Nutley. Minimal signs and road markings required. | £10,000         | £5,000                   | £5,000                 | Yes                         | Yes                            | Development of scheme has been delayed. Objections have been received during consultation, PC still wish to proceed.   |                               | Continue to progress TRO's so the scheme can be delivered in 2017/18<br>To note - scheme has already been approved for construction                                       |   |
| Church Lane, Danehill, double yellow lines        | Danehill   | Cllr Galley       | Double yellow lines at Church Lane in Danehill   | £5,500          | £2,750                   | £2,750                 | Yes                         | Yes                            | Development of scheme has been delayed. Objections have been received during consultation, PC still wish to proceed.   |                               | Continue to progress TRO's so the scheme can be delivered in 2017/18<br>To note - scheme has already been approved for construction                                       |   |

| Scheme                                    | Design Forecast | Construction Forecast | Total   |
|---|-----------------|-----------------------|---------|
| Bird In Eye Hill – 40 mph speed limit     | £3,750          | £3,850                | £7,600  |
| Coopers Green Road – 40 mph extension     | £3,750          | £5,500                | £9,250  |
| Cripps Corner Layby                       | £5,200          | £21,800               | £27,000 |
| Catsfield – 30mph and Double Yellow Lines | £3,750          | £5,350                | £9,100  |
| Wadhurst Wig-Wags                         | £1,700          | £4,500                | £6,200  |

**Report to:** Lead Member for Transport and Environment

**Date of meeting:** 20 March 2017

**By:** Director of Communities, Economy and Transport

**Title:** Alexandra Park, Hastings. Proposed designated shared pedestrian and cycle route – consultation results

**Purpose:** To consider Hastings Borough Council’s Cabinet report and recommendations, and determine whether the introduction of the shared pedestrian and cycle facility should proceed to detailed design and implementation.

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**RECOMMENDATIONS:** The Lead Member is recommended to:

- (1) Consider the recommendations made within Hastings Borough Council Cabinet report dated January 2016 and subsequent design considerations regarding the introduction of a shared pedestrian and cycle route in Alexandra Park; and**
- (2) Agree that the proposal should be taken forward to detailed design and construction as part of the 2017/18 Capital Programme for Local Transport Improvements.**

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## **1 Background Information**

1.1. Hastings Borough Council (HBC) is leading on the delivery of a proposal to introduce a shared pedestrian and cycle facility within Alexandra Park, with the County Council providing the necessary design support. The facility will form one of the principal routes identified in the Hastings Walking and Cycling Strategy approved by the Lead Member for Transport and Environment on 15 September 2014. The Strategy focuses on identifying a borough-wide network of cycle routes which will be developed and delivered using funding from various sources including Local Growth Fund monies secured through the South East Local Enterprise Partnership (SE LEP), the County Council’s capital programme for local transport improvements and development contributions.

1.2. The scheme cost estimate is £150,000. This will be funded from a combination of a local development contribution from the Asda development in Silverhill (HS/09/0284 - £49,749 available) and Local Growth Fund monies for the Hastings and Bexhill Movement and Access Package (£1.5m available in 2017/18).

## **2. Supporting Information**

2.1 The proposed 3 metre wide shared pedestrian / cycle route will join the Silverhill area with Bethune Way, running via Beaufort Road and then utilising the existing paths through the lower section of Alexandra Park. See Appendix 1 for scheme proposal plans.

2.2 Alexandra Park is designated by Historic England (HE) as grade 2\* registered status due to its historic significance. Whilst confirmation has been obtained that the scheme does not require planning permission, HE has been consulted on the proposals. They consider that the proposals have the potential to cause some harm to the naturalistic and verdant character of the park. As set out in the National Planning Policy Framework (paragraph 132), any harm to a heritage asset requires a clear convincing justification and all ways of minimising the harm should be pursued. This includes referring to the ‘Streets for All’ document in designing the routes, including making them as natural and informal in character as possible, with minimum widths, minimal lighting, signage and appropriate surface treatment, verges and landscaping.

2.3 Between April and August 2015, HBC (as the project lead) undertook a staged consultation exercise. HBC determined that this consultation was not about the principle of a route through the

park as this had already been established through the Hastings Walking and Cycling Strategy published in May 2014.

2.4 The staged consultation therefore focused on the detailed implementation of the route. As a first stage of the consultation, HBC set up a Reference Group of interested parties (Friends of Alexandra Park, The Greenway Group, The Ramblers Association, Hastings and Bexhill Disability Forum and Hastings Urban Bikes) in April 2015 to assess the initial proposals and give early feedback to ESCC and their design consultants prior to the public consultation exercise. This feedback was then considered in the design process where appropriate.

2.5 As a second stage, a public consultation took place between 15 June and 21 August 2015. HBC invited comment through its website, in person at the Community Contact Centre and via a dedicated consultation event in Alexandra Park on 28 June 2015, at which officers from both Councils and the design consultants were available to discuss the proposed route. There were 177 responses to the public consultation. 82 responses were identified as 'for' and 84 'against' the proposals. A petition with 63 signatories against the proposal was also submitted to HBC. The petition did not contain a single statement for signatories to acknowledge and add their signature against but was a collection of various comments against the proposed route. Specific concerns raised included issues of safety, signage and enforcement, as well as opposition to the principle of introducing cycling in the park.

2.6 The public consultation comments received were assessed and reported to HBC's Cabinet in January 2016 (see Appendix 2). HBC agreed in principle to a shared cycle route through Alexandra Park subject to ESCC removing the section of the proposed route in front of the park's café, and following a review of the consultation results, where practicable, maximise the number of signs, bollards, and finger-posts and introduce coloured surface markings. In particular, signage would be required where the route merges or crosses with existing footpaths as well as ensuring 'cyclists dismount' signs are introduced at appropriate locations. It was also requested that cycle racks be provided at appropriate locations within the park.

2.7 Following HBC's Cabinet resolution, the County Council commissioned further design work to consider both the comments submitted as part of the consultation process as well as the Cabinet's recommendations in order to ensure that the safety of all users of the park was paramount in the design, with coloured surfacing and signage now proposed in those areas with potential conflict points or reduced visibility. In addition, an independent Stage 1 Road Safety Audit has been conducted to ensure the safety of all users of the park is considered within the design. The proposals shown in Appendix 1 reflect the consultation comments, HBC Cabinet recommendations and recommendation of the Stage 1 Safety Audit. A Stage 2 Road Safety Audit will be conducted when the detailed design is complete to provide further safety assurance and compliance.

2.8 Should the proposal be implemented, HBC will be responsible for the long term maintenance of the cycle route. HBC will also be conducting post-opening monitoring and enforcement within the park to further ensure the safety of all users. HBC officers will instruct their Rangers and Wardens to have a heightened presence in the park at specific times and to engage with cyclists where appropriate to deter unsafe cycling. Cyclists riding outside the designated route would be potentially liable to Fixed Penalty Notices for contravention of the bye laws. It is anticipated that this proportionate approach combining education and enforcement will encourage appropriate behaviour by all park users.

### **3. Conclusion and Reasons for Recommendations**

3.1 The proposed shared pedestrian and cycle route through Alexandra Park accords with the Walking and Cycling Strategy for Hastings adopted by the County Council in 2014. As scheme lead, HBC has carried out a staged public consultation exercise process to establish local views on the proposal. The design has been shaped by the comments raised and reflected in the consultation, and in HBC's Cabinet's recommendations, to ensure the route can operate as safely as possible for all users. In addition, HBC has presented a post-implementation strategy for monitoring and enforcement within the park.

3.2 The Lead Member is therefore recommended to agree that the scheme be taken forward to detailed design and construction as part of the 2017/18 Capital Programme for Local Transport

Improvements, subject to any minor modifications which are identified during the detailed design stage.

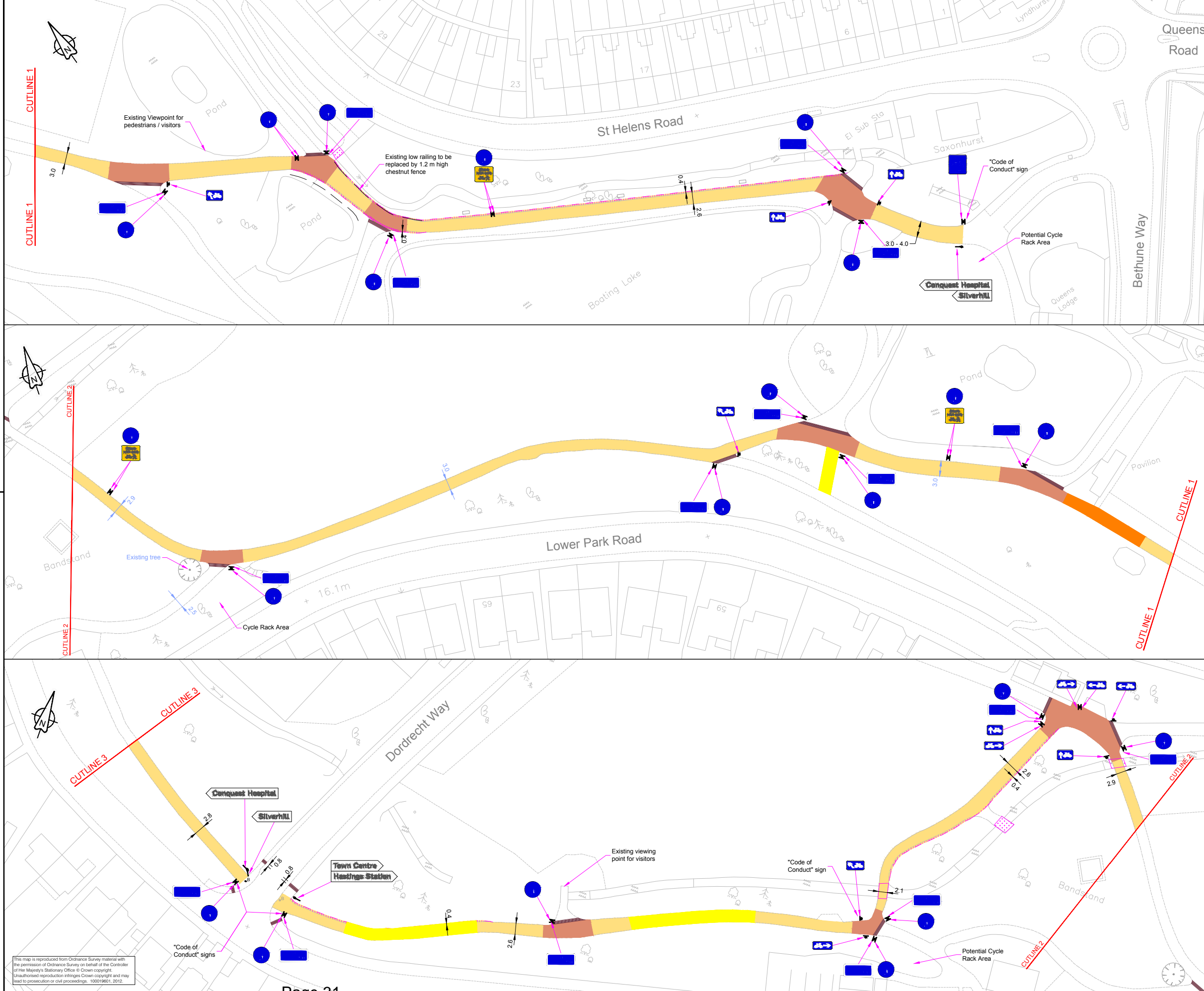
**RUPERT CLUBB**  
**Director of Communities, Economy and Transport**

Contact Officer: Tracy Vaks  
Tel. No. 01273 482123  
Email: Tracy.Vaks@eastsussex.gov.uk

LOCAL MEMBERS  
Councillors Daniel and Rogers

BACKGROUND DOCUMENTS  
Alexandra Park Cycling Consultation Collated Results – 15th June to 21st August

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**RESIDUAL DESIGN HAZARDS**  
 (The following information has been collected from Preconstruction Information and the Arney CDM Hazard Management Process.)

1. Please enter project specific hazards here.

- NOTES**
- All dimensions are in metres unless stated otherwise.
  - All signs to be mounted on 1.0 m high wooden bollards. Diameter of the signs to be less than 250 mm.
  - Pavement specifications are based on As-built section drawings provided by Hastings Borough Council.
  - All finger signs to be mounted on 3.0 m high timber posts.

**KEY**

- Existing bridge
- New Shared Path - Existing Colour
- New Shared Path - Red Colour
- New Pavement - Type 1
- New Pavement - Type 2
- New Fence / Railing / Guardrail
- Steep Gradient
- Slight Gradient
- Existing Bollard
- New Bollard
- Existing Road Marking
- Corduroy Paving
- Existing Benches
- New Wooden Finger Signs

**Detail of "Code of Conduct" sign**

**Shared route code of conduct**

**Advice for cyclists:**

- Use the cycle lane to travel in the same direction as the traffic.
- Do not use the cycle lane to travel in the opposite direction to the traffic.
- Do not use the cycle lane to travel in the same direction as the traffic if you are carrying a heavy load.
- Do not use the cycle lane to travel in the same direction as the traffic if you are carrying a heavy load or if you are carrying a heavy load.
- Do not use the cycle lane to travel in the same direction as the traffic if you are carrying a heavy load or if you are carrying a heavy load.
- Do not use the cycle lane to travel in the same direction as the traffic if you are carrying a heavy load or if you are carrying a heavy load.

**Advice for other users:**

- Do not use the cycle lane to travel in the same direction as the traffic.
- Do not use the cycle lane to travel in the same direction as the traffic.

**Location Plan**  
 Scale 1:20,000

0 10 20 30 40 50 m

SCALE 1 : 500

|     |   |      |      |          |
|-----|---|------|------|----------|
| P4  | Amendments to include more signing & Inset 1 & 2                    | NF   | NF   | 06/01/16 |
| P3  | Revised following client review.                                    | NF   | NF   | 02/03/16 |
| P2  | "Code of Conduct" signs and "Share with care" repeater signs added. | NF   | NF   | 30/04/15 |
| P1  | "Share with care" signs added; cycle markings added at western end. | AA   | NF   | 15/01/15 |
| Rev | Revision details  | Chkd | Appd | Date     |

|         |            |                  |   |
|---------|------------|------------------|---|
| Drawn:  | JH         | Preliminary      | ✓ |
| Design: | AG         | For comment      |   |
| Chkd:   | AA         | For tender       |   |
| Appd:   | NF         | For construction |   |
| Date:   | 09/01/2015 | As constructed   |   |
|         |            | Other            |   |



Client  
 Alexandra Park, Hastings

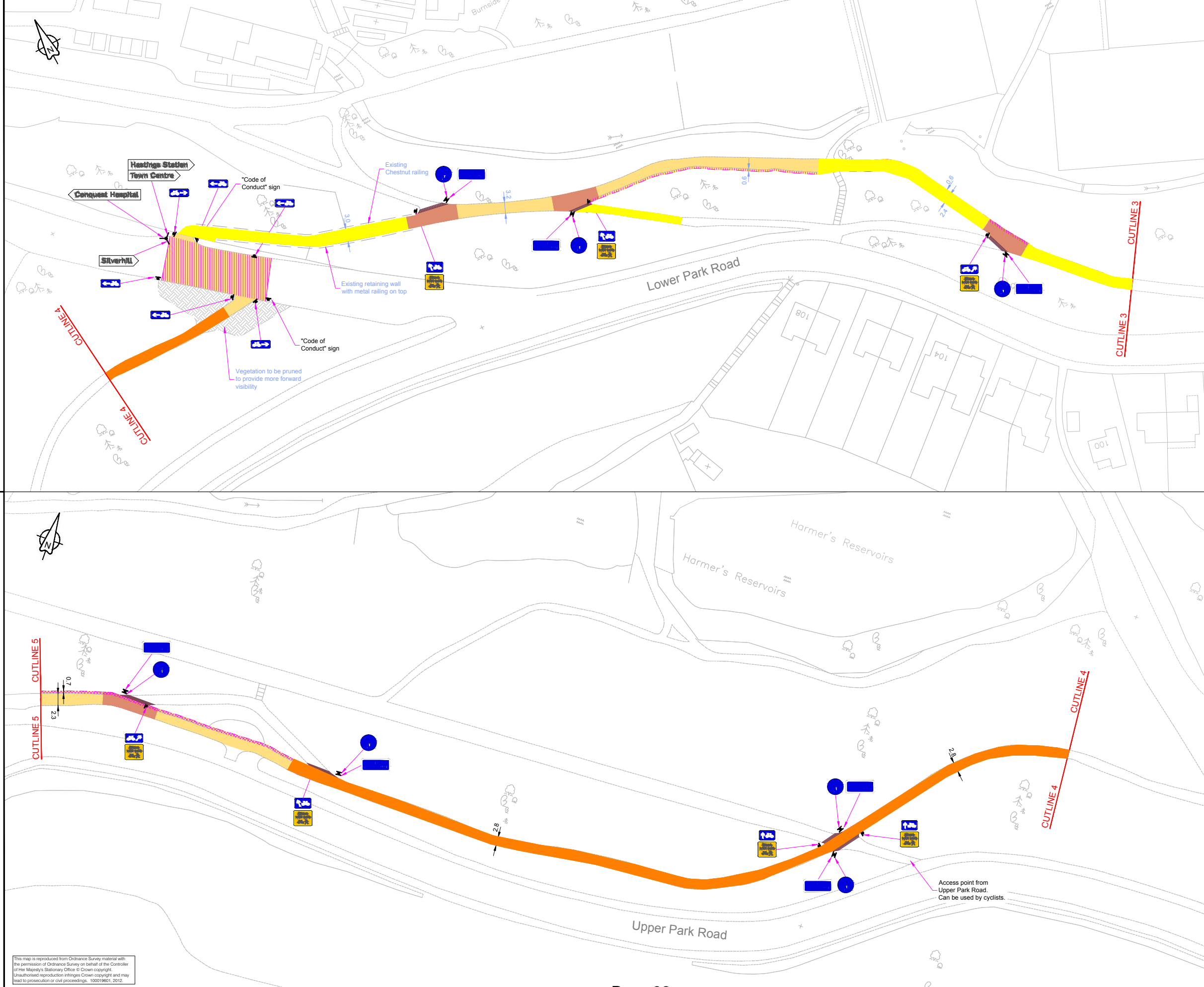
Project Name  
 Alexandra Park, Hastings

Drawing Title  
 Highways  
 Shared Pedestrian / Cycle Route - General Layout Preliminary Design (Sheet 1 of 3)

|                        |       |             |       |
|------------------------|-------|-------------|-------|
| Original Drawing Size: | A1    | Dimensions: | m     |
| Scale:                 | 1:500 | Copyright:  | Arney |

|            |                 |     |    |
|------------|-----------------|-----|----|
| Drawing No | CO00900051a/006 | Rev | P4 |
|------------|-----------------|-----|----|

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**RESIDUAL DESIGN HAZARDS**  
 (The following information has been collected from Preconstruction Information and the Arney CDM Hazard Management Process.)  
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- NOTES**
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  - All signs to be mounted on 1.0 m high wooden bollards. Diameter of the signs to be less than 250 mm.
  - Pavement specifications are based on As-built section drawings provided by Hastings Borough Council.
  - All finger signs to be mounted on 3.0 m high timber posts.

**KEY**

|  |                                   |  |                         |
|--|-----------------------------------|--|-------------------------|
|  | Existing bridge                   |  | Existing Bollard        |
|  | New Shared Path - Existing Colour |  | New Bollard             |
|  | New Shared Path - Red Colour      |  | Existing Road Marking   |
|  | New Pavement - Type 1             |  | Corduroy Paving         |
|  | New Pavement - Type 2             |  | Existing Benches        |
|  | New Fence / Railing / Guardrail   |  | New Wooden Finger Signs |
|  | Steep Gradient                    |  |                         |
|  | Slight Gradient                   |  |                         |

**Detail of "Code of Conduct" sign**

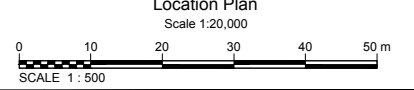
**Shared route code of conduct**

**Advice for cyclists:**

- Give way to pedestrians when you pass them.
- Do not use the path for any other purpose.
- Do not use the path for any other purpose.
- Do not use the path for any other purpose.
- Do not use the path for any other purpose.
- Do not use the path for any other purpose.
- Do not use the path for any other purpose.

**Advice for other users:**

- Do not use the path for any other purpose.
- Do not use the path for any other purpose.
- Do not use the path for any other purpose.



|     |   |      |      |          |
|-----|---|------|------|----------|
| P4  | Amendments to include more signing & Inset 1 & 2                    | NF   | NF   | 06/01/16 |
| P3  | Revised following client review.                                    | NF   | NF   | 02/03/16 |
| P2  | "Code of Conduct" signs and "Share with care" repeater signs added. | NF   | NF   | 30/04/15 |
| P1  | "Share with care" signs added; cycle markings added at western end. | AA   | NF   | 15/01/15 |
| Rev | Revision details  | Chkd | Appd | Date     |

|                  |                  |                                     |
|------------------|------------------|-------------------------------------|
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| Design: AG       | For comment      | <input type="checkbox"/>            |
| Chkd: AA         | For tender       | <input type="checkbox"/>            |
| Appd: NF         | For construction | <input type="checkbox"/>            |
| Date: 09/01/2015 | As constructed   | <input type="checkbox"/>            |
|                  | Other            | <input type="checkbox"/>            |



Client  
 East Sussex County Council

Project Name  
 Alexandra Park, Hastings

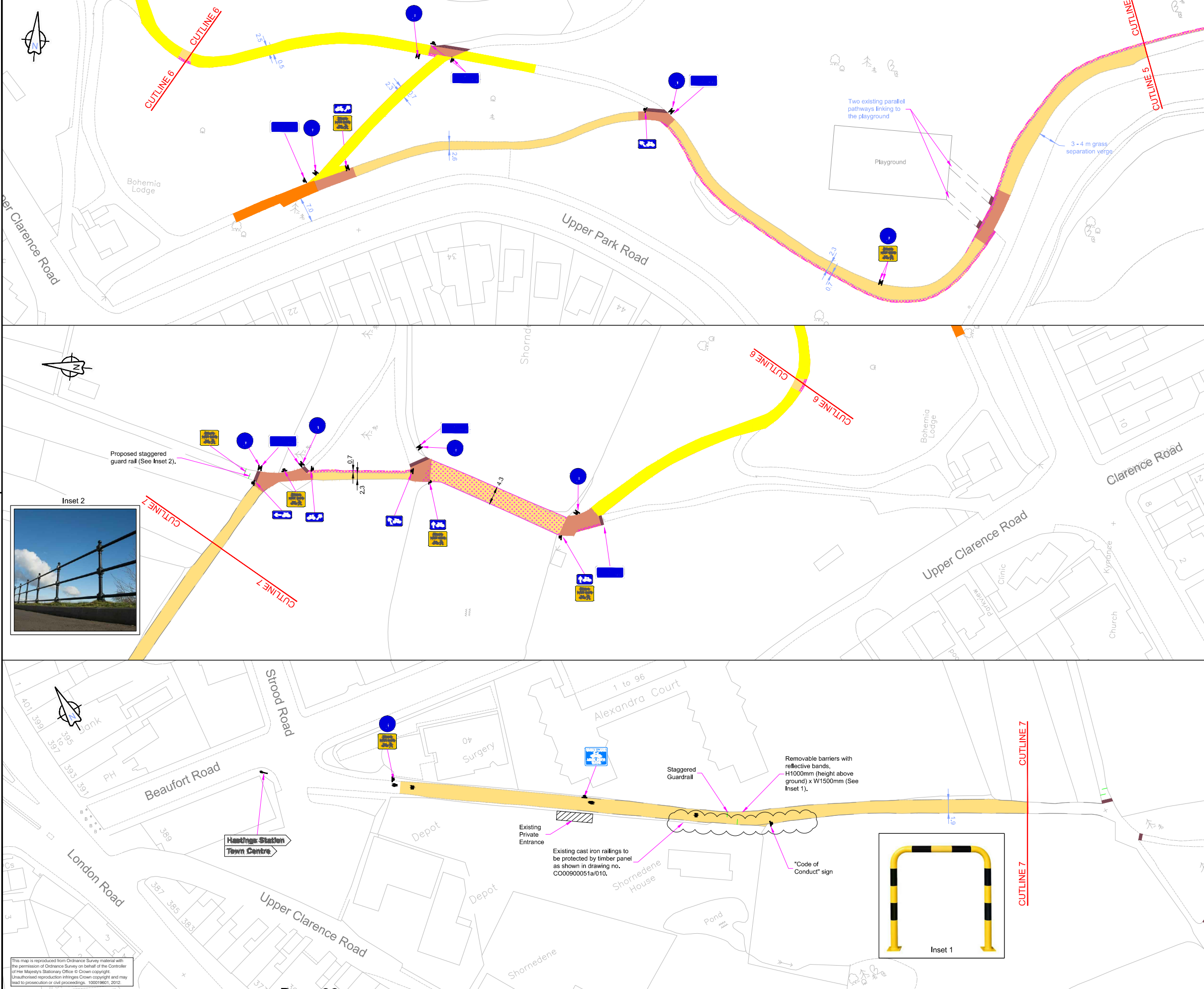
Drawing Title  
 Highways  
 Shared Pedestrian / Cycle Route - General Layout Preliminary Design (Sheet 2 of 3)

|                           |                   |
|---------------------------|-------------------|
| Original Drawing Size: A1 | Dimensions: m     |
| Scale: 1:500              | Copyright © Arney |

|                               |           |
|-------------------------------|-----------|
| Drawing No<br>CO00900051a/007 | Rev<br>P4 |
|-------------------------------|-----------|

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**RESIDUAL DESIGN HAZARDS**  
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- NOTES**
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  - All finger signs to be mounted on 3.0 m high timber posts.

**KEY**

|  |                                   |  |                         |
|--|-----------------------------------|--|-------------------------|
|  | Existing bridge                   |  | Existing Bollard        |
|  | New Shared Path - Existing Colour |  | New Bollard             |
|  | New Shared Path - Red Colour      |  | Existing Road Marking   |
|  | New Pavement - Type 1             |  | Corduroy Paving         |
|  | New Pavement - Type 2             |  | Existing Benches        |
|  | New Fence / Railing / Guardrail   |  | New Wooden Finger Signs |
|  | Slight Gradient                   |  |                         |
|  | Steep Gradient                    |  |                         |

**Detail of "Code of Conduct" sign**

**Shared route code of conduct**

*Activities for cyclists:*

- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.

*Activities for other users:*

- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.
- Give way to pedestrians when they cross your path.

**Location Plan**

Scale 1:20,000

0 10 20 30 40 50 m

SCALE 1:500

| Rev | Revision details  | Chkd | Appd | Date     |
|-----|---|------|------|----------|
| P6  | Amendments to include more signing & Inset 1 & 2                    | NF   | NF   | 06/12/16 |
| P5  | Cycle route amended at request of client.                           | NF   | NF   | 15/04/16 |
| P4  | Staggered Guardrails added.   | NF   | NF   | 04/03/16 |
| P3  | Revised following client review.                                    | NF   | NF   | 02/03/16 |
| P2  | "Code of Conduct" signs and "Share with care" repeater signs added. | NF   | NF   | 30/04/15 |
| P1  | "Share with care" signs added; cycle markings added at western end. | AA   | NF   | 15/01/15 |

|                  |                  |                                     |
|------------------|------------------|-------------------------------------|
| Drawn: JH        | Preliminary      | <input checked="" type="checkbox"/> |
| Design: AG       | For comment      | <input type="checkbox"/>            |
| Chkd: AA         | For tender       | <input type="checkbox"/>            |
| Appd: NF         | For construction | <input type="checkbox"/>            |
| Date: 09/01/2015 | As constructed   | <input type="checkbox"/>            |
|                  | Other            | <input type="checkbox"/>            |



Client  
East Sussex County Council

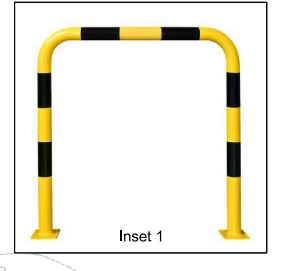
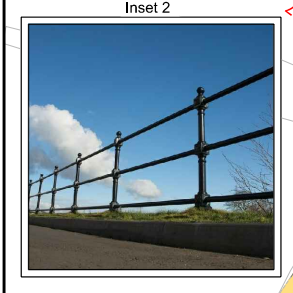
Project Name  
**Alexandra Park, Hastings**

Drawing Title  
**Highways  
Shared Pedestrian / Cycle Route -  
General Layout Preliminary Design  
(Sheet 3 of 3)**

Original Drawing Size: A1 Dimensions: m  
Scale: 1:500 Copyright © Arney

Drawing No  
**CO00900051a/008**

Rev  
**P6**



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**Report to:** Cabinet

**Date of Meeting:** 4 January 2016

**Report Title:** Proposed designated Cycle Route in Alexandra Park

**Report By:** Mike Hepworth  
 Assistant Director Environment and Place

### **Purpose of Report**

Outline the results of the consultation on the East Sussex County Council funded proposals for providing a cycling route through Alexandra Park, and agree the recommendation to be made to the Borough Council Cabinet.

### **Recommendation(s)**

1. **Hastings Borough Council agree to a shared cycle route through Alexandra Park in principle subject to East Sussex County Council:-**
  - a, **Removing the proposed route in front of the café;**
  - b, **Fully reviewing the results of the consultation and incorporating measures such as those listed below where practicable;**
  - c, **Maximising the numbers of signs, bollards, finger posts and surface markings to ensure safety concerns are fully considered and addressed through appropriate measures implemented in the final design of the route;**
  - d, **Where appropriate, using different coloured surfacing as a safety feature;**
  - e, **Using clearer signage where the route merges or crosses with existing footpaths;**
  - f, **Using cyclists dismount signs at appropriate locations;**
  - g, **Providing cycle racks at appropriate locations.**
2. **Hastings Borough Council publicly thank everyone who responded to the consultation, and in particular the participants of the Reference Group for informing the pre-consultation design process.**

### **Reasons for Recommendations**

Cycling is recognised as a key health benefit and provision of cycling facilities is supported by Government. Hastings Borough Council's Development Management Plan identifies a number of proposed cycle routes in the town, one of which is the route through Alexandra Park. East Sussex County Council are supportive of the route and will fully fund its implementation. Extensive consultation has been undertaken to inform the details of the final scheme.

---

## Introduction

1. Successive Governments have recognised the health benefits of cycling and encouraged Local Authorities to look at ways to increase opportunities for cycling. The current proposal is to implement a shared cycling and pedestrian route, using existing paths through Alexandra Park to join Silverhill and Queens's Road.
2. Although the new shared route would pass through Alexandra Park, which is owned, managed and maintained by the Borough Council, the route through the park has been designed by consultants appointed by East Sussex County Council, and the cost of installing the new route would also be funded by the County Council.
3. If Hastings Borough Council approves the principle of the proposed route, the County Council will instruct their consultants to refine and complete the design in light of feedback from the public consultation and the Borough Council's comments, and set a timetable for delivery of the project.

## Policy Framework

4. It should be noted that the provision of a cycle route through and within Alexandra Park is a strategic policy ambition of the Borough Council. The Hastings Local Plan, the Hastings Planning Strategy 2011 - 2028, adopted 19th February 2014, identifies a number of routes around the town, including Alexandra Park. A route within Alexandra Park is shown on the key diagram in the Planning Strategy and on the policies map. The Local Plan was subject to extensive consultation and a public inquiry prior to adoption.
5. Policy T3 of the Hastings Planning Strategy states;
  - a. The Council will work with East Sussex County Council using the Local Transport 3 policy framework and other partners to achieve a more sustainable transport future for Hastings. Particular priority will be given to supporting the provision of new and enhanced cycle routes in the town, and in particular, supporting the implementation of the strategic cycle network as identified on the key diagram and the policies map.
6. Hastings Council, together with East Sussex Country Council, and Hastings Urban Bikes (HUB) produced a Hastings Walking and Cycling Strategy in 2014. The strategy provided a supporting document to the County Council's Local Transport Plan and the Hastings Local Plan and outlined opportunities for increased walking and cycling in the town.
7. On this basis, the local consultation carried out this summer was not about whether there should be a cycle route through Alexandra Park. It was about how such a route should be implemented, and sought feedback on the detailed proposals developed by the County Council.

## The proposed route through Alexandra Park

8. Alexandra Park is a grade 2\* listed park as designated by Historic England. The current proposal is for a shared cycling/pedestrian route through the park joining Silverhill and Queens Road. The proposed cycle route follows existing paths. No new routes will be constructed. It is not a single use cycle lane.
9. The proposed route does not require planning permission and Historic England did not comment as the route follows existing paths in the park. The provision of cycling in a designated route will be compatible with our proposed new parks' bye laws.
10. To progress the route, East Sussex County Council appointed engineering consultants to design and deliver the scheme. The County Council will be responsible for project managing and fully funding the implementation of the route and associated signage. The route is identified on the attached plans together with the proposed signs. East Sussex County Council envisages the route will be constructed mid to late 2016.

## Consultation

11. As landowner, Hastings Borough Council undertook a specific consultation exercise on the proposed route and accompanying signage, paths, crossing points etc. As mentioned earlier, the consultation was not about the principle of a route through the park, it was about the detailed implementation of the route.
12. In April 2015, we established a Reference Group of interested groups (Friends of Alexandra Park, The Greenway Group, The Ramblers Association, Hastings and Bexhill Disability Forum, Hastings Urban Bikes) to assess the initial proposals and give early feedback to the County Council and their design consultants, Amey, prior to the full public consultation.
13. The Reference Group was able to provide helpful early feedback for the consultants prior to full public consultation. The public consultation took place from 15th June until 21st August 2015.
14. We invited comment through our web site, invited comment in person at the Community Contact Centre and held a specific consultation event at Armed Forces weekend on 28th June 2015, where officers from the Councils and the design consultants were available to discuss the proposed route and invite further comment.
15. East Sussex County Council is awaiting the outcome of our Cabinet's consideration of the proposals and the results of the public consultation before commissioning further work to address the concerns received from the public consultation.

## Consultation Summary

16. There were 177 single responses to the consultation. 82 responses were identified as for and 84 against.

17. We received one petition with 63 signatories against the proposal. However, instead of stating a single petition statement for signatories to acknowledge and add their signature to, it was essentially a collection of comments against the proposed route.
18. Much of the feedback was very detailed and provided a mixture of personal views and constructive comments. However, many related to the same issues, and made very similar points. Therefore a representative selection of comments from the consultation feedback is attached as Appendix 1, with Borough Council Officer responses to the feedback in the right hand column.
19. After assessing all the comments, the feedback generally highlighted issues around;
  - a. public safety
  - b. enhanced and effective signage
  - c. enforcement

## **Discussion**

20. The provision of a cycle route through the park is a key policy priority for the Council.
21. The consultation prompted very strong feelings both for and against the details of the proposed route. The main concerns from opponents of the route focused on safety, signage and enforcement, as well as opposing cycling in the park as a matter of principle. Of course, we were not actually seeking views on the latter, only on the details of the route.
22. On the other hand the advocates of the route, in general, felt the benefits outweighed the risks and encouraged the Council to approve the proposal.
23. The proposed route follows existing footpaths. It is a shared route so cyclists and walkers will share the same path. Cycling will not be allowed on footpaths not designated for cycling, and cycling will remain prohibited from the majority of footpaths in the park.
24. A number of respondents to the consultation identified the route in front of the café in the lower park as of particular concern, and wished to see this section removed. Hastings Borough Council agrees and will require this section of the proposed cycle route be removed from the final plans.
25. In addressing the key concerns from the consultation, Hastings Borough Council will require East Sussex County Council to:-
  - a. Remove the proposed route in front of the cafe
  - b. Fully review the results of the consultation and incorporate measures such as those listed below where practicable

- c. Maximise the numbers of signs, bollards, finger posts and surface markings and ensure safety concerns are fully considered and appropriate measures implemented in the final design of the route
  - d. Where appropriate, use different coloured surfacing as a safety feature
  - e. Use clearer signage where the route merges or crosses with existing footpaths
  - f. Use Cyclists Dismount signs at appropriate locations
  - g. Provide cycle racks at appropriate locations.
26. Hastings Borough Council will fully participate with the County Council and their consultant to ensure signage is not only appropriate for the location, but is clearly worded and clearly visible to both pedestrians and cyclists using the new route.

## **Enforcement**

27. The enforcement of cycling in the park will be a matter for Hastings Borough Council. We propose working with cycle groups to enforce a self-management approach to cycling, and to working with park users to highlight and challenge unacceptable behaviour by cyclists.
28. In the initial stages officers will design a programme for the Rangers and Wardens to have a heightened presence in the park at specific times to engage with cyclists and deter unsafe use. Cycling outside the designated route would be liable to potential Fixed Penalty Notices for contravention of the bye laws.
29. It is hoped that this proportionate approach of education and enforcement will quickly establish behaviours that are compatible with a shared route through the park, enabling all to use it with confidence, both pedestrians and cyclists.
30. Following on from this initial phase of education and enforcement, we will continue to monitor how the shared route is used, and should any serious concerns arise, we will deploy enforcement staff to address them.

## **Policy Implications**

### **Equalities**

31. The Council formed a Reference Group to include a cross section of park users and interest groups, including the Hastings and Rother Disability Forum. The views of the reference group informed initial changes to the proposed design. Further public consultation invited views from all sectors of the community. Those views have been passed to ESCC and AMEY for consideration in the final design.

### **Risk Management**

32. Safety features such as warning signs and information signs are already integral to the design proposals for the route. The consultation highlighted safety concerns

which have been passed to ESCC for consideration and inclusion in the final designs wherever reasonably practicable.

### **Environmental Issues**

33. Promoting cycling as a sustainable form of transport is a key environmental consideration nationally and locally. Promoting cycling conforms to the national health agenda for increasing exercise and healthy living, as well as reducing car use and fossil fuel consumption.

### **Economic and Financial**

34. The route is being fully funded by ESCC. No contribution is sought from Hastings Borough Council. Whereas the long term maintenance of the path will fall to the Borough Council. However as the route is on existing footpaths that are already maintained by the Council, there are no significant implications for the maintenance budget

### **Local Peoples Views**

35. Local people were invited to comment on the scheme through the consultation process facilitated by the Borough Council.

---

### **Wards Affected**

Braybrooke, Silverhill

---

### **Policy Implications**

Please identify if this report contains any implications for the following:

|                                       |     |
|---------------------------------------|-----|
| Equalities and Community Cohesiveness | No  |
| Crime and Fear of Crime (Section 17)  | No  |
| Risk Management                       | Yes |
| Environmental Issues                  | Yes |
| Economic/Financial Implications       | No  |
| Human Rights Act                      | No  |
| Organisational Consequences           | No  |
| Local People's Views                  | Yes |
| Anti-Poverty                          | No  |

---

### **Additional Information**

Appendix One - Summary of responses to the consultation.

---

### **Officer to Contact**

Murray Davidson  
mdavidson @hastings.gov.uk





**Appendix 1 Representative selection of comments from the consultation into the proposed cycle route in Alexandra Park**

| <b>Positive comments</b>   | <b>Negative comments</b>   | <b>Hastings Council response</b>  |
|--|--|---|
| <p>Glad to see that HBC are planning to develop a cycle path / shared use path in Alexandra Park. Roads around the park are hairy! With fast traffic and narrow roads (due to parking) so this is a welcome safe zone for families and kids alike. You have my full support for the scheme</p> |  | <p>Hastings Council will work with East Sussex County Council to ensure that safety features are paramount in the final design.</p>   |
|  | <p>I strongly oppose the plan to allow cycling through the lower part of Alexandra Park. This is a very well used area and the resulting conflict between irresponsible cyclists and pedestrians will not enhance the park experience for anyone.</p> <p>There is an alternative route which could go down the pavement (next to the park) in St Helen's Road.</p> | <p>The adopted Hastings Borough Council Local Plan identified the strategic policy ambition to provide a cycle route through the park. This was the basis of the consultation.</p> <p>The proposed route is felt to be the most practicable but the Council will require East Sussex County Council to consider additional measures such as signage to increase public safety where reasonably practicable.</p> |

|  |   |  |
|--|---|--|
|  | <p>I do not think that a cycle path in Alexandra Park is a good idea due to the following:-</p> <p>The park is used by walking groups, dog walkers and people with disabilities. Bicycles can be a nuisance if they go fast.</p> <p>The lower park is used by small children who could be in danger as they often run out.</p> <p>Presumably some cyclists will be going straight from Silverhill to the Town and will be cycling fast. I believe there is no speed limit for cycles.</p> | <p>Safety measures have been integrated into the design of the route such as warning signs, speeding signs, bollards, way markers and markings on the paths.</p> <p>Hastings Council will require East Sussex County Council to fully consider the feedback from the consultation and ensure additional signage and safety measures will be included in the final design where reasonably practicable.</p> |
| <p>A cycle path through the Park can and should be possible, provided all who use it behave responsibly.</p> <p>Perhaps there could be signs in the Park giving a number to ring if irresponsible and speeding cyclists are witnessed?</p> |   | <p>Hastings Council will consider ways for the public to report speeding cyclists such as the new My Hastings on Line web site.</p>  |
|  | <p>I wish to oppose the cycle route through Alexandra park on the grounds it will be unsafe for children and adults too who walk and play in this park.</p> <p>The park is for leisurely walks and enjoyment for all to use and not to get mowed down by cyclist, the park has too</p>  | <p>Safety measures have been integrated into the design of the route such as warning signs, speeding signs, bollards, way markers and markings on the paths.</p> <p>Hastings Council will require East Sussex County Council to fully consider the feedback from the consultation and ensure additional signage and</p>  |

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|   | <p>many blind corners so you can't see what's coming.</p> <p>The paths aren't wide enough and can't see how you can increase them without taking away the green areas and bushes etc., which the animals and birds use.</p> | <p>safety measures will be included in the final design where reasonably practicable.</p> <p>The routes follow existing paths. There are only a small number of locations where the existing path will be widened. There will be no significant loss of green space.</p> <p>The cycle route will be clearly designated and signposted as the only route in the park where cycling is allowed. Cycling is not allowed on paths not designated.</p>      |
| <p>Thoroughly support the proposal. Would prefer that the path have different colour topping.</p> <p>Also that the cross park paths and those paths that merge with the cycle route be well signed.</p> <p>Have you given any thought to people who use the park after dark?</p> <p>There are many examples of safe shared paths already in use locally in East Sussex and the rest of UK and Europe. Comments about using the verge in Lower Park Road are ridiculous.</p> |   | <p>Safety measures have been integrated into the design of the route such as warning signs, speeding signs, bollards, way markers and markings on the paths.</p> <p>Hastings Council will require East Sussex County Council to consider different coloured surfacing for appropriate sections of the route.</p> <p>As the scheme is being funded by East Sussex County Council, and there are no funds within the budget to provide new lighting.</p> |
|   | <p>I use the park regularly, on my own and with friends and family. Both cycling and walking are healthy and enjoyable activities, but I</p>  | <p>The proposed route is a shared route. There are no proposals to have separate lanes in the park. The cycle route will be clearly designated and</p>   |

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|  | strongly object to shared routes.  | signposted as the only route in the park where cycling is allowed.   |
|  | <p>I see this as exceptionally dangerous proposition. Children run around in the park without fear of being knocked over which will undoubtedly happen if the scheme goes ahead as per consultation plans.</p> <p>Re the Lower Park in particular I would have thought that the use of the strip of ground in Lower Park Road between the park perimeter railings and the kerb of the road would be a far better route for the cyclists and a great deal safer for the other park users by keeping one separated from the other.</p> | <p>The adopted Hastings Borough Council Local Plan identified the strategic policy ambition to provide a cycle route through the park. This was the basis of the consultation.</p> <p>The proposed route is felt to be the most practicable but the Council will require East Sussex County Council to fully consider the feedback from the consultation and ensure additional signage and safety measures will be included in the final design where reasonably practicable.</p> <p>Safety measures have been integrated into the design of the route such as warning signs, speeding signs, bollards, way markers and markings on the paths.</p> |
|  | <p>Cyclists should not be allowed to cycle across the front of the busy Café area, but detour around it.</p> <p>There could be 'Dismount signs' at the points where the two spurs turn off towards the Rangers' Office and toilet block.</p> <p>Cycle racks should be provided near the Café for those wishing to stop for refreshment</p>   | <p>The route in front of the café will not be supported by Hastings Borough Council.</p> <p>Hastings Borough Council will require the construction of cycle racks to be considered in the final design and require Cyclists Dismount signs to be installed at appropriate locations.</p>   |

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|--|--|---|
| <p>I would like to express my support for the Alexandra Park cycle route as a key &amp; important section of the overall Hastings Greenway.</p> <p>The cycle route adjacent to the cafe, due to the use by young children &amp; the connection with the grass area around the bandstand I would advise the cycle route to run past the toilets on the east side of the park with a cycle stand at the base of the steps at the junction of the path to the cafe &amp; the route running past the bandstand.</p> <p>The junction with Dordrecht Way - the route is very close to the junction, how to manage the traffic to provide a safe crossing for cycles.</p> |  | <p>The route in front of the café will not be supported by Hastings Borough Council.</p> <p>The Council will require East Sussex County Council to use clearer signage where the route merges with existing paths or roads.</p> |
| <p>I fully support the greenway route through Alexandra Park. As a local public health practitioner I see this as a fundamental way of encouraging physical activity to a town that shoulders a huge burden of obesity related disease</p>   |  | <p>Hastings Council will work with East Sussex County Council to ensure that safety features are paramount in the final design where reasonably practicable.</p>  |

**Report to:** Lead Cabinet Member for Transport and Environment

**Date of meeting:** 20 March 2017

**By:** Director of Communities, Economy and Transport

**Title:** Issuing of Penalty Charge Notices (PCNs) by post

**Purpose:** To consider the option of issuing postal (or Regulation 10 Penalty Charge Notice's) for parking contraventions where the vehicle has been driven away before the Penalty Charge Notice can be issued

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**RECOMMENDATION:** Lead Member is recommended to authorise the use of the powers in the Traffic Management Act 2004 and regulations made under it for the enforcement by the County Council of Regulation 10 Vehicle Drive Away Penalty Charge Notices from 1 April 2017.

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## 1 Background information

1.1 The County Council's parking team frequently receive complaints about parents stopping on school keep clear markings for short periods of time. Drivers will often park in contravention in the knowledge that a civil enforcement officer (CEO) generally takes a couple of minutes to issue a penalty charge notice (PCN) and affix the same to the windscreen. This is supported by the number of vehicles moved on by CEO's on school visits in 2016 see Appendix 1 - CEO school visit report for vehicle drive away (VDA). Currently the PCN is not enforceable unless it is affixed to the vehicle or handed to the driver.

1.2 The Traffic Management Act 2004 enables enforcement authorities to pursue 'vehicle driven away' through the service of a postal PCN. Regulation 10 of The Civil Enforcement of Parking Contraventions (England) General Regulations 2007 gives powers to an enforcement authority to serve a PCN by post; full details can be found in Appendix 2. Such a situation could arise when a CEO had begun to prepare a PCN for issue, but the vehicle was driven away before the CEO had finished preparing the PCN or had served it.

1.3 When a Regulation 10 PCN is issued, the PCN is sent to the registered keeper using the details supplied by the Driver Vehicle Licence Agency. The PCN would also serve as the Notice to Owner (NtO) with details of how to pay or make a formal challenge, or representation, to the notice.

1.4 The parking team also receive complaints about vehicles parking on single and double yellow lines or where a driveway is blocked. There are a number of permitted exemptions for parking in such a location, and a CEO is required to carry out evidence based observations to demonstrate these exemptions are not relevant. This means that a PCN could only be served under Regulation 10 after these observations are complete.

## 2 Supporting information

2.1 If a vehicle is seen parked in contravention a CEO will start to gather the required evidence and issue a penalty charge notice. This process usually takes two minutes to complete. The driver of the vehicle is usually nearby and will often return to the vehicle and drive away as soon as they see a CEO, leaving no choice for the CEO but to void the PCN.

2.2 A CEO would need to record sufficient evidence to prove a contravention before been able to issue a postal PCN, including taking photographs. This will not eliminate all vehicles currently recorded as 'vehicle driven away' (VDA). However, the adoption of the power to issue Regulation 10 PCNs to vehicles seen to be parked on a school keep clear restriction would reduce the number of PCNs evaded in this way. This is because the only evidence required in such a case is a

photograph of the vehicle parked on the restriction and the notification to the driver that a PCN is being issued.

2.3 All CEO's will have to complete a training course at no additional cost, before being authorised to issue postal PCN's. Part of the course would be to make sure that the CEO offers the driver the opportunity to wait for the PCN to be printed. They would then need to advise the driver that if they did not wait for the PCN to be printed, it would be sent via post. The CEO's will be trained on when the PCN becomes valid, and what evidence would need to be collected, including photographs of the vehicle in contravention and any additional photographs of signage. If the vehicle is driven away before the PCN can be issued then photographs would need to be taken of the area where the vehicle was parked.

2.4 The problem of parents parking in contravention to drop their children off at school on the keep clear markings is frequently reported across the county. The parking team receive many complaints from Councillors and parents about the impact this inconsiderate parking has on the safety of the children attending the school. The extent of the problem is demonstrated by the number of vehicles moved on from outside of schools each month in reports collated by CEO's on the current school visits. Drivers have become complacent of the parking restrictions in the knowledge that they will be asked to move the vehicle prior to a PCN being issued. It is felt that the ability to issue postal PCNs will have a positive effect on reducing this and further improve safety outside schools.

2.5 All other current processes will still apply after the PCN has been issued. The registered keeper will have the ability to pay at the discounted amount or make a challenge when mitigating factors will be considered.

### **3 Conclusion and Reasons for Recommendation**

3.1 It is considered that having the facility to issue Regulation 10 PCNs would have a positive effect on the CEO's ability to enforce parking restrictions and reduce the number of vehicles parking on school keep clear restrictions.

3.2 It is recommended that the introduction of Regulation 10 PCNs is approved and should commence when all necessary training has been completed and after a detailed letter explaining the new process has been sent to the schools so they are able to advise their parents and guardians of the new action that will be undertaken.

RUPERT CLUBB

Director of Communities, Economy and Transport

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#### LOCAL MEMBERS

All

#### BACKGROUND DOCUMENTS

None



## Appendix 1

### EASTBOURNE

### CEO School Visit 2016

|        | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| VDA    | 157 | 86  | 169 | 103 | 115 | 98  | 71  | 0   | 121 | 80  | 98  | 107 | 1205  |
| PCN    | 11  | 9   | 11  | 3   | 13  | 3   | 1   | 0   | 18  | 14  | 3   | 6   | 92    |
| Visits | 39  | 34  | 35  | 30  | 36  | 32  | 26  | 0   | 41  | 33  | 46  | 32  | 384   |

### LEWES

|        |    |    |    |    |    |    |    |   |    |    |    |    |     |
|--------|----|----|----|----|----|----|----|---|----|----|----|----|-----|
| VDA    | 50 | 21 | 57 | 80 | 66 | 70 | 20 | 0 | 34 | 39 | 89 | 45 | 571 |
| PCN    | 1  | 3  | 2  | 2  | 2  | 5  | 7  | 0 | 0  | 0  | 3  | 1  | 26  |
| Visits | 58 | 33 | 34 | 31 | 39 | 36 | 27 | 0 | 31 | 22 | 44 | 26 | 381 |

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### HASTINGS

|        |     |    |    |    |    |    |    |   |    |    |    |    |     |
|--------|-----|----|----|----|----|----|----|---|----|----|----|----|-----|
| VDA    | 101 | 79 | 96 | 60 | 91 | 78 | 68 | 0 | 89 | 87 | 98 | 99 | 946 |
| PCN    | 15  | 14 | 8  | 6  | 3  | 17 | 8  | 0 | 8  | 10 | 3  | 10 | 102 |
| Visits | 36  | 31 | 33 | 29 | 37 | 37 | 29 | 0 | 33 | 28 | 46 | 28 | 367 |

- VDA - Vehicle Drive Away  
PCN - Penalty Charge Notice  
Visits - Total number of school visits undertaken

## Appendix 2

### Traffic Management Act 2004

#### Section 78 Notification of penalty charge

- (1) The Lord Chancellor may make regulations for and in connection with the notification of penalty charges.
- (2) The regulations may provide for notification of a penalty charge to be given in respect of a stationary vehicle—
  - (a) by a notice affixed to the vehicle,
  - (b) by a notice given to a person appearing to be in charge of the vehicle, or
  - (c) in such other manner as may be specified by the regulations.
- (3) The regulations may provide for notification of a penalty charge otherwise than in respect of a stationary vehicle to be given in such manner as may be specified by the regulations.
- (4) The regulations may not confer power to stop vehicles.
- (5) The regulations may provide that, if it appears to the enforcement authority that both the operator of a vehicle and the person in control of the vehicle are liable to a penalty charge, they may give notice to the operator requiring him to provide them with the name and address of the person who was in control of the vehicle at the time of the alleged contravention.
- (6) The regulations may include provision creating criminal offences to be triable summarily and punishable with a fine not exceeding level 5 on the standard scale or such lower amount as may be specified

### The Civil Enforcement of Parking Contraventions (England) General Regulations 2007

#### Penalty charge notices — service by post

- 10.**—(1) An enforcement authority may serve a penalty charge notice by post where—
- (a) on the basis of a record produced by an approved device, the authority has reason to believe that a penalty charge is payable with respect to a vehicle which is stationary in a civil enforcement area;
  - (b) a civil enforcement officer attempted to serve a penalty charge notice in accordance with regulation 9 but was prevented from doing so by some person; or
  - (c) a civil enforcement officer had begun to prepare a penalty charge notice for service in accordance with regulation 9, but the vehicle concerned was driven away from the place in which it was stationary before the civil enforcement officer had finished preparing the penalty charge notice or had served it in accordance with regulation 9,
- and references in these Regulations to a “regulation 10 penalty charge notice” are to a penalty charge notice served by virtue of this paragraph.

(2) For the purposes of paragraph (1)(c), a civil enforcement officer who observes conduct which appears to constitute a parking contravention shall not thereby be taken to have begun to prepare a penalty charge notice.

(3) A regulation 10 penalty charge notice shall be served on the person appearing to the enforcement authority to be the owner of the vehicle involved in the contravention in consequence of which the penalty charge is payable.

(4) Subject to paragraph (6), a regulation 10 penalty charge notice may not be served later than the expiration of the period of 28 days beginning with the date on which, according to a record produced by an approved device, or information given by a civil enforcement officer, the contravention to which the penalty charge notice relates occurred (in these Regulations called “the 28-day period”).

## SCHEDULE

### PENALTY CHARGES NOTICES

#### **Contents of a regulation 10 penalty charge notice**

2. A regulation 10 penalty charge notice, in addition to the matters required to be included in it by regulation 3(4) of the Representations and Appeals Regulations, must state—

(a) the date of the notice, which must be the date on which it is posted;

(b) the matters specified in paragraphs 1(b), (c), (d), (f) and (i);

(c) the grounds on which the enforcement authority believes that a penalty charge is payable;

(d) that the penalty charge must be paid not later than the last day of the period of 28 days beginning with the date on which the penalty charge notice is served;

(e) that if the penalty charge is paid not later than the applicable date, the penalty charge will be reduced by the amount of any applicable discount;

(f) that if after the last day of the period referred to in subparagraph (d)—

(i) no representations have been made in accordance with regulation 4 of the Representations and Appeals Regulations; and

(ii) the penalty charge has not been paid,

the enforcement authority may increase the penalty charge by the amount of any applicable surcharge and take steps to enforce payment of the charge as so increased;

(g) the amount of the increased penalty charge; and

(h) that the penalty charge notice is being served by post for whichever of the following reasons applies—

(i) that the penalty charge notice is being served by post on the basis of a record produced by an approved device;

(ii) that it is being so served, because a civil enforcement officer attempted to serve a penalty charge notice by affixing it to the vehicle or giving it to the person in charge of the vehicle but was prevented from doing so by some person; or

(iii) that it is being so served because a civil enforcement officer had begun to prepare a penalty charge notice for service in accordance with regulation 9, but the vehicle was driven away from the place in which it was stationary before the civil enforcement officer had finished preparing the penalty charge notice or had served it in accordance with regulation 9.

**3.** In paragraph 2 for the purposes of subparagraph (e) the “applicable date” is—

(a) in the case of a penalty charge notice served by virtue of regulation 10(1)(a) (on the basis of a record produced by an approved device), the last day of the period of 21 days beginning with the date on which the notice was served;

(b) in any other case, the last day of the period of 14 days beginning with that date.