



## Lewes District Council

### To all Members of the Cabinet

A meeting of the **Cabinet** will be held in the **Ditchling Room, Southover House, Southover Road, Lewes** on **Monday, 06 July 2015** at **14:30** which you are requested to attend.

Please note the venue for this meeting which is wheelchair accessible and has an induction loop to help people who are hearing impaired.

This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

08/07/2015

Catherine Knight  
Assistant Director - Corporate Services

### Agenda

- 1 Minutes**  
To approve the Minutes of the meeting held on 19 March 2015 (copy previously circulated).
- 2 Apologies for Absence**
- 3 Declarations of Interest**  
Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct
- 4 Urgent Items**  
Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972
- 5 Public Question Time**

To deal with any questions received from members of the public in accordance with Council Procedure Rule 10 (Question herewith - page 6).

**6 Written Questions from Councillors**

To deal with written questions which councillors may wish to put to the Chair of the Cabinet in accordance with Council Procedure Rule 11 (if any).

**7 Matters Referred to the Cabinet**

Matters referred to the Cabinet (whether by the Scrutiny Committee or by the Council) for reconsideration by the Cabinet in accordance with the provisions contained in the Scrutiny Procedure Rules or the Budget and Policy Framework Procedure Rules set out in Part 4 of the Council's Constitution.

None.

**8 Reporting Back on Meetings of Outside Bodies**

To receive feedback from the Council's representatives who serve on outside bodies in respect of meetings they have attended (if any).

**9 Reports from Officers**

**- Key Decision**

**9.1 Finance Update**

Cabinet Member: Councillor Smith

To consider the Report of the Director of Corporate Services (Report No 80/15 herewith – page 7).

**- Non-Key Decision**

**9.2 Portfolio Progress and Performance Report Year End April 2014 to March 2015**

Cabinet Member: Councillor Merry

To consider the Report of the Director of Business Strategy and Development (Report No 81/15 herewith – page 41).

**- Key Decisions**

**9.3 Lewes District Local Plan – Part 1 (Joint Core Strategy) Publication of Main Modifications for Consultation**

Cabinet Member: Councillor Jones

To consider the Report of the Director of Business Strategy and Development (Report No 82/15 herewith – page 65).

**9.4 Adoption ‘Making’ of the Newick Neighbourhood Plan**  
Cabinet Member: Councillor Jones

To consider the Report of the Director of Business Strategy and Development (Report No 83/15 herewith – page 204).

**9.5 Industrial Estate Management Strategy**  
Cabinet Member: Councillor Smith

To consider the Report of the Director of Corporate Services (Report No 84/15 herewith – page 250).

(NB Appendix B to the above Report contains exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) (ie information relating to the financial or business affairs of any particular person (including the authority holding that information)). The public interest in maintaining the exemption outweighs the public interest in disclosing the information. It can be found starting on (pink) page 309).

**9.6 Depot Rationalisation Feasibility Report**  
Cabinet Members: Councillors Smith and Franklin

To consider the joint Report of the Director of Corporate Services and the Director of Service Delivery (Report No 85/15 herewith – page 261).

(NB Appendices C and D to the above Report contain exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) (ie information relating to the financial or business affairs of any particular person (including the authority holding that information)). The public interest in maintaining the exemption outweighs the public interest in disclosing the information. They can be found starting on (pink) page 311).

**- Non-Key Decisions**

**9.7 Outcomes of the Waste and Recycling Review**  
Cabinet Member: Councillor Franklin

To consider the Report of the Director of Service Delivery (Report No 86/15 herewith – page 271).

**9.8 Compulsory Purchase - Land Adjacent to Robinson Road Waste & Recycling Depot in Newhaven**  
Cabinet Member: Councillor Smith

To consider the Report of the Director of Corporate Services (Report No 87/15 herewith – page 289).

(NB Appendix A to the above Report contains exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) (ie information relating to the financial or business affairs of any particular person (including the authority holding that information)). The public interest in maintaining the exemption outweighs the public interest in disclosing the information. It can be found starting on (pink) page 328).

#### **9.9 Electoral Review Council Size**

Cabinet Member: Councillor Blackman

To consider the Report of the Assistant Director of Corporate Services (Report No 88/15 herewith – page 293).

#### **9.10 Ward Issues Raised by Councillors at Council**

Cabinet Members: Councillors Franklin and Maskell

To consider the Report of the Assistant Director of Corporate Services (Report No 89/15 herewith – page 304).

#### **Exclusion of the Public and Press**

To consider, under Section 100(A)(4) of the Local Government Act 1972 (as amended), excluding the public and press from the meeting during the discussion of Appendix B to Report No 84/15 (Item 9.5 - Industrial Estate Management Strategy); Appendices C and D to Report No 85/15 (Item 9.6 - Depot Rationalisation Feasibility Report) and Appendix A to Report No 87/15 (Item 9.8 - Compulsory Purchase - Land Adjacent to Robinson Road Waste & Recycling Depot in Newhaven) on this Agenda, as there are likely to be disclosures of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act (ie information relating to the financial or business affairs of any particular person (including the authority holding that information)). It is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

#### **9.5 Industrial Estate Management Strategy Appendix B EXEMPT**

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

#### **9.6 Depot Rationalisation Feasibility Report Appendix C EXEMPT**

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

#### **9.8 Compulsory Purchase - Land Adjacent to Robinson Road Waste & Recycling Depot in Newhaven - Appendix A EXEMPT**

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

For further information about items appearing on this Agenda, please contact Mr Trevor Hayward at Southover House, Southover Road, Lewes, East Sussex BN7 1AB Telephone Lewes (01273) 471600

**Distribution:** Councillors: R Blackman; P L Franklin; A T Jones; R K Maskell; E C Merry and A X Smith.

## **CABINET MEETING**

**6 July 2015**

### **Public Question Time (Agenda Item No 5)**

Question submitted by Councillor Richard Booth (Chairman of Ringmer Parish Council's Planning Committee). To be put to Councillor Jones, Cabinet Member for Planning:

"Is it necessary for the site North of Bishops Lane (the Gleeson site) in Ringmer to be considered "Strategic" even though at least the same housing numbers will be delivered at least as quickly using the proposals within the Ringmer Neighbourhood Plan, thus adding to the security of the LDC 5 year housing supply?"

**Agenda Item No:** 9.1 **Report No:** 80/15  
**Report Title:** Finance Update  
**Report To:** Cabinet **Date:** 6 July 2015  
**Cabinet Member:** Councillor Andy Smith  
**Ward(s) Affected:** All  
**Report By:** Alan Osborne, Director of Corporate Services  
**Contact Officer(s)-**  
**Name(s):** Steve Jump  
**Post Title(s):** Head of Finance  
**E-mail(s):** steve.jump@lewes.gov.uk  
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**Purpose of Report:**

To provide an update on financial matters affecting the General Fund Revenue Account, the Housing Revenue Account and the approved Capital Programme.

**Officers Recommendation(s):**

**That Cabinet:**

- 1 Agrees Treasury Management activity since the last report to Cabinet has been consistent with the Council's approved Treasury and Investment Strategy.
- 2 Agrees the final position on the General Fund, Housing Revenue Account and Collection Fund accounts for 2014/2015.
- 3 Confirms the allocation of Reserves at 31 March 2015 shown in Appendix 2.
- 4 Adopts the Reserves shown in Table 6.
- 5 Agrees the Capital Programme outturn for 2014/2015 as shown in Appendix 3.
- 6 Approves the updated 2015/2016 Capital Programme set out in Appendix 4.

**Recommends to Council**

- 7 That the Annual Treasury Management Report for 2014/2015 be approved.
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## Reasons for Recommendations

- 1 A report on funding issues in relation to the Council's General Fund Revenue Account, Housing Revenue Account and Capital Programme is made to each meeting of the Cabinet to ensure that the Council's financial health is kept under continual review. It is essential to ensure that the Council has a sound financial base from which to respond to changing activity levels and demand for statutory services and to ensure that, when appropriate, its finances are adjusted in response to reducing income levels and inflationary pressures on expenditure.
- 2 The Council's Treasury Management function deals with very large value transactions on a daily basis. It is essential that the Council is satisfied that appropriate controls are in place and in accordance with the Code of Practice on Treasury Management in the Public Services prepared by CIPFA (the Chartered Institute of Public Finance and Accountancy) and adopted by the Council.

## Information

### 3 Treasury Management

- 3.1 Treasury Management investment activity between 28 February and 31 May 2015 is summarised in Table 1. All activity was consistent with the Council's approved Treasury and Investment Strategies for 2014/2015 and 2015/2016.

**Table 1 - recent investment activity**

| Type of investment        | New investments | Matured investments | Average on deposit £m | Average return % |
|---------------------------|-----------------|---------------------|-----------------------|------------------|
| Short term deposits       | 12              | 11                  | 4.88                  | 0.62             |
| Long term deposits        | Nil             | Nil                 | 0.00                  | 0.00             |
| Treasury Bills            | 16              | 8                   | 6.02                  | 0.43             |
| Money Market Funds        | daily           |                     | 2.05                  | 0.56             |
| Interest Bearing Accounts |                 |                     | 2.70                  | 0.32             |

- 3.2 No new borrowing was undertaken in the period. Long term borrowing remains at £56.6m.
- 3.3 In accordance with the Council's approved Treasury Strategy Statement, the Audit and Standards Committee reviews all treasury activity that takes place in order to confirm that it has been undertaken in accordance with the approved Strategy. Should the Audit and Standards Committee have any observations they would be recorded in its minutes and referred to Cabinet.
- 3.4 The Council has adopted the CIPFA Code of Practice on Treasury Management in the Public Services Code and complies with its requirements, one of which is that the Council should receive an Annual Treasury Management Report following the end of each financial year. This Report also includes the results of the various indicators which the Council sets each year in accordance with the Prudential Code for Capital Finance in Local Authorities.



3.5 The Annual Report for 2014/2015 is attached at Appendix 1. The Audit and Standards Committee considered the report at its meeting on 22 June 2015, following the drafting of this report. Any comments made by the Audit and Standards Committee will be reported verbally to this meeting of Cabinet. Cabinet is asked to recommend that Council approves the Annual Report.

#### 4 Closure of 2014/2015 Accounts

4.1 The Council's 2014/2015 Accounts have now been closed. The Director of Corporate Services approved the draft Statement of Accounts on 29 June 2015. The Accounts have been released to the Council's external auditor BDO and are available to the public for inspection.

#### 4.2 General Fund

4.2.1 The General Fund year end position for 2014/2015 is in line with the budget and remains sufficiently robust to support the Medium Term Financial Strategy.

4.2.2 Table 2 shows the final net expenditure/income for 2014/2015 analysed by statutory service area, as presented in the Council's published budget papers.

**Table 2 - General Fund Services net expenditure**

| (a)                                   | (b)<br>2014/2015<br>Budget<br>£'000 | (c)<br>2014/2015<br>Actual<br>£'000 | (d)<br>=(c) – (b)<br>Variance<br>£'000 |
|---------------------------------------|-------------------------------------|-------------------------------------|--|
| <b>Service area</b>                   |                                     |                                     |  |
| Central Services                      | 1,243                               | 1,089                               | (154)                                  |
| Cultural and Related Services         | 2,360                               | 2,185                               | (175)                                  |
| Environmental and Regulatory Services | 4,637                               | 4,353                               | (284)                                  |
| Highways and Transport Services       | (317)                               | (321)                               | (4)                                    |
| Housing General Fund Services         | 1,609                               | 1,720                               | 111                                    |
| Planning Services                     | 1,267                               | 1,390                               | 123                                    |
| Corporate and Democratic Core         | 1,966                               | 2,274                               | 308                                    |
| <b>Net cost of Service provision</b>  | <b>12,765</b>                       | <b>12,690</b>                       | <b>(75)</b>                            |

4.2.3 Table 3 overleaf summarises the variations which led to the overall saving of £75,000 in the cost of Service provision when compared with the budget.

**Table 3 - General Fund summary of variations**

|   | £'000 | £'000       |
|---|-------|-------------|
| One-off costs of voluntary severance including pension strain             | 560   |             |
| Reduced cost of salaries  | (393) |             |
| Net increase in employee costs  |       | 167         |
| Unused budgets for Service Priorities/Savings target released to Reserves |       | (134)       |
| Additional expenditure:   |       |             |
| - Projects funded from Reserves   | 481   |             |
| - Projects funded from Grants   | 118   |             |
| - Miscellaneous Service costs   | 337   |             |
|   |       | 936         |
| Reduced Service income  |       | 705         |
| Reduced Service expenditure   |       | (1,103)     |
| Increased Service income  |       | (579)       |
| Treasury Management   |       | (48)        |
| Increased allowance for doubtful debts                                    |       | 134         |
| Ad-hoc grants and contributions received                                  |       | (153)       |
| Net saving  |       | <b>(75)</b> |

**4.2.4** Further details of the elements summarised above are available from the Head of Finance. Examples of key variations are:

- £181,000 reduced income from recycle sales
- £99,000 reduced income from parking charges and PCN's
- £97,000 reduced income from Private Sector Leasehold property tenants
- £73,000 reduced payments to Private Sector Leasehold property owners
- £74,000 additional income from Planning fees
- £60,000 VAT reimbursement to Council re Trade Waste
- £114,000 reduced property maintenance expenditure
- £104,000 reduced grounds maintenance expenditure
- £68,000 reduction in Trade Waste Disposal charges paid
- £68,000 reduction in cost of Car Parking management agreement

**4.2.5** In addition to spending on services, contributions to Reserves were made in 2014/2015 as shown in Table 4. Appendix 2 identifies the contributions to each Reserve.

**Table 4 - Contributions to Reserves**

| (a)                                     | (b)<br>2014/2015<br>Budget<br>£'000 | (c)<br>2014/2015<br>Actual<br>£'000 | (d)<br>=(c) – (b)<br>Variance<br>£'000 |
|---|-------------------------------------|-------------------------------------|--|
| Net cost of Service provision (Table 3) | 12,765                              | 12,690                              | (75)                                   |
| Transfers to Reserves                   | 2,414                               | 2,745                               | 331                                    |
| <b>Total cost to be financed</b>        | <b>15,179</b>                       | <b>15,435</b>                       | <b>256</b>                             |
|   |                                     |                                     |  |

**4.2.6** The increase in the amount transferred to Reserves shown in Table 4, £331,000, is primarily the result of additional grants and contributions received, pending use in future years, (£133,000), and the carry-forward of unspent budgets at the year end (£157,000), approved by the Chief Executive and Director of Corporate Services in accordance with the Council's financial management arrangements.

**4.2.7** Table 5 shows the sources of General Fund financing in 2014/2015.

**Table 5 - General Fund financing**

| (a)                            | (b)<br>2014/2015<br>Budget<br>£'000 | (c)<br>2014/2015<br>Actual<br>£'000 | (d)<br>=(c) – (b)<br>Variance<br>£'000 |
|--------------------------------|-------------------------------------|-------------------------------------|--|
| <b>Service area</b>            |                                     |                                     |  |
| Use of Reserves                | 1,034                               | 1,314                               | 280                                    |
| Use of Balance                 | 748                                 | 789                                 | 41                                     |
| Non-specific Government Grants | 4,214                               | 4,197                               | (17)                                   |
| Retained Business Rates        | 2,445                               | 2,397                               | (48)                                   |
| Council Tax                    | 6,738                               | 6,738                               | 0                                      |
| <b>Total Financing</b>         | <b>15,179</b>                       | <b>15,435</b>                       | <b>256</b>                             |
|                                |                                     |                                     |  |

#### **4.2.8 General Fund Reserves**

- i** As Table 4 shows, £1,314,000 was used from General Fund Reserves in 2014/2015 to fund revenue expenditure. At 31 March 2015, £10,056,000 was held in these Reserves and is available to support future spending. Appendix 2 shows the movements through each Reserve in 2014/2015 and the balance held at the year end. This analysis corresponds with the position stated in the Council's draft Statement of Accounts.
- ii** Table 4 also highlights that General Fund spending in 2014/2015 was supported by the use of £789,000 from the balance, £41,000 higher than anticipated within the budget. At 31 March 2015, the balance was £1,552,000, consistent with the Medium Term Finance Strategy.
- iii** Cabinet reviews the composition of Reserves a minimum of twice a year – when setting the annual budget and after the closure of the accounts. The number of General Fund Reserves has increased steadily over time, with 26 now active. Some of these are subdivided into a number of components. In order to enhance transparency and accountability, it is now considered appropriate to rationalise the number of reserves, combining them where amounts are held for very similar purposes.
- iv** Following an internal review, Cabinet is now recommended to adopt the General Fund Reserves set out in Table 6 with immediate effect. It is important to note that the total amount held in Reserves is unchanged and that the contributions into, and use of, reserves indicated for 2015/2016 are as currently approved.

**Table 6 - Reserves 2015/2016**

| Ref | Reserve                                      | Balance at 31 March 2015 | Contribution to reserve | Committed for revenue | Committed for capital | Total Use of reserve | Balance at 31 March 2016 |
|-----|--|--------------------------|-------------------------|-----------------------|-----------------------|----------------------|--------------------------|
|     |  | £'000                    | £'000                   | £'000                 | £'000                 | £'000                | £'000                    |
|     | <b>General Fund</b>                          |                          |                         |                       |                       |                      |                          |
| 1   | Strategic Change                             | (2,358)                  | (1,686)                 | 489                   | 1,763                 | 2,252                | (1,792)                  |
| 2   | Asset Maintenance                            | (2,444)                  | (511)                   | 238                   | 646                   | 884                  | (2,071)                  |
| 3   | Vehicle and Equipment Replacements           | (2,490)                  | (320)                   | 0                     | 1,576                 | 1,576                | (1,234)                  |
| 4   | Economic Regeneration                        | (353)                    | 0                       | 220                   | 0                     | 220                  | (133)                    |
| 5   | Revenue Grants and Contributions pending use | (284)                    | 0                       | 0                     | 0                     | 0                    | (284)                    |
| 6   | Unallocated Reserve                          | (3,679)                  | 51                      | 539                   | 0                     | 539                  | (3,089)                  |
| 7   | General Fund Sub-total                       | <b>(11,608)</b>          | <b>(2,466)</b>          | <b>1,486</b>          | <b>3,985</b>          | <b>5,471</b>         | <b>(8,603)</b>           |
|     | <b>HRA</b>                                   |                          |                         |                       |                       |                      |                          |
| 8   | Major Repairs Reserve                        | (1,112)                  | (4,421)                 | 0                     | 4,637                 | 4,637                | (896)                    |
| 9   | HRA Balance                                  | (2,638)                  | 0                       | 491                   | 0                     | 491                  | (2,149)                  |
| 10  | <b>Total</b>                                 | <b>(15,358)</b>          | <b>(6,887)</b>          | <b>1,977</b>          | <b>8,622</b>          | <b>10,599</b>        | <b>(11,649)</b>          |

### 4.3 Housing Revenue Account

**4.3.1** The HRA outturn for 2014/2015 produced a net deficit of £90,000 compared with a surplus of £281,000 projected when setting the 2015/2016 budget. Table 7 summarises the main variations compared with that projection.

**Table 7 - HRA variations**

|  |            |
|--|------------|
|  | £'000      |
| Increase in rent income                            | (19)       |
| Increased spend on Revenue Repairs and Maintenance | 1,023      |
| Reduced spend on Capital Repairs and Maintenance   | (385)      |
| One-off cost of voluntary severance                | 228        |
| Reduced Service Management cost including salaries | (547)      |
| Reduced Corporate Management cost                  | (35)       |
| Reduced spend on communal areas                    | (25)       |
| Reduction in cost of insurance                     | (21)       |
| Increased allowance for doubtful debts             | 24         |
| Increase in contribution to Major Repairs Reserve  | 151        |
| Miscellaneous net variations                       | (23)       |
| <b>Total variation (increase in net deficit)</b>   | <b>371</b> |

**4.3.2** Active management of planned and responsive repairs (which are accounted for as revenue expenditure) alongside major repairs,

replacements and improvements (which fall within the HRA capital programme) has been in place. Variations in the HRA capital programme are explained elsewhere in this report.

- 4.3.3** The projected spend on Service Management included an allocation of £430,000 for external support to progress new affordable housing projects and other specialist projects. Actual spending in the year was £93,000, with the unspent resources being retained within the HRA Balance at the end of the year.
- 4.3.4** The contribution to the Major Repairs Reserve is calculated in accordance with accounting guidance and is based on the depreciation of the various components of the housing stock (windows, bathrooms, heating systems, etc) over time. The total contribution made is higher than the original budget to reflect the current cost of replacing these components. The Major Repairs Reserve is used to fund capital expenditure.
- 4.3.5** The net deficit generated in 2014/2015 is funded from the Housing Revenue Account balance, £2,638,000 at 31 March 2015. Table 8 identifies the components of the balance.

**Table 8 - HRA Balance**

|                           | £'000        |
|---------------------------|--------------|
| 1 General Working Balance | 1,300        |
| 2 Capital Expenditure     | 112          |
| 3 Budgets Carried Forward | 319          |
| 4 Special Projects        | 557          |
| 5 Service Charges         | 75           |
| 6 Self Insurance          | 275          |
| <b>7 Total</b>            | <b>2,638</b> |

#### **4.4 Collection Fund**

- 4.4.1** The actual balance on the Council Tax Collection Fund at 31 March 2015 was a surplus of £975,000, compared with a surplus of £403,000 which had been estimated at the time of setting the Council Tax for 2015/2016. This variance, at just under 1% of income, is well within the acceptable level of tolerance given that the total annual amount of Council Tax due was £58.9m. The earliest that this Collection Fund balance can be distributed is during 2016/2017. The distribution would be between Lewes District Council, East Sussex County Council, East Sussex Fire Authority and the Sussex Police and Crime Commissioner, based on 2015/2016 Council Tax amounts. Approximately 14% of the surplus will be returned to this Council.
- 4.4.2** The actual balance on the Business Rates Collection Fund at 31 March 2015 was a deficit of £614,000 (of which this Council's share will be £245,000) compared with the break-even position anticipated when setting the 2015/2016 budget. This variation was the result of an increase in the provision made in respect of business rates appeals.

## 4.5 Capital Programme 2014/2015 and 2015/2016

4.5.1 The Capital Programme is an allocation of resources (principally capital receipts from the sale of assets, grants or contributions received with specific conditions attached, and reserves) to projects relating to the major repair, enhancement or purchase of long-term assets. In many cases these projects will span financial years.

4.5.2 Table 9 summarises the final position of the 2014/2015 Capital Programme. Appendix 3 gives a detailed analysis.

**Table 9 - Capital Programme 2014/2015 Summary**

|  | <b>£'000</b> |
|--|--------------|
| Original allocation for year                                       | 8,546        |
| Variations agreed in year including allocations c/fwd from 2013/14 | 8,048        |
| Revised allocation for the 2014/2015 year and beyond               | 16,594       |
| Further variations (explained in paragraph 4.5.3)                  | 57           |
| Final allocation   | 16,651       |
| Less: Actual spend in 2014/15                                      | 9,901        |
| Remaining allocations to be used in 2015/16 and beyond             | <u>6,750</u> |

4.5.3 In some cases, further variations to the allocations previously agreed during 2014/2015 are necessary. Details of the most significant changes noted on Appendix 3 are in :

**Table 10 - 2014/2015 Capital Programme variations**

|                |  |
|----------------|--|
| Lines 1 to 26  | HRA Capital Programme. There are a number of amendments to the individual elements of the programme which has been managed as a whole and in conjunction with the revenue budget for planned and responsive repairs. The total cost of the programme has reduced by £673,000. No homes became available for purchase under the right to buy buy-back arrangements in the year. |
| Line 33        | Spending on disabled facilities grants was fully funded by government grant, and no additional call on capital receipts was required. £48,000 of unused grant funding is carried over into 2015/2016.  |
| Line 56        | The Big Park project is funded primarily by s106 developer contributions. The capital programme allocation is adjusted to reflect the level of contributions available and spent.  |
| Lines 74 to 81 | The IT elements of the Agile Working Project are now complete and no allocations are carried forward into 2015/2016. Future investment in modernising IT systems and telephony will form part of the New Service Delivery allocation within the 2015/2016 capital programme.   |
| Line 84        | There is no requirement to carry forward the unused general provision for Asset Backlog repairs. The provision available within the 2015/2016 capital programme is sufficient at this time.  |
| Line 91        | A review of waste collection and recycling arrangements has  |

|  |  |
|--|--|
|  | <p>taken place and Cabinet will consider proposals for change at this meeting. Vehicle replacements envisaged when the programme was originally drafted have not been actioned pending Cabinet's decision on the way forward. Funding for future replacements is retained within an earmarked Reserve.</p> |
|--|--|

**4.5.4** The Capital Programme for 2015/2016 (Appendix 4) has been updated to include the amounts brought forward from 2014/2015. The only other recommended variations are:

- inclusion of Play Area project at Newick, to be fully funded from a Developer's Contribution (line 50)
- minor adjustment to incorporate a final payment required in respect of the replacement boiler at Southover House (line 76).

**5 Financial Appraisal** - referred to under individual items above.

**6 Legal Implications** - there are no legal implications arising from this report.

### **Risk Management Implications**

**6.1** The Council maintains an overview of its policy programme, its Medium Term Financial Strategy and the external factors that affect them. Without this constant analysis and review there is a risk that the underlying recurring revenue budgets will grow at a faster rate than the resources available to fund them. This risk is mitigated through regular reports to Cabinet on the Council's overall revenue and capital position and Cabinet's correcting actions taken in accordance with the objectives and principles it set for management of the Council's finances.

**6.2** An additional risk in the current climate is that reserves and balances will be drawn upon sooner than is necessary unless an assessment is made of resource implications where activity levels have fallen or risen to any significant degree. This risk is mitigated by identifying such areas, making an assessment covering the short and medium term and taking corrective action.

### **7 Equality Screening**

This Finance Update is a routine report for which detailed Equality Analysis is not required to be undertaken. The equality implications of individual decisions relating to the projects/services covered in this report are addressed within other relevant Council reports.

### **8 Background Papers**

Treasury Strategy Statement <http://www.lewes.gov.uk/council/20987.asp>

### **Appendices**

Appendix 1 – Annual Treasury Management Report 2014/2015

Appendix 2 – Earmarked Reserves at 31 March 2015

Appendix 3 – Capital Programme 2014/2015

Appendix 4 – Capital Programme 2015/2016

**Lewes District Council**

**Annual Treasury Management Report 2014/2015**

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## 1. Background

1.1 The Council is required through regulations issued under the Local Government Act 2003 to produce an annual treasury management report. The report must review treasury management activities and set out the final position of the Council's Treasury Prudential Indicators. This report meets the requirements of both the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities.

1.2 The Council defines its Treasury Management activities as:

*“the management of the Council's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”*

1.3 The Council agreed its Treasury Management Strategy Statement and Investment Strategy 2014/2015 to 2016/2017 at its meeting in February 2014.

## 2. Overall Summary of Activity 2014/2015

2.1 The table below lists the key elements of the 2014/2015 Strategy and records actual performance against each one of them.

| Key Element   | Required by Strategy   | Actual Performance                                 |   |
|---|--|--|---|
| <b>Borrowing</b>  |  |  |   |
| Underlying need to borrow (CFR) at year end                         | £70.709 million  | £69.979 million                                    | ✓ |
| Internal borrowing at year end                                      | £14.036 million  | £13.306 million                                    | ✓ |
| New external long-term borrowing in year                            | None anticipated   | None undertaken                                    | ✓ |
| Debt rescheduling in year   | Review options but not anticipated   | Options kept under review, none undertaken         | ✓ |
| Interest payments on external borrowing                             | £1.730 million   | £1.733 million                                     | ✓ |
| <b>Investments</b>  |  |  |   |
| Minimum counterparty credit ratings for investments of up to 1 year | Long-term A/ Short-term F1 (does not apply to Government and other local authorities which have the highest ratings) | At least Long-term A/ Short-term F1 where required | ✓ |
| Sovereign status of counterparties                                  | UK plus 10 specified nations   | Only UK counterparties used                        | ✓ |
| Money Market Funds  | AAA rated with Constant Net Asset Value  | AAA rated with Constant Net Asset Value            | ✓ |

| Key Element   | Required by Strategy                           | Actual Performance   |   |
|---|--|--|---|
| Overnight exposure guideline for deposits with Cooperative                              | Maximum £1 million                             | Guideline not exceeded.  | ✓ |
| Interest receipts from external investments   | £0.050m  | £0.088   | ✓ |
| <b>Appointment of Investment Consultants</b>  |  |  |   |
| Independent Treasury Adviser to be retained   | Arlingclose to be retained as Treasury Adviser | Arlingclose retained as Treasury Adviser                                   | ✓ |
| <b>Banking Arrangements</b>   |  |  |   |
| Procurement of bank to replace The Cooperative following its withdrawal from the sector | Switch to new bank by April 2015               | Lloyds Bank plc appointed as banker. Switch completed by 28 February 2015. | ✓ |
| <b>Reporting and Training</b>   |  |  |   |
| Reports to be made to Audit and Standards Committee and Cabinet                         | Every meeting                                  | Every regular meeting.   | ✓ |
| Briefing sessions for Councillors and Staff   | Treasury Adviser to provide                    | Arlingclose met with Councillors and Staff September 2014                  | ✓ |

2.2 For those who are looking for more than this overall confirmation that all treasury management and investment activity in 2014/2015 has been carried out in accordance with the Council's agreed Strategy, the remainder of this report explores each of the key elements in more depth. Appendix A gives details of the final position on each of the Prudential Indicators, and Appendix B explores the Economic Background to the year's activity. A Glossary appears at the end of the document to explain the technical terms which could not be avoided when writing this report.

### 3. Detailed Analysis – Borrowing

- 3.1 Other than for temporary cash flow purposes, local authorities are only allowed to borrow to finance capital expenditure (eg the purchase of property, vehicles or equipment which will last for more than one year, or the improvement of such assets).
- 3.2 In accounting terms, the underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR). This, together with Balances and Reserves, are the core drivers of Treasury Management activity.
- 3.3 The CFR is, in simple terms, the amount of capital expenditure which has been incurred by the Council but which has not yet been paid for (by using, for example, grants, capital receipts, reserves or revenue income) and in the meantime is covered by internal or external borrowing. External borrowing is where loans are raised from the Public Works Loans Board or banks. Alternatively it is possible to use the significant levels of cash which has been set aside in Balances and Reserves and which would otherwise need to be

invested with banks or other borrowers as a means to avoid taking on external loans. This is known as internal borrowing.

- 3.4 As noted above, the level of CFR increases each year by the amount of unfinanced capital expenditure and is reduced by the amount that the Council sets aside for the repayment of borrowing. The table below shows the original CFR projection for 2014/2015, the revised position reported at the time of producing the Treasury Strategy 2015/2016 and the final position for the year. The variation in capital expenditure (and financing) was anticipated given that the capital programme represents an allocation of funds to specific long-term projects many of which span financial years.

|  | 2014/15<br>Original<br>£m | 2014/15<br>Revised<br>£m | 2014/15<br>Outturn<br>£m |
|--|---------------------------|--------------------------|--------------------------|
| Opening CFR                              | 71.880                    | 71.448                   | 71.448                   |
| Capital expenditure in year              | 7.746                     | 16.594                   | 10.006                   |
| Less financed                            | (7.473)                   | (15.472)                 | (9.613)                  |
| Less amount set aside for debt repayment | (1.862)                   | (1.861)                  | (1.862)                  |
| <b>Closing CFR</b>                       | <b>70.291</b>             | <b>70.709</b>            | <b>69.979</b>            |

- 3.5 The overall CFR can be split between the General Fund and Housing Revenue Account as follows:

| CFR Component           | 2014/15<br>Revised<br>£m | 2014/15<br>Outturn<br>£m |
|-------------------------|--------------------------|--------------------------|
| General Fund            | 5.919                    | 4.505                    |
| Housing Revenue Account | 64.790                   | 65.474                   |
| <b>Total</b>            | <b>70.709</b>            | <b>69.979</b>            |

- 3.6 The following table compares the CFR with the amount that the Council holds in balances and reserves as well as working capital (day to day cash movements as well as grants, developer contributions and capital receipts held pending use). The total held in Balances and Reserves is higher than anticipated in the revised budget mainly because of expenditure on capital projects switching into 2015/2016.

|  | 31/3/15<br>Revised<br>£m | 31/3/15<br>Outturn<br>£m |
|--|--------------------------|--------------------------|
| (a) Capital Financing Requirement                                    | 70.709                   | 69.979                   |
| (b) Actual external borrowing  | (56.673)                 | (56.673)                 |
| (c) Use of Balances and Reserves as alternative to borrowing (a)-(b) | 14.036                   | 13.306                   |
| (d) Total Balances and Reserves                                      | 12.758                   | 15.645                   |
| (e) Working capital  | 5.730                    | 7.669                    |
| (f) Less Amount used as an alternative to borrowing (c) above        | (14.036)                 | (13.306)                 |
| (g) Total investments (d)+(e)-(f)                                    | 4.452                    | 10.008                   |

3.7 The Council's loan portfolio at 31 March 2015 was:

| Lender   | Interest  | Amount £m    | Rate % | Maturity   |
|----------|-----------|--------------|--------|------------|
| PWLB     | Fixed     | 4.00         | 2.7000 | 01/03/2024 |
| PWLB     | Fixed     | 5.00         | 3.3000 | 01/03/2032 |
| PWLB     | Fixed     | 2.00         | 3.0500 | 01/09/2027 |
| PWLB     | Fixed     | 2.00         | 2.7600 | 01/09/2024 |
| PWLB     | Fixed     | 4.00         | 2.9700 | 01/09/2026 |
| PWLB     | Fixed     | 5.00         | 3.2800 | 01/09/2031 |
| PWLB     | Fixed     | 4.00         | 2.6300 | 01/09/2023 |
| PWLB     | Fixed     | 5.00         | 3.4400 | 01/03/2037 |
| PWLB     | Fixed     | 6.67         | 3.5000 | 01/03/2042 |
| PWLB     | Fixed     | 5.00         | 3.4300 | 01/09/2036 |
| PWLB     | Variable  | 5.00         | 0.6200 | 28/03/2022 |
| PWLB     | Fixed     | 4.00         | 3.0100 | 01/03/2027 |
|          | Sub-total | <u>51.67</u> |        |            |
| Barclays | LOBO      | 5.00         | 4.5000 | 06/04/2054 |
|          | Total     | <u>56.67</u> |        |            |

3.8 In the table above the Lender's Options Borrower's Option (LOBO) loan was taken out in April 2004 with a term of 50 years. Every 4 years, the Lender has the option to increase the interest rate, and if it does so, the Council has the right to repay.

3.9 Total interest paid on external long-term borrowing in the year was £1.733m, which was consistent with the revised budget for the year. The debt portfolio was largely established in March 2012 on the introduction of self-financing for Housing, and no debt restructuring took place during the year. Internal borrowing continued to be used as an alternative to new external loans. The Council remained eligible to access the Government's 'Certainty Rate' allowing the Council to borrow at a reduction of 0.20% on the Standard Rate.

3.10 As noted in the Treasury Management Policy, two separate Loans Pools operated in 2014/2015, for the General Fund and HRA respectively. At 31 March 2015 the balance on internal loans from the General Fund to the HRA was £8.801m, a reduction of £1.323m compared with the previous year. Interest was charged on internal borrowing at 1.44% (equivalent to a one-year maturity loan from the PWLB at the start of the financial year).

#### 4. Detailed Analysis - Investments

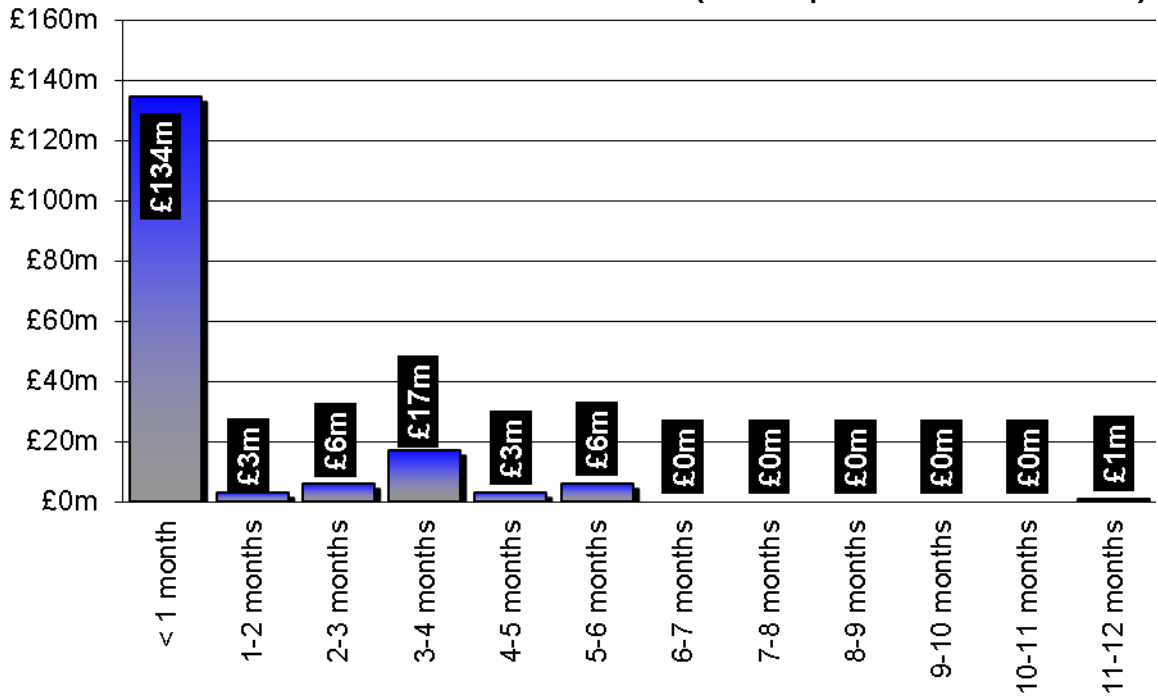
4.1 The Council held an average of £15.5m as cash during the year. This comprised working cash balances, capital receipts, earmarked reserves and developer contributions held pending use.

4.2 The Council's general policy objective is to invest its surplus funds prudently. Throughout 2014/2015, the Council's investment priorities were:

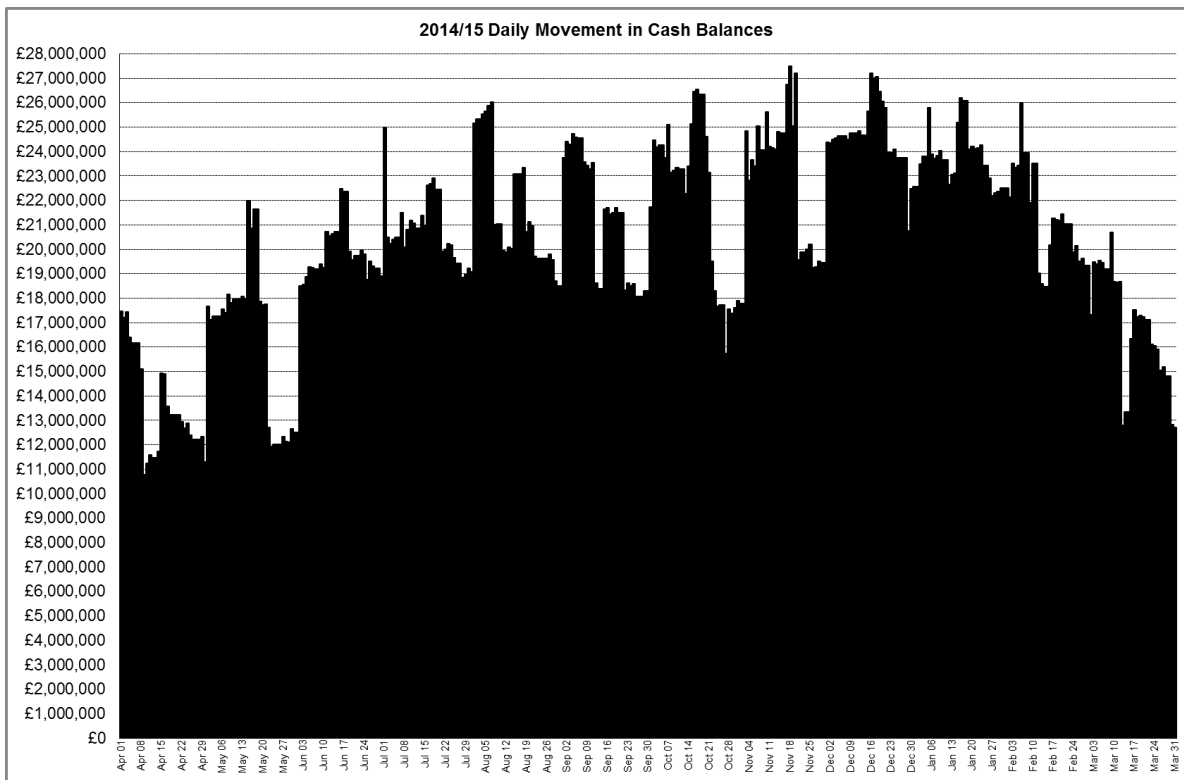
**highest priority** - security of the invested capital;  
**followed by** - liquidity of the invested capital;  
**finally** - an optimum yield commensurate with security and liquidity.

- 4.3 All of the Council's investments were managed in-house. Security of capital was maintained by following the counterparty policy set out in the Investment Strategy for 2014/2015. Investments during the year included:
- Term Deposits with the Debt Management Office (total £84.6m – 37 occasions)
  - Term Deposits with other Local Authorities (total £9.0m – 4 occasions)
  - Term Deposits with banks and building societies (total £13.0m – 13 occasions)
  - Purchase of UK Treasury Bills (total £68.5 – 45 occasions)
  - Investments in AAA-rated Constant Net Asset Value Money Market Funds (MMFs) (average balance held in year £1.357m)
  - Deposit accounts with UK Banks (average balance held in year £2.55m)
- 4.4 In response to market conditions, the Council's day to day approach was to hold an overdrawn balance at the Co-operative bank – the average daily overdrawn balance for the year was £0.172m.
- 4.5 Counterparty credit quality was assessed and monitored with reference to credit ratings (a minimum long-term counterparty rating of A across all three rating agencies Fitch, Standard and Poors, and Moody's applied); credit default swaps; GDP of the country in which the institution operates; the country's net debt as a percentage of GDP; any potential support mechanisms and share price.
- 4.6 In keeping with Government guidance on investments, the Council maintained a sufficient level of liquidity through the use of MMFs, overnight deposits and the use of deposit accounts.
- 4.7 The Council sought to optimise returns commensurate with its objectives of security and liquidity. As expected when setting the investment income budget for 2014/2015, the UK Bank Rate was maintained at 0.5% through the year. As can be seen, the main type of investment made during 2014/2015 was with the Government's Debt Management Office, used in the absence of other counterparties which matched the Council's credit criteria. Deposits with the Debt Management Office attracted an interest rate of 0.25%, below the UK Bank Rate for the year.
- 4.8 A full list of temporary investments made in the year is given at Appendix C. All investments were made with UK institutions, and no new deposits were made for periods in excess of one year. The chart below gives an analysis of aggregate fixed term deposits by duration.

### 2014/15 Investment Profile (exc Deposit Accounts/MMFs)



4.9 The next chart shows how the total amount invested varied from day to day over the course of the year. The movement largely reflects the cycle of grant, council tax and business rate receipts and precept payments made.



4.10 The budget for income generated by external investments in 2014/2015 was £0.050 million. Actual interest generated was significantly higher at £0.088

million, reflecting higher than anticipated levels of cash being held pending expenditure on capital programme projects as well as higher levels of return achieved through the extended use of MMF's, Treasury Bills and Deposit accounts.

## **5. Banking Arrangements**

5.1 In November 2013 the Co-operative Bank contacted all of the local authorities to which it provides banking services to explain that it would be withdrawing from this market sector. The Co-operative Bank's plan was to simplify and rebuild the Bank focusing on serving the needs of individuals and small and medium sized business customers.

5.2 The Council participated in a procurement exercise with other East Sussex District and Borough Councils to appoint a common bank. The outcome of the procurement was the appointment of Lloyds Bank plc as the Council's banker. Accounts at Lloyds Bank were operative from 1 September 2014 and accounts with the Co-operative Bank were closed on 28 February 2015.

## **6. Compliance with Prudential Indicators**

The Council can confirm that it has complied with its Prudential Indicators for 2014/2015. A detailed review of each of the Prudential Indicators is at Appendix A.

## **7. Investment Consultants**

In June 2012 Arlingclose had been reappointed as the Council's treasury management adviser, for a four year term. The reappointment followed a competitive tendering process. In 2014/2015, Arlingclose was the primary source of information, advice and assistance relating to investment activity, with individual investment decisions being made by the Council.

## **8. Reporting and Training**

8.1 The Director of Finance reported the details of treasury management activity to each regular meeting of the Audit and Standards Committee and Cabinet held in 2014/2015. A mid-term summary report was issued in November 2014.

8.2 All councillors tasked with treasury management responsibilities, including scrutiny of the treasury management function, were offered the opportunity to attend a local briefing session led by Arlingclose on 23 September 2014.

8.3 The training needs of the Council's treasury management staff were reviewed as part of the annual corporate staff appraisal/training needs assessment process for all Council employees. Members of staff attended Arlingclose workshops alongside colleagues from other local authorities during 2014/2015.

## Appendix A – Prudential Indicators 2014/2015

### 1. Background:

There is a requirement under the Local Government Act 2003 for local authorities to have regard to CIPFA's Prudential Code for Capital Finance in Local Authorities (the "CIPFA Prudential Code") when setting and reviewing their Prudential Indicators. Some of the Prudential Indicators relate directly to the Council's Capital Programme These Indicators are also included below for completeness of reporting.

### 2. Net Borrowing and the Capital Financing Requirement

2.1 This is a key indicator of prudence. In order to ensure that over the medium term net borrowing will only be for a capital purpose, the local authority should ensure that the net external borrowing does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years.

2.2 The Director of Corporate Services reports that the Council has had no difficulty meeting this requirement in 2014/2015, nor are there any difficulties envisaged for future years. This view takes into account current commitments, existing plans and the proposals in the budget for 2015/2016

### 3. Estimates of Capital Expenditure (direct link to Capital Programme)

This indicator is set to ensure that the level of proposed capital expenditure remains within sustainable limits and, in particular, to consider the impact on Council Tax and in the case of the HRA, housing rent levels.

| No. | Capital Expenditure | 2014/15<br>Original<br>£m | 2014/15<br>Revised<br>£m | 2014/15<br>Actual<br>£m |
|-----|---------------------|---------------------------|--------------------------|-------------------------|
| 1a  | Non-HRA             | 2.063                     | 10.714                   | 4.737                   |
| 1b  | HRA                 | 5.683                     | 5.880                    | 5.164                   |
|     | <b>Total</b>        | <b>7.746</b>              | <b>16.594</b>            | <b>9.901</b>            |

### 4. Ratio of Financing Costs to Net Revenue Stream (direct link to Capital Programme)

4.1 This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet borrowing costs.

4.2 The ratio is based on costs net of investment income. Where investment income exceeds interest payments, the indicator is negative.



| No. | Ratio of Financing Costs to Net Revenue Stream | 2014/15 Original % | 2014/15 Revised % | 2014/15 Actual % |
|-----|--|--------------------|-------------------|------------------|
| 2a  | Non-HRA  | 0.95               | 0.95              | 0.66             |
| 2b  | HRA  | 21.51              | 21.21             | 21.31            |

## 5. Capital Financing Requirement

5.1 The Capital Financing Requirement (CFR) measures the Council's underlying need to borrow for a capital purpose. The calculation of the CFR is taken from the amounts held in the Balance Sheet relating to capital expenditure and its financing.

| No | Capital Financing Requirement | 2014/15 Original £m | 2014/15 Revised £m | 2014/15 Actual £m |
|----|-------------------------------|---------------------|--------------------|-------------------|
| 3a | Non-HRA                       | 4.512               | 5.919              | 4.505             |
| 3b | HRA                           | 65.779              | 64.790             | 65.474            |
|    | <b>Total CFR</b>              | <b>70.291</b>       | <b>70.709</b>      | <b>69.979</b>     |

5.2 The year-on-year change in the CFR is set out below.

| Capital Financing Requirement               | 2014/15 Original £m | 2014/15 Revised £m | 2014/15 Actual £m |
|---|---------------------|--------------------|-------------------|
| <b>Balance B/F</b>                          | 71.880              | 71.448             | 71.448            |
| Capital expenditure financed from borrowing | 0.273               | 1.122              | 0.393             |
| Revenue provision for Debt Redemption.      | (1.862)             | (1.861)            | (1.862)           |
| <b>Balance C/F</b>                          | <b>70.291</b>       | <b>70.709</b>      | <b>69.979</b>     |

## 6. Actual External Debt

This indicator is obtained directly from the Council's balance sheet. It is the closing balance for actual gross borrowing plus other long-term liabilities. This Indicator is measured in a manner consistent for comparison with the Operational Boundary and Authorised Limit (see 8 below).

| No.       | Actual External Debt as at 31/03/2015 | Revised £m    | Actual £m     |
|-----------|---------------------------------------|---------------|---------------|
| 4a        | Borrowing                             | 56.673        | 56.673        |
| 4b        | Other Long-term Liabilities           | 0.000         | 0.071         |
| <b>4c</b> | <b>Total</b>                          | <b>56.673</b> | <b>56.744</b> |

## 7. Incremental Impact of Capital Investment Decisions Stream (direct link to Capital Programme)

This is an indicator of affordability that shows the impact of capital investment decisions on Council Tax and Housing Rent levels. The incremental impact is calculated by comparing the total revenue budget requirement of the current approved capital programme with an equivalent calculation of the revenue budget requirement arising from the proposed capital programme.

| No. | Incremental Impact of Capital Investment Decisions | 2014/15 Original<br>£ | 2014/15 Revised<br>£ | 2014/15 Actual<br>£ |
|-----|--|-----------------------|----------------------|---------------------|
| 5a  | Increase in Band D Council Tax                     | 38.30                 | 99.19                | 50.04               |
| 5b  | Increase in Average Weekly Housing Rents           | 8.31                  | 4.10                 | 1.95                |

The increase in Band D council tax/average weekly rents reflects the funding of the capital programme: for example, new borrowing increases interest payable, and funding from reserves utilises resources which could have otherwise been used to fund revenue expenditure. The actual indicators are less than the revised as a result of capital projects being deferred from 2014/2015 into 2015/2016.

## 8. Authorised Limit and Operational Boundary for External Debt

- 8.1 The Council has an integrated treasury management strategy and manages its treasury position in accordance with its approved strategy and practice. Overall borrowing will therefore arise as a consequence of all the financial transactions of the Council and not just those arising from capital spending reflected in the CFR.
- 8.2 The **Authorised Limit** sets the maximum level of external borrowing on a gross basis (i.e. not net of investments) for the Council. It is measured on a daily basis against all external borrowing items on the Balance Sheet (i.e. long and short term borrowing, overdrawn bank balances and long term liabilities). This Prudential Indicator separately identifies borrowing from other long term liabilities such as finance leases.
- 8.3 The Authorised Limit has been set on the estimate of the most likely, prudent but not worst case scenario with sufficient headroom over and above this to allow for unusual cash movements.
- 8.4 The Authorised Limit is the statutory limit determined under Section 3(1) of the Local Government Act 2003 (referred to in the legislation as the Affordable Limit). The 2014/15 Actual values shown below are the maximum levels of borrowing experienced at any time during the year.

| No. | Authorised Limit for External Debt | 2014/15 Original<br>£m | 2014/15 Revised<br>£m | 2014/15 Actual<br>£m |
|-----|------------------------------------|------------------------|-----------------------|----------------------|
| 6a  | Borrowing                          | 72.00                  | 72.00                 | 56.67                |
| 6b  | Other Long-term Liabilities        | 0.50                   | 0.50                  | 0.07                 |
| 6c  | <b>Total</b>                       | <b>72.50</b>           | <b>72.50</b>          | <b>56.74</b>         |

- 8.5 The **Operational Boundary** links directly to the Council's estimates of the CFR and estimates of other cashflow requirements. This indicator is based on the same estimates as the Authorised Limit reflecting the most likely,

prudent but not worst case scenario but without the additional headroom included within the Authorised Limit.

- 8.6 The Director of Finance has delegated authority, within the total limit for any individual year, to effect movement between the separately agreed limits for borrowing and other long-term liabilities. Decisions will be based on the outcome of financial option appraisals and best value considerations. Any movement between these separate limits will be reported to the immediately following meeting of the Cabinet. The 2014/15 Actual values shown below are the maximum levels of borrowing experienced at any time during the year.

| No. | Operational Boundary for External Debt | 2014/15 Original £m | 2014/15 Revised £m | 2014/15 Actual £m |
|-----|--|---------------------|--------------------|-------------------|
| 7a  | Borrowing                              | 66.50               | 66.50              | 56.67             |
| 7b  | Other Long-term Liabilities            | 0.50                | 0.50               | 0.07              |
| 7c  | <b>Total</b>                           | <b>67.00</b>        | <b>67.00</b>       | <b>56.74</b>      |

## 9. Adoption of the CIPFA Treasury Management Code

This indicator demonstrates that the Council has adopted best practice.

| No. | Adoption of the CIPFA Code of Practice in Treasury Management   |
|-----|---|
| 8   | The Council approved the adoption of the CIPFA Treasury Management Code in 2002. Following revisions to the Code published in December 2009, reconfirmed its adoption of the Code in February 2010. |

## 10. Upper Limits for Fixed Interest Rate Exposure and Variable Interest Rate Exposure

- 10.1 These indicators allow the Council to manage the extent to which it is exposed to changes in interest rates. This Council calculates these limits on net principal outstanding sums ie fixed rate debt net of fixed rate investments.
- 10.2 The upper limit for variable rate exposure has been set to ensure that the Council is not exposed to interest rate rises which could adversely impact on the revenue budget.

| No. |  | 2014/15 Original £m | 2014/15 Revised £m | 2014/15 Actual £m |
|-----|--|---------------------|--------------------|-------------------|
| 9   | <b>Upper Limit for Fixed Interest Rate Exposure</b>    | 72.5                | 72.5               | 51.7              |
| 10  | <b>Upper Limit for Variable Interest Rate Exposure</b> | (27.5)              | (27.5)             | (22.7)            |

- 10.3 The limits above provide the necessary flexibility within which decisions will be made for drawing down new loans on a fixed or variable rate basis; the decisions will ultimately be determined by expectations of anticipated interest rate movements as set out in the Council's Treasury Management Strategy.

10.4 Because the Council's investments are substantially in excess of its variable rate borrowing, the Upper Limit for Variable Interest Rate exposure is shown as a negative figure.

## 11. Maturity Structure of Fixed Rate borrowing

11.1 This indicator highlights the existence of any large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates and is designed to protect against excessive exposures to interest rate changes in any one period, in particular in the course of the next ten years.

11.2 It is calculated as the amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate. The maturity of borrowing is determined by reference to the earliest date on which the lender can require payment.

| No. | Maturity structure of fixed rate borrowing | Lower Limit % | Upper Limit % | Actual % |
|-----|--|---------------|---------------|----------|
| 11a | under 12 months                            | 0             | 70            | 0        |
| 11b | 12 months and within 24 months             | 0             | 70            | 0        |
| 11c | 24 months and within 5 years               | 0             | 75            | 0        |
| 11d | 5 years and within 10 years                | 0             | 75            | 8        |
| 11e | 10 years and above                         | 0             | 100           | 92       |

## 12. Upper Limit for total principal sums invested over 364 days

The purpose of this limit is to contain exposure to the possibility of loss that may arise as a result of the Council having to seek early repayment of the sums invested. No investments of more than 364 days were made during 2014/15.

| No. | Upper Limit for total principal sums invested over 364 days | 2014/15 Original % | 2014/15 Revised % | 2014/15 Actual % |
|-----|---|--------------------|-------------------|------------------|
| 12  | Upper limit   | 50                 | 50                | 0                |

## 13. HRA Limit on Indebtedness

This Prudential Indicator is associated with the introduction of self-financing for housing. It indicates the residual capacity to borrow for housing purposes, while remaining within the overall HRA Debt Cap specified by the Government.

| No  | Capital Financing Requirement | 2014/15 Original £m | 2014/15 Revised £m | 2014/15 Actual £m |
|-----|-------------------------------|---------------------|--------------------|-------------------|
| 13a | HRA CFR                       | 65.779              | 64.790             | 65.474            |
| 13b | HRA Debt Cap                  | 72.931              | 72.931             | 72.931            |
|     | <b>Difference</b>             | <b>7.152</b>        | <b>8.141</b>       | <b>7.457</b>      |

## **Appendix B – Economic Background explained by Arlingclose**

**Growth and Inflation:** The robust pace of GDP growth of 3% in 2014 was underpinned by a buoyant services sector, supplemented by positive contributions from the production and construction sectors. Resurgent house prices, improved consumer confidence and healthy retail sales added to the positive outlook for the UK economy given the important role of the consumer in economic activity.

Annual CPI inflation fell to zero for the year to March 2015, down from 1.6% a year earlier. The key driver was the fall in the oil price (which fell to \$44.35 a barrel a level not seen since March 2009) and a steep drop in wholesale energy prices with extra downward momentum coming from supermarket competition resulting in lower food prices. Bank of England Governor Mark Carney wrote an open letter to the Chancellor in February, explaining that the Bank expected CPI to temporarily turn negative but rebound around the end of 2015 as the lower prices dropped out of the annual rate calculation.

**Labour Market:** The UK labour market continued to improve and remains resilient across a broad base of measures including real rates of wage growth. January 2015 showed a headline employment rate of 73.3%, while the rate of unemployment fell to 5.7% from 7.2% a year earlier. Comparing the three months to January 2015 with a year earlier, employee pay increased by 1.8% including bonuses and by 1.6% excluding bonuses.

**UK Monetary Policy:** The Bank of England's MPC maintained interest rates at 0.5% and asset purchases (QE) at £375bn. Its members held a wide range of views on the response to zero CPI inflation, but just as the MPC was prepared to look past the temporary spikes in inflation to nearly 5% a few years ago, they felt it appropriate not to get panicked into response to the current low rate of inflation. The minutes of the MPC meetings reiterated the Committee's stance that the economic headwinds for the UK economy and the legacy of the financial crisis meant that increases in the Bank Rate would be gradual and limited, and below average historical levels.

Political uncertainty had a large bearing on market confidence this year. The possibility of Scottish independence was of concern to the financial markets, however this dissipated following the outcome of September's referendum. The risk of upheaval (the pledge to devolve extensive new powers to the Scottish parliament; English MPs in turn demanding separate laws for England) lingers on. The highly politicised March Budget heralded the start of a closely contested general election campaign and markets braced for yet another hung parliament.

On the continent, the European Central Bank lowered its official benchmark interest rate from 0.15% to 0.05% in September and the rate paid on commercial bank balances held with it was from -0.10% to -0.20%. The much-anticipated quantitative easing, which will expand the ECB's balance sheet by €1.1 trillion

was finally announced by the central bank at its January meeting in an effort to steer the euro area away from deflation and invigorate its moribund economies. The size was at the high end of market expectations and it will involve buying €60bn of sovereign bonds, asset-backed securities and covered bonds a month commencing March 2015 through to September 2016. The possibility of a Greek exit from the Eurozone refused to subside given the clear frustrations that remained between its new government and its creditors.

The US economy rebounded strongly in 2014, employment growth was robust and there were early signs of wage pressures building, albeit from a low level. The Federal Reserve made no change to US policy rates. The central bank however continued with ‘tapering’, i.e. a reduction in asset purchases by \$10 billion per month, and ended them altogether in October 2014. With the US economy resilient enough the weather the weakness of key trading partners and a strong US dollar, in March 2015 the Fed removed the word “patient” from its statement accompanying its rates decisions, effectively leaving the door open for a rise in rates later in the year.

**Market reaction:** From July, gilt yields were driven lower by a combination of factors: geo-political risks emanating from the Middle East and Ukraine, the slide towards deflation within the Eurozone and the big slide in the price of oil and its transmission though into lower prices globally. 5-, 10- and 20-year gilt yields fell to their lows in January (0.88%, 1.33% and 1.86% respectively) before ending the year higher at 1.19%, 1.57% and 2.14% respectively.

## Appendix C – List of Term Deposits made and/or maturing in 2014/2015

| Deal   | Counterparty                 | Principal | From      | To        | Rate   |
|--------|------------------------------|-----------|-----------|-----------|--------|
| 216013 | Conwy County Borough Council | 2000000   | 29 Nov 13 | 30 May 14 | 0.450% |
| 216213 | Nationwide Building Society  | 1000000   | 07 Nov 13 | 07 May 14 | 0.530% |
| 217213 | Nationwide Building Society  | 1000000   | 24 Jan 14 | 24 Apr 14 | 0.470% |
| 217713 | Nationwide Building Society  | 1000000   | 28 Mar 14 | 28 Apr 14 | 0.400% |
| 217814 | Debt Management Office       | 1750000   | 01 Apr 14 | 04 Apr 14 | 0.250% |
| 217914 | Debt Management Office       | 5000000   | 01 Apr 14 | 09 Apr 14 | 0.250% |
| 218014 | Debt Management Office       | 1500000   | 15 Apr 14 | 17 Apr 14 | 0.250% |
| 218114 | Debt Management Office       | 1500000   | 15 Apr 14 | 25 Apr 14 | 0.250% |
| 218214 | Debt Management Office       | 1000000   | 25 Apr 14 | 30 Apr 14 | 0.250% |
| 218314 | Nationwide Building Society  | 1000000   | 28 Apr 14 | 30 Jun 14 | 0.440% |
| 218414 | Debt Management Office       | 2000000   | 01 May 14 | 07 May 14 | 0.250% |
| 218514 | Debt Management Office       | 2000000   | 01 May 14 | 08 May 14 | 0.250% |
| 218614 | Debt Management Office       | 2250000   | 01 May 14 | 09 May 14 | 0.250% |
| 218714 | Barclays Bank plc            | 1000000   | 07 May 14 | 09 Jun 14 | 0.380% |
| 218814 | Barclays Bank plc            | 1000000   | 07 May 14 | 07 Jul 14 | 0.410% |
| 218914 | Barclays Bank plc            | 1000000   | 07 May 14 | 07 Aug 14 | 0.440% |
| 219014 | Debt Management Office       | 2500000   | 08 May 14 | 12 May 14 | 0.250% |
| 219114 | Debt Management Office       | 3000000   | 09 May 14 | 19 May 14 | 0.250% |
| 219214 | Debt Management Office       | 2500000   | 12 May 14 | 22 May 14 | 0.250% |
| 219314 | Debt Management Office       | 2600000   | 15 May 14 | 22 May 14 | 0.250% |
| 219414 | Nationwide Building Society  | 1000000   | 30 May 14 | 29 Aug 14 | 0.480% |
| 219514 | Debt Management Office       | 2500000   | 02 Jun 14 | 19 Jun 14 | 0.250% |
| 219614 | Debt Management Office       | 2500000   | 02 Jun 14 | 10 Jun 14 | 0.250% |
| 219714 | Debt Management Office       | 1000000   | 02 Jun 14 | 12 Jun 14 | 0.250% |
| 219814 | Debt Management Office       | 1000000   | 05 Jun 14 | 25 Jun 14 | 0.250% |
| 219914 | Debt Management Office       | 1500000   | 11 Jun 14 | 23 Jun 14 | 0.250% |
| 220014 | Barclays Bank plc            | 1000000   | 12 Jun 14 | 13 Oct 14 | 0.500% |
| 220114 | Debt Management Office       | 1750000   | 16 Jun 14 | 23 Jun 14 | 0.250% |
| 220214 | Debt Management Office       | 5000000   | 01 Jul 14 | 02 Jul 14 | 0.250% |
| 220314 | Nationwide Building Society  | 1000000   | 01 Jul 14 | 01 Sep 14 | 0.450% |
| 220414 | Debt Management Office       | 4000000   | 01 Aug 14 | 08 Aug 14 | 0.250% |
| 220514 | Debt Management Office       | 2000000   | 01 Aug 14 | 11 Aug 14 | 0.250% |
| 220614 | Debt Management Office       | 2000000   | 07 Aug 14 | 08 Sep 14 | 0.250% |
| 220714 | Barclays Bank plc            | 1000000   | 13 Aug 14 | 13 Aug 15 | 1.000% |
| 220814 | Debt Management Office       | 2000000   | 15 Aug 14 | 18 Aug 14 | 0.250% |
| 220914 | Nationwide Building Society  | 1000000   | 01 Sep 14 | 02 Mar 15 | 0.640% |
| 221014 | Nationwide Building Society  | 1000000   | 01 Sep 14 | 02 Feb 15 | 0.580% |
| 221114 | Debt Management Office       | 1000000   | 01 Sep 14 | 08 Sep 14 | 0.250% |
| 221214 | Debt Management Office       | 1000000   | 02 Sep 14 | 12 Sep 14 | 0.250% |
| 221314 | Debt Management Office       | 2000000   | 08 Sep 14 | 12 Sep 14 | 0.250% |
| 221414 | Debt Management Office       | 2250000   | 15 Sep 14 | 22 Sep 14 | 0.250% |
| 221514 | Debt Management Office       | 1500000   | 06 Oct 14 | 13 Oct 14 | 0.250% |
| 221614 | Cornwall County Council      | 2000000   | 07 Oct 14 | 12 Feb 15 | 0.430% |
| 221714 | Debt Management Office       | 4000000   | 13 Oct 14 | 22 Oct 14 | 0.250% |
| 221814 | Debt Management Office       | 3000000   | 15 Oct 14 | 20 Oct 14 | 0.250% |
| 221914 | Debt Management Office       | 2000000   | 03 Nov 14 | 19 Nov 14 | 0.250% |
| 222014 | Debt Management Office       | 1000000   | 07 Nov 14 | 10 Nov 14 | 0.250% |
| 222114 | Debt Management Office       | 1000000   | 20 Nov 14 | 21 Nov 14 | 0.250% |
| 222214 | Gloucester City Council      | 2000000   | 15 Dec 14 | 02 Jan 15 | 0.450% |
| 222314 | Debt Management Office       | 3000000   | 02 Jan 15 | 05 Jan 15 | 0.250% |
| 222414 | Debt Management Office       | 2000000   | 15 Jan 15 | 19 Jan 15 | 0.250% |
| 222514 | Telford and Wrekin Council   | 3000000   | 06 Feb 15 | 15 Apr 15 | 0.400% |
| 222614 | Debt Management Office       | 6000000   | 02 Mar 15 | 13 Mar 15 | 0.250% |
| 222714 | Debt Management Office       | 2000000   | 16 Mar 15 | 23 Mar 15 | 0.250% |

## Glossary of Terms

|   |   |
|---|---|
| Affordable Borrowing Limit                                    | Each local authority is required by statute to determine and keep under review how much money it can afford to borrow. The Prudential Code (see below) sets out how affordability is to be measured.  |
| Base Rate   | The main interest rate in the economy, set by the Bank Of England, upon which others rates are based.   |
| Bonds   | Debt instruments issued by government, multinational companies, banks and multilateral development banks. Interest is paid by the issuer to the bond holder at regular pre-agreed periods. The repayment date of the principal is also set at the outset.   |
| Capital Expenditure   | Spending on the purchase, major repair, or improvement of assets eg buildings and vehicles  |
| Capital Financing Requirement (CFR)                           | Calculated in accordance with government regulations, the CFR represents the amount of Capital Expenditure that it has incurred over the years and which has not yet been funded from capital receipts, grants or other forms of income. It represents the Council's underlying need to borrow.   |
| Chartered Institute of Public Finance and Accountancy (CIPFA) | CIPFA is one of the leading professional accountancy bodies in the UK and the only one that specialises in the public services. It is responsible for the education and training of professional accountants and for their regulation through the setting and monitoring of professional standards. Uniquely among the professional accountancy bodies in the UK, CIPFA has responsibility for setting accounting standards for a significant part of the economy, namely local government.   |
| Counterparty  | Organisation with which the Council makes an investment   |
| Credit Default Swaps  | CDS are a financial instrument for swapping the risk of debt default and are effectively an insurance premium. Local authorities do not trade in CDS but trends in CDS prices can be monitored as an indicator of relative confidence about the credit risk of counterparties.  |
| Credit Rating   | A credit rating is an independent assessment of the credit quality of an institution made by an organisation known as a rating agency. The rating agencies take many factors into consideration when forming their view of the likelihood that an institution will default on their obligations, including the institution's willingness and ability to repay. The ratings awarded typically cover the short term outlook, the long term outlook, as well as an assessment of the extent to which the parent company or the state will honour any obligations. At present, the three main agencies providing credit |



|   |  |
|---|--|
|   | rating services are Fitch Ratings, Moody's and Standard and Poor's.  |
| Fixed Deposits                                | Loans to institutions which are for a fixed period at a fixed rate of interest   |
| Gilts   | These are issued by the UK government in order to finance public expenditure. Gilts are generally issued for set periods and pay a fixed rate of interest. During the life of a gilt it will be traded at price decided in the market.   |
| Housing Revenue Account (HRA)                 | There is a statutory requirement for local authorities to account separately for expenditure incurred and income received in respect of the dwellings that they own and manage.  |
| Lenders' Option Borrower's Option (LOBO)      | A long term loan with a fixed interest rate. On pre-determined dates (eg every five years) the lender can propose or impose a new fixed rate for the remaining term of the loan and the borrower has the 'option' to either accept the new imposed fixed rate or repay the loan.   |
| LIBID   | The rate of interest at which first-class banks in London will bid for deposit funds   |
| Minimum Revenue Provision (MRP)               | The minimum amount which must be charged to an authority's revenue account each year and set aside as provision for the repayment of debt.   |
| Operational boundary                          | This is the most likely, prudent view of the level of gross external indebtedness. A temporary breach of the operational boundary is not significant.  |
| Prudential Code/Prudential Indicators         | The level of capital expenditure by local authorities is not rationed by central government. Instead the level is set by local authorities, providing it is within the limits of affordability and prudence they set themselves. The Prudential Code sets out the indicators to be used and the factors to be taken into account when setting these limits |
| Public Works Loan Board (PWLB)                | A central government agency which provides long- and medium-term loans to local authorities at interest rates only slightly higher than those at which the Government itself can borrow.   |
| Treasury Management Strategy Statement (TMSS) | Approved each year, this document sets out the strategy that the Council will follow in respect of investments and financing both in the forthcoming financial year and the following two years.   |
| Treasury Bills (T-Bills)                      | These are issued by the UK Government as part of the Debt Management Office's cash management operations. They do not pay interest but are issued at a discount and are redeemed at par. T-Bills have up to 12 months maturity when first issued.  |

## Schedule of Reserves and Balances at 31 March 2015

| Ref | Reserve                                      | Outturn 2014/2015       |                         |                  |                  |                      | Balance at 31 March 2015 |
|-----|--|-------------------------|-------------------------|------------------|------------------|----------------------|--------------------------|
|     |  | Balance at 1 April 2014 | Contribution to reserve | Used for revenue | Used for capital | Total Use of reserve |                          |
|     |  | £'000                   | £'000                   | £'000            | £'000            | £'000                | £'000                    |
|     | <b>General Fund</b>                          |                         |                         |                  |                  |                      |                          |
| 1   | Budget Carry Forward                         | (74)                    | (157)                   | 74               | 0                | 74                   | (157)                    |
| 2   | Building Control Charging Scheme             | (81)                    | (17)                    | 0                | 0                | 0                    | (98)                     |
| 3   | Change Management and Spending Power         | (2,396)                 | (1,211)                 | 508              | 1,322            | 1,830                | (1,777)                  |
| 4   | Clean and Green Reserve                      | (26)                    | 0                       | 0                | 0                | 0                    | (26)                     |
| 5   | Corporate Building Repairs                   | (190)                   | (50)                    | 21               | 0                | 21                   | (219)                    |
| 6   | Housing Benefit standards and improvements   | (864)                   | (142)                   | 4                | 0                | 4                    | (1,002)                  |
| 7   | Insurance                                    | (165)                   | (31)                    | 15               | 0                | 15                   | (181)                    |
| 8   | Leisure Buildings Repairs                    | (100)                   | (50)                    | 56               | 0                | 56                   | (94)                     |
| 9   | Leisure Trust                                | (258)                   | (50)                    | 0                | 2                | 2                    | (306)                    |
| 10  | All Weather Pitch Reserve                    | (121)                   | (20)                    | 0                | 0                | 0                    | (141)                    |
| 11  | Leisure Trust Buildings Maintenance          | (198)                   | (80)                    | 14               | 0                | 14                   | (264)                    |
| 12  | Newhaven Enterprise Centre Reserve           | (71)                    | (13)                    | 0                | 0                | 0                    | (84)                     |
| 13  | Community Safety Partnership Fund            | (37)                    | (23)                    | 19               | 0                | 19                   | (41)                     |
| 14  | Housing and Planning Delivery Grant          | (41)                    | 0                       | 0                | 0                | 0                    | (41)                     |
| 15  | Major Planning Applications Reserve          | (56)                    | 0                       | 0                | 0                | 0                    | (56)                     |
| 16  | PSL/Homelessness Initiatives                 | (28)                    | (21)                    | 41               | 0                | 41                   | (8)                      |
| 17  | Recycling Reserve                            | (354)                   | 0                       | 22               | 0                | 22                   | (332)                    |
| 18  | Revenue Equalisation and Asset Maintenance   | (2,006)                 | (252)                   | 226              | 257              | 483                  | (1,775)                  |
| 19  | Southover Grange Gardens                     | (41)                    | 0                       | 0                | 0                | 0                    | (41)                     |
| 20  | Vehicle Replacement Reserve                  | (2,008)                 | (320)                   | 0                | 7                | 7                    | (2,321)                  |
| 21  | Strategic Priority Fund                      | (390)                   | (147)                   | 88               | 117              | 205                  | (332)                    |
| 22  | Business Rate Equalisation                   | (371)                   | (50)                    | 68               | 0                | 68                   | (353)                    |
|     | <i>Partnership Projects</i>                  |                         |                         |                  |                  |                      |                          |
| 23  | Denton Island Reclamation                    | (75)                    | 0                       | 0                | 0                | 0                    | (75)                     |
| 24  | Newhaven Fort Refurbishment                  | (15)                    | 0                       | 0                | 15               | 15                   | 0                        |
| 25  | West Quay Development                        | (48)                    | 0                       | 0                | 0                | 0                    | (48)                     |
| 26  | Revenue Grants and Contributions pending use | (331)                   | (111)                   | 158              | 0                | 158                  | (284)                    |
| 27  | General Fund Balance                         | (2,341)                 | 0                       | 789              | 0                | 789                  | (1,552)                  |
| 28  | General Fund Sub-total                       | (12,686)                | (2,745)                 | 2,103            | 1,720            | 3,823                | (11,608)                 |
|     | <b>HRA</b>                                   |                         |                         |                  |                  |                      |                          |
| 29  | Major Repairs Reserve                        | (1,424)                 | (4,579)                 | 0                | 4,891            | 4,891                | (1,112)                  |
| 30  | HRA Balance                                  | (2,728)                 | 0                       | 90               | 0                | 90                   | (2,638)                  |
| 31  | <b>Total</b>                                 | <b>(16,838)</b>         | <b>(7,324)</b>          | <b>2,193</b>     | <b>6,611</b>     | <b>8,804</b>         | <b>(15,358)</b>          |

## THE CAPITAL PROGRAMME 2014/2015

| Line No |  | Programme 2014/15 | Variations previously agreed | Variations Cabinet July '15 | Budget C/Fwd to 2015/16 | Programme 2014/15 |
|---------|--|-------------------|------------------------------|-----------------------------|-------------------------|-------------------|
|         |  | £                 | £                            | £                           | £                       | £                 |
| 1       | <b>HRA HOUSING INVESTMENT CAPITAL PROGRAMME</b>          |                   |                              |                             |                         |                   |
| 2       | Constructuion of New Dwellings                           |                   |                              |                             |                         |                   |
| 3       | - Newhaven   |                   |                              | 20,000                      |                         | 20,000            |
| 4       | Improvements to Stock                                    |                   |                              |                             |                         |                   |
| 5       | - Kitchen & Bathroom Renewals                            | 680,000           |                              | 243,179                     | (26,577)                | 896,602           |
| 6       | - Heating Improvement Programme                          | 1,300,000         |                              | (8,317)                     |                         | 1,291,683         |
| 7       | - Electric Heating Sustainable Replacement               | 700,000           |                              | (296,153)                   |                         | 403,847           |
| 8       | - Window & Door Replacement Programme                    | 700,000           |                              | (51,567)                    | (7,685)                 | 640,748           |
| 9       | - Rewiring Programme                                     | 100,000           |                              | (70,446)                    |                         | 29,554            |
| 10      | - Roofing & Chimney Works                                | 450,000           |                              | 36,397                      |                         | 486,397           |
| 11      | - Structural Works                                       | 100,000           |                              | 93,590                      | (17,528)                | 176,062           |
| 12      | - Minor Insulation & Other Sundry Housing Works          | 100,000           |                              | 22,236                      | (2,673)                 | 119,563           |
| 13      | - Fire Precaution Works                                  | 150,000           | 100,000                      | (199,573)                   |                         | 50,427            |
| 14      | Adaptations for Disabled Tenants                         | 430,000           |                              | 306,853                     |                         | 736,853           |
| 15      | 63 Meeching Road, Newhaven (Flat Conversion)             |                   |                              | 4,430                       |                         | 4,430             |
| 16      | Rooms in Roof Conversions                                | 204,720           | 105,149                      | (307,080)                   |                         | 2,789             |
| 17      | Churchill House, Seaford (Lift Replacement)              |                   | 60,000                       | (6,600)                     |                         | 53,400            |
| 18      | Door Entry Security Systems                              | 50,000            | 98,173                       | (90,389)                    | (57,784)                |                   |
| 19      | Sheltered Schemes Emergency Alarm System                 |                   |                              | 10,622                      |                         | 10,622            |
| 20      | Digital TV Aerial & Cabling Works                        | 100,000           |                              | (92,914)                    |                         | 7,086             |
| 21      | Refurbishment of Council Owned Garages and Fencing       | 110,000           |                              | (83,283)                    |                         | 26,717            |
| 22      | Housing Estates Recreation and Play Areas                | 40,000            | 10,000                       | (12,132)                    |                         | 37,868            |
| 23      | Environmental Improvements                               | 110,000           |                              | (10,146)                    |                         | 99,854            |
| 24      | Mortgage Rescue Scheme                                   | 175,700           | (175,700)                    |                             |                         |                   |
| 25      | Right to Buy Buy Back Scheme                             | 182,100           |                              | (182,100)                   |                         |                   |
| 26      | <b>Total HRA Housing</b>                                 | <b>5,682,520</b>  | <b>197,622</b>               | <b>(673,393)</b>            | <b>(112,247)</b>        | <b>5,094,502</b>  |
| 27      | <b>GENERAL FUND HOUSING INVESTMENT CAPITAL PROGRAMME</b> |                   |                              |                             |                         |                   |
| 28      | - Emergency Repair Grants                                | 15,000            |                              | 3,017                       |                         | 18,017            |
| 29      | - Empty Homes Initiative                                 |                   | 10,540                       |                             | (5,920)                 | 4,620             |
| 30      | - Energy Efficiency Advice                               |                   | 12,466                       |                             | (12,466)                |                   |
| 31      | - Fuel Poverty Grants                                    |                   | 9,360                        |                             | (3,505)                 | 5,855             |
| 32      | - Keep Warm in Winter                                    | 60,000            | 48,872                       |                             | (40,759)                | 68,113            |
| 33      | - Mandatory Disabled Facilities Grants                   | 600,000           | 153,135                      | (153,135)                   | (252,418)               | 347,582           |
| 34      | - Home Trust Loans                                       | 60,000            | 44,415                       | (3,017)                     | (70,339)                | 31,059            |
| 35      | <b>Total General Fund Housing</b>                        | <b>735,000</b>    | <b>278,788</b>               | <b>(153,135)</b>            | <b>(385,407)</b>        | <b>475,246</b>    |
| 36      | <b>Total Housing Capital Programme</b>                   | <b>6,417,520</b>  | <b>476,410</b>               | <b>(826,528)</b>            | <b>(497,654)</b>        | <b>5,569,748</b>  |

## THE CAPITAL PROGRAMME 2014/2015

| Line No |   | Programme 2014/15 | Variations previously agreed | Variations Cabinet July '15 | Budget C/Fwd to 2015/16 | Programme 2014/15 |
|---------|---|-------------------|------------------------------|-----------------------------|-------------------------|-------------------|
|         |   | £                 | £                            | £                           | £                       | £                 |
| 37      | <b>GENERAL FUND CAPITAL PROGRAMME</b>                       |                   |                              |                             |                         |                   |
| 38      | The Maltings, Castle Precincts, Lewes                       |                   |                              |                             |                         |                   |
| 39      | The Maltings, Lewes   |                   | 390,000                      |                             |                         | 390,000           |
| 40      | The Maltings Car Park, Lewes                                |                   | 182,000                      |                             |                         | 182,000           |
| 41      | WAVE Leisure Trust  |                   |                              |                             |                         |                   |
| 42      | Environmental Improvements                                  |                   | 11,630                       |                             | (9,800)                 | 1,830             |
| 43      | Lewes Leisure Centre - Roof Replacement                     |                   | 88,000                       |                             | (88,000)                |                   |
| 44      | WAVE Energy Saving Initiatives                              |                   | 90,210                       |                             | (39,607)                | 50,603            |
| 45      | Recreation Services   |                   |                              |                             |                         |                   |
| 46      | Lewes - Convent Field Play Area & Landscaping               |                   | 81,208                       | (2,566)                     | (2,197)                 | 76,445            |
| 47      | Lewes - Southover Grange Maintenance Programme              |                   | 46,750                       |                             | (46,750)                |                   |
| 48      | Lewes - Stanley Turner Recreation Ground Improvements       |                   | 112,400                      |                             | (103,097)               | 9,303             |
| 49      | Lewes - Streamside Fencing, Southover Grange Gardens        |                   | 18,000                       |                             | (18,000)                |                   |
| 50      | Newhaven - Harbour Heights Play Area                        |                   | 39,000                       |                             | (39,000)                |                   |
| 51      | Seaford - The Aquilla Park Play Equipment                   |                   | 50,890                       | (50,890)                    |                         |                   |
| 52      | Seaford - Micklefield Open Space Landscaping & Play Area    |                   | 6,910                        | (6,910)                     |                         |                   |
| 53      | Seaford - Walmer Road Play Area Equipment                   |                   | 9,385                        |                             | (9,385)                 |                   |
| 54      | Seaford - Downs Play Area Equipment & Landscaping           |                   | 4,520                        | 51,316                      | (5,362)                 | 50,474            |
| 55      | Plumpton - Plumpton Playground                              |                   | 49,700                       |                             |                         | 49,700            |
| 56      | The Big Park Project, Peacehaven                            |                   | 402,205                      | 1,510,133                   | (489,971)               | 1,422,367         |
| 57      | Flint Walls Repair  |                   | 12,906                       | 4,049                       |                         | 16,955            |
| 58      | Planning & Economic Development                             |                   |                              |                             |                         |                   |
| 59      | Flood Protection Schemes at Landport & Malling Deanery      |                   | 4,870                        |                             | (4,870)                 |                   |
| 60      | Coastal Defence Works                                       |                   |                              |                             |                         |                   |
| 61      | Option Study Unit 13B - Groynes 18 & 19)                    |                   | 8,711                        |                             | (8,711)                 |                   |
| 62      | Newhaven Western Arm to Brighton Marina Scoping Study       |                   | 14,885                       |                             | (10,069)                | 4,816             |
| 63      | Newhaven Western Arm to Brighton Marina Implementation Plan |                   | 73,000                       |                             | (34,319)                | 38,681            |
| 64      | Electric Vehicle Charge Points                              |                   | 1,822,000                    |                             | (1,822,000)             |                   |
| 65      | Newhaven Fort Refurbishment                                 |                   | 36,500                       | (3,860)                     |                         | 32,640            |
| 66      | Newhaven Fort, Safety Works                                 |                   |                              |                             |                         |                   |
| 67      | Disability Discrimination Act Works                         |                   | 3,850                        |                             | (3,850)                 |                   |
| 68      | University Technical College Contribution                   | 1,683,000         | (50,000)                     |                             | (361,755)               | 1,271,245         |
| 69      | Newhaven Growth Quarter Project                             |                   | 2,225,000                    |                             | (2,107,766)             | 117,234           |
| 70      | Corporate Services  |                   |                              |                             |                         |                   |
| 71      | Computer & IT Replacement Programme                         | 50,000            | 40,027                       |                             | (15,648)                | 74,379            |
| 72      | Lewes House Site - Redevelopment Project                    |                   | 6,800                        |                             | (6,800)                 |                   |
| 73      | Neopost Letter Inserter Machine                             |                   |                              | 19,706                      |                         | 19,706            |

## THE CAPITAL PROGRAMME 2014/2015

| Line No |  | Programme 2014/15 | Variations previously agreed | Variations Cabinet July '15 | Budget C/Fwd to 2015/16 | Programme 2014/15 |
|---------|--|-------------------|------------------------------|-----------------------------|-------------------------|-------------------|
|         |  | £                 | £                            | £                           | £                       | £                 |
| 74      | Agile Working Project                                    |                   | 70,505                       | (70,505)                    |                         |                   |
| 75      | Agile Working - Computers                                |                   | 46,840                       | (46,162)                    |                         | 678               |
| 76      | Agile Working - Telephony                                |                   | 7,428                        | 39,278                      |                         | 46,706            |
| 77      | Agile Working - Networking                               |                   | 9,011                        | 156,932                     |                         | 165,943           |
| 78      | Agile Working - Servers                                  |                   | 1,103                        | (108)                       |                         | 995               |
| 79      | Agile Working - Scanners                                 |                   | 50,270                       | (44,515)                    |                         | 5,755             |
| 80      | Agile Working - Southover House Refurbishment            |                   | 7,320                        | 79,093                      |                         | 86,413            |
| 81      | Agile Working - Contingency                              |                   | 38,100                       | (38,100)                    |                         |                   |
| 82      | Agile Working - Newhaven Shared Facility                 |                   | 894,310                      |                             | (685,995)               | 208,315           |
| 83      | Corporate Buildings Capital Works                        |                   |                              |                             |                         |                   |
| 84      | Asset Backlog Repairs                                    | 150,000           | 325,390                      | (475,390)                   |                         |                   |
| 85      | Lewes House External Works                               |                   | 57,120                       |                             | (57,120)                |                   |
| 86      | Southover Grange Depot (Structural Works)                |                   | 20,000                       |                             | (20,000)                |                   |
| 87      | Stanley Turner Pavilion (Water/ Heating System Renewal)  |                   | 40,000                       |                             | (40,000)                |                   |
| 88      | Lewes Cemetery Chapel                                    |                   |                              |                             |                         |                   |
| 89      | Seaford Cemetery Chapel                                  |                   | 45,000                       |                             | (45,000)                |                   |
| 90      | Walmer Road Recreation Ground ( Football Changing Rooms) |                   | 1,200                        |                             |                         | 1,200             |
| 91      | Vehicle & Plant Replacement Programme                    | 245,000           |                              | (237,928)                   |                         | 7,072             |
| 92      | Food Waste Collection                                    |                   | 177,112                      |                             | (177,112)               |                   |
| 93      | <b>Total General Fund Capital Programme</b>              | <b>2,128,000</b>  | <b>7,572,066</b>             | <b>883,573</b>              | <b>(6,252,184)</b>      | <b>4,331,455</b>  |
| 94      | <b>TOTAL OVERALL CAPITAL PROGRAMME</b>                   | <b>8,545,520</b>  | <b>8,048,476</b>             | <b>57,045</b>               | <b>(6,749,838)</b>      | <b>9,901,203</b>  |
| 95      | <b>CAPITAL PROGRAMME FUNDING</b>                         |                   |                              |                             |                         |                   |
| 96      | Borrowing  |                   |                              |                             |                         | 287,894           |
| 97      | Capital Receipts   |                   |                              |                             |                         | 730,765           |
| 98      | Grant - DCLG Disabled Facilities                         |                   |                              |                             |                         | 344,317           |
| 99      | Grant - Environment Agency                               |                   |                              |                             |                         | 43,496            |
| 100     | Grant - DECC Fuel Poverty Grant                          |                   |                              |                             |                         | 5,855             |
| 101     | Grant - IER Govt. Capital                                |                   |                              |                             |                         | 12,701            |
| 102     | Grant - Other Grants                                     |                   |                              |                             |                         | 48,240            |
| 103     | Reserve - Change Management                              |                   |                              |                             |                         | 1,321,848         |
| 104     | Reserve - Strategic Priority Fund                        |                   |                              |                             |                         | 117,233           |
| 105     | Reserve - HRA Major Repairs                              |                   |                              |                             |                         | 4,890,426         |
| 106     | Reserve - Newhaven Fort Refurbishment                    |                   |                              |                             |                         | 14,757            |
| 107     | Reserve - Revenue Equalisation Asset Management          |                   |                              |                             |                         | 257,086           |
| 108     | Reserve - Vehicle Replacement                            |                   |                              |                             |                         | 7,072             |
| 109     | Reserve - WAVE Leisure Trust                             |                   |                              |                             |                         | 1,830             |
| 110     | Capital Expenditure Financed from Revenue (General Fund) |                   |                              |                             |                         | 9,469             |
| 111     | Capital Expenditure Financed from Revenue (Housing)      |                   |                              |                             |                         | 229,896           |
| 112     | Contributions - Planning (Section 106) Agreements        |                   |                              |                             |                         | 1,546,742         |
| 113     | Other External Contributions                             |                   |                              |                             |                         | 31,576            |
| 114     | <b>TOTAL CAPITAL PROGRAMME</b>                           |                   |                              |                             |                         | <b>9,901,203</b>  |

## THE CAPITAL PROGRAMME 2015/2016

| Line No |  | Programme 2015/16 | Budget B/Fwd From 2014/15 | Variations previously agreed | Variations July Cabinet | Programme 2015/16 |
|---------|--|-------------------|---------------------------|------------------------------|-------------------------|-------------------|
|         |  | £                 | £                         | £                            | £                       | £                 |
| 1       | <b>HRA HOUSING INVESTMENT CAPITAL PROGRAMME</b>          |                   |                           |                              |                         |                   |
| 2       | Construction of New Dwellings                            |                   |                           |                              |                         |                   |
| 3       | - Balcombe Road, Peacehaven                              | 759,830           |                           |                              |                         | 759,830           |
| 4       | - Grassmere Court, Telscombe Cliffs                      | 506,550           |                           |                              |                         | 506,550           |
| 5       | - Headland Way, Peacehaven                               | 506,550           |                           |                              |                         | 506,550           |
| 6       | - Hythe Crescent, Seaford                                | 235,340           |                           |                              |                         | 235,340           |
| 7       | - Rectory Close, Newhaven                                | 1,013,110         |                           |                              |                         | 1,013,110         |
| 8       | - Valley Road, Newhaven                                  | 506,550           |                           |                              |                         | 506,550           |
| 9       | - Waldshut Road, Lewes                                   | 289,160           |                           |                              |                         | 289,160           |
| 10      | - Robinson Road - Project Development                    |                   |                           | 280,000                      |                         | 280,000           |
| 11      | Improvements to Stock                                    |                   |                           |                              |                         |                   |
| 12      | - Kitchen & Bathroom Renewals                            | 600,000           | 26,577                    |                              |                         | 626,577           |
| 13      | - Heating Improvement Programme                          | 1,000,000         |                           |                              |                         | 1,000,000         |
| 14      | - Electric Heating Sustainable Replacement               | 1,200,000         |                           |                              |                         | 1,200,000         |
| 15      | - Window & Door Replacement Programme                    | 600,000           | 7,685                     |                              |                         | 607,685           |
| 16      | - Rewiring Programme                                     | 100,000           |                           |                              |                         | 100,000           |
| 17      | - Roofing & Chimney Works                                | 650,000           |                           |                              |                         | 650,000           |
| 18      | - Structural Works                                       | 105,000           | 17,528                    |                              |                         | 122,528           |
| 19      | - Minor Insulation & Other Sundry Housing Works          | 70,000            | 2,673                     |                              |                         | 72,673            |
| 20      | - Fire Precaution Works                                  | 300,000           |                           |                              |                         | 300,000           |
| 21      | Adaptations for Disabled Tenants                         | 350,000           |                           |                              |                         | 350,000           |
| 22      | Environmental Improvements                               | 120,000           |                           |                              |                         | 120,000           |
| 23      | Housing Estates Recreation and Play Areas                | 50,000            |                           |                              |                         | 50,000            |
| 24      | Rooms in Roof Conversions                                | 150,000           |                           |                              |                         | 150,000           |
| 25      | Door Entry Security Systems                              | 50,000            | 57,784                    |                              |                         | 107,784           |
| 26      | Right to Buy Buy Back Scheme                             | 185,000           |                           |                              |                         | 185,000           |
| 27      | <b>Total HRA Housing</b>                                 | <b>9,347,090</b>  | <b>112,247</b>            | <b>280,000</b>               |                         | <b>9,739,337</b>  |
| 28      | <b>GENERAL FUND HOUSING INVESTMENT CAPITAL PROGRAMME</b> |                   |                           |                              |                         |                   |
| 29      | - Emergency Repair Grants                                | 15,000            |                           |                              |                         | 15,000            |
| 30      | - Empty Homes Initiative                                 |                   | 5,920                     |                              |                         | 5,920             |
| 31      | - Energy Efficiency Advice                               |                   | 12,466                    |                              |                         | 12,466            |
| 32      | - Fuel Poverty Grants                                    |                   | 3,505                     |                              |                         | 3,505             |
| 33      | - Keep Warm in Winter                                    | 60,000            | 40,759                    |                              |                         | 100,759           |
| 34      | - Mandatory Disabled Facilities Grants                   | 600,000           | 252,418                   |                              |                         | 852,418           |
| 35      | - Home Trust Loans                                       | 60,000            | 70,339                    |                              |                         | 130,339           |
| 36      | <b>Total General Fund Housing</b>                        | <b>735,000</b>    | <b>385,407</b>            |                              |                         | <b>1,120,407</b>  |
| 37      | <b>Total Housing Capital Programme</b>                   | <b>10,082,090</b> | <b>497,654</b>            | <b>280,000</b>               |                         | <b>10,859,744</b> |

## THE CAPITAL PROGRAMME 2015/2016

| Line No |   | Programme 2015/16 | Budget B/Fwd From 2014/15 | Variations previously agreed | Variations July Cabinet | Programme 2015/16 |
|---------|---|-------------------|---------------------------|------------------------------|-------------------------|-------------------|
|         |   | £                 | £                         | £                            | £                       | £                 |
| 38      | <b>GENERAL FUND CAPITAL PROGRAMME</b>                       |                   |                           |                              |                         |                   |
| 39      | WAVE Leisure Trust  |                   |                           |                              |                         |                   |
| 40      | Environmental Improvements                                  |                   | 9,800                     |                              |                         | 9,800             |
| 41      | Lewes Leisure Centre - Roof Replacement                     |                   | 88,000                    |                              |                         | 88,000            |
| 42      | WAVE Energy Saving Initiatives                              |                   | 39,607                    |                              |                         | 39,607            |
| 43      | Recreation Services   |                   |                           |                              |                         |                   |
| 44      | Lewes - Convent Field Play Area & Landscaping               |                   | 2,197                     |                              |                         | 2,197             |
| 45      | Lewes - Southover Grange Maintenance Programme              |                   | 46,750                    |                              |                         | 46,750            |
| 46      | Lewes - Stanley Turner Recreation Ground Improvements       |                   | 103,097                   |                              |                         | 103,097           |
| 47      | Lewes - Streamside Fencing, Southover Grange Gardens        |                   | 18,000                    |                              |                         | 18,000            |
| 48      | Newhaven - Harbour Heights Play Area                        |                   | 39,000                    |                              |                         | 39,000            |
| 49      | Peacehaven - Sports Pavilion, Pitches & Parking             |                   | 489,971                   |                              |                         | 489,971           |
| 50      | Newick - New Play Area                                      |                   |                           |                              | 44,650                  | 44,650            |
| 51      | Seaford - Walmer Road Play Area Equipment                   |                   | 9,385                     |                              |                         | 9,385             |
| 52      | Seaford - Downs Play Area Equipment & Landscaping           |                   | 5,362                     |                              |                         | 5,362             |
| 53      | Planning & Economic Development                             |                   |                           |                              |                         |                   |
| 54      | Flood Protection Schemes at Landport & Malling Deanery      |                   | 4,870                     |                              |                         | 4,870             |
| 55      | Coastal Defence Works                                       |                   |                           |                              |                         |                   |
| 56      | Option Study Unit 13B - Groynes 18 & 19)                    |                   | 8,711                     |                              |                         | 8,711             |
| 57      | Newhaven Western Arm to Brighton Marina Scoping Study       |                   | 10,069                    |                              |                         | 10,069            |
| 58      | Newhaven Western Arm to Brighton Marina Implementation Plan |                   | 34,319                    |                              |                         | 34,319            |
| 59      | Electric Vehicle Charge Points                              |                   | 1,822,000                 |                              |                         | 1,822,000         |
| 60      | Newhaven Fort Refurbishment                                 | 50,000            |                           |                              |                         | 50,000            |
| 61      | Disability Discrimination Act Works                         |                   | 3,850                     |                              |                         | 3,850             |
| 62      | University Technical College Contribution                   |                   | 361,755                   |                              |                         | 361,755           |
| 63      | Newhaven Growth Quarter Project                             |                   | 2,107,766                 | 270,915                      |                         | 2,378,681         |
| 64      | Photovoltaic Panel Housing Installation Programme           | 2,700,000         |                           |                              |                         | 2,700,000         |
| 65      | Corporate Services  |                   |                           |                              |                         |                   |
| 66      | Computer & IT Replacement Programme                         | 50,000            | 15,648                    |                              |                         | 65,648            |
| 67      | Lewes House Site - Redevelopment Project                    |                   | 6,800                     |                              |                         | 6,800             |
| 68      | New Service Delivery Model Technology                       | 1,300,000         |                           |                              |                         | 1,300,000         |
| 69      | Agile Working - Newhaven Shared Facility                    |                   | 685,995                   |                              |                         | 685,995           |
| 70      | Corporate Buildings Capital Works                           |                   |                           |                              |                         |                   |
| 71      | Asset Backlog Repairs                                       | 150,000           |                           |                              |                         | 150,000           |
| 72      | Lewes House External Works                                  |                   | 57,120                    |                              |                         | 57,120            |
| 73      | Southover Grange Depot (Structural Works)                   |                   | 20,000                    |                              |                         | 20,000            |
| 74      | Stanley Turner Pavilion (Water/ Heating System Renewal)     |                   | 40,000                    |                              |                         | 40,000            |
| 75      | Seaford Cemetery Chapel                                     |                   | 45,000                    |                              |                         | 45,000            |
| 76      | Southover House Replacement Boiler                          |                   |                           |                              | 1,900                   | 1,900             |
| 77      | Vehicle & Plant Replacement Programme                       | 1,334,000         |                           |                              |                         | 1,334,000         |
| 78      | Food Waste Collection                                       |                   | 177,112                   |                              |                         | 177,112           |
| 79      | <b>Total General Fund Capital Programme</b>                 | <b>5,584,000</b>  | <b>6,252,184</b>          | <b>270,915</b>               | <b>46,550</b>           | <b>12,153,649</b> |
| 80      | <b>TOTAL OVERALL CAPITAL PROGRAMME</b>                      | <b>15,666,090</b> | <b>6,749,838</b>          | <b>550,915</b>               | <b>46,550</b>           | <b>23,013,393</b> |

## THE CAPITAL PROGRAMME 2015/2016

| Line No |  | Programme 2015/16 | Budget B/Fwd From 2014/15 | Variations previously agreed | Variations July Cabinet | Programme 2015/16 |
|---------|--|-------------------|---------------------------|------------------------------|-------------------------|-------------------|
|         |  | £                 | £                         | £                            | £                       | £                 |
| 81      | <b>CAPITAL PROGRAMME FUNDING</b>                         |                   |                           |                              |                         |                   |
| 82      | Borrowing  |                   |                           |                              |                         | 5,888,085         |
| 83      | Capital Receipts   |                   |                           |                              |                         | 2,320,052         |
| 84      | Grant - DCLG Disabled Facilities                         |                   |                           |                              |                         | 379,250           |
| 85      | Grant - Department for Transport - OLEV                  |                   |                           |                              |                         | 1,822,000         |
| 86      | Grant - Environment Agency                               |                   |                           |                              |                         | 57,969            |
| 87      | Grant - DECC Fuel Poverty Grant                          |                   |                           |                              |                         | 3,505             |
| 88      | Grant - Other Grants                                     |                   |                           |                              |                         | 2,018,245         |
| 89      | Reserve - Strategic Change                               |                   |                           |                              |                         | 1,762,815         |
| 90      | Reserve - Asset Maintenance                              |                   |                           |                              |                         | 646,202           |
| 91      | Reserve - Vehicles and Equipment                         |                   |                           |                              |                         | 1,576,760         |
| 92      | Reserve - HRA Major Repairs                              |                   |                           |                              |                         | 4,637,247         |
| 93      | Capital Expenditure Financed from Revenue (General Fund) |                   |                           |                              |                         | 24,107            |
| 94      | Capital Expenditure Financed from Revenue (Housing)      |                   |                           |                              |                         | 1,120,000         |
| 95      | Contributions - Planning (Section 106) Agreements        |                   |                           |                              |                         | 560,396           |
| 96      | Other External Contributions                             |                   |                           |                              |                         | 196,760           |
| 97      | <b>TOTAL CAPITAL PROGRAMME</b>                           |                   |                           |                              |                         | <b>23,013,393</b> |



**Agenda Item No:** 9.2 **Report No:** 81/15  
**Report Title:** Portfolio Progress and Performance Report  
**Year End:** April 2014 to March 2015  
**Report To:** Cabinet **Date:** 6 July 2015  
**Cabinet Member:** Councillor Elayne Merry, Portfolio Holder  
**Ward(s) Affected:** All  
**Report By:** Nazeya Hussain, Director of Business Strategy and Development  
**Contact Officer(s)-**  
**Name(s):** Sue Harvey and Judith Field  
**Post Title(s):** Strategic Performance Manager / Strategic Projects Manager  
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#### **Purpose of Report:**

1. To consider the Council's progress and performance in respect of key projects and targets for the year ending 31<sup>st</sup> March 2015.

#### **Officers' Recommendation(s):**

2. That progress and performance for the 2014/15 financial year be considered and;
3. That the following comments and recommendations be considered and Cabinet decides whether each recommendation is agreed:
4. That Cabinet be requested to note the Scrutiny Committee's concern about the percentage of invoices paid on time;
5. That Cabinet be requested to consider the inclusion, in future performance reports, of an indicator regarding street cleanliness in the District;
6. That Cabinet be requested to consider the inclusion, in future performance reports, of the council's performance on the delivery of affordable homes; and
7. That Cabinet be requested consider the inclusion, in future performance reports, of a revised measure to provide a broader view on staff satisfaction.

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#### **Reasons for Recommendations**

8. To enable the Cabinet to consider the Council's performance for 2014/15 and take into consideration the recommendations made by the Scrutiny Committee.

#### **Background**

9. It is of fundamental importance that the Council monitors and assesses its performance on a regular basis, to ensure we continue to deliver excellent services to our communities in line with targets set. Alongside this, it is also vital to monitor progress against our strategic projects, to ensure we are delivering what we have set out to do.

10. The report sets out the Council performance against its targets and project for the year ending 31<sup>st</sup> March 2015. The Scrutiny Committee has a crucial role in terms of providing input into the policy making process, as well as oversight into the performance of the Council and therefore has been asked to make their recommendations on this report ahead of its consideration by Cabinet. Those recommendations can be found at para 35 of this report.

### **The Council's Performance Framework**

11. It may be helpful for Members to have a wider understanding of the Council's overall performance framework when considering this report.

12. The Council has an annual cycle (see appendix A) for the preparation, delivery and monitoring of its business and service plans. This cycle enables us to regularly review the council's work, and the targets it sets for performance, to ensure these continue to reflect customer needs and Council aspirations. Plans are reviewed in the autumn each year, alongside the formulation of budgets for the coming year. These are finalised in the winter and early spring, ready for the start of the new council year in April.

13. As we are currently at the start of a new council term, a new overarching Corporate Plan for the council is now under preparation. This will set out the overall priorities and objectives of the Council for the next 4 years, and the high level projects which will help to deliver these objectives. The draft Plan will be presented to Cabinet at its meeting on 24 September, and be subject to wide consultation before it is formally adopted by Council later in the year.

14. The Corporate Plan will inform the setting of new service plans, targets and project outcomes. Progress against these will subsequently be reported to Members in quarterly reports such as this. It is timely, therefore, that a review be undertaken to determine which performance measures are chosen for inclusion in such reports in future. This review will be undertaken ahead of the next quarterly report in September 2015.

15. This report looks retrospectively at the period 2014/15.

### **Performance report for 2014/15**




16. The purpose of this report is to provide Members with a range of performance measures and progress updates which reflect the key projects and service targets which the Council was committed to delivering in the 2014/15 council year. This report is effectively an annual performance report, demonstrating how we have done against the projects and targets set out in the 2014/15 Portfolio Holder statements and service plans for the period ending 31 March 2015.

17. The tables set out in appendix B provide the detailed information for Members' consideration, clearly setting out where performance and projects are 'on track' and where there are areas of concern. Where performance or projects not achieving targets/deadlines set, an explanation is provided, together with a summary of the management action being taken to address this.

18. Appendix B is structured following the seven Cabinet Portfolios which were in place during 2014/15. Members will be aware that the Cabinet for 2015/16 now comprises only 6 Portfolios and therefore differs from the Portfolios set out in this report.

19. The Council uses a Project and Performance Management System (Covalent) to record, monitor and report progress and performance (the system also supports the

management of risk at the Council). The system uses the following symbols to indicate the current status of projects and performance targets:


-  = Performance that is at or above target/those projects on track (green);
-  = Performance that is slightly below target but is within an agreed (usually +/- 5%) tolerance/projects where there are issues causing significant delay or change to planned activities (amber);
-  = Performance that is below target/projects that are not expected to be completed in time or within requirements (red).

## **Portfolio Progress and Performance – April 2014 to March 2015**

20. Appendix B presents a high level summary of progress and performance for each of the 2014/15 Cabinet portfolios and reflects the position at the end of the 4<sup>th</sup> and final quarter (ie as at 31<sup>st</sup> March 2015), and, where relevant, for the year in its entirety.

21. In summary,

- 89.5% of the Council's key projects were either complete or on track (9 projects were completed within the period; 25 projects were completed during 2014/15).
- 77% of the Council's performance targets were either met, exceeded or within a 5% variance.
- Only 5 indicators did not meet the planned targets.
- Only one performance target has been subject to change within the year. This related to the delivery of new homes delivered where a new target was agreed as a result of the formal examination of the Core Strategy.
- With regard to customer feedback, during the year 1553 complaints were received and responded to, and 165 compliments were made by customers about council services.

**The Good News** –  Where progress with projects and service performance met or exceeded targets set:

22. This section of the report highlights, by (2014/15) Portfolio, projects which have been successfully delivered, and areas where performance has been notably high or improved during the year.

### The Leader's Portfolio

23. The following was achieved in 2014/15:

- Construction of the University Technical College continues with a view to the college receiving its first cohort of students in September 2015.
- Newhaven flood and infrastructure schemes (involving £9m Local Economic Partnership and Government funding) are all progressing well.
- Construction of the Newhaven shared facility is well underway and on course for occupation in November 2015.
- Lewes House has remained open been in the town centre creating revenue streams for the Council and providing suitable accommodation for a range of businesses.

- The Council website has been refreshed resulting in an increase in the use of e-forms by 40%, 11% more visitors to the website and a 40% increase in page views.
- A Business Rate Retention Scheme was launched in April 2015 funding from which is being used to fund a Business Rate Discount Scheme. To date there have been two applications received, one of which has been approved.

### Corporate Services

24. The following was achieved in 2014/15:

- The savings targets for 2014/15 amounting to £59.6K were delivered in line with the Medium Term Financial Strategy;
- The Council's Business Continuity Plan was reviewed and updated to improve organisational resilience;
- The Council participated in the National Benefit Fraud Initiative to more effectively tackle fraudulent claims by the matching of data between different organisations;
- The Council recovered 70% of benefit overpayments during 2014/15, in line with its target.
- Significant organisational change projects are moving ahead well. This includes implementation of shared HR and Legal Services with Eastbourne Borough Council and the major procurement exercise for new technology and business change consultants to assist in the next phase of the Nexus Transformation Programme.

### Service Delivery

25. There was notably good performance following areas:-

- Council Tax and Business Rate collection rates remained high during 2014/15, exceeding the planned target for Business Rates.
- The number of days to process new council tax and housing benefit applications remained well within target for much of the year; overall it took 18 days (against a target of 20 days).
- The Council aimed to collect at least 95% of Council house rent due. At the end of the year, the Council had exceeded this collecting 98.2% of all rent due
- Eighty empty homes were brought back into use during 2014/15, twice as many as our planned target.

### Strategy and Development

26. During 2014/15 The UNESCO Biosphere Reserve was announced, following partnership work and active lobbying by the Council.

27. 100% of major planning applications were determined within 13 weeks during Quarter 4. Overall in 2014/15, decisions were made on 74% of all major applications within this timescale, well above national and our local targets. Minor applications were also determined well within target times.

### Community Improvement

28. The following projects were completed as planned during 2014/15:

- A cashless parking scheme was implemented in partnership with others;

- The Council actively consulted on and tendered for a delivery partner to introduce a Locally Sorted digital platform; the project did not add sufficient value to the District to progress beyond early concept stage;
- A new 5 year grounds maintenance contract was let in March 2015;
- Active partnership work with Wave Leisure has ensured the longer term sustainability of the Trust and leisure provision in the District;
- Management of Newhaven Fort was handed over to Wave Leisure.

### Stakeholder Improvement


29. The following projects were completed as planned during 2014/15:

- Partnership working was enhanced through another successful Town and Parish Council Conference and the Annual Tenants' Conference;
- Compacts were agreed with a range of private and 3rd sector organisations to make better use of Council facilities. This includes arrangements which sees other agencies and organisations offering advice and support services from Southover House reception;
- Community and voluntary sector grants were reviewed to ensure they continue to reflect need and corporate priorities.
- The Council aims to re-let Council homes within 26 days of them becoming vacant. Overall in 2014/15 we re-let our homes within an average of 25 days, exceeding our target.
- Tenant satisfaction with the remains high at 96.9% (well above target) and we carried out over 99% of urgent repairs within 5 working days.

### Internal Improvement

30. The following projects were completed as planned during 2014/15:

- Staff and managers completed training following adoption of a new Competency Framework;
- Senior managers were supported and developed through use of Action Learning Sets, aimed at sharing knowledge and skills across the organisation;
- The annual Staff Survey was completed and results shared with staff;
- Communication with staff was enhanced through a programme of regular 'invitation only' staff briefings by senior management;
- In the lead up to shared service with Eastbourne Borough Council, the HR service plan and recruitment processes were reviewed and adjustments to staffing arrangements were made;
- A Health and Safety improvement plan was developed and delivered to improve the system for reporting and managing health and safety risks;
- Following a self-assessment of the Council's approach to equality and diversity, a new, more strategic approach was developed and streamlined equality analysis arrangements introduced;
- Following the new national Code of Practice, the Council's arrangements for meeting Data Transparency requirements were reviewed and enhanced.

**Areas for Improvement** –  - Performance very slightly below target or project slightly off track (but within 5% tolerance)

31. The 'amber warning' is used to flag up any areas of performance that have fallen very slightly below target levels, or where projects are slipping behind schedule or going slightly off-track for any reason. There are 8 areas which fell into this category in 2014/15;

- Percentage of invoices paid on time
- Percentage of Council Tax collected during the year
- KG of household waste collected per household
- Deliver at least 2 community/commercial events including 'Whizz Pop Bang' children's festival
- Develop an Event Management Plan
- Percentage of repairs noted as good or satisfactory by tenants
- Update workforce equality profile and equality monitoring
- Undertake Equal Pay audit

32. Information about the management action taken to address these, where necessary, is set out within appendix B.

**Areas for Improvement** – ● Where performance was below target and/or projects were off-schedule or revised:

33. Where service performance falls significantly below target levels, or a project becomes seriously off-schedule, the performance management system enables this to be highlighted to managers straight away. High priority is then given to addressing these issues. There were only 5 such areas at the end of 2014/15. The management actions to address these are set out below.

#### Households in Bed and Breakfast/emergency accommodation

34. Officers are continuing to reduce reliance on bed and breakfast and inefficient emergency accommodation for homeless households. There has been an increase in emergency homelessness placements over the past few weeks due to an increase in new cases presenting as homeless. The Council is using vacant Council homes to reduce demand for bed and breakfast accommodation.

#### Removal of Fly-tips

35. The number of days being taken to remove reported fly-tips has gone from 2.7 days to 4.2 days. A management review of fly-tipping procedures is currently being undertaken to determine the reason for the apparent drop in performance. It is considered that that this may be due to both changes in how reports of fly-tips are being recorded and changes to procedures for dealing with fly-tips on Council land. The outcome from this review will be reported to a future meeting.

#### Recycling Levels

36. Recycling performance has remained below target for the year 2015/16 averaging 24.4%, compared to a target of 30%. In 2014/15 the Council commissioned a report to assess the Council's Waste and Recycling service and propose options for development that would substantially increase the level of refuse that is sent for recycling. A report outlining the proposed and recommended options for development has been written and will be presented to Cabinet in July.

#### Urban and Rural Regeneration Frameworks

37. Impact Seaford Group has been established and progress is being made on a number of projects. Future work on regeneration projects will be progressed with local stakeholders in line with a refreshed Regeneration Strategy.

#### Sickness Absence

38. The Council has a workforce of approximately 400 staff including over 100 staff working in our Recycling and Waste team. The first part of the 2014/15 year saw a marked reduction in sickness absence, however, over the course of the year there have been 36 cases of long term absence (three weeks or more) of which 9 cases led to absences of over 90 days. 2 of the 36 long term cases were over 200 days. The impact of these long term absences has adversely impacted the overall average figure. Managers and the HR team continue to work to ensure support is given to staff, absence is monitored and targeted intervention is provided as appropriate.

### **Scrutiny Committee Recommendations**

39. The Scrutiny Committee met on 18 June 2015, and considered the performance report. At that meeting it agreed the following recommendations:-

- i. That Cabinet be requested to note the Scrutiny Committee's concern about the percentage of invoices paid on time;
- ii. That Cabinet be requested to consider the inclusion, in future performance reports, of an indicator regarding street cleanliness in the District;
- iii. That Cabinet be requested to consider the inclusion, in future performance reports, of the council's performance on the delivery of affordable homes; and
- iv. That Cabinet be requested consider the inclusion, in future performance reports, of a revised measure to provide a broader view on staff satisfaction.

### **Financial Appraisal**

40. Monitoring and reporting project and performance information is contained within existing estimates. Corporate performance information should also be considered within the context of the Council's financial update reports as there is a clear link between performance and budgets/resources.

### **Legal Implications**

41. Comment from the Legal Services Team is not considered necessary for this routine monitoring report.

### **Risk Management Implications**

42. **Risks:-** the Council fails to achieve its strategic objectives/performance targets; poor performance in service levels and quality may lead to greater customer dissatisfaction and an increase in complaints; significant project delivery failure might affect funding, and may create additional financial, political or legal risks; weak performance management and data quality leads to flawed decision-making which may be costly, inefficient or ineffective; poor communication of performance achievements and outcomes. [Specific project risks are identified and managed by the relevant project manager].

43. **Risk Mitigation:-** effective arrangements are in place to identify, understand and address performance issues; appropriate communication and engagement with key stakeholders and decision-makers regarding performance priorities and measures of success.

## **Equality Analysis**

44. The equality implications of individual decisions relating to the projects/services covered in this report are addressed within other relevant Council reports.

## **Background Papers**

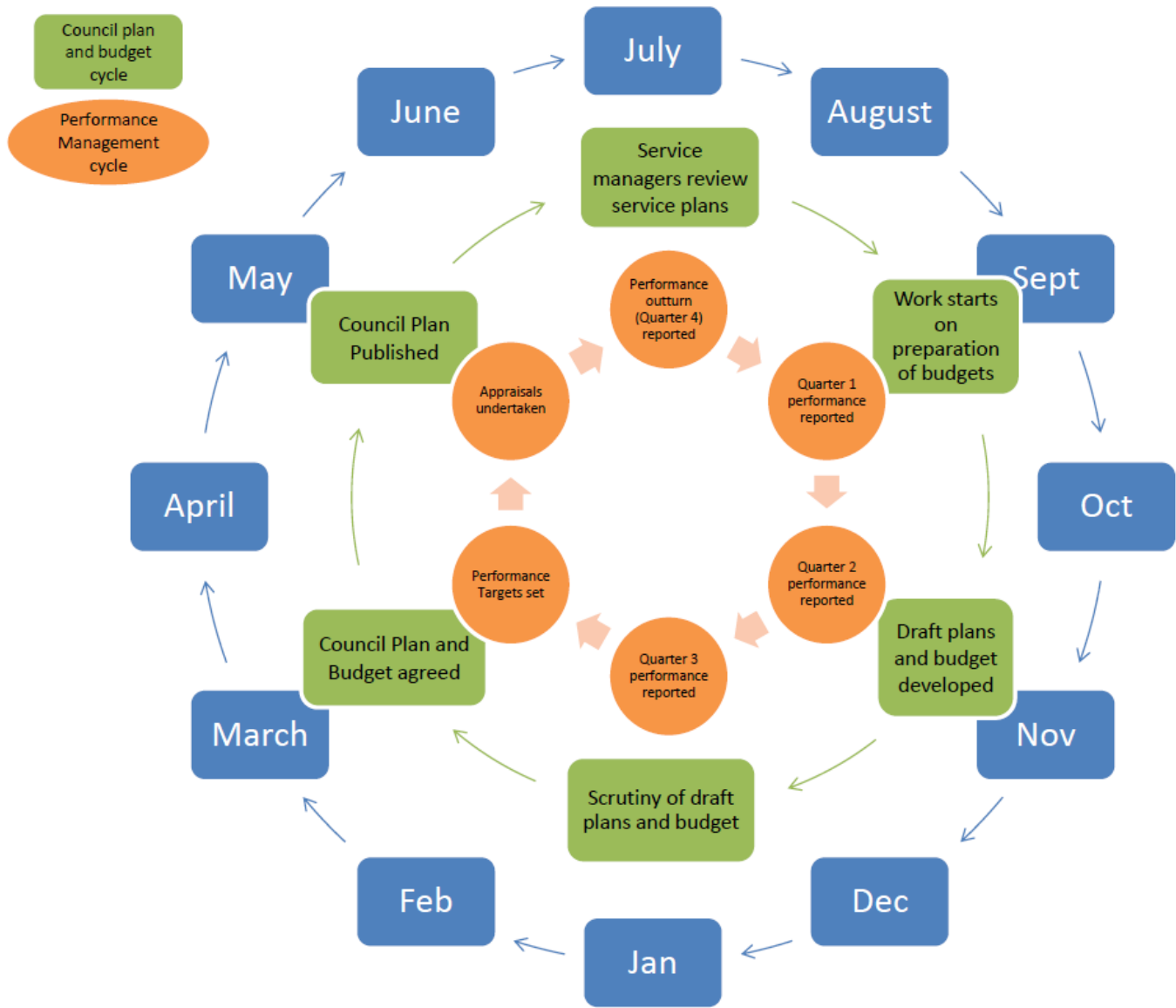
None

## **Appendices**

Appendix A – Performance Matters – The Council's Performance Management Framework

Appendix B - Portfolio Progress and Performance Reports (April 2014 to March 2015)





## CABINET: LEADER'S PORTFOLIO

### Progress and Performance Report

Period: 1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2015 (Quarter 4)

#### Key Performance Indicators

There are currently no key performance indicators for this portfolio area. The majority of work is focused on project delivery as set out below.

#### Portfolio Projects and Initiatives

##### Key to Performance



- At or above target; projects that are completed/on track








- Below target but within 5% tolerance; Projects where there are issues causing significant delay or change to planned activities



- Below target; Projects that are not expected to be completed in time or within requirements

| Project / Initiative  | Current status | Update   |
|---|----------------|--|
| University Technical College (Newhaven)   |                | Construction continues. Student recruitment events have been taking place during 2015 in Newhaven, Lewes and Eastbourne.   |
| Newhaven (East Quay and flood defences)   |                | The Council is working in partnership with the Environment Agency. £9m budget has been allocated (£3m from the Local Economic Partnerships and £6m from the Environment Agency). Shorter term projects for 2015/16 have been identified for the following sites: University Technical College to A259; West Bank (from Fisherman's Green to A259) and the railway crossing to the north of Newhaven. Draft outline design options have been prepared. Major works are expected to commence in Spring 2016. |
| Newhaven Growth Quarter project   |                | Work started on site in May 2015 with completion expected April 2016. A preferred contractor has been appointed and detailed design work is now complete.  |
| Continuing to position Lewes within both Coast to Capital and South East Local Enterprise Partnerships (LEPs)         |                | The Council continues to represent the interests of the District at both of the LEPs. Priority projects include the Newhaven Port access road (Phase 1) (currently under construction) and Newhaven Flood Defence. A successful meeting with the Department for Business, Innovation and Skills took place in March 2015.  |
| Proactively engage with Greater Brighton Economic Board (GBEB) to ensure Newhaven benefits from proximity to Brighton |                | The GBEB considers upcoming Local Growth Fund projects. Meetings in February and March considered extension of commercial property database and Newhaven Investment package respectively.  |
| Explore the potential of Enterprise Zone in Newhaven  |                | The Local Enterprise Partnership is in discussion with Department of Communities and Local Government on the way forward following the   |

| Project / Initiative   | Current status  | Update  |
|--|---|---|
|  |   | submission of an Enterprise Zone bid in October 2014. Other bids were prioritised in the first round. A decision on the next round of bids is expected in July 2015.  |
| Launching a Business Rate Retention Scheme   |  | COMPLETED. A Business Rate Retention Scheme was launched in April 2015, funding from which is being used to fund a Business Rate Discount Scheme. To date there have been two applications received, one of which has already been approved.  |
| Develop new Council website  |  | COMPLETED. The new website was launched in early March 2015. This has resulted in an increased use of e-forms and an improved 'bounce back' rate (ie visitors to the site are remaining on pages for longer suggesting they are finding the information they need). 70% of visitors who completed the online survey were happy with the changes that had been made. |
| Commence project to develop shared facility in partnership with East Sussex Fire Service |  | Construction of the new facility is underway in Newhaven with completion expected in Autumn 2015 and occupancy by the end of November 2015.   |
| Agree to bring forward affordable housing across the District with development partner   |  | In September 2014 Cabinet authorised conclusion of negotiations for the Lewes District Property Portfolio. These were concluded and the Development Agreement signed in May 2015. The Council has entered a partnership with Karis Developments Ltd and Southern Housing Group to develop around 415 new homes across the District.                                 |
| Impact Seaford Regeneration Delivery Framework   |  | Engagement continues with public, private and community stakeholders to deliver the objectives of the Impact Seaford group aimed at attracting investment, supporting business, inspiring learning, welcoming visitors and strengthening partnerships. Draft marketing materials are being prepared and agreed.   |

# CABINET: CORPORATE SERVICES PORTFOLIO

## Progress and Performance Report

Period: 1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2015 (Quarter 4)

### Key Performance Indicators

#### Key to Performance



- At or above target; projects that are completed/on track



- Below target but within 5% tolerance; Projects where there are issues causing significant delay or change to planned activities






- Below target; Projects that are not expected to be completed in time or within requirements

| KPI Description                      | Target | Q1<br>Apr-<br>June | Q2<br>July-<br>Sept | Q3<br>Oct-Dec | Q4<br>Jan-<br>Mar | Full<br>Year<br>14/15 | Current<br>status | Explanatory Note  |
|--------------------------------------|--------|--------------------|---------------------|---------------|-------------------|-----------------------|-------------------|---|
| Percentage of overpayments recovered | 70%    | 70%                | 73%                 | 69%           | 68%               | 70%                   |                   | Performance overall for the year is 70% and in line with the Council's target.  |
| Percentage of invoices paid on time  | 98%    | 94%                | 87%                 | 82%           | 93%               | 88.6%                 |                   | Performance has improved in the fourth quarter but remains below target overall for 2014/15. The Council paid 20,946 invoices during 2014/15 of which 2,383 were late (11.38% overall). The vast majority (1,739) of these late invoices were in respect of property services works. Management action has already resulted in consolidating some invoices from suppliers. Further opportunities to streamline and speed up invoice payments continue to be investigated. |

### Portfolio Projects and Initiatives

| Project / Initiative   | Current status | Update   |
|--|----------------|--|
| Explore joint services with Eastbourne Borough Council                                   |                | Cabinet agreed new shared service arrangements with Eastbourne Borough Council for Human Resources and Legal Services. Successful staff transfer between both councils took place on 1 <sup>st</sup> April 2015.   |
| Procure technology and business change resources to support the transformation programme |                | March 2015 Cabinet received an update on the procurement of new technology and business change consultants. Invitations to Tender were issued in April 2015 and tenders were received from 3 bidders on 29th May 2015. These are currently being evaluated. We anticipate implementation commencing in October 2015. |
| Specification for business change partner to assist in IT/process transformation         |                |  |
| Implement new telephony system (Phase 2)   |                | Proposals to optimise use of the new telephony system and develop the Council's handling capabilities is now being addressed as part of wider IT changes   |

| Project / Initiative  | Current status  | Update   |
|---|---|--|
|   |   | planned for later in 2015.   |
| Oversee agreed iESE (Improvement and Efficiency South East) work programme for improved procurement |  | iESE continues to provide support on a range of current procurement exercises, including substantial support in respect of the successful letting of the new grounds maintenance contract.   |
| Update commercial property portfolio and make best use of our assets                                |  | Work is progressing in partnership with Eastbourne Borough Council. The project is aimed at identifying opportunities for joint procurement and better management of Council assets. Staff resources are now being shared and officers in both councils are working together to implement Corporate Landlord arrangements from April 2016. A report is due to come to Cabinet in the Autumn on a Joint Procurement Strategy. |
| Update Risk Management Strategy and Risk Register   |  | COMPLETED. Cabinet in March 2015 approved the Council's Risk management Strategy and Strategic Risk Register. Officers continue to assess and manage operational and project risks as part of normal management arrangements.  |

# CABINET: SERVICE DELIVERY PORTFOLIO

## Progress and Performance Report

1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2015 (Quarter 4)

### Key Performance Indicators

#### Key to Performance



- At or above target; projects that are completed/on track






- Below target but within 5% tolerance; Projects where there are issues causing significant delay or change to planned activities



- Below target; Projects that are not expected to be completed in time or within requirements.

| KPI Description   | Target        | Q1<br>Apr-June | Q2<br>July-Sept | Q3<br>Oct-Dec | Q4<br>Jan-Mar | Full<br>Year 14/15 | Current<br>status | Explanatory Note  |
|---|---------------|----------------|-----------------|---------------|---------------|--------------------|-------------------|---|
| Percentage of Council Tax collected during the year (cumulative)  | 98.4%         | 29.9%          | 28.4%           | 27.9%         | 11.9%         | 98.3%              |                   | Although showing below target, the overall Council Tax collection rate was only off target by 0.1%.                                 |
| Percentage of Business Rates collected during the year (cumulative)   | 98.5%         | 32.5%          | 25.2%           | 28.3%         | 12.25%        | 98.9%              |                   |   |
| The number of days taken to process new housing benefit/Council tax benefit claims                          | 20 days       | 16.5 days      | 25.5 days       | 14.5 days     | 15 days       | 18.1 days          |                   | Overall performance for the year was 18.1 days.   |
| Percentage of rents collected during the year (cumulative)  | 95%           | 94.5%          | 97.4%           | 97.9%         | 98.2%         | 98.2%              |                   |   |
| KG of household waste collected per household (cumulative)  | 500Kg or less | 124Kg          | 128Kg           | 126Kg         | 127Kg         | 505Kg              |                   | Although showing below target, the overall household waste collection rate was only off target by 5Kg per household.                |
| Percentage of abandoned vehicles removed within 24 hours  | 90%           | 100%           | 100%            | 100%          | 100%          | 100%               |                   | There were 110 vehicles reported as abandoned during Quarter 4. Only 3 were found to be legally abandoned and subsequently removed. |
| Number of empty homes brought back into use (cumulative)  | 40            | 15             | 28              | 18            | 19            | 80                 |                   |   |
| Total number of days that families (including pregnant women) need to stay in temporary accommodation (B&B) | 17.5 days     | 0 days         | 23.5 days       | 0 days        | 0 days        | 23.5 days          |                   | There were no families with children requiring emergency accommodation during Quarter 4.  |

| KPI Description   | Target   | Q1<br>Apr-June  | Q2<br>July-Sept | Q3<br>Oct-Dec   | Q4<br>Jan-Mar   | Full<br>Year 14/15 | Current<br>status   | Explanatory Note  |
|---|--|-----------------|-----------------|-----------------|-----------------|--------------------|---|---|
| Total number of households living in bed and breakfast/emergency accommodation  | 50 or less   | 56              | 57              | 48              | 57              | 57                 |  | The data in the full year column is as at 31 <sup>st</sup> March 2015.  |
| <b>Performance Improvement Action</b>   | Officers are continuing to reduce reliance on bed and breakfast and inefficient emergency accommodation for homeless households. There has been an increase in emergency homelessness placements over the past few weeks due to an increase in new cases presenting as homeless. The Council is using vacant Council homes to reduce demand for bed and breakfast accommodation.   |                 |                 |                 |                 |                    |   |   |
| The average number of days taken to remove reported fly-tips                    | Less than 2 days   | 2.7 days        | 2.2 days        | 3.3 days        | 4.2 days        | 3.0 days           |  | There were 51 reports of fly-tips during Quarter 4, compared to 77 for the same period last year. The data collection methodology has changed and further analysis is required.   |
| <b>Performance Improvement Action</b>   | There is currently a management review underway to determine the underlying reason for the apparent drop in performance. Initial investigation suggests this may be due to changes in procedures for dealing with fly-tips on Council land. The review will identify options for addressing under-performance which will be reported to a future meeting.  |                 |                 |                 |                 |                    |   |   |
| Percentage of household waste sent for reuse, recycling and composting          | 30%  | 24.8%           | 24.2%           | 24.0%           | 24.7%           | 24.4%              |  | The year end figure is the average for the year 2014/15. The confirmed final outturn will be received from the Waste Disposal Authority (ESCC).   |
| <b>Performance Improvement Action</b>   | Officers continue to identify opportunities to improve recycling across the District including promotional campaigns and encouraging take-up of food waste recycling. The Council is currently undertaking an in-depth review of waste management arrangements, looking at a range of options that build on the Council's commitment to expand and improve recycling services across the District. The Council has had success in raising awareness through the Zero Heroes campaign but has had some feedback from residents that ease of collection of recyclables remains an issue. |                 |                 |                 |                 |                    |   |   |
| Total number of customer feedback received;<br>a) complaints;<br>b) compliments | Data Only  | a) 434<br>b) 38 | a) 483<br>b) 56 | a) 382<br>b) 50 | a) 254<br>b) 21 | a) 1553<br>b) 165  | N/A<br>N/A  | Changes have been made to the systems for collecting complaints and compliments data during 2014/15. Missed bins are now recorded and dealt with separately (hence the apparent reduction in the number of complaints in Q4). |

| KPI Description | Target | Q1<br>Apr-June | Q2<br>July-Sept | Q3<br>Oct-Dec | Q4<br>Jan-Mar | Full<br>Year 14/15 | Current<br>status | Explanatory Note   |
|-----------------|--------|----------------|-----------------|---------------|---------------|--------------------|-------------------|--|
|                 |        |                |                 |               |               |                    |                   | This will now be used as a base line against which to measure future years' performance. |

#### Portfolio Projects and Initiatives

| Project / Initiative  | Current status | Update   |
|---|----------------|--|
| Complete Waste Review to further improve services and recycling   | ✔              | An independent review of the Council's waste collection and recycling services was commissioned and its recommendations are under consideration. Cabinet in March 2015 agreed to proceed with a green waste trial in Seaford, commencing in Summer 2015.   |
| Review provision of Green waste collection with full consideration to sustainability and financial concerns |                |  |
| To implement Photo Voltaic schemes across council housing   | ✔              | At its November meeting, Cabinet agreed to appoint a contractor to install PV Panel systems on up to 700 Council homes (subject to funding approval of £2.7m) aimed at reducing the cost of electricity for tenants, reducing CO2 emissions and creating an income stream for the Council. The contract is being finalised and is expected to commence in June with first installation taking place in late June/early July. |
| To ensure more people have better standard homes in the private rented market                               | ✔              | A pilot project involving pro-active inspections of privately rented properties in South Road, Newhaven is underway. Landlords and tenants of 11 properties have been contacted and of these 6 have been inspected. A potential housing benefit fraud was discovered and the housing benefit team have been provided with information for them to investigate.   |



# CABINET: STRATEGY AND DEVELOPMENT PORTFOLIO

## Progress and Performance Report

1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2015 (Quarter 4)

### Key Performance Indicators (KPI)

#### Key to Performance



- At or above target; projects that are completed/on track



- Below target but within 5% tolerance; Projects where there are issues causing significant delay or change to planned activities









- Below target; Projects that are not expected to be completed in time or within requirements

| KPI Description   | Target        | Q1<br>Apr- June | Q2<br>July-Sept | Q3<br>Oct-Dec | Q4<br>Jan-Mar | Full<br>Year 14/15 | Current<br>status | Explanatory Note  |
|---|---------------|-----------------|-----------------|---------------|---------------|--------------------|-------------------|---|
| Percentage of major planning applications determined within 13 weeks (LDC only)         | 68%           | 100%            | 45.4%           | 67%           | 100%          | 74%                |                   | Deciding 60% of major planning applications within 13 weeks is a Government target. The Council normally operates well above this target and aims to determine a higher proportion of such applications within 13 weeks. For 2014/15 the overall performance was 74%.   |
| Percentage of minor planning applications determined within 8 weeks (LDC/SDNP combined) | 73%           | 81%             | 78%             | 79%           | 80.4%         | 81%                |                   | The Council operates well above the national target of 65%.   |
| Percentage of planning appeals allowed (LDC/SDNP combined)                              | Less than 33% | 17%             | 0%              | 100%          | 25%           | 23%                |                   | Overall performance for the year was 23%.   |
| Net additional homes provided in the District (cumulative)                              | 255           | 41              | 47              | 105           | 19            | 277                |                   | Only data for large development sites is collected quarterly (212 overall for 2014/15). The full year figure also includes small development sites. At the start of the year, the target of 304 units was set and based upon the Joint Core Strategy for the period 2010 to 2030. Since this time the Council has prepared an up-to-date housing trajectory that predicts the likely number of housing completions for any given year. This was part of the evidence submitted for the Core |

|  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  | Strategy Examination. This trajectory identified a revised target of 255 net additional homes to be completed in 2014/15. Hence, although the original target was not met, the more up to date target was. |
|--|--|--|--|--|--|--|--|--|

## Portfolio Projects and Initiatives

| Project / Initiative   | Current status  | Update   |
|--|---|--|
| Joint Venture in respect of the North Street Quarter in Lewes  |    | The interim joint venture agreement is signed and the subsequent legal agreements are under development. A planning application was submitted at the end of February 2015 and is expected to be determined in September 2015. Joint Venture discussions continue.  |
| Submit the Core Strategy to the Planning Inspectorate and progress through the Examination in Public.                                |    | The Council is applying substantial weight to Core Strategy policies and the Inspector's findings in the determination of planning applications, including requirements for affordable housing and protection of viable employment sites.  |
| Progress the Site Allocations and Development Management Policies document, which will eventually form part of the development plan. |    | The publication of the Proposed Submission document has been delayed until late Autumn 2015. This is because the final report into the Core Strategy needs to be received from the Planning Inspector (expected in October/November 2015) before the Site Allocations and Development Management Policies document can be finalised. |
| Explore the future of visitor services in Seaford, Peacehaven and Lewes to ensure they reflect the increasing on-line marketplace.   |   | A Strategic Tourism Vision and Action Plan 2015-18 has been agreed. Pilot visitor information points have been agreed and are in the process of being installed.   |
| Seek developer contributions through the Community Infrastructure Levy (CIL)   |  | Examination of the proposed CIL – Charging Schedule took place in mid-April and the Inspector's report is expected by the end of June. Subject to the Inspector finding no shortcomings with our proposed Charging Schedule we will seek to adopt and implement from October 2015.   |
| Urban and rural regeneration frameworks  |  | Impact Seaford Group has been established and progress is being made on a number of projects. Future work on regeneration projects will be progressed with local stakeholders in line with a refreshed Regeneration Strategy.  |

## CABINET: COMMUNITY IMPROVEMENT PORTFOLIO

### Progress and Performance Report

1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2015 (Quarter 4)

#### Key Performance Indicators

There are currently no key performance indicators for this portfolio area. The majority of work is focused on project delivery as set out below.

#### Portfolio Projects and Initiatives

##### Key to Performance



- At or above target; projects that are completed/on track






- Below target but within 5% tolerance; Projects where there are issues causing significant delay or change to planned activities



- Below target; Projects that are not expected to be completed in time or within requirements

| Project / Initiative   | Current status | Update  |
|--|----------------|---|
| Flood and coastal protection review and schemes                                    |                | Coast Protection - Repairs to the sea defences in Peacehaven are now complete. Coastal Implementation Plan for coastline between Newhaven and Brighton Marina is due in Summer 2015. Work is also progressing on projects in Peacehaven and Newhaven. Public awareness event in March 2015 was well attended. Partnership with Seaford Town Council and others continues.<br><br>Inland Flood Prevention – Work is progressing on projects in Lewes. Further flood resilience work is planned for the Broyleside, Ringmer. Target implementation by the end of 2015/16. |
| Administering emergency flood relief   |                | Government Repair and Renewal Grants have been rolled out in affected areas of the District. These have been allocated to 15 properties in the District. Works are expected to be completed by late summer 2015.  |
| Assess viability of an internal drainage board working with neighbouring districts |                | Cabinet in March 2015 received report on proposals for an Internal Drainage District.   |
| Successfully handover management of Newhaven Fort to Wave Leisure                  |                | COMPLETED. Handover of the management of the Fort to Wave Leisure took place on 1 <sup>st</sup> May 2015, a little later than planned due to the need to address specific issues arising in respect of the staff transfer and historic grants arrangements.   |
| Work to deliver a Public Realm Strategy for the District                           |                | The implementation of the Community Infrastructure Levy will provide an opportunity for Town and Parish Councils to implement public realm improvements. The Public Realm Framework has been endorsed by the Planning Inspector as part of the review of the Core Strategy.   |

| Project / Initiative  | Current status  | Update   |
|---|---|--|
| Oversee delivery of S106 commitments for parks and open spaces                                |  | Improvements to Convent Field play area were completed in October 2014. The Centenary Park project (previously known as Big Parks project) opened to the public in March 2015.   |
| Deliver at least 2 community/commercial events including 'Whizz Pop Bang' children's festival |  | The children's festival (on Convent Field, Lewes) did not take place as planned due to poor ticket sales. The event organisers decided not to proceed. The 2 <sup>nd</sup> Lewes Business Awards was launched in March 2015. |
| Develop an Event Management Plan  |  | A draft events policy and associated guidance note has been drawn up. It is anticipated that an Event Management Plan will be developed over the summer 2015 and reported to Cabinet for approval.                           |

# CABINET: STAKEHOLDER IMPROVEMENT PORTFOLIO

## Progress and Performance Report

1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2015 (Quarter 4)

### Key Performance Indicators

#### Key to Performance



- At or above target; projects that are completed/on track



- Below target but within 5% tolerance; Projects where there are issues causing significant delay or change to planned activities



- Below target; Projects that are not expected to be completed in time or within requirements

| KPI Description   | Target  | Q1<br>Apr-June | Q2<br>Jul-Sept | Q3<br>Oct-Dec | Q4<br>Jan-Mar | Full<br>Year<br>14/15 | Current<br>Status | Explanatory Note  |
|---|---------|----------------|----------------|---------------|---------------|-----------------------|-------------------|---|
| Average number of days to re-let Council homes (excluding temporary lets) | 26 days | 22 days        | 28 days        | 24 days       | 26 days       | 25 days               |                   | Performance for the year overall is 25 days.  |
| Overall tenants satisfaction  | 88.5%   | 90.2%          | 87%            | 92.6%         | 96.9%         | 91.6%                 |                   | The survey data is provided by an independent researcher each quarter. The full year figure is the average satisfaction for 2014/15.  |
| Percentage of urgent repairs carried out within Government time limits    | 98%     | 97%            | 98%            | 98.6%         | 99.4%         | 98.2%                 |                   | The final year figure is the average for 2014/15.   |
| Percentage of repairs noted as good or satisfactory by tenants            | 97.5%   | 96.8%          | 96.4%          | 98.7%         | 96.9%         | 97.2%                 |                   | Although showing below target, overall tenant satisfaction was only off target by 0.3%. Performance overall in 2014/15 was 96.5%. The final year figure is the average for 2014/15. |

### Portfolio Projects and Initiatives

| Project / Initiative  | Current Status | Update   |
|---|----------------|--|
| Oversee effective contract monitoring   |                | Work with iESE (Improvement and Efficiency South East) aimed at improving overall contract monitoring and management arrangements at the Council is progressing well.                      |
| Review community and voluntary sector grants to reflect need and corporate priorities |                | COMPLETED. Service Level Agreements with the Citizens Advice Bureau, 3VA and Action in Rural Sussex have been agreed by cabinet and implemented.   |
| Promote LEAP (Local Enterprise and Apprenticeship Platform) with stakeholders         |                | The fourth Entrepreneurs Scheme is underway.   |
| Engage with businesses through the Chambers of Commerce                               |                | The Council is a member of the Chambers of Commerce in order to strengthen links and support delivery of existing projects. 2 <sup>nd</sup> Lewes District Business Awards was launched in |

| Project / Initiative | Current Status | Update      |
|----------------------|----------------|-------------|
|                      |                | March 2015. |

## CABINET: INTERNAL IMPROVEMENT PORTFOLIO 2014/15

### Progress and Performance Report

1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2015 (Quarter 4)

#### Key Performance Indicators

#### Key to Performance



- At or above target; projects that are completed/on track










- Below target but within 5% tolerance; Projects where there are issues causing significant delay or change to planned activities






- Below target; Projects that are not expected to be completed in time or within requirements

| KPI Description   | Target    | Q1<br>Apr-June | Q2<br>Jul-<br>Sept   | Q3<br>Oct -<br>Dec | Q4<br>Jan-Mar | Full<br>Year<br>14/15 | Current<br>status | Explanatory Note  |
|---|-----------|----------------|--|--------------------|---------------|-----------------------|-------------------|---|
| Average working days lost to sickness per FTE equivalent staff (cumulative)                             | 9.0 days  | 2.3 days       | 2.15 days  | 3.08 days          | 3.56 days     | 11.1 days             |                   | The target is for the full year which equates to 2.25 days per quarter. Total days lost due to sickness for the 2014/15 year is 11.1 days.  |
| <b>Performance Improvement Action</b>   |           |                | The Council has a workforce of approximately 400 staff including over 100 staff working in our Recycling and Waste team. The first part of the 2014/15 year saw a marked reduction in sickness absence, however, over the course of the year there have been 36 cases of long term absence (three weeks or more) of which 9 cases led to absences of over 90 days. 2 of the 36 long term cases were over 200 days. The impact of these long term absences has adversely impacted the overall average figure. Managers and the HR team continue to work to ensure support is given to staff, absence is monitored and targeted intervention is provided as appropriate. |                    |               |                       |                   |   |
| Satisfaction of staff - Proportion of staff who feel they are treated with fairness and respect at work | Data Only | -              | -  | 57%                | -             | 57%                   | No target set     | The last survey was carried out in October 2014. There is no single measure of staff satisfaction. The annual staff survey seeks feedback on a number of aspects of working life including communication, management arrangements and dignity at work. The results are discussed with staff and used to identify areas for improvement. |

Portfolio Projects and Initiatives

| Project / Initiative  | Current status  | Update   |
|---|---|--|
| Develop LDC Organisational Development Strategy   |    | The Nexus Transformation Programme is taking forward the Organisational Development Strategy, including organisational restructuring and business process remodelling to improve efficiency. The Nexus Transformation Board is overseeing the Programme.   |
| Develop new Performance Management Framework and key performance measures that reflect core business and key priorities |    | Update Service Plans for the 2015 to 2017 period have been agreed. New Scrutiny Performance Monitoring arrangements have been put in place from April 2015. Further embedding of the new Competency Framework will continue following trial during 2014/15. Development of Covalent performance management and business planning system continues to progress well.  |
| Reduce staff sickness   |    | The Council has a workforce of approximately 400 staff including over 100 manual staff working in our Recycling and Waste team. The first part of the 2014/15 year saw a marked reduction in sickness absence; however, over the course of the year there have been 36 cases of long term absence (three weeks or more) of which 9 cases led to absences of over 90 days. 2 of these were for an operation, 1 is for a cancer related absence, 2 for reasons of depression and 4 relate to musculoskeletal issues. 2 of these 36 long term cases were over 200 days. The impact of these long term absences has adversely impacted the overall average figure. Managers and the HR team continue to work to ensure support is given to staff, absence is monitored and targeted intervention is provided as appropriate. |
| Review LDC recruitment processes  |   | COMPLETED. A partnership arrangement has been set up with Eastbourne Borough Council (EBC) and LoveLocalJobs.com. New competencies are being used as part of staff recruitment and opportunities are being taken to review and align processes with EBC. A joint Human Resources Manager has been appointed.   |
| Finalise review of Human Resources (HR) policies and procedures including review of appraisal procedure                 |  | A number of HR policies have been revised, consulted upon and approved by the Employment Committee. A review of the appraisal process and management systems will take place in the near future. An opportunity to review policies and procedures with Eastbourne will proceed from April 2015 following implementation of new shared service arrangement.   |
| Develop a more strategic approach to equality and diversity   |  | COMPLETED. A review of the Council's approach to equality and diversity has been completed and an Equalities Action Plan was agreed by Cabinet in September 2014. Ongoing work to implement new arrangements is now considered to be part of Business as Usual activity.   |
| Complete self-assessment against Equality Framework, develop learning   |  | COMPLETED. Self-assessment completed and appropriate areas for development   |

| Project / Initiative                                      | Current status  | Update  |
|---|---|---|
| and refresh equality analysis                             |   | have been incorporated into the Council Equality Action Plan. Profiles for the District and wards have been produced and copies made available to new councillors as part of Induction process following elections in May 2015. |
| Update workforce equality profile and equality monitoring |  | Work on this is underway and expected to be completed by September 2015.  |
| Undertake Equal Pay audit                                 |  | This work is near completion. The workforce data has been analysed and the full report will be presented to CMT and Employment Committee in August/September 2015. The results will then be published on the website.           |
| Implement new Data Transparency Code                      |  | COMPLETED. A revised mandatory Data Transparency Code was issued in October 2014. Work to address a small number of new/additional requirements is being managed as part of Business as usual activity.                         |



**Agenda Item No:** 9.3 **Report No:** 82/15  
**Report Title:** Lewes District Local Plan – Part 1 (Joint Core Strategy):  
Publication of Main Modifications for Consultation  
**Report To:** Cabinet **Date:** 6 July 2015  
**Cabinet Member:** Councillor Tom Jones – Lead Councillor for Planning  
**Ward(s) Affected:** All  
**Report By:** Nazeya Hussain, Director of Business Strategy and  
Development

**Contact Officer(s)-**

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**Purpose of Report:** To seek Cabinet and Council approval to publish the proposed schedule of Main Modifications to the Joint Core Strategy for an 8 week public consultation. Pursuant to the Examination Hearings and the Planning Inspector's Initial Findings, the Modifications have been drafted in partnership with the South Downs National Park Authority in order to address the Inspector's recommendations.

Cabinet and Council approval is also sought to subsequently submit the Main Modifications, together with any duly made representations received, to the Examination for consideration by the Inspector during any further Hearings and in his final report.

Please note: It is not the purpose of this report to seek suggested further modifications that are not within the scope of the Inspector's Initial Findings, or factual updates, as all other parts of the plan are considered by the Inspector to be 'essentially sound'. No other modifications have been invited by the Inspector.

**Officers Recommendation(s):**

- 1** To recommend to Council that the schedule of Main Modifications (Appendix 1 of this report) to the Joint Core Strategy be published for an eight week period for public representations to be made.
- 2** To authorise the Director of Business Strategy and Development to submit the schedule of Main Modifications, together with any duly made representations, to the Examination.
- 3** To authorise the Director of Business Strategy & Development, in consultation with the Lead Member for Planning and the South Downs National Park Authority, to agree any further Additional (minor) Modifications to the Joint Core Strategy that may result from the remaining Examination process, as deemed

necessary to make the document sound or to aid in its practical application for decision-making.

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## **Reasons for Recommendations**

- 1** To ensure that the Joint Core Strategy addresses the Initial Findings of the Planning Inspector in order to result in a sound and National Planning Policy Framework (NPPF) compliant plan.
- 2** To ensure that the Joint Core Strategy has addressed the implications of recent changes to national planning policy that have occurred subsequent to its submission for Examination, in order to result in a sound and NPPF complaint plan.
- 3** To ensure that the Joint Core Strategy is progressed through the final stages to adoption in a timely manner, in order to provide the Council and National Park Authority with up-to-date development plan policies against which to determine planning applications.

## **Information**

### **4 Background**

- 4.1** The Joint Core Strategy (JCS) will be the central planning document for the district. It will set out the long term vision and guide development and change up to 2030. The strategy is being prepared in partnership with the South Downs National Park Authority (SDNPA) and has already been subject to a long process of preparation, public consultation and inspection. It has been extensively consulted upon and amended accordingly.
- 4.2** On 24 April 2014 Cabinet recommended and Council subsequently approved at its annual meeting of 7 May 2014 the Focussed Amendments version of the JCS for publication and subsequent submission to the Secretary of State for Examination in public (Cabinet minute 150 / Council minute 7 refer). The JCS was submitted in September 2014 and public Examination hearings took place in January 2015.
- 4.3** In February 2015 we received the Inspector's Initial Findings letter<sup>1</sup> which confirmed that the Inspector considered the JCS to meet the statutory requirements, including those arising from the Duty to Cooperate and relating to legal compliance, such as in relation to public consultation. The Initial Findings also found that the district's level of objectively assessed housing needs have been appropriately identified, and accepted the Council and National Park Authority's position that this level of development cannot be accommodated in the district without unacceptable environmental consequences.

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<sup>1</sup> [http://www.lewes.gov.uk/Files/plan\\_ID-95-Letter\\_to\\_Councils\\_10\\_Feb\\_2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-95-Letter_to_Councils_10_Feb_2015.pdf)

- 4.4** However, despite this, the Inspector was not convinced that ‘no stone has been left unturned’ in terms of seeking as many suitable, deliverable and appropriate housing sites as possible. He advised that the evidence of the Examination was that the level of housing growth proposed in the JCS (290 homes per year) would not be sufficient to maintain the present levels of employment in the district. Therefore the Initial Findings letter advises that modifications will be required to the plan in order for it to be capable of being found sound in the final report. This includes increasing the housing requirement to at least 345 homes per year as set out in Section 5 below.
- 4.5** The Initial Findings letter provides very clear guidance on the changes that the Inspector considers necessary, which have now been drafted into schedules of Modifications ready for public consultation. Aside from the suggested modifications concerning housing delivery, the Inspector confirmed that he considered all other elements of the JCS to be essentially sound.

## **5 The Proposed Modifications**

- 5.1** Four schedules of modifications have been prepared for publication, consultation and subsequent submission to the Examination as follows:

Schedule 1 comprises both Main<sup>2</sup> and Additional<sup>3</sup> modifications as identified between the publication of the Focussed Amendments JCS in May 2014 and Submission to the Secretary of State in September 2014. This was previously submitted to the Examination as document CD/004 in September 2014 and so has been available on the examination webpage<sup>4</sup> since September. Its content has been considered by the Inspector, including at the public Hearings, but has not yet been subject to formal publication and consultation. This schedule is attached in Appendix 2 for information purposes and is not subject to Council approval.

Schedule 2 comprises both Main and Additional Modifications as proposed to the Examination in our submitted Written Matters Statements in January 2015 as document LDC/015 and so has been available on the examination webpage since January. It has been considered by the Inspector, including at the public Hearings, but has not yet been subject to formal publication and consultation. This Schedule is attached in Appendix 2 for information purposes and is not subject to Council approval.

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<sup>2</sup> ‘Main’ Modifications are those changes that are necessary for the soundness of the plan. It is only the Main Modifications that the Inspector will deal with in his final report.

<sup>3</sup> ‘Additional’ Modifications are all other changes (sometimes called ‘minor’ modifications) including corrections and additional supporting text and clarification, which the local planning authority considers of benefit to the plan and/or its implementation but do not change the intent of the strategy itself.

<sup>4</sup> [www.lewes.gov.uk/corestrategyexam](http://www.lewes.gov.uk/corestrategyexam) Page 67 of 308

Schedule 3 comprises all **Main Modifications**<sup>5</sup> (Appendix 1) proposed in response to discussions at the Examination Hearings and in response to the Inspector's Initial Findings, together any Main Modifications that were previously identified in Schedules 1 and 2. It is only these Main Modifications that the Inspector may consider in his Final Report and which must be subject to public consultation.

Schedule 4 comprises the Additional Modifications proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector's Initial Findings. This Schedule is attached in Appendix 2 for information purposes and is not subject to Council approval.

- 5.2** The Main Modifications respond to matters that affect the soundness of the JCS. These changes will be necessary before the plan may be adopted. The Inspector advised at the final Hearing session that, overall, he considers the JCS has been well prepared and well evidenced. However, primarily in light of the shortfall of proposed housing against the level of objectively assessed need for housing (both market and affordable), he felt that the balance of sustainable development as set out in the NPPF (three elements of environmental, social and economic factors that need to be appropriately balanced) had not yet been struck. Essentially, he considers that too much emphasis has been placed on the environmental element of sustainable development, particularly in terms of new housing provision in the JCS.
- 5.3** The key matters that are addressed in the proposed modifications, as indicated in the Inspector's Initial Findings Letter, are:
- i. To **increase the overall housing provision** in the plan to a minimum of 6,900 in total (an average of at least 345 homes per year). This is considered a critical modification to the plan.
  - ii. To **allocate Land at Old Mallig Farm**, Lewes as an additional strategic site for housing (approximately 200 homes) in order to strike 'the right balance' between the environment, social and economic needs in the town, while having regard to the primary purpose of the National Park designation. This site is also proposed to deliver 50% affordable housing (compared 40% as sought by Core Policy 1).
  - iii. To make a **full allocation at Land North of Bishops Lane**, Ringmer (approximately 110 homes). This site was previously proposed to be a contingency allocation to be released in the event that the Ringmer Neighbourhood Plan was not made or did not plan for sufficient homes to meet the JCS requirements. However, the Inspector is of the view that the JCS needs to provide clarity on all strategic sites, which means formally

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<sup>5</sup> Schedule 3 sets out all those modifications, proposed since September 2014, that are considered 'Main Modifications'. It is the Main Modifications that the Inspector will consider in his Final Report and which must be published and consulted upon for a minimum of 6 weeks, hence they have been compiled together in one schedule for ease of reference.

allocating this site at Ringmer. The Inspector is of the view that such clarity will facilitate an early start to delivery and help meet the overall needs of the district.

- iv. To make a **full allocation at Harbour Heights**, Newhaven (approximately 400 homes and modern employment units). This site was previously identified in the JCS as a broad location for housing. The full allocation will provide clarity and allow for delivery at this site to be commenced earlier (rather than waiting for detailed allocation in Local Plan Part 2). This site is proposed to deliver at least 30% affordable housing (reduced from the 40% sought by Core Policy 1 to allow for sufficient viability in the scheme for the delivery of the replacement employment units).
- v. To **allocate Land at Lower Hoddern Farm**, Peacehaven as an additional strategic site for housing (approximately 450 homes). This site is the most sustainable and only reliably deliverable strategic scale site in Peacehaven. An essential requirement of development here will be the identification and delivery of a co-ordinated package of multi-modal transport measures to mitigate the impacts on the A259 coast road.
- vi. To make a less cautious allowance for “**windfall**” housing delivery of 50 homes per year.
- vii. To make an allowance for delivery of **small scale rural exception sites** totalling 125 homes over the plan period.

**5.4** These requirements have been addressed in the drafted Schedules of Modifications proposed for publication. The Inspector has informally reviewed the draft schedules and has advised that the content of the proposed schedules of modifications ‘fits the bill’, subject to publication, consultation, appropriate supporting evidence (including sustainability appraisal) and the findings of any subsequent Examination Hearings.

**5.5** The schedules of Main and Additional Modifications include various other proposed changes beyond the key ones listed above. These other changes are to make corrections; to update the JCS, particularly to reflect changes in national policy; or to reflect the discussions at the Examination Hearings. Other modifications of particular note are:

- (a) Change the **affordable housing threshold** of Core Policy 1 from developments of 3+ units on a districtwide basis to development of 11+ units outside the SDNP and 6+ units within the SDNP area, in line with national policy requirements.
- (b) Clarification of the **Lifetime Homes Standards** requirement of Core Policy 2 from ‘will be encouraged’ to ‘will be required for a minimum of 10% of homes in new build developments of 11 or more homes’.
- (c) Updating Core Policy 3 with revised pitch requirement figures taken from the **Gypsy, Traveller and Travelling Showpeople Accommodation**

Needs Assessment, December 2014, which was completed after the JCS was submitted to the Secretary of State.

- (d) Reclassifying **Newhaven town centre** (within the ring road) in the JCS Retail Hierarchy as a District Retail Centre, rather than a Local Centre, for the purposes of Core Policy 6.
- (e) To clarify that the loss of retail units in the district's **Primary Shopping Areas** and Primary Shopping Frontages will be resisted. The exception being in Newhaven Primary Shopping Area where a diverse range of retail and other uses (such as cafes, restaurants, financial and professional services, employment, arts, cultural and community services) will be encouraged and permitted for vacant retail units, in order to support the remaining retail function of the town centre (within the ring road).
- (f) Add to Core Policy 10 to clarify that both within and **in the setting of the South Downs National Park** development will be resisted if it fails to conserve and appropriately enhance its rural, urban and historic landscape qualities and its natural and scenic beauty.
- (g) Amend Core Policy 10 to clarify that development within 7km of the **Ashdown Forest** will be required to contribute to the provision of Suitable Alternative Natural Greenspace (SANGs) and the implementation of a Strategic Access Management and Monitoring Strategy (SAMMS).
- (h) Add to Core Policy 14 to include '**allowable solutions**' as an option for mitigating carbon emissions from development within Energy Strategies for each strategic site allocation. This policy will also be amended to remove reference to the Code for Sustainable Homes in light of the Housing Standards Review.

## 6 Publication and Consultation

- 6.1 It is a statutory requirement that Main Modifications (Appendix 1) are published and consulted upon for a minimum of 6 weeks. It is proposed to commence consultation on 24 July 2015. As this is at the start of the summer holiday period it is proposed to undertake a longer 8 week consultation<sup>6</sup>, closing on 18 September 2015.
- 6.2 There is no statutory requirement to publish or consult upon the schedules of Additional Modifications and these cannot be specified by the Inspector in his final report (only the Main Modifications will be formally considered). The schedules of Additional Modifications are therefore reported here for information purposes only. However, it is considered good practice to publish and consult upon Additional Modifications alongside the Main Modifications and for LDC and

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<sup>6</sup> The Lewes District Council and South Downs National Park Authority Revised Statement of Community Involvement (2011) states that a consultation period of a minimum of 6 weeks will be used for statutory consultations [Page 75 of 308](#) and longer where possible.

SDNPA to consider the merits of any representations received for inclusion in the adopted version of the JCS.

- 6.3 An amended version of the full JCS, showing all the proposed modifications as 'track changes', will be prepared and published with the modifications for ease of reference. This 'with modifications' version of the Submission JCS will then be submitted to the Examination, for information, with the schedules of Modifications and representations received.
- 6.4 Evidence supporting the proposed modifications, including a sustainability appraisal, will also be submitted to the Examination and made publicly available in the examination library (online and hardcopy) when the Modifications are published.

## 7 Next Steps for the JCS

- 7.1 The timetable for ongoing work on the JCS to adoption is currently envisaged as shown below. This timetable may be influenced by the number and content of representations received and the Inspector's timings, particularly with regard to any additional Hearing sessions he decides to hold. The Inspector has indicated that it is likely an additional Hearing will be called for Old Malling Farm and possibly Lower Hoddern Farm as these are newly included allocations in the JCS. It is possible the Inspector will choose to hold further Hearings on other matters too.

| Key Milestones   | Date*                            |
|--|----------------------------------|
| Publication for 8 week consultation period   | 24 July 2015 – 18 September 2015 |
| Process duly made representations to submit to Inspector with consultation summary statement | Late September                   |
| Additional Examination Hearing(s) – if required  | Autumn 2015                      |
| Inspector's Draft Report for Fact Checking   | tbc                              |
| LDC/SDNPA Fact Check Response  | tbc                              |
| Publish Inspector's Final Report   | tbc – expected by end of 2015    |
| Adoption of the Joint Core Strategy by LDC and SDNPA   | tbc – Early 2016                 |

\* All dates are indicative and are largely at the Inspector's discretion to the conclusion of the Examination.

## **8 Financial Appraisal**

- 8.1** The financial implications of publishing the Schedules of Modifications for public consultation will be minimal, mainly consisting of the costs associated with printing and postage. Such costs can be met from the current budget allocated for the completion of the JCS. As with other reasonable costs associated with the examination of the JCS a proportion<sup>7</sup> will be reimbursed by SDNPA.

## **9 Legal Implications**

The Legal Services Department has made the following comments:

- 9.1** The statutory framework for examination of the Core Strategy is set out in the Planning and Compulsory Purchase Act 2004. The Act determines the stages the Council must go through in order to adopt the Core Strategy. These stages are explained within the body of this report.
- 9.2** The Act requires that when the Core Strategy is submitted to the Planning Inspector, the Inspector must satisfy himself/herself that the strategy complies with legislative requirements.
- 9.3** If the Inspector decides that the Core Strategy does not comply with legislation the Inspector's report will recommend non-adoption. If this happens the Council will not be able to proceed to adoption of the Core Strategy.
- 9.4** The Initial Findings letter explains the basis of the Inspector's concerns and invites the Council to resolve these concerns by making modifications to the Core Strategy prior to the Inspector issuing the final report.
- 9.5** The Council is required under the Town and Country Planning (Local Planning) (England) Regulations 2012 to publish and invite representation from the public in respect of the proposed main modifications to the Core strategy.
- 9.6** Paragraph 11 sets out risks that the Council faces should the recommendations of this report not be implemented.

## **10 Risk Management Implications**

- 10.1** I have completed a risk assessment. The following risks will arise if the recommendations are not implemented, and I propose to mitigate these risks in the following ways:

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<sup>7</sup> SDNPA has agreed to reimburse 34% of the JCS Examination costs, where relevant to the national park.



| Risk   | Mitigation   |
|--|--|
| <p>That the Joint Core Strategy Examination is delayed and/or is consequently concluded to be 'unsound' by the Planning Inspector (or it is recommended that the document be withdrawn from the Examination in Public) due to the lack of modification to address the Inspector's Initial Findings. This would increase the period of time without an up-to-date development plan in place, which in turn increases the time that planning applications are determined in accordance with national planning policy rather than the Council's own locally derived policies. As an example, without a sound Core Strategy the Council would not be able to seek 40% affordable housing on new developments and would instead have to revert back to a 25% target. The Council's housing land supply position would also be compromised, which would increase the vulnerability to unplanned and speculative development proposals.</p> | <p>That the recommendations of this report are approved, enabling the proposed modifications to be published for consultation and subsequently submitted to the Examination for the Inspector to consider in his final report (Main Modifications only).</p> |

No new risks will arise if the recommendation is implemented.

## 11 Equality Screening

11.1 An Equality Analysis Report (Appendix 3) has been undertaken. No specific negative or positive outcomes have been identified.

## 12 Background Documents

Lewes District Joint Core Strategy Submission Document September 2014  
[http://www.lewes.gov.uk/Files/plan\\_Draft\\_Charging\\_Schedule\\_Submission\\_Version.pdf](http://www.lewes.gov.uk/Files/plan_Draft_Charging_Schedule_Submission_Version.pdf)

Submission Sustainability Appraisal  
[http://www.lewes.gov.uk/Files/plan\\_SA\\_Submission.pdf](http://www.lewes.gov.uk/Files/plan_SA_Submission.pdf)

Inspector's Initial Findings Letter [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter\\_to\\_Councils\\_10\\_Feb\\_2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)

The full Joint Core Strategy Examination Library is available online at  
[www.lewes.gov.uk/corestrategyexamination](http://www.lewes.gov.uk/corestrategyexamination)

Minutes of Cabinet 24 April 2014  
<http://lewes.cmis.uk.com/CMIS5/Document.ashx?czJKcaeAi5tUFL1DTL2UE4zNRBc oShgo=5dK2d7bQEfpqnav2%2b1Og62VRJ%2fUOsy1SH8%2bIBserbMriXCRmZug>

[nw%3d%3d&rUzwRPf%2bZ3zd4E7lkn8Lyw%3d%3d=pwRE6AGJFLDNIh225F5QMaQWCtPHwdhUfCZ%2fLUQzgA2uL5jNRG4jdQ%3d%3d&mCTIbCubSFfXsDGW9IXnlg%3d%3d=hFfIUdN3100%3d&kCx1AnS9%2fpWZQ40DXFvdEw%3d%3d=hFfIUdN3100%3d&uJovDxwdjMPoYv%2bAJvYtyA%3d%3d=ctNJFf55vVA%3d&FgPIIEJYlotS%2bYGoBi5oIA%3d%3d=NHdURQburHA%3d&d9Qjj0ag1Pd993jsyOJqFvmyB7X0CSQK=ctNJFf55vVA%3d&WGewmoAfeNR9xqBux0r1Q8Za60lavYmz=ctNJFf55vVA%3d&WGewmoAfeNQ16B2MHuCpMRKZMwaG1PaO=ctNJFf55vVA%3d](http://www.lewes.cmis.uk.com/CMIS5/Document.ashx?czJKcaeAi5tUFL1DTL2UE4zNRBcoShgo=isbK%2bD73CkD3CTNHgrohFyw6wEtz74OFBYctCEWfwo%2bZ19L0UeP32Q%3d%3d&rUzwRPf%2bZ3zd4E7lkn8Lyw%3d%3d=pwRE6AGJFLDNIh225F5QMaQWCtPHwdhUfCZ%2fLUQzgA2uL5jNRG4jdQ%3d%3d&mCTIbCubSFfXsDGW9IXnlg%3d%3d=hFfIUdN3100%3d&kCx1AnS9%2fpWZQ40DXFvdEw%3d%3d=hFfIUdN3100%3d&uJovDxwdjMPoYv%2bAJvYtyA%3d%3d=ctNJFf55vVA%3d&FgPIIEJYlotS%2bYGoBi5oIA%3d%3d=NHdURQburHA%3d&d9Qjj0ag1Pd993jsyOJqFvmyB7X0CSQK=ctNJFf55vVA%3d&WGewmoAfeNR9xqBux0r1Q8Za60lavYmz=ctNJFf55vVA%3d&WGewmoAfeNQ16B2MHuCpMRKZMwaG1PaO=ctNJFf55vVA%3d)

Minutes of Council 7 May 2014

<http://www.lewes.cmis.uk.com/CMIS5/Document.ashx?czJKcaeAi5tUFL1DTL2UE4zNRBcoShgo=isbK%2bD73CkD3CTNHgrohFyw6wEtz74OFBYctCEWfwo%2bZ19L0UeP32Q%3d%3d&rUzwRPf%2bZ3zd4E7lkn8Lyw%3d%3d=pwRE6AGJFLDNIh225F5QMaQWCtPHwdhUfCZ%2fLUQzgA2uL5jNRG4jdQ%3d%3d&mCTIbCubSFfXsDGW9IXnlg%3d%3d=hFfIUdN3100%3d&kCx1AnS9%2fpWZQ40DXFvdEw%3d%3d=hFfIUdN3100%3d&uJovDxwdjMPoYv%2bAJvYtyA%3d%3d=ctNJFf55vVA%3d&FgPIIEJYlotS%2bYGoBi5oIA%3d%3d=NHdURQburHA%3d&d9Qjj0ag1Pd993jsyOJqFvmyB7X0CSQK=ctNJFf55vVA%3d&WGewmoAfeNR9xqBux0r1Q8Za60lavYmz=ctNJFf55vVA%3d&WGewmoAfeNQ16B2MHuCpMRKZMwaG1PaO=ctNJFf55vVA%3d>

## Appendices

- Appendix 1 – All Main Modifications
- Appendix 2 - Modifications arising from Focussed Amendments consultation
  - Modifications arising from Written Statements
  - Additional Modifications arising during/after Hearings
- Appendix 3 - Equality Analysis Report

## Lewes District Local Plan

### Part 1: Joint Core Strategy – Submission Document

#### **Main Modifications**

Schedule 3

July 2015

Main Modifications proposed in response to the Hearing Sessions and the  
Inspector's Initial Findings Letter

## APPENDIX 1

### Main Modifications

#### Context for the Modifications<sup>1</sup>

**Schedule 3** – below sets out **Main Modifications** proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector’s Initial Findings Letter of 10 February 2015 [ID-05 [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter to Councils 10 Feb 2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)]. NB. This schedule includes Main Modifications originally included in Schedules 1 or 2. Schedule 3 therefore sets out all modifications proposed since September 2014 that are considered to be ‘Main Modifications’. It is the Main Modifications that the Inspector will consider in his Final Report hence they have been compiled together in this Schedule for ease of reference.

We have also prepared three other Schedules of proposed modifications:

**Schedule 1** - Main and Additional modifications to the Joint Core Strategy Submission Document that the local planning authorities have identified following the pre-submission publication of the Focussed Amendments document under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. These modifications have arisen post-publication and are generally recommended to address a matter raised in representations made; to update information; or to correct drafting errors in the document. The reason for each modification is given in the relevant table. This schedule was originally submitted as examination document CD/004 in September 2014.

**Schedule 2** – Main and Additional Modifications proposed to the Inspector in our January 2015 Written Matters Statements. This was originally submitted as Table 2 of examination document LDC/015. Where changes have subsequently been made, or modifications in Table 2 have been superseded in Schedules 3 or 4, this is indicated in Schedule 2.

**Schedule 4** – Additional Modifications (‘non-main’ or ‘minor’ modifications) proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector’s Initial Findings Letter of 10 February 2015 [ID-05 [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter to Councils 10 Feb 2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)].


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<sup>1</sup> ‘Main’ Modifications are those changes that are necessary for the soundness of the plan. It is only the Main Modifications that the Inspector will deal with in his final report. ‘Additional’ Modifications are all other changes (sometimes called ‘minor’ modifications) including corrections and additional supporting text and clarification, which the local planning authority considers of benefit to the plan and/or its implementation but do not change the intent of the strategy itself.

## APPENDIX 1

### Main Modifications

The Inspector is invited by the Local Planning Authorities to consider these Main Modifications to the Joint Core Strategy Submission Document under Section 20(7) of the Planning and Compulsory Purchase Act 2004.

MAIN MODIFICATIONS are highlighted in blue 

SUPERSEDED modifications are greyed out 

NB All page numbers, footnotes and paragraph numbers etc quoted relate to the September 2014 Submission Joint Core Strategy document. Page, paragraph and policy numbers may change once the modifications are included in the final draft.

**APPENDIX 1**  
Main Modifications

| <b>Schedule 3</b>                         |   |  |   |
|---|---|--|---|
| <b>Main Modification Reference Number</b> | <b>Joint Core Strategy Submission Document Reference / Location</b> | <b>Proposed Change</b>   | <b>Reason</b>   |
| MM01                                      | Section 6<br>(Spatial Strategy)<br><br>Spatial Policy 1,<br>p.41    | Amend Spatial Policy 1 by deleting the first sentence and replacing it with new text to read:<br><br><b>In the period between 2010 and 2030, a minimum of 6,900 net additional dwellings will be provided in the plan area (this is the equivalent of approximately 345 net additional dwellings per annum).</b>   | In response to the Inspectors initial findings on the submitted Local Plan. |
| MM02                                      | Section 6<br>(Spatial Strategy)<br><br>Spatial Policy 2,<br>p.45    | Amend Spatial Policy 2 as follows:<br><br><b>Spatial Policy 2 – Distribution of Housing</b><br><br><b>During the period between 2010 and 2030, a minimum of <del>5,600</del> <u>6,900</u> net additional dwellings will be delivered in the district. Part of this total will be met as follows;</b><br><br><ul style="list-style-type: none"> <li>• <del>628</del> <u>1,020</u> completions in the period between April 2010 and April <del>2013</del> <u>2015</u></li> <li>• The delivery of <del>1,428</del> <u>1,416</u> <u>1,558</u> commitments across the plan area.</li> <li>• An allowance for <del>518</del> <u>600</u> dwellings to be permitted on unidentified small-scale windfall sites during the plan period and subsequently delivered<sup>49</sup>.</li> <li>• An allowance for <u>-125</u> dwellings to be permitted on rural exception</li> </ul> | In response to the Inspectors Initial Findings on the submitted Local Plan. |

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|  |  | <p style="text-align: center;"><b><u>sites during the plan period and subsequently delivered</u></b></p> <p>The remaining <del>3,026</del> <u>3,643,597</u> net additional dwellings will be distributed as follows:</p> <p><b>(1) Housing to be delivered on the following strategic site allocations;</b></p> <ul style="list-style-type: none"> <li>○ <u>Land at North Street, Lewes – 390 415 net additional units.</u></li> <li>○ <u>Land at Old Malling Farm, Lewes – 200 net additional units</u></li> <li>○ <u>Land to the north of Bishops Lane, Ringmer – 110 net additional units</u></li> <li>○ <del>Land to the north of Bishops Lane, Ringmer – 110 net additional units (contingent on the Ringmer Neighbourhood Plan not being made before the adoption of the Core Strategy or that it does not allocate sufficient sites to deliver 110 net additional units by 2019).</del></li> <li>○ <u>Land at Greenhill Way, Haywards Heath (within Wivelsfield Parish) – 175 113 net additional units (this is in addition to the 62 units already granted permission at this site).</u></li> </ul> <p>● <del>(2) Housing to be delivered at the following broad location;</del></p> <ul style="list-style-type: none"> <li>○ <del>Land at Harbour Heights, Newhaven – a contribution towards the 830 planned 400 net additional units, at Newhaven (see (3) below)</del></li> <li>○ <u>Land at Lower Hoddern Farm, Peacehaven – 450 net additional units.</u></li> </ul> <p><b>(3) Planned housing growth at the following settlements;</b></p> <ul style="list-style-type: none"> <li>○ <u>Lewes – a minimum of 260 220 net additional units</u></li> <li>○ <u>Newhaven – a minimum of 830 400 net additional units</u></li> <li>○ <u>Peacehaven &amp; Telscombe – a minimum of 660 255 net additional units (520 of which will all be contingent upon developers identifying and demonstrating to the satisfaction of the local highway authority, and delivering, a co-ordinated package of multi-modal transport measures required to</u></li> </ul> |  |
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|  |  | <p>mitigate the impacts of development on the A259).</p> <ul style="list-style-type: none"> <li>○ Seaford – a minimum of <del>170</del><u>185</u> net additional units</li> <li>○ Burgess Hill (within Wivelsfield Parish) – a minimum of 100 net additional units</li> <li>○ Barcombe Cross – a minimum of 30 net additional units</li> <li>○ North Chailey – a minimum of 30 net additional units</li> <li>○ South Chailey – a minimum of 10 net additional units</li> <li>○ Cooksbridge – a minimum of 30 net additional units</li> <li>○ Ditchling – a minimum of 15 net additional units</li> <li>○ Newick – a minimum of 100 net additional units</li> <li>○ Plumpton Green – a minimum of 50 net additional units</li> <li>○ <del>Ringmer &amp; Broyle Side – a minimum of 220</del><u>Ringmer &amp; Broyle Side – a minimum of 215</u> net additional units <del>(although if the contingency allocation for the land to the north of Bishops Lane is implemented through point (1) of this policy, the figure will be 110 net additional units).</del></li> <li>○ <u>Wivelsfield Green – a minimum of 30 net additional units</u></li> </ul> <p>- (3) <u>207 net additional units in locations to be determined.</u></p> <p>For the <del>planned</del><u>planned</u> <del>housing</del><u>housing</u> growth identified in sections <del>(32 and 3)</del><u>(32 and 3)</u> above, individual sites to meet the planned levels of housing provision will be identified in either the District Council’s Site Allocations and Development Management Policies DPD, or the National Park Authority’s Local Plan. Neighbourhood Plans could also be used to identify the individual sites, although should they not be progressed in an appropriate timeframe, fail at Examination or referendum, or not identify sites to deliver the required number of units then the aforementioned local planning authority documents will plan for this growth.</p> <p>For settlements <u>or development</u> not listed in sections <u>(32) or (3) above</u> new housing will be limited to affordable housing that meets a local need on exception sites and currently unidentified infill developments within</p> |  |
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|  |   | <b>the planning boundary.</b>  |  |   |   |   |   |              |  |   |                        |                           |   |     |         |                          |                           |   |                           |                           |               |                          |                           |                           |                           |                    |              |                         |                           |                         |                           |                     |                                   |                           |                           |                         |                           |                     |  |
|--|---|--|--|---|---|---|---|--------------|--|---|------------------------|---------------------------|---|-----|---------|--------------------------|---------------------------|---|---------------------------|---------------------------|---------------|--------------------------|---------------------------|---------------------------|---------------------------|--------------------|--------------|-------------------------|---------------------------|-------------------------|---------------------------|---------------------|-----------------------------------|---------------------------|---------------------------|-------------------------|---------------------------|---------------------|--|
| MM03   | Section 6<br>(Spatial Strategy)<br><br>Table 5, p.46                    | Amend Table 5 as follows:<br><br><b>Table 5 – Planned levels of housing growth, by settlement</b>  | Consequent to MM02   |   |   |   |   |              |  |   |                        |                           |   |     |         |                          |                           |   |                           |                           |               |                          |                           |                           |                           |                    |              |                         |                           |                         |                           |                     |                                   |                           |                           |                         |                           |                     |  |
|  |   | <table border="1"> <thead> <tr> <th><b>Settleme<br/>nt (NP<br/>denotes it<br/>is in the<br/>National<br/>Park)</b></th> <th><b>Completi<br/>ons (April<br/>2010 –<br/>April<br/>2013<br/>2015 )</b></th> <th><b>Commit<br/>ments<br/>(as at 1<sup>st</sup><br/>April<br/>2013<br/>2015 )</b></th> <th><b>Housing<br/>delivered<br/>on<br/>strategic<br/>sites</b></th> <th><b>Housing<br/>to be<br/>delivered<br/>through<br/>subseque<br/>nt<br/>allocation<br/>s</b></th> <th><b>Total</b></th> </tr> </thead> <tbody> <tr> <td>Edge of<br/>Haywards<br/>Heath<br/>(within<br/>Wivelsfiel<br/>d Parish)</td> <td>0</td> <td><del>0</del><u>62</u></td> <td><del>175</del><u>113</u></td> <td>0</td> <td>175</td> </tr> <tr> <td>Seaford</td> <td><del>89</del><u>216</u></td> <td><del>240</del><u>153</u></td> <td>0</td> <td><del>170</del><u>184</u></td> <td><del>499</del><u>553</u></td> </tr> <tr> <td>Lewes<br/>(NP)</td> <td><del>66</del><u>146</u></td> <td><del>152</del><u>125</u></td> <td><del>390</del><u>615</u></td> <td><del>260</del><u>220</u></td> <td>868<br/><u>1106</u></td> </tr> <tr> <td>Newhave<br/>n</td> <td><del>35</del><u>66</u></td> <td><del>783</del><u>786</u></td> <td><del>0</del><u>400</u></td> <td><del>830</del><u>424</u></td> <td>1648<br/><u>1676</u></td> </tr> <tr> <td>Peacehav<br/>en &amp;<br/>Telscomb<br/>e</td> <td><del>223</del><u>332</u></td> <td><del>137</del><u>189</u></td> <td><del>0</del><u>450</u></td> <td><del>660</del><u>253</u></td> <td>1020<br/><u>1224</u></td> </tr> </tbody> </table> | <b>Settleme<br/>nt (NP<br/>denotes it<br/>is in the<br/>National<br/>Park)</b> | <b>Completi<br/>ons (April<br/>2010 –<br/>April<br/>2013<br/>2015 )</b>                     | <b>Commit<br/>ments<br/>(as at 1<sup>st</sup><br/>April<br/>2013<br/>2015 )</b> | <b>Housing<br/>delivered<br/>on<br/>strategic<br/>sites</b> | <b>Housing<br/>to be<br/>delivered<br/>through<br/>subseque<br/>nt<br/>allocation<br/>s</b> | <b>Total</b> | Edge of<br>Haywards<br>Heath<br>(within<br>Wivelsfiel<br>d Parish) | 0 | <del>0</del> <u>62</u> | <del>175</del> <u>113</u> | 0 | 175 | Seaford | <del>89</del> <u>216</u> | <del>240</del> <u>153</u> | 0 | <del>170</del> <u>184</u> | <del>499</del> <u>553</u> | Lewes<br>(NP) | <del>66</del> <u>146</u> | <del>152</del> <u>125</u> | <del>390</del> <u>615</u> | <del>260</del> <u>220</u> | 868<br><u>1106</u> | Newhave<br>n | <del>35</del> <u>66</u> | <del>783</del> <u>786</u> | <del>0</del> <u>400</u> | <del>830</del> <u>424</u> | 1648<br><u>1676</u> | Peacehav<br>en &<br>Telscomb<br>e | <del>223</del> <u>332</u> | <del>137</del> <u>189</u> | <del>0</del> <u>450</u> | <del>660</del> <u>253</u> | 1020<br><u>1224</u> |  |
| <b>Settleme<br/>nt (NP<br/>denotes it<br/>is in the<br/>National<br/>Park)</b> | <b>Completi<br/>ons (April<br/>2010 –<br/>April<br/>2013<br/>2015 )</b> | <b>Commit<br/>ments<br/>(as at 1<sup>st</sup><br/>April<br/>2013<br/>2015 )</b>  | <b>Housing<br/>delivered<br/>on<br/>strategic<br/>sites</b>                    | <b>Housing<br/>to be<br/>delivered<br/>through<br/>subseque<br/>nt<br/>allocation<br/>s</b> | <b>Total</b>  |   |   |              |  |   |                        |                           |   |     |         |                          |                           |   |                           |                           |               |                          |                           |                           |                           |                    |              |                         |                           |                         |                           |                     |                                   |                           |                           |                         |                           |                     |  |
| Edge of<br>Haywards<br>Heath<br>(within<br>Wivelsfiel<br>d Parish)             | 0   | <del>0</del> <u>62</u>   | <del>175</del> <u>113</u>  | 0   | 175   |   |   |              |  |   |                        |                           |   |     |         |                          |                           |   |                           |                           |               |                          |                           |                           |                           |                    |              |                         |                           |                         |                           |                     |                                   |                           |                           |                         |                           |                     |  |
| Seaford  | <del>89</del> <u>216</u>  | <del>240</del> <u>153</u>  | 0  | <del>170</del> <u>184</u>   | <del>499</del> <u>553</u>   |   |   |              |  |   |                        |                           |   |     |         |                          |                           |   |                           |                           |               |                          |                           |                           |                           |                    |              |                         |                           |                         |                           |                     |                                   |                           |                           |                         |                           |                     |  |
| Lewes<br>(NP)  | <del>66</del> <u>146</u>  | <del>152</del> <u>125</u>  | <del>390</del> <u>615</u>  | <del>260</del> <u>220</u>   | 868<br><u>1106</u>  |   |   |              |  |   |                        |                           |   |     |         |                          |                           |   |                           |                           |               |                          |                           |                           |                           |                    |              |                         |                           |                         |                           |                     |                                   |                           |                           |                         |                           |                     |  |
| Newhave<br>n   | <del>35</del> <u>66</u>   | <del>783</del> <u>786</u>  | <del>0</del> <u>400</u>  | <del>830</del> <u>424</u>   | 1648<br><u>1676</u>   |   |   |              |  |   |                        |                           |   |     |         |                          |                           |   |                           |                           |               |                          |                           |                           |                           |                    |              |                         |                           |                         |                           |                     |                                   |                           |                           |                         |                           |                     |  |
| Peacehav<br>en &<br>Telscomb<br>e  | <del>223</del> <u>332</u>   | <del>137</del> <u>189</u>  | <del>0</del> <u>450</u>  | <del>660</del> <u>253</u>   | 1020<br><u>1224</u>   |   |   |              |  |   |                        |                           |   |     |         |                          |                           |   |                           |                           |               |                          |                           |                           |                           |                    |              |                         |                           |                         |                           |                     |                                   |                           |                           |                         |                           |                     |  |

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|  | Edge of Burgess Hill (within Wivelsfield Parish) | 70                   | <u>0</u> <u>27</u>  | 0                            | 100                            | <u>170</u> <u>197</u> |  |  |
|  | Ringmer & Broyle Side <sup>21</sup>              | <u>4</u> <u>6</u>    | <u>41</u> <u>52</u> | <u>0</u> <u>110</u><br>(110) | <u>220</u> <u>217</u><br>(110) | <u>265</u> <u>385</u> |  |  |
|  | Newick   | <u>22</u> <u>27</u>  | <u>5</u> <u>2</u>   | 0                            | 100                            | <u>127</u> <u>129</u> |  |  |
|  | Barcombe Cross                                   | <u>0</u> <u>2</u>    | 1                   | 0                            | 30                             | <u>31</u> <u>33</u>   |  |  |
|  | Plumpton Green                                   | <u>1</u> <u>15</u>   | <u>3</u> <u>5</u>   | 0                            | 50                             | <u>54</u> <u>70</u>   |  |  |
|  | Wivelsfield Green                                | <u>15</u> <u>17</u>  | <u>3</u> <u>76</u>  | 0                            | 30                             | <u>48</u> <u>123</u>  |  |  |
|  | Cooksbridge                                      | <u>0</u> <u>5</u>    | <u>7</u> <u>3</u>   | 0                            | 30*                            | <u>37</u> <u>38</u>   |  |  |
|  | North Chailey                                    | <u>4</u> <u>3</u>    | 0                   | 0                            | 30                             | <u>34</u> <u>33</u>   |  |  |
|  | South Chailey                                    | <u>2</u> <u>3</u>    | <u>2</u> <u>1</u>   | 0                            | 10                             | 14                    |  |  |
|  | Ditchling (NP)                                   | <u>8</u> <u>10</u>   | <u>2</u> <u>6</u>   | 0                            | 15                             | <u>25</u> <u>31</u>   |  |  |
|  | All other settlements and areas                  | <u>89</u> <u>102</u> | <u>52</u> <u>70</u> | 0                            | 0                              | <u>141</u> <u>172</u> |  |  |

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|---------------|---------------------------------------|--|--|---------------------|---------------------|-----------------|---------------------|---------------------|--|
|               |                                       | <table border="1" data-bbox="689 209 1720 309"> <tr> <td><b>Totals</b></td> <td>628 <u>1020</u></td> <td>4428<br/><u>1558</u></td> <td>565 <u>1688</u></td> <td>2535<br/><u>1693</u></td> <td>5456<br/><u>5959</u></td> </tr> </table> <p>* At Cooksbridge the potential capacity for housing development identified to date is very limited. Although the SHLAA identifies sufficient potential capacity for the planned level of housing growth in Cooksbridge to be met, this would be compromised if the redevelopment of the Covers site, which is subject to a current planning application, is granted consent. As a result, in the event that planning permission is granted for the residential redevelopment of the Covers site in advance of allocations being made in either Local Plan Part 2 or the emerging Neighbourhood Plan, the number of homes permitted will be counted against the planned requirement for this settlement.</p> <p><b><u>The windfall sites allowance of 518 units is 600 units and the rural exception sites allowance of 125 units are not accounted for in the table above.</u></b></p> | <b>Totals</b>  | 628 <u>1020</u>     | 4428<br><u>1558</u> | 565 <u>1688</u> | 2535<br><u>1693</u> | 5456<br><u>5959</u> |  |
| <b>Totals</b> | 628 <u>1020</u>                       | 4428<br><u>1558</u>  | 565 <u>1688</u>  | 2535<br><u>1693</u> | 5456<br><u>5959</u> |                 |                     |                     |  |
| MM04          | Section 6,<br>Spatial Policy 3<br>p50 | <p><b>Spatial Policy 3 – North Street Quarter and adjacent Eastgate area, Lewes</b></p> <p><b>Land amounting to approximately 9 hectares at North Street and the neighbouring part of Eastgate is allocated for a mixed-use development that would create a new neighbourhood for the town of Lewes. <del>A detailed masterplan is to be prepared in advance of a formal planning application that will indicate the exact</del> <u>The development mix should be based on the following uses and broad quantum of development:</u></b></p> <ul style="list-style-type: none"> <li>• <b>Approximately <del>415390</del> residential units, predominantly focused towards the northern part of the site;</b></li> <li>• <b><u>At least</u><del>Between 4,000 sq metres and 5,000 sq metres of B1a office floorspace and/or B1c light industrial floorspace, subject to market needs and general viability;</del></b></li> <li>• <b><del>Retail floorspace that meets a qualitative need in the town,</del></b></li> </ul>   | To respond to the discussion at the examination hearing session, the updated circumstances surrounding the site, and to aid in the clarity of the policy, particularly |                     |                     |                 |                     |                     |  |

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|  | <p><del>predominantly for comparison goods;</del></p> <ul style="list-style-type: none"> <li><del>• A hotel;</del></li> <li>• The redevelopment or relocation of the existing <u>A1 food supermarketstore</u>; and</li> <li>• Other uses that are deemed to aid in the successful delivery of a new neighbourhood, whilst not undermining the wider function of the town (this could include <u>A1 Shops</u>, <u>A2 Financial and Professional Services</u>, <u>A3 Restaurants and Cafes</u>, <u>A4 Drinking Establishments</u>, <u>A5 Hot Food Takeaways</u>, <u>C1 hotel</u>, <u>D2 Assembly and Leisure uses</u> and community floorspace).             <ul style="list-style-type: none"> <li>• <u>C2/C3 Nursing/ Care Home (ome (those residential units that are self-contained (see para 7.24) units will be counted as residential within the above figure against the overall housing target for the site)</u></li> </ul> </li> <li>• <u>D1 Non-residential institutions such as mMedical and hHealth s, creches, exhibition and training spaceServices and D2 Leisure floorspace.</u></li> </ul> <p><del>Development of this site will be delivered in the period between 2016 and 20210 and this will be further expanded upon in the masterplan, which will be developed in consultation with residents, businesses and community groups on site and in the local area.</del></p> <p>The redevelopment of the North Street Quarter and the neighbouring part of Eastgate will be permitted subject to compliance with the Core Delivery Policies of this plan, <del>the aforementioned masterplan,</del> and the following criteria:</p> <ul style="list-style-type: none"> <li>i) <del>It</del>The development incorporates the early provision of flood defences to an appropriate standard and to the approval of the Environment Agency;</li> <li>ii) <del>It</del>The development facilitates improved linkages across Phoenix</li> </ul> | <p>when applying it to Development Management purposes.</p> |
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|  |  | <p>Causeway and Eastgate Street to enable the improved integration of the area to the north of Phoenix Causeway with the wider town centre;</p> <p>iii) <del>It delivers</del><u>The delivery</u> of enhancements to vehicular access and off-site highway improvements, arising from and related to the development and its phasing;</p> <p>iv) <del>It</del><u>The development</u> respects and enhances the character of the town and achieves a high standard of design, recognising the high quality built environment, on and within the vicinity of the site, and the site's setting within the South Downs National Park and <del>the adjacent to a</del> <u>Conservation Area</u>;</p> <p>v) <del>It is</del><u>The development will be subject to an analysis and appropriate recognition of the site's cultural heritage and a programme of archaeological work, including, where applicable, desk-based assessment, geophysical survey, geo-archaeological survey and trial trenching to inform design and appropriate mitigation.</u></p> <p>vi) A riverside pedestrian route along the western bank of the River Ouse is incorporated <del>to into the scheme, which will</del> extend the town's riverside focus and contribute to <del>its</del><u>the character and quality of the town, and</u> <del>a</del><u>Additional pedestrian and cycling routes are</u> <del>will be incorporated into the site to aid in linking the site to the rest of the town;</del></p> <p>vii) <del>It</del><u>The redevelopment would result</u> in no net loss of public parking provision;</p> <p>viii) The retail element <del>of the development</del> is incorporated into the town centre boundary (as designated by Core Policy 6) as far as <del>feasibly possible, with any additional significant retail provision being directed to the southern part of the North Street Quarter. The exact location and the</del> amount of retail provision <del>is</del><u>will be</u> informed by a Retail Impact Assessment, <del>if necessary</del><u>which will be undertaken to inform the masterplanning process;</u></p> <p>ix) <del>Subject to the commercial need, flexibility will be applied to the requirement to deliver B1a office floorspace, so that other B1 uses can be</del></p> |  |
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|      |  | <p><del>explored;</del><br/> <b><u>ix) Alternative uses will only be permitted on the bus station site are subject to should the facility being replaced on an operationally satisfactory and accessible site elsewhere; and</u></b><br/> <b><u>xi) It makes cContributions towards off-site infrastructure improvements arising from, and related to, the development; and</u></b><br/> <b><u>i) It provides a connection to the sewerage and water supply systems at the nearest point of adequate capacity, as advised by Southern Water, and ensures future access to the existing sewerage and water supply infrastructure for maintenance and upsizing purposes.</u></b></p>   |  |
| MM05 | <p>Section 6<br/>(Spatial Strategy)</p> <p>Additional Strategic allocation - Spatial Policy 4 p54</p> <p><b>NB subsequent spatial policies will be renumbered to reflect the insertion of this policy into the <u>Lewes town section</u></b></p> | <p>Insert additional strategic site allocation for Old Mallig Farm, Lewes, after paragraph 6.66 as follows:</p> <p><u>Old Mallig Farm, Lewes</u></p> <p><b>Spatial Policy 4 – Old Mallig Farm, Lewes</b></p> <p><b>Land amounting to approximately 10 hectares (6.6 hectares net developable area) is allocated for a residential development of approximately 200 dwellings. Development will be permitted subject to compliance with the Core Delivery Policies of this plan, with a Design Brief to be approved by the local planning authority in advance of an application and the following criteria:</b></p> <ul style="list-style-type: none"> <li><b>i) 50% of dwelling units are affordable, subject to the provisions of CP1;</b></li> <li><b>ii) Development is restricted to the parts of the site above the 10 metre contour in the northern field and further than 20 metres from the western and southern boundary in the southern field,</b></li> </ul> | <p>To respond to the Inspector's Initial Findings requirements</p> |

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|  |  | <p>or in such other way as is agreed by the SDNPA through a detailed site appraisal and included in the Design Brief;</p> <ul style="list-style-type: none"> <li>iii) Development on the western edge of the southern field is lower density than other parts of the site with gardens bounded by hedges rather than walls or fences;</li> <li>iv) Development and appropriately designed equipped play space integrates into a multi-functional network of green infrastructure;</li> <li>v) The design, layout, built form, spatial arrangements, landscaping and materials, including the pattern, scale and colour of roofs, respect and reflect the National Park location;</li> <li>vi) Views from elevated chalk hills to the east and west, from Hamsey to the north, and from Lewes itself are protected and enhanced. The design shall incorporate views within, to and from the site to surrounding landmarks and features;</li> <li>vii) Development is consistent with positive local character and local distinctiveness and respects the character, amenity and setting of the adjacent Malling Deanery Conservation Area and the listed Church of St Michael;</li> <li>viii) Impacts on tranquillity, dark night skies and biodiversity are minimised by restricting access to some areas of floodplain outside the site and by providing only limited night lighting and the use of low level lighting where required;</li> <li>ix) An ecological survey is undertaken and appropriate measures are implemented to mitigate adverse impacts on the South Malling Disused Railway SNCI and Offham Marshes SSSI;</li> <li>x) Fields which are in the same ownership but are outside the developable area shall be retained as a designated Local Nature</li> </ul> |  |
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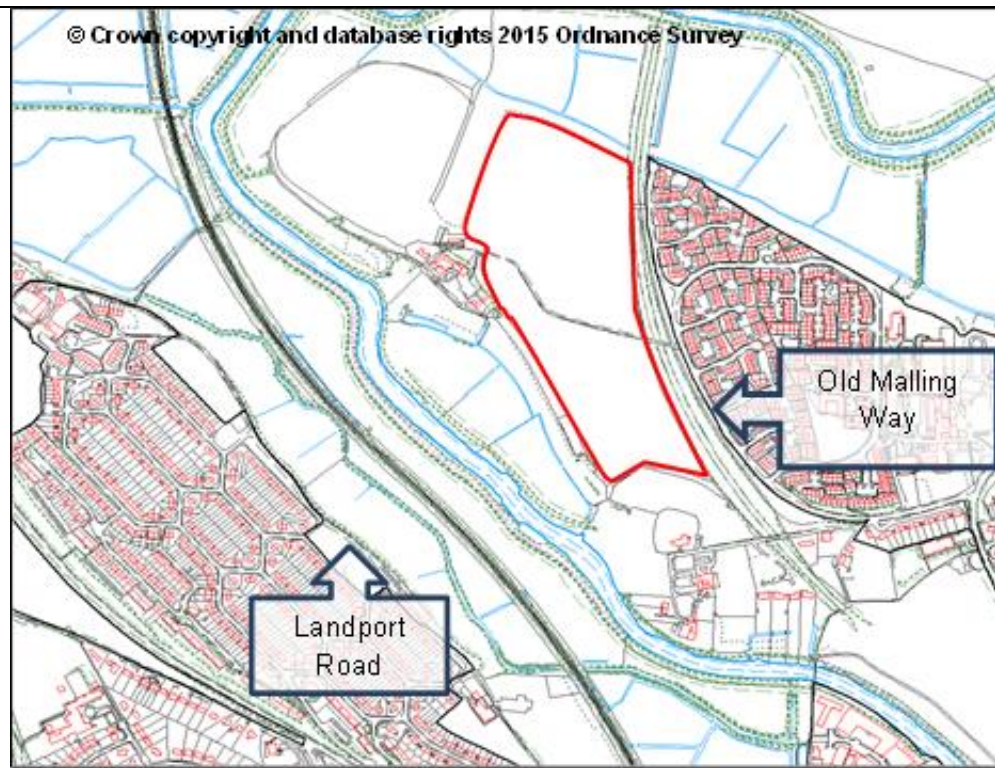
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|  |  | <p>Reserve and/or Local Green Space and be subject to an agreed Land Management Plan, funded through a section 106 agreement; public access within this area shall be controlled to protect the most ecologically valuable areas;</p> <p>xi) The primary access point is to be off Monks Way at a point opposite Mantell Close the design of which should minimise impacts on views from the north; the existing former railway bridge forms a secondary access point for emergency use and an access for pedestrians and cyclists and to the existing farm buildings;</p> <p>xii) Development respects the amenity of the existing dwellings adjoining the site;</p> <p>xiii) A site specific flood risk assessment is undertaken and an appropriate surface water drainage strategy is agreed by the appropriate body and implemented as agreed;</p> <p>xiv) A survey is undertaken of existing trees and hedgerows and appropriate measures are implemented for their protection in accordance with a schedule to be agreed with the local planning authority;</p> <p>xv) Development is subject to a geophysical survey and trial trench evaluation of the high archaeological potential in the area and any resulting measures are implemented;</p> <p>xvi) Contributions are made towards other off-site infrastructure improvements arising from and related to the development, including complementary measures in keeping with the landscape setting to reduce the attractiveness to existing traffic of Church Lane/Mayhew Way/Brooks Road as an alternative to Malling Hill and to improve the capacity of the junctions at the A26 /B2192 Earwig Corner, Church Lane/Malling Hill, and the</p> |  |
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|  |  | <p><b>Brooks Road/Phoenix Causeway roundabout;</b></p> <p><b>xvii) Measures are put in place to improve access from the site to the town centre by non-car modes; and</b></p> <p><b>xviii) The development will provide a connection to the sewerage system at the nearest point of adequate capacity, as advised by Southern Water.</b></p> |  |
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Justification

The site subject to the above policy is a greenfield site situated on the northern side of the town in a 'green finger' between the 1970s part of the Malling Estate to the east and the River Ouse, mainline railway and Landport Estate to the west. The site lies wholly within the South Downs National Park and is currently in agricultural use. There is an existing access bridge over the disused railway cutting (a Site of Nature Conservation Importance SNCI), providing single track access to Old Malling Farm from Old Malling Way. A further double width

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|  | <p>access point onto Monks Way, which is at grade and currently used for agricultural vehicles, is situated at the northern end of the site. Monks Way would form the principal access to the site, with the railway bridge providing secondary access for pedestrians, cyclists and emergency use, as well as access to the former farm buildings. To the south of the site lies the Malling Deanery Conservation Area, including the Grade II* St Michaels Church.</p> <p>Much of the site is Agricultural Land Classification Grade 2, with some Sub-grade 3a, and therefore constitutes best and most versatile agricultural land. There is also ecological interest in the area, including the Offham Marshes SSSI on the opposite side of the River Ouse and the SNCI along the adjacent disused railway cutting on the east of the site. The site also lies within an area of high archaeological potential being in the vicinity of a medieval settlement and the ruins of a college of Benedictine Canons.</p> <p>While current information would suggest that these interests do not override the principle of development on the site, further survey work will be required and appropriate mitigation measures implemented. The loss of best and most versatile land is to be avoided where possible. However in this case the few alternative options for strategic level residential development around Lewes town have been ruled out for other reasons, such as being of even greater great landscape sensitivity within the National Park.</p> <p>Development of the site could adversely impact the Special Qualities of the National Park, for instance on landscape and views, on recreational activities (the Ouse Valley Way), on tranquillity (including dark night skies), on historical features and cultural heritage (including the Conservation Area, Listed Building and archaeological remains), and on nearby wildlife and habitats. Nevertheless a sensitively designed scheme could be accommodated at Old Malling Farm, which takes into account the range of significant constraints and impacts on the SDNP and its Special Qualities and incorporates an appropriate range of mitigation measures.</p> |  |
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|  |  | <p>Landscape mitigation measures must address the following sensitivities (as identified by the SDNPA’s landscape consultant<sup>2</sup>):</p> <ul style="list-style-type: none"> <li>• Views from the site to local landmark features including chalk hills, church towers and Lewes Castle give this site a strong sense of place.</li> <li>• The strong rural, tranquil and natural character of the Ouse Valley with no development apparent on its eastern banks, save for historic settlement associated with Old Malling Farm and Lewes Malling Deanery.</li> <li>• The visually sensitive western edge of the site above the Ouse Valley floor where development would intrude into the valley.</li> <li>• The site is seen in the context of the wider Ouse Valley floodplain when the site is viewed from elevated locations to the east and west.</li> <li>• From elevated locations to the west the entire site is clearly visible and visually separates the historic settlement of Old Malling Farm and Lewes Malling Deanery.</li> <li>• From elevated locations to the east the northern field of the site is visually prominent and is seen as part of the wider Ouse Valley corridor.</li> <li>• The Ouse corridor to the north of Lewes was included in the South Downs National Park as providing a high quality setting to Lewes town for reasons of its intrinsic scenic attraction, cultural heritage and nature conservation.</li> </ul> <p>Various measures are suggested by the landscape consultant to address these, including development on parts of the site only and at a lower density, and pulling development back and away from the western, southern and northern parts of the site. Other suggestions include: providing only limited</p> |  |
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<sup>2</sup> Landscape and Visual Assessment: Old Malling Farm, Lewes, Allison Farmer Associates, May 2012

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|  |  | <p>night lighting on the site and the use of low level lighting where required, ensuring the use of dark colours for roofs, retaining views out of the site to surrounding landmarks, retaining some areas of floodplain with no access, and ensuring that any improved access to the floodplain does not unduly extend urbanising influences, including that signage and surfaces, gates and fencing are low key.</p> <p>These various measures will be reviewed and considered for inclusion in a Design Brief to be undertaken for the site either by the SDNPA or by the applicant and subject to the SDNPA's approval. This will be informed by a detailed site appraisal, which shall include as 3D computer modelling of the site and its context; appropriate Verified Photomontages; and Zone of Theoretical Visibility plots from appropriate locations within the site.</p> <p>With regard to the other fields in the same ownership but outside the developable area, this land may not be viable for agricultural purposes once the development goes ahead. There is a significant risk that the land would be vulnerable to alternative peri-urban activities as a result of the development, being sold off for alternative uses such as equine grazing/small holding, or other recreational activities. This would significantly affect its character and have impacts on the wider Ouse Valley and the Ouse Valley Way. It is therefore proposed that, in the event of it no longer being used for farming, it should be designated as a Local Nature Reserve (LNR) or Local Green Space as appropriate. This would be done through the Lewes Neighbourhood Plan or, failing that, through the South Downs National Park Local Plan. Public access within this area shall be subject to control through design measures which are based on preserving the most ecologically valuable areas, as identified through the ecological survey. This should apply even if the land is retained for farming under the HLS scheme. The maintenance of the LNR shall be subject to an agreed Land Management Plan, to be funded from the development through a section 106 agreement.</p> |  |
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|  |  | <p>Transport evidence shows that significant development of this site should be contingent on highway improvement works at the Earwig corner junction of the A26 with the B2192 on the edge of the town to the east of the site. This is a junction that already experiences congestion, particularly at peak times, and therefore the further strain from new development (including from other development in Lewes town and at Ringmer) will need to be mitigated. Development consistent with this policy, as well as other development in the area will enable this mitigation to occur, possibly through a traffic light system to improve the flow of traffic through the junction. In addition, mitigation measures associated with the impact of development at Old Malling Farm will be required at the critical junction of Church Lane/Malling Hill and at the Brooks Road/Phoenix Causeway roundabout, in agreement with the local highway authority. Traffic calming measures are also required to reduce the amount of existing traffic using the access roads to the site so that they can accommodate the additional traffic movements that will be generated by the development.</p> <p>Contributions to infrastructure, including green infrastructure and equipped play space, will be sought initially through a Section 106 agreement and would be specified further as part of that agreement. However, depending on the date of permission being granted, some of these contributions would be made through the Community Infrastructure Levy, once introduced.</p> <p>Core Policy 1 seeks to achieve a district-wide target of 40% affordable housing. This district-wide target is supported by robust viability evidence, as well as evidence of a significant need for affordable housing. As evidenced through the District Council's Housing Needs Register, this need is particularly high in Lewes town, which has a particular shortage of affordable housing provision. CP1 states that the affordable housing requirement may exceptionally be determined on a site by site basis where justified by market and/or site conditions and viability evidence.</p> |  |
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|      |   | <p>The Old Malling Farm site has not been acquired by a developer and so is not subject to an unrealistically high hope value. It is a greenfield site with no abnormal development costs. It also represents the only strategic level greenfield site that can deliver a significant level of housing, which includes affordable housing, in and around Lewes town. In line with the UK Government Vision and Circular, 2010, the delivery of affordable housing within a National Park is seen as a priority. It is therefore considered that 50% affordable housing could be delivered on this site without unduly affecting the viability of the development. Viability evidence has been prepared indicating that this is the case. Due to the high number of affordable houses that will be delivered on this site it will be important to consider the mix of these houses, particularly in terms of type and tenure. With this being the case, the National Park Authority and District Council (as the Housing Authority) may seek/accept a tenure split for the affordable housing that delivers a greater proportion of intermediate housing than the 25% guideline in Core Policy 1.</p> |   |
| MM06 | <p>Section 6<br/>(Spatial Strategy)</p> <p>Spatial Policy 5<br/>paragraphs 6.80<br/>– 6.83 p58-59</p> | <p>6.80 Through the evidence collected for the Core Strategy, a case can be made for the delivery of a strategic housing allocation at Ringmer during the early part of the plan period. The identification of such an allocation will help maintain a sufficient supply of deliverable housing sites during this period and up until the point further allocations are made in subsequent plans. <del>However, Ringmer Parish Council is at an advanced stage of producing a Neighbourhood Plan (they were selected as one of the first 17 Neighbourhood Plans to be commenced in the country under the Governments Neighbourhood Planning Vanguard scheme). The Parish Council propose that this plan will include the identification of sites for the delivery of housing.</del></p> <p><del>6.81 Given the above scenario, the preference is to let this Neighbourhood Plan decide on the location of all of the 220 net additional housing units assigned to Ringmer and Broyle Side through Spatial Policy 2. This would include the delivery of housing in the early part of the plan period</del></p>  | <p>To remove explanation of the contingency relationship to the Ringmer Neighbourhood Plan to modify SP5 (which will be renumbered SP6) to a full strategic allocation.</p> |

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|   |   | <p>to help maintain a sufficient supply of deliverable sites during this period.</p> <p><del>6.82</del> Although the Core Strategy seeks the allocation of the 220 net additional dwellings at Ringmer and Broyle Side through the Neighbourhood Plan, a contingency is required should this plan not be successful in securing the delivery of part of this total in the early part of the plan period (if the neighbourhood plan does not secure housing for the latter part of the plan period then the contingency is the Site Allocations and Development Management Policies DPD – this applies to all towns and parishes preparing a neighbourhood plan). This is particularly important as no guarantee can be given that the required number of dwellings will be delivered through this Neighbourhood Plan (the risk of a plan not being approved through the referendum process particularly contributes towards such uncertainties). The contingency to the Ringmer Neighbourhood Plan led approach is to identify a strategic allocation at Ringmer that will be implemented should the need arise.</p> <p><del>6.83</del> In the event that the Ringmer Neighbourhood Plan is not made before the adoption of the Core Strategy or that it does not allocate sites that will secure the delivery of 110 net additional dwellings by April 2019, the following policy will apply.</p> |  |
| <p>MM07</p> <p>Originally listed as MOD36 in Schedule 2</p> | <p>Section 6 (Spatial Strategy)</p> <p>Spatial Policy 4, p.55</p> | <p>Amend the first sentence of Spatial Policy 4:</p> <p><b>Land amounting to 8.5 hectares is allocated for residential development of approximately 175 dwellings (of which 62 net units already have <u>planning permission on this strategic site</u>). Development will be permitted subject to compliance with the Core Delivery Policies of this plan and the following criteria:</b></p>   | <p>To correct the site area to correspond with the extended site allocation and to reflect that 62 units now have planning permission on</p> |



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|   |   |   | part of the site.   |
| MM08<br><br>Originally listed as MOD5 in Schedule 1 | Section 6 (Spatial Strategy)<br><br>Spatial Policy 4, criterion(i), p.55        | Replace the words 'Primary and secondary accesses' with 'Access' and add the word '/or' to read:<br><br><b>i) Access including provision for pedestrians and cyclists to be provided from Ridge Way and/or Greenhill Way;</b>   | To allow flexibility for alternative suitable access solutions to be considered.                                      |
| MM09<br><br>Originally listed as MOD7 in Schedule 1 | Section 6 (Spatial Strategy)<br><br>Spatial Policy 4: New criterion (viii) p.55 | Add new criterion (viii) to read as follows:<br><br><b>The development will provide a connection to the sewerage and water supply systems at the nearest point of adequate capacity, as advised by Southern Water, and ensure future access to the existing sewerage and water supply infrastructure for maintenance and upsizing purposes.</b> | To address concerns raised by the representations submitted by Southern Water in response to the Focussed Amendments. |
| MM10  | Section 6 (Spatial Strategy)<br><br>Spatial Policy 5 p59<br>Additional          | Insert additional criterion after existing criterion ii) and renumber subsequent criteria accordingly:<br><br><b>iii) The development will wherever possible allow for the retention of important hedgerows.</b>  | To respond to the discussion at the examination hearing where relevant  |

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|   | <p>criteria iii)</p>   |  | <p>parties agreed that a criterion should be added to protect existing important hedgerows as appropriate.</p>   |
| <p>MM11</p>   | <p><u>Section 6 (Spatial Strategy)</u></p> <p><u>Spatial Policy 5 p59</u></p>          | <p>Amend criterion vii) to remove reference to the cycle route as follows:</p> <p><b>vii) Contributions towards off-site infrastructure improvements arising from and related to the development. This will include off-site highway improvements being made to the Earwig Corner junction as well as in the immediate vicinity of the site, particularly along Bishops Lane and its junction with the B2192. <del>In addition, the development will be expected to make a contribution towards the delivery of the extension to the cycle route between Lewes and Ringmer; and.</del></b></p> | <p>To update reflecting that the extension to the cycle route is now completed.</p>  |
| <p>MM12</p> <p>Originally listed as MOD12 in Schedule 1</p> | <p>Section 6 (Spatial Strategy)</p> <p>Spatial Policy 5: New criterion (viii) p.59</p> | <p>Add new criterion (viii) to read as follows:</p> <p><b>The development will provide a connection to the sewerage system at the nearest point of adequate capacity, as advised by Southern Water.</b></p> <p>Delete the following sentence:</p> <p><b><del>Any units will be phased for completion once increased capacity has been provided at the Neaves Lane Waste Water Treatment Works.</del></b></p>   | <p>To address concerns raised by the representations submitted by Southern Water in response to the Focussed Amendments and respond to updated information</p> |

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|      |  |  | about the WWTW capacity.  |
| MM13 | <p>Section 6 (Spatial Strategy)</p> <p>Spatial Policy 6 paragraphs 6.90 – 6.101 p61-65</p> | <p>Delete paragraphs 6.90 to 6.101 and SP6 policy wording.<br/>Replace with new text and policy wording relating to a full allocation:</p> <p><u>Newhaven</u></p> <p>6.90 Newhaven is the smallest of the four towns in the district (parish population: 12,232), despite being located in a strategically important position on the south coast at the mouth of the River Ouse. Newhaven is a port town which still has an active industrial and commercial river frontage. This includes a harbour with a cross-channel ferry service to Dieppe.</p> <p>6.91 Regeneration of the district’s coastal towns is a key objective of this plan. Key to this will be regeneration at Newhaven and growth will have a significant role to play in achieving this transformation. In this regard, the District Council supports the Port Authority’s plans for the continued use of the port for freight and passengers, which includes plans for expansion and modernisation. The District Council is also seeking to make better use of the current employment sites in the town and Core Policy 4 will be key to achieving this.</p> <p>6.92 Housing growth is considered pivotal in helping to achieve regeneration at Newhaven. As well as supplying much needed housing within an area of need, additional housing in Newhaven will also bring about significant investment into the town, including improvements to infrastructure and the creation of jobs, and a larger population base to support the existing businesses, including town centre retailers, which operate in the town.</p> | To make a full strategic site allocation instead of a broad location for development in response to the Inspector’s Initial Findings. |

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|  |  | <p>6.93 Spatial Policy 2 has identified Newhaven as the town to have the highest level of housing growth during the plan period. The Strategic Housing Land Availability Assessment has identified significant potential for housing growth during the plan period, both through redevelopment opportunities within the existing town and some outward expansion. It will be for the District Council's Site Allocations and Development Management Policies DPD, or a Neighbourhood Plan, to specifically allocate the <u>majority of sites</u> for housing. However, it is already clear that redevelopment opportunities within the existing town alone will not meet the overall housing target. In order for this target to be met, a strategic <u>development site</u> that involves the outward expansion of the town will need to come forward. <del>The area for where this development will be is at Harbour Heights, which is located to the southwest of the town.</del></p> <p>6.94 <u>The allocation of Harbour Heights will be considered by the local planning authority as a single development. In the event that the site comes forward through multiple applications it is important that these are guided by and accord with a masterplan, infrastructure delivery strategy and phasing strategy. This will help ensure a comprehensive approach for the delivery of the allocated site as a whole as well as ensure that any proposals for part of the site help deliver a cohesive development that meets the Core Strategy's policy objectives and do not prejudice the delivery of the remainder of the site or infrastructure provision.</u></p> <p><del>6.94 Given that there is already a significant supply of planned housing for Newhaven (in the form of existing commitments), there is not seen a need to bring forward the Harbour Heights area for housing in the early part of the plan period. Hence, this plan identifies the broad area and it will be for the Site Allocations and Development Management Policies</del></p> |  |
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|  |  | <p>DPD, or Newhaven Neighbourhood Plan, to set the detailed allocation for this development. Nevertheless, it is considered important to set some guiding principles for this, which are detailed within the following policy;</p> <p><b>Spatial Policy 76 – Land at Harbour Heights, Newhaven</b></p> <p><b>Development of the Harbour Heights area at Newhaven will need to be subject to a detailed allocation within, either the District Council’s Site Allocations and Development Management Policies DPD, or a Newhaven Neighbourhood Plan. This allocation will make a contribution towards the overall housing delivery target for Newhaven and it will need to identify the specific development boundary, the mix and quantum of development and be subject to the following criteria;</b></p> <p><b><u>Land amounting to 20 hectares is allocated for a mixed-use development including employment units and approximately 400 dwellings. Development will be permitted subject to compliance with the Core Delivery Policies of this plan and the following criteria;</u></b></p> <ul style="list-style-type: none"> <li><b><u>i) Progress in accordance with a detailed Masterplan, Infrastructure Delivery Strategy and Phasing Strategy to be agreed with the local planning authority;</u></b></li> <li><b><u>ii) Primary and secondary accesses including provision for pedestrians and cyclists to be provided from Court Farm Road and Quarry Road.</u></b></li> <li><b><u>iii) Development delivers at least 30% affordable housing in accordance with the relevant criteria of Core Policy 1.</u></b></li> <li><b><u>iv) The development maintains the undeveloped nature of the cliff top coastline, and avoids exposing new development to coastal erosion risk, by ensuring a sufficient undeveloped area from the cliff edge to the most southerly point of development. This area</u></b></li> </ul> |  |
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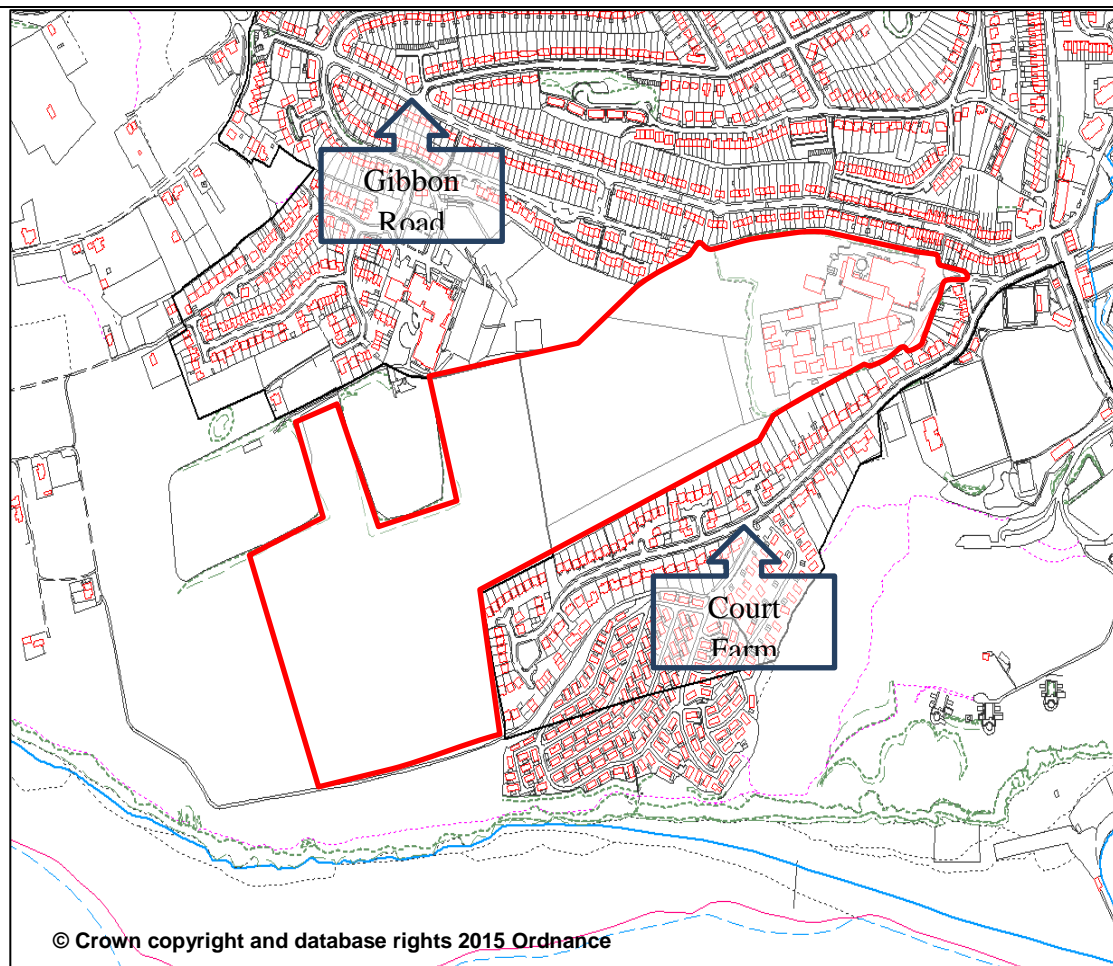
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|  |  | <p>will be utilised for informal open space and will respect the Beachy Head to Selsey Bill Shoreline Management Plan.</p> <p><del>ii)</del> <del>The development mitigates against adverse impacts on the highway network, which includes the junction of South Road and South Way, and incorporates measures to improve sustainable travel options from the site to the town centre and beyond.</del></p> <p><del>iii)</del><u>v)</u> Development respects the amenity of the existing dwellings adjoining the site.</p> <p><u>vi)</u> <u>Contributions towards off-site infrastructure improvements arising from and related to the development. This will include off site highway improvements being made to the South Road/ South Way junction.</u></p> <p><del>iv)</del><u>vii)</u> Subject to a proven need and viability considerations, any loss of employment units will be compensated for by the provision of modern business units that are appropriate for a predominantly residential area.</p> <p><del>v)</del><u>viii)</u> Robust landscaping, which is appropriate to a coastal location, is provided within and around the site to mitigate the impacts of this edge of town site on the surrounding landscape, having particular regards to views from and into the National Park.</p> <p><u>viii)</u> <u>The development incorporates and/or makes contribution towards the provision of equipped play space and sports pitches.</u></p> <p><u>ix)</u> <u>Development is subject to an appropriate assessment and evaluation of the archaeological potential and historic interest of the site.</u></p> <p><u>x)</u> <u>Development is subject to an ecological impact assessment and appropriate measures are undertaken to mitigate adverse impacts on biodiversity, and</u></p> <p><u>xi)</u> <u>The development will provide a connection to the sewerage system at the nearest point of adequate capacity, as advised by Southern Water.</u></p> |  |
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|  |  | <p><b><u>Should any planning application be submitted that only relates to part of the site it must be accompanied by:</u></b></p> <ul style="list-style-type: none"><li>• <b><u>A Masterplan and Infrastructure Delivery Statement that sets out:</u></b><ul style="list-style-type: none"><li>a) <b><u>Site specific infrastructure requirements and how these relate to the full allocation Infrastructure Delivery Strategy;</u></b></li><li>b) <b><u>Details of proposed development phasing, proposed triggers for the delivery of associated infrastructure and how these relate to the full allocation Phasing Strategy; and</u></b></li><li>c) <b><u>Details of how proposed publicly accessible space and facilities would be managed and maintained and related to the wider site and surroundings.</u></b></li></ul></li><li>• <b><u>A Financial Appraisal in a format to be agreed in advance with the local planning authority, reporting on financial viability issues and justifying the form and content of the proposals. This will include the amount and type of affordable housing and amount and phasing of employment provision and details of how this relates to the delivery of the wider site.</u></b></li></ul> |  |
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Justification

6.95 The area subject to the above policy is in the south western part of Newhaven and is bordered to the north by Gibbon Road and to the south by Court Farm Road. The area extends from the Meeching



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|  |  | <p>Quarry Industrial Estate site in the east to land known as Harbour Heights in the west.</p> <p>6.96 The majority of the area subject to this policy is in agricultural use. The land is considered low grade agricultural land. Meeching Quarry Industrial Estate, covering approximately 3 hectares of the eastern part of the policy area, currently contains a mix of B2, B8 and Sui Generis uses. The Economic and Employment Land Assessment (EELA) recognises that the industrial estate has a low vacancy rate (15%) but scores the site low with regards to market attractiveness due to the poor quality and age of units, a number of which are currently vacant (including the Artex unit that covers a significant proportion of the site). The EELA identifies a need for the provision of smaller, high quality premises within Newhaven, particularly move-on office units, including to accommodate businesses seeking to move-on -from the Enterprise Centre. The redevelopment of the Industrial Estate offers a good opportunity to meet this need and help off-set the loss of the existing employment floorspace. In setting the future allocation for the Harbour Heights area, consideration should be given to the redevelopment of this Industrial Estate so that the opportunity to provide smaller, high-quality premises, particularly move-on office units from the Enterprise Centre, identified as a need in the EELA, can be explored. It would also offer the opportunity to relocate those uses that are not considered compatible with the neighbouring residential uses.</p> <p>6.97 <u>A site specific affordable housing requirement has been included for this strategic site in recognition of known and potential site constraints, including local topography, potential land contamination and infrastructure mitigation. An initial viability assessment indicates that affordable housing delivery at 40% (as sought by Core Policy 1) is unlikely be deliverable. Therefore, the level of affordable housing has been reduced to at least 30%, with the final level of affordable housing to</u></p> |  |
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|  |  | <p><u>be provided on site being informed by further detailed viability work. The development would be expected to be consistent with all other relevant aspects of CP1.</u></p> <p><del>6.976.98</del> At present a number of access opportunities exist, <u>There are two potential access points, including from Court Farm Road (between 128 and 138), through the Industrial Estate and also creating an access onto Southdown Road and Quarry Road.</u> The development should enable vehicular, cycle and pedestrian access through the site to link Southdown Road and Court Farm Road and the detailed allocation should address this. <u>Opportunities to create linkages between the development and surrounding area should be explored, particularly linking the development to the primary and secondary schools to the north.</u></p> <p><del>6.986.99</del> — Part of this broad location includes a site allocated for residential development in the Local Plan from 2003 (Policy NH8). This specific allocation has been retained, although should it be delivered in advance of a wider development that is consistent with this spatial policy, consideration will need to be given as to how the scheme can integrate with development to the north, east and west.</p> <p><del>6.996.100</del> Previous consideration of development in this part of Newhaven, as well as the findings from the evidence base (particularly the Landscape Capacity Study) identifies that parts of this area are quite prominent in landscape terms, particularly with the site being visible from a number of locations in and around Newhaven. However, existing and planned (the <u>2003 Local Plan</u> land west of Meeching Quarry allocation) development in this part of the town has provided an urban feel to this area, which would not be exacerbated by development in accordance with this policy. To ensure that this is the case, careful consideration will still need to be given to the development's layout, design and</p> |  |
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|  |  | <p>landscaping. This will need to ensure that visual impacts on the landscape, including views of the site from vantage points such as the cliff top and Newhaven Fort/ Castle Hill, are not compromised and that a suitable gap is maintained between Newhaven and Peacehaven (in this regard the development should not be located any further west than the western end of Hill Top Way <u>and should provide a soft landscape interface between the town and countryside</u>).</p> <p>6.1006.101 In considering the impact of development on the landscape, special regard will need to be given to the undeveloped nature of the coastline, which needs to be retained. This should ensure that no development is located within the indicative cliff top erosion zone where no active intervention, to prevent erosion, is planned within the Shoreline Management Plan.</p> <p>6.1016.102 The policy makes reference to highway mitigation measures and improvements to sustainable transport options. The justification for this is that the transport evidence indicates that an increase in traffic from development in this part of Newhaven will have an adverse impact on southern access junctions of the Newhaven Ring Road (A259) in that they would be at or above their operating capacity. <del>Appropriate mitigation measures are deemed deliverable and would need to be identified in the detailed allocation.</del> <u>The additional strain from the development of this site will need to be mitigated.</u> These mitigation measures will be in the form of junction improvements <u>at South Road and South Way</u> and by substantially improving sustainable transport options in this part of the town, especially a good quality and high frequency bus service, which will reduce the need to utilise the private car. <u>As such, a sustainable travel plan will be required, which will need to be agreed by the local planning authority, in consultation with the local highway authority, and implemented accordingly.</u></p> |  |
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|      |   | <p><u>6.103 Newhaven is currently recognised as having a shortfall in equipped children’s play space and sports pitches. Although it is unreasonable to expect this development to make up the entire shortfall, it is proposed that the provision of, or contribution towards, open space and sports and recreation provision should be focussed on providing the facilities that are currently under-supplied in the area.</u></p> <p><u>6.104 The site lies in an area of archaeological potential and as a result an appropriate assessment and evaluation of the site’s archaeological and historic interest through desk-based assessment, geophysical survey, geo-archaeological survey and trial trenching will be expected to inform appropriate mitigation by design and recording.</u></p> <p><u>6.105 The site is adjacent to the Brighton to Newhaven Cliffs SSSI and there are SNCIs to the east and west. There are also multiple records of protected and notable species from the local area. As a result a ecological impact assessment will be required together with appropriate mitigation informed by the ecological impact assessment.</u></p> |  |
| MM14 | <p>Section 6<br/>(Spatial Strategy)</p> <p>New policy SP8<br/>and text p.65</p> | <p>Insert new text to read:</p> <p><u>Peacehaven and Telscombe</u></p> <p>Peacehaven and Telscombe (combined parish population: 21,544) are located on the coast between Newhaven and the city of Brighton &amp; Hove. The combined areas are classified as a district centre in the settlement hierarchy and offer a range of shops and services, together with a leisure centre, health facilities, library, and secondary school.</p> <p>Peacehaven and Telscombe offer only limited employment opportunities and there is significant out-commuting to work, particularly to the adjacent city of Brighton &amp; Hove. The proximity of the city is also reflected in a fairly buoyant</p>  |  |

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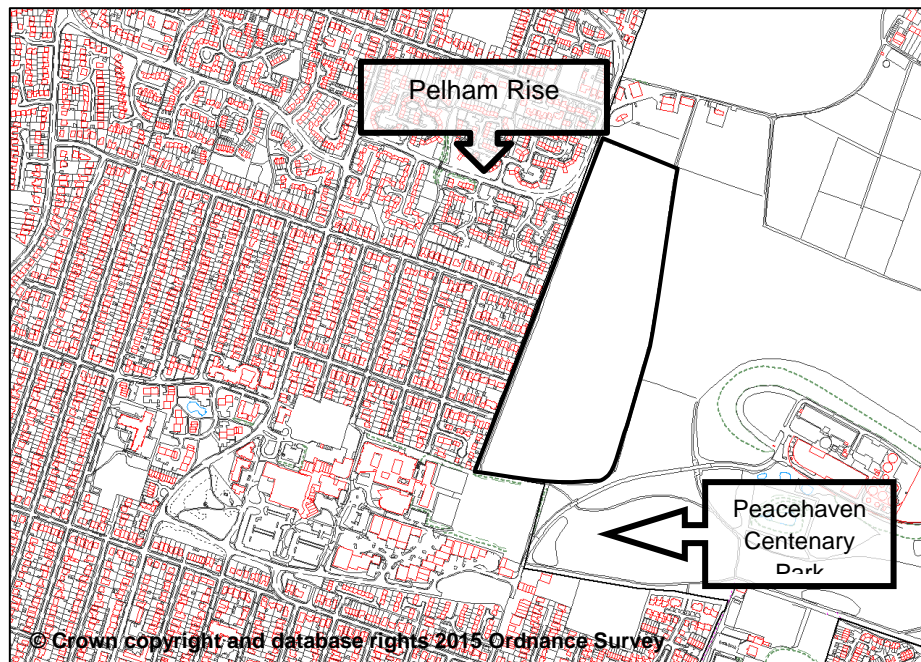
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|  |  | <p>local housing market, which is supported by significant levels of in-migration from Brighton &amp; Hove.</p> <p>The A259 coast road is the only vehicular route in and out of the urban area and ESCC, as the local transport authority, has concerns about the ability of this road to accommodate further increases in demand. Accordingly, the County Council's transport policies and strategy for district's coastal towns focus on improvements to, and increasing usage of, public transport to meet future demands along the A259 corridor.</p> <p>Peacehaven and Telscombe benefit from an extensive network of green spaces, including the cliff top and Telscombe Tye, which offers important recreational opportunities for residents. The Peacehaven Centenary Park, a 12 hectare site incorporating both formal and informal recreational facilities, was opened in 2015, funded primarily by recent housing development and the adjacent Waste Water Treatment Plant.</p> <p>Opportunities for expansion of the built-up area are limited by the sea to the south and the boundary of the South Downs National Park to the north. However, a strategic housing development opportunity exists on agricultural land at Lower Hoddern Farm, located north-west of the new Peacehaven Centenary Park, as detailed in the following policy.</p> <p><b>Spatial Policy 8 - Land at Lower Hoddern Farm, Peacehaven</b></p> <p><b>Land amounting to 11 hectares is allocated for residential development of approximately 450 dwellings. Development will be permitted subject to compliance with the Core Delivery Policies of this plan and the following criteria:</b></p> <p><b>i) The primary vehicular access point shall be taken from Pelham Rise;</b></p> |  |
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|  |  | <ul style="list-style-type: none"><li>ii) <b>The provision of safe and convenient pedestrian and cycle access to Southview Road, Firle Road and the Peacehaven Centenary Park;</b></li><li>iii) <b>The provision of equipped children’s play spaces throughout the development;</b></li><li>iv) <b>The provision of 2 hectares of public amenity space at the south east corner of the site, allowing for the potential expansion of the Peacehaven Centenary Park;</b></li><li>v) <b>The provision of a comprehensive landscaping scheme, incorporating a significant new tree belt along the eastern boundary of the site;</b></li><li>vi) <b>The identification and delivery of a co-ordinated package of multi-modal transport measures to mitigate the impacts of development on the A259 coast road to the satisfaction of the local highway authority;</b></li><li>vii) <b>The development will provide a connection to the sewerage system at the nearest point of adequate capacity, as advised by Southern Water;</b></li><li>viii) <b>The development is subject to a programme of archaeological works in order to enable any archaeological deposits and features to be recorded;</b></li><li>ix) <b>Contributions to other off-site infrastructure improvements arising from and related to the development.</b></li></ul> |  |
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Justification

This housing allocation comprises a tract of open, relatively flat agricultural land which abuts the existing built-up area of Peacehaven on its western boundary. Peacehaven Community School and Centenary Park are located on the southern boundary, with Peacehaven Waste Water Treatment Works to the south east. A small group of residential properties and industrial units are located to the north, whilst elsewhere open countryside extends eastwards from the boundary of the allocated site towards the National Park.

The site is in single ownership and is currently classified as Grade 2 agricultural

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|  |  | <p>land (i.e. the best and most versatile agricultural land). However, the site is within easy walking distance of the Meridian Centre, Peacehaven Leisure Centre, Peacehaven Community School, primary schools, and local employment opportunities. It is therefore considered that the economic and social benefits of housing development in this location outweigh the loss of valuable agricultural land.</p> <p>The development of the site also provides an opportunity to improve the urban edge of Peacehaven in this location, which is currently highly visible in views from the adjacent countryside of the National Park. This will be achieved through the requirement for a significant tree belt along the eastern edge of the allocation in order to help assimilate the development into the surrounding downland landscape.</p> <p>Approximately 2 hectares of the southern section of the site was allocated for public open space in the adopted Lewes District Local Plan 2003. This was part of a wider allocation to help address the significant shortfall of outdoor playing space in Peacehaven and Telscombe. Notwithstanding the recent completion of the Centenary Park, a shortfall in outdoor playing space still exists in the towns and it is therefore considered appropriate for the housing allocation to include at least 2 hectares of public amenity space to meet the needs of the new residents. Provision should also be made for equipped and informal children's play spaces in accordance with the Councils' adopted standards.</p> <p>Due to local highway capacity constraints, an essential requirement of the development will be the identification and delivery of a co-ordinated package of multi-modal transport measures to mitigate the impacts on the A259 coast road. This will include effective enhancements to the existing bus service levels and infrastructure in the A259 corridor, thereby increasing the share of total person demands by bus for the whole area, not just arising from the new development itself.</p> |  |
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|  |   | <p>The development would also be contingent on the delivery of a number of transport infrastructure improvements, including improvements to the operation of the A259/Telscombe Cliffs Way junction, the Sutton Avenue roundabout, and the Newhaven Ring Road. The development should also demonstrate overall sustainable accessibility, including good connections to the adjacent street network in order to encourage walking and cycling.</p> <p>The allocated site is located within an Archaeological Notification Area, defining an area of prehistoric activity and settlement. The developer will therefore be required to record and advance understanding of the significance of any archaeological deposits and features within the site and should make this evidence publicly accessible.</p>  |                                     |  |                     |                            |            |           |             |           |            |            |   |
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| <p>MM15</p> <p>Originally listed as MOD 38 in Schedule 2</p> | <p>Section 7 (Core Delivery Policies)</p> <p>Core Policy 1, p70</p> | <p>Amend Core Policy 1, paragraphs 1 and 2 as follows:</p> <p><b>1. A district wide target of 40% affordable housing, including affordable rented and intermediate (shared ownership) housing, will be sought for developments of <del>10</del> <u>11</u> or more dwelling units. For developments of <del>less than 10 units</del>, <u>in designated rural areas</u>, affordable housing, <u>or financial contributions towards</u>, will be sought <u>on developments of 6 or more</u> according to the stepped target and threshold below:</b></p> <table border="1" data-bbox="763 1058 1397 1321"> <thead> <tr> <th colspan="2">Affordable Housing Target/Threshold</th> </tr> <tr> <th>Scheme size (units)</th> <th>Affordable Housing (units)</th> </tr> </thead> <tbody> <tr> <td><u>6-8</u></td> <td><u>2*</u></td> </tr> <tr> <td><u>9-10</u></td> <td><u>3*</u></td> </tr> <tr> <td><u>11+</u></td> <td><u>40%</u></td> </tr> </tbody> </table> <p>*commuted sum financial payment</p> | Affordable Housing Target/Threshold |  | Scheme size (units) | Affordable Housing (units) | <u>6-8</u> | <u>2*</u> | <u>9-10</u> | <u>3*</u> | <u>11+</u> | <u>40%</u> | <p>Statement 28 November 2014 which sets thresholds below which affordable housing contributions should not be sought.</p> <p>Reference to shared ownership is removed and replaced with a glossary</p> |
| Affordable Housing Target/Threshold                          |   |   |                                     |  |                     |                            |            |           |             |           |            |            |   |
| Scheme size (units)  | Affordable Housing (units)  |   |                                     |  |                     |                            |            |           |             |           |            |            |   |
| <u>6-8</u>   | <u>2*</u>   |   |                                     |  |                     |                            |            |           |             |           |            |            |   |
| <u>9-10</u>  | <u>3*</u>   |   |                                     |  |                     |                            |            |           |             |           |            |            |   |
| <u>11+</u>   | <u>40%</u>  |   |                                     |  |                     |                            |            |           |             |           |            |            |   |

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|  |  | <p><b>2. The affordable housing requirement may exceptionally be determined on a site by site basis where justified by market and/or site conditions. The target levels will be expected to be provided by all developments of <u>3 11 or more and 6 or more in designated rural areas (net) dwelling units (including conversions and subdivisions) unless the local planning authority is satisfied by robust financial viability evidence that development would not be financially viable at the relevant target level.</u></b></p> <p>(The remaining text in Core Policy 1 is unaltered)</p> | <p>definition for intermediate housing, which provides a fuller meaning as the intention was not to narrow the definition to just shared ownership</p> |
| MM16   | Core Policy 2<br>p73   | <p>Amend Criterion 2 to read:</p> <p><b>2. Provide flexible, socially inclusive and adaptable accommodation to help meet the diverse needs of the community and the changing needs of occupants over time. <u>This need will include accommodation appropriate for the ageing population and disabled residents. To contribute towards meeting this need, Lifetime Homes Standards will be encouraged required for a minimum of 10% of homes in new build residential developments of 11 or more homes.</u></b></p>   | <p>To clarify the requirement for Lifetime Homes.</p>  |
| MM17<br><br>Originally listed as MOD17 in Schedule 1 | Section 7 (Core Delivery Policies)<br><br>Core Policy 3, criterion 1, p.76 | <p>Amend criterion 1 by inserting the words 'and wastewater facilities' to read:</p> <p><b>Avoid locating sites in areas at high risk of flooding or significantly contaminated land, or adjacent to existing uses incompatible with residential uses, such as waste tips and wastewater facilities;</b></p>  | <p>To address concerns raised by the representations submitted by Southern Water in response to the Focussed Amendments.</p>                           |

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| MM18 | Core Policy 3<br>p76 | <p>Amend the first paragraph of the policy wording to read:</p> <p><b>Provision will be made for a net total of <u>13</u> <del>11</del> <del>5</del> additional permanent pitches for Gypsies and Travellers <del>to within Lewes District to serve the needs for the period 2014 to 2030. Of these 5 pitches will serve the needs of the area outside the National Park and 8 will serve the needs within the National Park area of the district. the area of the Lewes District district that falls outside the National Park for the period 2011 2014 to 2019*2030. and 8 net additional permanent pitches are identified for the area of the National Park that falls within Lewes district.</del> The local planning authorities will allocate specific, deliverable sites through a <del>Site Allocations and Development Management DPD</del> <u>the Local Plan Part 2</u> and the SDNPA Local Plan, unless allocated through <u>Neighbourhood Plans</u>. These <u>plans allocations</u> will be informed by appropriate Site Assessment work and <u>takeing</u> into account any planning permissions granted <u>for</u> permanent use in the interim.</b></p> | <p>To include updated figures from the December 2014 GTAA.</p> <p>Supersedes MOD41.</p>   |
| MM19 | Core Policy 4<br>p81 | <p>Amend and add to criterion 2. to read:</p> <p><b>Safeguard existing employment sites from other competing uses unless there are demonstrable economic viability or environmental amenity reasons for not doing so. This will include:</b></p> <ul style="list-style-type: none"> <li><del>i. A demonstrated lack of developer interest.</del></li> <li><b><u>i. A demonstrated lack of tenant/occupier interest</u></b> <del>Persistently high vacancy rates.</del></li> <li><b><u>ii. A demonstrated lack of developer interest.</u></b></li> <li><b>iii. Serious adverse environmental impacts from existing operations.</b></li> <li><b>iv. Where the site is otherwise unlikely to perform an employment role in the future.</b></li> <li><b>v. Where the loss of some space would facilitate further/improved employment floorspace provision.</b></li> </ul>  | <p>To reflect the Hearing discussions by giving clarity and cross reference sentence is added to give clarity to potential applicants on what measures they would</p> |

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|      |                      | <p><b><u>Guidance on the interpretation of i. and ii. in the determination of planning applications is set out in paragraph 7.44 of the supporting text.</u></b></p> <p>Criterion 2 then continues as in the Submission JCS.</p> | <p>need to address in making a planning application in order to meet the policy requirements. If necessary, further details will be included in the Local Plan Part 2 development management policies.</p> |
| MM20 | Core Policy 6<br>p91 | <p>Insert additional text after the first sentence under the <u>Main Town Centres</u> heading within the policy:</p> <p><b>The loss of retail units that are within these defined areas and frontages will be resisted.</b></p>  | <p>To clarify the position regarding proposed changes of use of retail units within the Primary Shopping Areas and Primary Shopping Frontages in Main Town Centres.</p>                                    |

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| MM21 | Core Policy 6<br>p91 | <p>Insert additional text after the first sentence under the <u>District Centres</u> heading within the policy:</p> <p><b>The loss of retail units that are within these defined areas and frontages will be resisted.</b></p>   | <p>To clarify the position regarding proposed changes of use of retail units within the Primary Shopping Areas and Primary Shopping Frontages in District Centres.</p> |
| MM22 | Core Policy 6<br>p91 | <p>Insert the following text under the <u>District Centres</u> heading, after the existing text:</p> <p><b>In Newhaven town centre a diverse range of retail and other uses such as cafes, restaurants, financial and professional services, employment, arts, cultural and community facilities will be encouraged in order to support the retail function. Such uses will also be permitted in vacant retail units within the Newhaven Primary Shopping Area. Changes of use to residential will be supported in Newhaven town centre, except at street level in the Primary Shopping Area, where other appropriate alternative uses such as retail, cafés, restaurants, financial and professional services, arts, cultural or community facilities cannot be identified.</b></p> <p>Delete this same text from under the <u>Local Centres</u> heading.</p> | <p>To reflect Newhaven town centre being reclassified as a District Retail Centre in the Retail Hierarchy on p87.</p>  |
| MM23 | Core Policy 6<br>p92 | <p>Reword and expand Criterion 4 to read:</p>  | <p>To set out the criteria</p>   |

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|      |   | <p><b>4. Support and retain local <del>and rural</del> shops and <del>community facilities</del> in locations not identified in the retail hierarchy <u>unless:</u></b><br/> <b><u>i) a viability appraisal, including a marketing exercise, demonstrates that continued use as a shop is no longer feasible; or</u></b><br/> <b><u>ii) an alternative facility of equivalent or better quality will be provided in an accessible location within the same locality.</u></b></p> <p><b>Where such uses <del>become redundant</del> or are demonstrated to be unviable alternative community uses will be sought in the first instance. Proposals for new small scale rural retail and community facilities will be encouraged where they provide for local needs.</b></p> | <p>against which applications to change the use of local shops will be considered.</p> <p>To delete reference to 'rural' shops and 'community facilities' in this context as Core Policy 7 covers those.</p> |
| MM24 | <p>Section 7 (Core Delivery Policies)</p> <p>Core Policy 10 p.102</p> | <p>Amend criterion 2 to read:</p> <p><b>2. The highest priority will be given to the <del>conservation and enhancement of the landscape qualities</del> <u>first purpose</u> of the South Downs National Park, and the integrity of European designated sites (SACs and SPAs) in and around Lewes District. <u>Within and in the setting of the South Downs National Park, development will be resisted if it fails to conserve and appropriately enhance its rural, urban and historic landscape qualities, and its natural and scenic beauty, as informed by the South Downs Integrated Landscape Character Assessment.</u></b></p>   | <p>To reflect discussions at the Hearings.</p> <p>Note – this supersedes MOD44.</p>  |
| MM25 | <p>Section 7 (Core Delivery Policies)</p> <p>Core Policy 10 p.102</p> | <p>Amend criterion 3. to read:</p> <p><b>3. To ensure that the Ashdown Forest (SAC and SPA) is protected from recreational pressure, residential development that results in a net increase of one or more dwellings within 7km of the Ashdown Forest will</b></p>  | <p>To reflect discussions at the Hearings.</p> <p>For clarity – to</p>   |

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|      |  | <p><b>be required to contribute to:</b></p> <p><b>i. The provision of Suitable Alternative Natural Greenspaces (SANGs) at the ratio of 8 hectares per additional 1,000 residents; <u>and</u></b></p> <p><b>ii. The implementation of an Ashdown Forest <u>Strategic Access Management and Monitoring Strategy (SAMMS) Management Strategy;</u></b></p> <p><b>iii. <del>A programme of monitoring and research at Ashdown Forest</del></b></p> <p><b>Until such a time that appropriate mitigation is delivered, development that results in a net increase of one or more dwellings within 7km of Ashdown Forest will be resisted. Applicants may consider mitigation solutions other than SANGs in order to bring forward residential development. Such solutions would need to be agreed with the District Council and Natural England.</b></p> | <p>show that both SANGS and SAMMS is required and that SAMMS referred to the requirements contained in the original parts ii and iii of the policy.</p> |
| MM26 | <p>Section 7 (Core Delivery Policies)</p> <p>Core Policy 10<br/>p.102</p>  | <p>Amend criterion 4 to read:</p> <p><b>4. Ensure that water quality is <u>improved where necessary or maintained when appropriatemaintained or improved</u> (including during any construction process) and that watercourses (including groundwater flows) are protected from encroachment and adverse impacts in line with the objectives of the South East River Basin Management Plan. Where appropriate, the local planning authority will seek the enhancement and restoration of modified watercourses.</b></p>   | <p>For clarification to ensure that the policy does not imply that we seek to maintain poor water quality.</p>  |
| MM27 | <p>Section 7 (Core Delivery Policies)</p> <p>Core Policy 11,<br/>p.105</p> | <p>Amend Criterion (iii) of Core Policy 11 by deleting the words “Incorporates sustainable construction standards and techniques and” to read:</p> <p><b>iii. Adequately addresses the need to reduce resource and energy consumption;</b></p>  | <p>As agreed at the Hearings in response to representation by the Home Builders Federation.</p>   |

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| MM28 | Section 7 (Core Delivery Policies)<br><br>Core Policy 13, p.111 | Amend Core Policy 13 by deleting Criterion 5 and re-numbering Criteria 6 and 7 accordingly.  | As agreed at the Examination in Public in response to the Inspector  |
| MM29 | Section 7 (Core Delivery Policies)<br><br>Core Policy 14 p 115  | Amend the first paragraph of the policy to read:<br><br><b>In order to reduce locally contributing causes of climate change, including through the implementation of the highest feasible standards of sustainable construction techniques in new developments, the local planning authority will:</b>   | To reflect discussion at the Hearings and recognise the national position as set out in the Housing Standards Review             |
| MM30 | Section 7 (Core Delivery Policies)<br><br>Core Policy 14 p 115  | Amend criterion 2 to read:<br><br><b>2. Support applications for low carbon and renewable energy installations, subject to the following matters being satisfactorily assessed and addressed:</b><br><b><del>i. Appropriate contribution to meeting national and local renewable heat and energy targets</del></b><br><b><del>ii. <u>i. Protecting the special qualities and setting of the South Downs National Park, in accordance with national park purposes and the duties of regard by relevant authorities</u>Meeting the National Park Purposes where proposals lie within the South Downs National Park boundary</del></b><br><b><del>iii. <u>ii. Landscape and visual impact</u></del></b><br><b><del>iv. <u>iii. Local amenity impact</u></del></b><br><b><del>v. <u>iv. Ecology impact</u></del></b><br><b><del>vi. <u>v. Cultural heritage impact, including the need to preserve and</u></del></b> | To ensure that regard is had to the Park even if the proposal is outside of the designation.<br><br>Note – this supersedes MOD49 |



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|      |   | <b>enhance heritage assets.</b>  |   |
| MM31 | Section 7 (Core Delivery Policies)<br><br>Core Policy 14<br>p 115 | Amend criterion 3 to read:<br><br><b>3. Require planning applications relating to Core Strategy strategic site allocations and broad locations for growth to be accompanied by an Energy Strategy. The Energy Strategy will seek to incorporate decentralised and renewable or low carbon technologies into the development proposal <u>or show how allowable solutions have been used to mitigate carbon emissions from the development.</u> Where a strategic site or broad location is developed in phases, the Energy Strategy will guide the development of infrastructure for renewable and/or low carbon technologies in a coordinated way.</b>   | To reflect the Hearing discussions and ensure that allowable solutions are recognised in the policy.  |
| MM32 | Section 7 (Core Delivery Policies)<br><br>Core Policy 14<br>p 115 | Amend criterion 4 to read:<br><br><b>4. <del>Require all new dwellings to achieve water consumption of less than 105 litres per person per day, in accordance with the Code for Sustainable Homes Level 4.</del> <u>Require all new dwellings to achieve water consumption of no more than 110 litres per person per day, unless it can be demonstrated that it would not be technically feasible or financially viable.</u> All new non-residential developments over 1,000 square metres (gross floorspace) will be expected to achieve the BREEAM ‘Very Good’ standard. <del>Developers and developers</del> <u>will be expected to provide certification evidence of the levels achieved in the relevant codes requirements/standards at the planning application stage.</u></b> | To reflect the Housing Standards Review and to clarify that the required certification relates to non-residential development.<br><br>This supersedes MOD50 |

## APPENDIX 2

### Lewes District Local Plan

#### Part 1: Joint Core Strategy – Submission Document

### Modifications

Schedule 1

July 2015

Modifications arising from the ‘Focussed Amendments’ consultation as originally submitted in September 2014

## **Context for the Modifications**<sup>1</sup>

**Schedule 1** below sets out Main and Additional modifications to the Joint Core Strategy Submission Document that the local planning authorities have identified following the pre-submission publication of the Focussed Amendments document under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. These modifications have arisen post-publication and are generally recommended to address a matter raised in representations made; to update information; or to correct drafting errors in the document. The reason for each modification is given in the relevant table. This schedule was originally submitted as examination document CD/004 in September 2014.

Subsequently we have prepared three further Schedules of proposed modifications:

**Schedule 2** – Main and Additional Modifications proposed to the Inspector in our January 2015 Written Matters Statements. This was originally submitted as Table 2 of examination document LDC/015. Where changes have subsequently been made, or modifications in Table 2 have been superseded by Schedules 3 or 4, this is indicated in Schedule 2.


**Schedule 3 – Main Modifications** proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector’s Initial Findings Letter of 10 February 2015 [ID-05 [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter to Councils 10 Feb 2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)]. NB. This schedule includes Main Modifications originally included in Schedules 1 or 2. Schedule 3 therefore sets out all modifications proposed since September 2014 that are considered to be ‘Main Modifications’. It is the Main Modifications that the Inspector will consider in his Final Report hence they have been compiled together in Schedule 3 for ease of reference.


**Schedule 4** – additional modifications (essentially ‘minor’ modifications) proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector’s Initial Findings Letter of 10 February 2015 [ID-05 [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter to Councils 10 Feb 2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)].

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<sup>1</sup> ‘Main’ Modifications are those changes that are necessary for the soundness of the plan. It is only the Main Modifications that the Inspector will deal with in his final report. ‘Additional’ Modifications are all other changes (sometimes called ‘minor’ modifications) including corrections and additional supporting text and clarification, which the local planning authority considers of benefit to the plan and/or its implementation but do not change the intent of the strategy itself.

The Inspector is invited by the Local Planning Authorities to consider the proposed Main Modifications to the Joint Core Strategy Submission Document under Section 20(7) of the Planning and Compulsory Purchase Act 2004.

MAIN MODIFICATIONS are highlighted in blue 

SUPERSEDED modifications are greyed out 

NB All page numbers, footnotes and paragraph numbers etc quoted relate to the September 2014 Submission Joint Core Strategy document. Page, paragraph and policy numbers may change once the modifications are included in the final draft.

## Schedule 1

| LPA Modification Number | Joint Core Strategy Submission Document Reference /Location                     | Proposed Change   | Reason   |
|-------------------------|---|---|--|
| MOD1                    | Section1 (Introduction)<br><br>National Influences p9                           | <p>Insert a new paragraph after 1.22 to read:</p> <p>In the preparation of the Core Strategy regard has been given to UK Marine Policy Statement as the national framework for decisions affecting the marine environment to ensure integration with the marine planning regime. The local planning authority will continue to have regard, where appropriate, to the Marine Policy Statement and the emerging South Marine Plans and designations in subsequent plan making and decision taking.</p> | To ensure compliance with the marine planning regime in accordance with NPPF paragraph 105.  |
| MOD2                    | Section 6 (Spatial Strategy)<br><br>Spatial Policy 3: New criterion (xii), p.51 | <p>Amend Spatial Policy 3 by adding new criterion (xii) to read:</p> <p><b>The development will provide a connection to the sewerage and water supply systems at the nearest point of adequate capacity, as advised by Southern Water, and ensure future access to the existing sewerage and water supply infrastructure for maintenance and upsizing purposes.</b></p>   | <p>To address concerns raised by the representations submitted by Southern Water in response to the Focussed Amendments.</p> <p>Superseded by MM04</p> |

|   |  |   |  |
|---|--|---|--|
| MOD3                                      | Section 6<br>(Spatial Strategy)<br><br>Spatial Policy 3, p.51                | Amend Spatial Policy 3 by deleting the final word 'and' from Criterion (x) and re-wording Criterion (xi) to read:<br><br><b>Contributions towards off-site infrastructure improvements arising from, and related to, the development; and</b> | Consequent to MOD2<br><br>Superseded by MM04   |
| MOD4<br><br>Referenced MM07 in Schedule 3 | Section 6<br>(Spatial Strategy)<br><br>Spatial Policy 4, p.55                | Amend the first sentence of Spatial Policy 4 by replacing '6 hectares' with '8.5 hectares' to read:<br><br><b>Land amounting to 8.5 hectares is allocated for residential development of approximately 175 dwellings.</b>                     | To correct the site area to correspond with the extended site allocation.  |
| MOD5<br><br>Referenced MM08 in Schedule 3 | Section 6<br>(Spatial Strategy)<br><br>Spatial Policy 4, criterion(i), p.55  | Replace the words 'Primary and secondary accesses' with 'Access' and add the word '/or' to read:<br><br><b>i) Access including provision for pedestrians and cyclists to be provided from Ridge Way and/or Greenhill Way;</b>                 | To allow flexibility for alternative suitable access solutions to be considered.   |
| MOD6                                      | Section 6<br>(Spatial Strategy)<br><br>Spatial Policy 4 criterion (ii), p.55 | Replace the words ' <b>Environment Agency</b> ' with ' <b>appropriate body</b> '.   | To update the policy wording to reflect changes brought about by the Floods and Water Management Act (2010) whereby surface water drainage will become the responsibility of the Lead Local Flood Authority (ESCC). The revised wording updates the position and provides flexibility until this comes into force. |

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| <p>MOD7</p> <p>Referenced MM09 in Schedule 3</p> | <p>Section 6 (Spatial Strategy)</p> <p>Spatial Policy 4: New criterion (viii) p.55</p> | <p>Add new criterion (viii) to read as follows:</p> <p><b>The development will provide a connection to the sewerage and water supply systems at the nearest point of adequate capacity, as advised by Southern Water, and ensure future access to the existing sewerage and water supply infrastructure for maintenance and upsizing purposes.</b></p>  | <p>To address concerns raised by the representations submitted by Southern Water in response to the Focussed Amendments.</p> |
| <p>MOD8</p>                                      | <p>Section 6 (Spatial Strategy)</p> <p>Spatial Policy 4 p.55</p>                       | <p>Delete the final word '<b>and</b>' from Criterion (vi) and re-word Criterion (vii) to read:</p> <p><b>Ecological and tree surveys and appropriate measures to mitigate adverse impacts on nearby Tree Preservation Orders and Ancient woodland; and</b></p>  | <p>Consequent to MOD7.</p>   |
| <p>MOD9</p>                                      | <p>Section 6 (Spatial Strategy)</p> <p>Para 6.72 p56</p>                               | <p>Amend the second sentence by replacing the words '6 hectares' with the words '8.5 hectares', to read:</p> <p>The many development constraints across the district have made it inevitable that a number of greenfield strategic sites are required in order to meet the local, objectively assessed, housing target. While this site has been assumed to constitute 'best and most versatile agricultural land' it is considered that on balance the economic and social benefits of the development of these 8.5 hectares of land outweigh the loss of the agricultural land.</p> | <p>To correct the site area to correspond with the extended site allocation in MOD4.</p>                                     |

|              |  |   |   |
|--------------|--|---|---|
| <p>MOD10</p> | <p>Section 6<br/>(Spatial Strategy)</p> <p>Para 6.73,<br/>p.57</p>                         | <p>Amend the second sentence by replacing the words 'a secondary access' with the words 'any secondary access', to read:</p> <p>There are two potential access points, from the end of Greenhill Way and from the end of Ridge Way. It is proposed that the principal access will be from Ridge Way with any secondary access being taken from the end of Greenhill Way. This is due to a number of protected trees in the vicinity of the Greenhill Way point of access, which may restrict the achievability of a suitable width for an access point. Taking into account the outputs of a Transport Assessment, to be undertaken at the planning application stage, will ensure a safe and suitable access can be achieved for all people.</p> | <p>For consistency with MOD5.</p>   |
| <p>MOD11</p> | <p>Section 6<br/>(Spatial Strategy)</p> <p>Spatial Policy 5, criterion (iii),<br/>p.59</p> | <p>Replace the words '<b>Environment Agency</b>' with '<b>appropriate body</b>'.</p>  | <p>To update the policy wording to reflect changes brought about by the Floods and Water Management Act (2010) whereby surface water drainage will become the responsibility of the Lead Local Flood Authority (ESCC). The revised wording updates the position and provides flexibility until this comes into force.</p> |



|   |  |   |  |
|---|--|---|--|
| <p>MOD12</p> <p>Referenced MM12 in Schedule 3</p> | <p>Section 6 (Spatial Strategy)</p> <p>Spatial Policy 5: New criterion (viii) p.59</p>             | <p>Add new criterion (viii) to read as follows:</p> <p><b>The development will provide a connection to the sewerage system at the nearest point of adequate capacity, as advised by Southern Water.</b></p>   | <p>To address concerns raised by the representations submitted by Southern Water in response to the Focussed Amendments.</p>   |
| <p>MOD13</p>                                      | <p>Section 6 (Spatial Strategy)</p> <p>Spatial Policy 6: New criterion (vii) p.63</p>              | <p>Add new criterion (vii) to read as follows:</p> <p><b>The development will provide a connection to the sewerage system at the nearest point of adequate capacity, as advised by Southern Water.</b></p>  | <p>To address concerns raised by the representations submitted by Southern Water in response to the Focussed Amendments.</p> <p>Superseded by MM13 in Schedule 3</p> |
| <p>MOD14</p>                                      | <p>Section 7 (Core Delivery Policies)</p> <p>Core Policy 2: Key Strategic Objectives Box, p.71</p> | <p>Amend the third bullet point key strategic objective by deleting the words 'in urban areas' to read:</p> <ul style="list-style-type: none"> <li>• <b>To maximise opportunities for re-using suitable previously developed land and to plan for new development in the highly sustainable locations without adversely affecting the character of the area.</b></li> </ul> | <p>For consistency with Strategic Objective 8 p.31 where the words 'in urban areas' have been deleted through Focussed Amendment reference FA2.</p>                  |

|  |  |  |  |
|--|--|--|--|
| MOD15                                  | <p>Section 7<br/>(Core Delivery Policies)</p> <p>Core Policy 2,<br/>point 4, p.73</p>                      | <p>Remove the bullet number <b>4.</b> and insert the words '<b>the local planning authority will</b>' after the words 'Where appropriate', to read:</p> <p><b>Where appropriate, the local planning authority will identify sites and local requirements for special needs housing (such as for nursing homes, retirement homes, peoples with special needs including physical and learning disabilities, specific requirements of minority groups etc) in a Site Allocations and Development Management Policies DPD and/or the SDNPA Local Plan.</b></p> | <p>To correct a drafting error that implies it will be for developers rather than the local planning authorities to produce the subsequent Development Plan Documents.</p> |
| MOD16                                  | <p>Section 7<br/>(Core Delivery Policies)</p> <p>Core Policy 3:<br/>Key Strategic Objectives Box, p.74</p> | <p>Amend the second bullet point key strategic objective by deleting the words '<b>in urban areas</b>' to read:</p> <ul style="list-style-type: none"> <li>• <b>To maximise opportunities for re-using suitable previously developed land and to plan for new development in the highly sustainable locations without adversely affecting the character of the area.</b></li> </ul>  | <p>For consistency with Strategic Objective 8 p.31 where the words 'in urban areas' have been deleted through Focussed Amendment reference FA2.</p>                        |
| MOD17<br>Referenced MM15 in Schedule 3 | <p>Section 7<br/>(Core Delivery Policies)</p> <p>Core Policy 3,<br/>criterion 1,<br/>p.76</p>              | <p>Amend criterion 1 by inserting the words 'and wastewater facilities' to read:</p> <p><b>Avoid locating sites in areas at high risk of flooding or significantly contaminated land, or adjacent to existing uses incompatible with residential uses, such as waste tips and wastewater facilities;</b></p>   | <p>To address concerns raised by the representations submitted by Southern Water in response to the Focussed Amendments.</p>   |

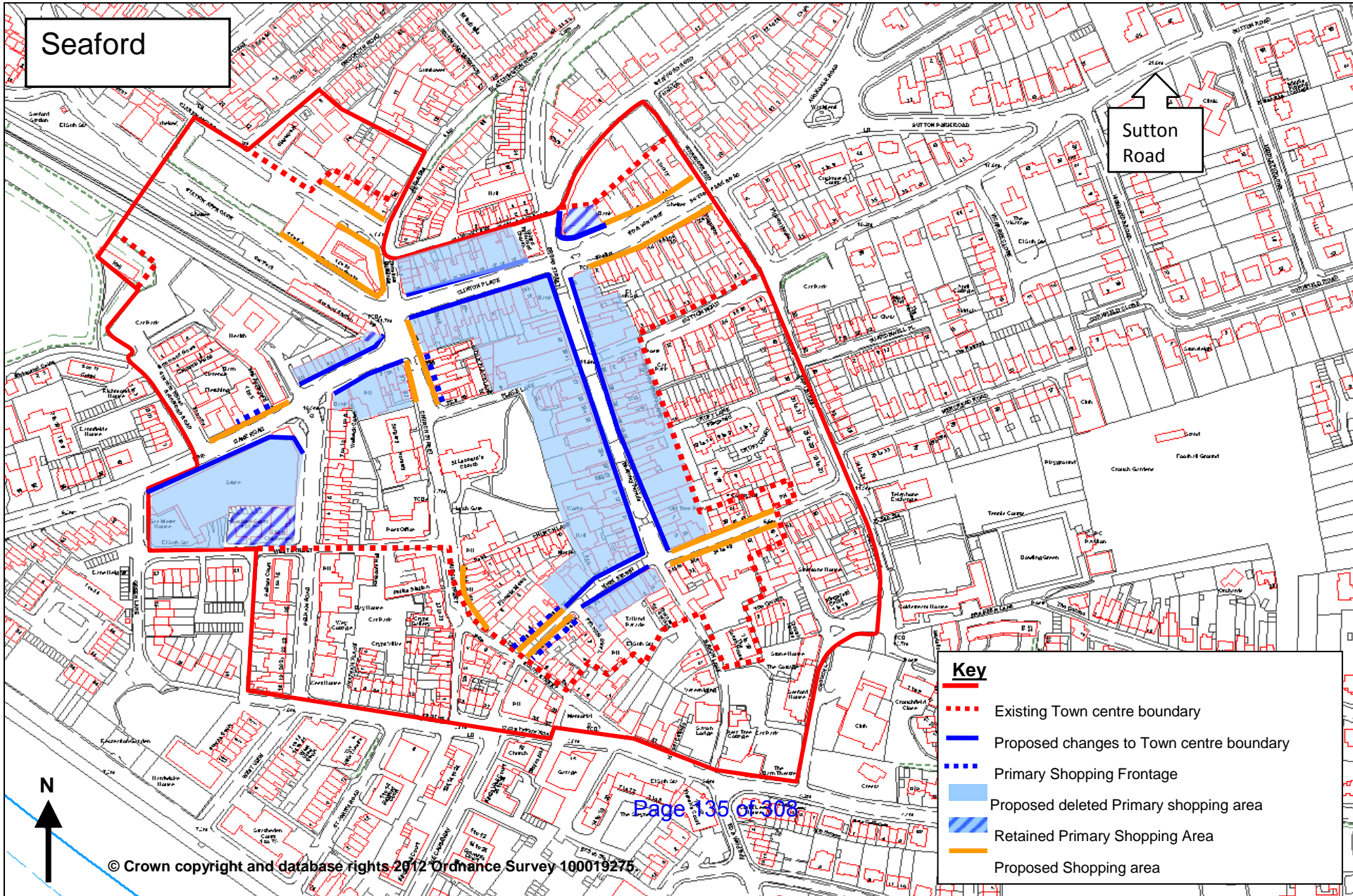
|       |  |  |   |
|-------|--|--|---|
| MOD18 | <p>Section 7<br/>(Core Delivery Policies)</p> <p>Core Policy 4:<br/>Key Strategic Objectives Box, p.77</p> | <p>Amend the fourth bullet point key strategic objective by deleting the words 'in urban areas' to read:</p> <ul style="list-style-type: none"> <li>• <b>To maximise opportunities for re-using suitable previously developed land and to plan for new development in the highly sustainable locations without adversely affecting the character of the area.</b></li> </ul>                           | <p>For consistency with Strategic Objective 8 p.31 where the words 'in urban areas' have been deleted through Focussed Amendment reference FA2.</p>   |
| MOD19 | <p>Section 7<br/>(Core Delivery Policies)</p> <p>Core Policy 10,<br/>Criterion 1(ii), p102</p>             | <p>Add the words 'at that location' to read:</p> <p><b>ii. Ensuring that new development will not harm conservation interests unless the benefits of development at that location clearly outweigh the harm caused. In such cases appropriate mitigation and compensation will be required;</b></p>  | <p>To ensure the policy complies with NPPF paragraph 118.</p> <p>Superseded by AM42</p>   |
| MOD20 | <p>Section 7<br/>(Core Delivery Policies)</p> <p>Sustainable Travel,<br/>para.7.118,<br/>p.110</p>         | <p>Insert the words 'or as set out within a relevant Neighbourhood Plan', to read:</p> <p>Car and cycle parking requirements at new developments will be determined by taking into account the accessibility of the site and characteristics of the development, in accordance with parking guidance approved by the local planning authority, or as set out within a relevant Neighbourhood Plan.</p> | <p>To recognise that parking requirements could also be a relevant matter to be addressed in Neighbourhood Plans, reflecting local circumstances.</p> |

|       |  |  |   |
|-------|--|--|---|
| MOD21 | <p>Section 7<br/>(Core delivery policies)</p> <p>Core Policy 13<br/>p111</p> | <p>Re-number the final three policy criteria from i. ii. and iii. to a. b. and c. respectively to read:</p> <p><b>The local planning authority will work with East Sussex County Council and other relevant agencies to encourage and support measures that promote improved accessibility, create safer roads, reduce the environmental impact of traffic movements, enhance the pedestrian environment, or facilitate highway improvements. In particular, the local planning authority will:</b></p> <ul style="list-style-type: none"> <li><b>a. Support the expansion and improvement of public transport services, particularly those providing links between the rural and urban areas;</b></li> <li><b>b. Encourage improvements to existing rail services, new or enhanced connections or interchanges between bus and rail services, and improvements to the quality and quantity of car and cycle parking at railway stations; and</b></li> <li><b>c. Support the development of a network of high quality walking and cycling routes throughout the district.</b></li> </ul> | <p>In order to avoid confusion with criteria i. ii. and iii. in Core Policy 13 point 7 immediately above.</p> |
| MOD22 | <p>Appendix 2 - Status of saved local plan policies, p.125</p>               | <p>Remove Policies ST5 and ST6 from the list of 'saved' 2003 Local Plan policies to retain in support of Core Policy 11</p>  | <p>To correct typing error. These 'saved' policies have been replaced by Core Policy 2.</p>                   |

|       |   |   |  |
|-------|---|---|--|
| MOD23 | Appendix 2 – Status of saved local plan policies, p.126 | Remove policy NH8 from the list of ‘saved’ 2003 Local Plan policies to retain for Newhaven.   | This policy will be replaced by Spatial Policy 6 – Land at Harbour Heights, Newhaven.  |
| MOD24 | Appendix 2 saved local plan policies P126               | Remove policy NH10 from the list of ‘saved’ 2003 Local Plan policies that the Core Policy replaces for Newhaven.<br><br>Add policy NH10 the list of ‘saved’ 2003 Local Plan policies to retain for Newhaven.  | The site allocation boundary differs from the retail/residential planning application boundary. The council is advised that the consented Asda scheme will not be progressing on the site hence the retention of NH10 is required until the allocation is reviewed through a site allocations DPD. |
| MOD25 | Appendix 2 saved local plan policies P126               | Remove saved policy CH2 from the list of ‘saved’ 2003 Local Plan policies to retain for Chailey.  | The ‘New Heritage’ development is completed and occupied.  |
| MOD26 | Appendix 3 p128, top box, second column.                | The figure should read 520 not 440 as follows:<br><br>A review of the Spatial Policies 1 and 2 will be triggered in April 2022 if transport mitigation measures to accommodate the additional 520 homes at Peacehaven/Telscombe have not been identified to solve capacity constraints on the A259 to the satisfaction and agreement of the local highway authority | To accurately reflect the requirements of Spatial Policy 2.<br><br>Superseded to reflect the content of MM02   |

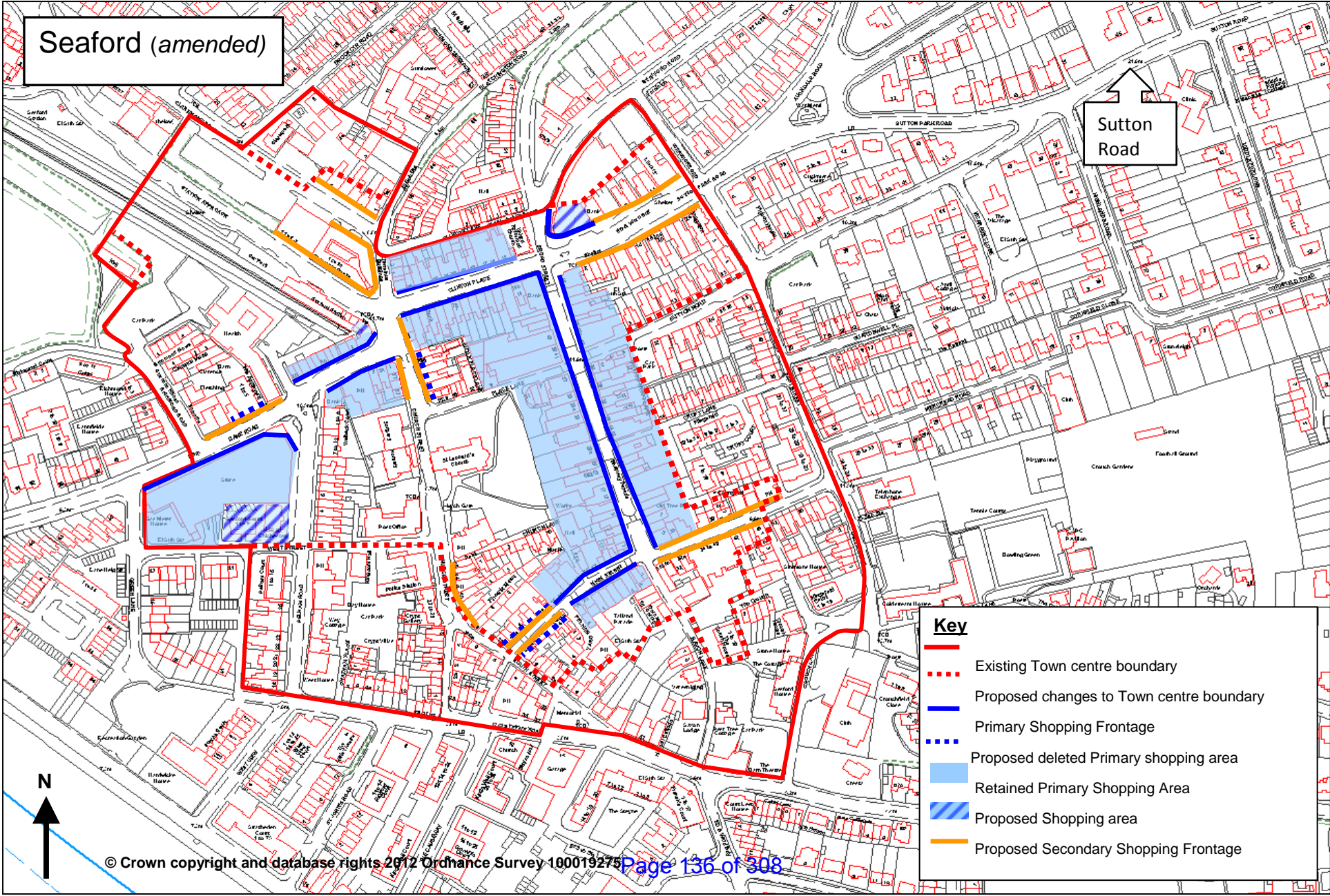
|       |                                    |  |  |
|-------|------------------------------------|--|--|
| MOD27 | Appendix 5<br>P143, Seaford<br>map | Extend the Proposed Secondary Shopping Frontage to include the Public House (The Cinque Ports) on the High Street.<br>*See maps below. | To correct a mapping error in order that the Proposed Secondary Shopping Frontage for Seaford in the Submission JCS accords with that recommended in the Lewes District Shopping and Town Centres Study. |
|-------|------------------------------------|--|--|

\* MOD27 – Delete this map and replace with the amended map below



# Seaford (amended)

Sutton Road



| Key |  |
|-----|--|
|     | Existing Town centre boundary            |
|     | Proposed changes to Town centre boundary |
|     | Primary Shopping Frontage                |
|     | Proposed deleted Primary shopping area   |
|     | Retained Primary Shopping Area           |
|     | Proposed Shopping area                   |
|     | Proposed Secondary Shopping Frontage     |



# Lewes District Local Plan

## Part 1: Joint Core Strategy – Submission Document

### **Modifications**

Schedule 2

July 2015

Modifications proposed in the LDC/SDNPA Written Matters Statements as originally submitted in January 2015



## **Context for the Modifications**<sup>2</sup>

**Schedule 2** – below sets out the Main and Additional Modifications proposed to the Inspector in our January 2015 Written Matters Statements. This was originally submitted as Table 2 of examination document LDC/015. Where changes have subsequently been made, or modifications in Table 2 have been superseded in Schedules 3 or 4, this is indicated in Schedule 2.

We have also prepared three other Schedules of proposed modifications:

**Schedule 1** - Main and Additional modifications to the Joint Core Strategy Submission Document that the local planning authorities have identified following the pre-submission publication of the Focussed Amendments document under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. These modifications have arisen post-publication and are generally recommended to address a matter raised in representations made; to update information; or to correct drafting errors in the document. The reason for each modification is given in the relevant table. This schedule was originally submitted as examination document CD/004 in September 2014.


**Schedule 3 – Main Modifications** proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector’s Initial Findings Letter of 10 February 2015 [ID-05 [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter\\_to\\_Councils\\_10\\_Feb\\_2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)]. NB. This schedule includes Main Modifications originally included in Schedules 1 or 2. Schedule 3 therefore sets out all modifications proposed since September 2014 that are considered to be ‘Main Modifications’. It is the Main Modifications that the Inspector will consider in his Final Report hence they have been compiled together in Schedule 3 for ease of reference.


**Schedule 4** – Additional Modifications (‘non-main’ or ‘minor’ modifications) proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector’s Initial Findings Letter of 10 February 2015 [ID-05 [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter\\_to\\_Councils\\_10\\_Feb\\_2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)].

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<sup>2</sup> ‘Main’ Modifications are those changes that are necessary for the soundness of the plan. It is only the Main Modifications that the Inspector will deal with in his final report. ‘Additional’ Modifications are all other changes (sometimes called ‘minor’ modifications) including corrections and additional supporting text and clarification, which the local planning authority considers of benefit to the plan and/or its implementation but do not change the intent of the strategy itself.

The Inspector is invited by the Local Planning Authorities to consider the Main Modifications to the Joint Core Strategy Submission Document under Section 20(7) of the Planning and Compulsory Purchase Act 2004.

MAIN MODIFICATIONS are highlighted in blue 

SUPERSEDED modifications are greyed out 

NB All page numbers, footnotes and paragraph numbers etc quoted relate to the September 2014 Submission Joint Core Strategy document. Page, paragraph and policy numbers may change once the modifications are included in the final draft.

## Schedule 2

| LPA Modification Number | Joint Core Strategy Submission Document Reference /Location | Proposed Change   | Reason  |
|-------------------------|---|---|---|
| MOD28                   | Page 39, paragraph 6.19                                     | <p>Amend paragraph 6.19 as follows;</p> <p>The outcome from the appraisal of different options has led the District Council and the National Park Authority to conclude that the overall target for net additional housing in the district should be a minimum of 5,<del>790600</del> dwellings between 2010 and 2030 (an average of <del>29080</del> dwellings per annum).</p> | <p>To reflect the updates made to the level of commitments and completions (from the 1<sup>st</sup> April 2013 to the 1<sup>st</sup> October 2014). See paragraphs 2.1 to 2.5 of the LDC and SDNPA response to Issue 4 ii).</p> <p>Superseded by AM05</p> |
| MOD29                   | Page 41, Spatial Policy 1                                   | <p>To amend the first sentence of Spatial Policy 1 as follows;</p> <p><b>In the period between 2010 and 2030, a minimum of 5,<del>790600</del> net additional dwellings will be provided in the plan area (this is the equivalent of approximately <del>2980</del> net additional dwellings per annum).</b></p>   | <p>Same as reason for MOD28.</p> <p>Superseded by MM01</p>  |
| MOD30                   | Page 42, Table 4  | To amend table 4 as follows;  | Same as reason for MOD28.   |

|       |                                    |  | (A) Total requirement     | (B) Already developed in the plan period (April 2010 – <del>October 2014</del> <u>April-2013</u> ) | (C) Units permitted, but not yet implemented (includes units under construction) <sup>3</sup> | (D) Units considered deliverable having made sufficient progress through the planning process <sup>4</sup> | (E) Unimplemented Local Plan allocations for housing <sup>5</sup> . | Residual requirement to plan for (A – B, C, D & E) | Superseded by AM08   |
|-------|------------------------------------|--|---------------------------|--|---|--|---|--|--|
|       |                                    | Housing (within the National Park)   | Plan – wide requirement : | <u>11077</u>   | 1683  | 0  | 0   | Plan – wide requirement:                           |  |
|       |                                    | Housing (outside of the National Park)   | 5,790600                  | <u>788554</u>  | <u>1111964</u>  | <u>2977</u>  | 227   | 3,357544   |  |
| MOD31 | Pages 45 and 46, Spatial Policy 2. | <p>Amend Spatial Policy 2 as follows;</p> <p><b>Spatial Policy 2 – Distribution of Housing</b></p> <p><b>During the period between 2010 and 2030, a minimum of 5,790600 net additional dwellings will be delivered in the district. Part of this total will be met as follows;</b></p> <ul style="list-style-type: none"> <li>• <b><u>898628</u> completions in the period between April 2010 and <u>October 2014</u><del>2013</del></b></li> <li>• <b>The delivery of 1,535428 commitments across the plan area.</b></li> </ul> |                           |  |   |  |   |  | <p>Same as reason for MOD28.</p> <p>Superseded by MM02</p> |

<sup>3</sup> A discount has been applied to small-scale schemes permitted – see the Justification for the Housing Strategy Paper.

<sup>4</sup> These are schemes granted planning permission subject to a section 106 agreement being put in place.

<sup>5</sup> Only unimplemented allocations that are still deemed deliverable or developable through the SHLAA process have been included within this allowance.

|  |  |  |  |
|--|--|--|--|
|  |  | <ul style="list-style-type: none"> <li>• An allowance for <del>465</del><u>418</u> dwellings to be permitted on unidentified small-scale windfall sites during the plan period and subsequently delivered<sup>6</sup>.</li> </ul> <p>The remaining <del>2,908</del><u>2,903</u> net additional dwellings will be distributed as follows;</p> <ul style="list-style-type: none"> <li>• (1) Housing to be delivered on the following strategic site allocations; <ul style="list-style-type: none"> <li>○ Land at North Street, Lewes – 390 net additional units.</li> <li>○ Land to the north of Bishops Lane, Ringmer – 110 net additional units (contingent on the Ringmer Neighbourhood Plan not being made before the adoption of the Core Strategy or that it does not allocate sufficient sites to deliver 110 net additional units by 2019).</li> <li>○ Land at Greenhill Way, Haywards Heath (within Wivelsfield Parish) – <u>11375</u> net additional units (this is in addition to <u>62 units already granted permission on this strategic site</u>).</li> </ul> </li> <li>• (2) Housing to be delivered at the following broad location; <ul style="list-style-type: none"> <li>○ Land at Harbour Heights, Newhaven – a contribution towards the 830 planned net additional units at Newhaven (see (3) below)</li> </ul> </li> <li>• (3) Planned housing growth at the following settlements; <ul style="list-style-type: none"> <li>○ Lewes – a minimum of 260 net additional units</li> <li>○ Newhaven – a minimum of 830 net additional units</li> <li>○ Peacehaven &amp; Telscombe – a minimum of <u>550</u><del>660</del> net additional units (520 of which will all be contingent upon developers identifying and demonstrating to the satisfaction of the local highway authority, and delivering, a co-ordinated package of multi-modal transport measures required to mitigate the impacts of development on the A259)</li> </ul> </li> </ul> |  |
|--|--|--|--|

<sup>6</sup> See the Core Strategy Background Paper: Justification for the Housing Spatial Strategy 2014

|  |                          |  |                           |
|--|--------------------------|--|---------------------------|
|  |                          | <ul style="list-style-type: none"> <li>○ Seaford – a minimum of 170 net additional units</li> <li>○ Burgess Hill (within Wivelsfield Parish) – a minimum of <del>80400</del> net additional units</li> <li>○ Barcombe Cross – a minimum of 30 net additional units</li> <li>○ North Chailey – a minimum of 30 net additional units</li> <li>○ South Chailey – a minimum of 10 net additional units</li> <li>○ Cooksbridge – a minimum of 30 net additional units</li> <li>○ Ditchling – a minimum of 15 net additional units</li> <li>○ Newick – a minimum of 100 net additional units</li> <li>○ Plumpton Green – a minimum of 50 net additional units</li> <li>○ Ringmer &amp; Broyle Side – a minimum of 220 net additional units (although if the contingency allocation for the land to the north of Bishops Lane is implemented through point (1) of this policy, the figure will be 110 net additional units).</li> <li>○ Wivelsfield Green – a minimum of 30 net additional units</li> </ul> <p>For the planned growth identified in section (3) above, individual sites to meet the planned levels of housing provision will be identified in either the District Council’s Site Allocations and Development Management Policies DPD, or the National Park Authority’s Local Plan. Neighbourhood Plans could also be used to identify the individual sites, although should they not be progressed in an appropriate timeframe, fail at Examination or referendum, or not identify sites to deliver the required number of units then the aforementioned local planning authority documents will plan for this growth.</p> <p>For settlements not listed in section (3) new housing will be limited to affordable housing that meets a local need on exception sites and currently unidentified infill developments within the planning boundary.</p> |                           |
|  | Pages 46 and 47, Table 5 | To amend table 5 as follows;   | Same as reason for MOD28. |

| <b>Table 5 – Planned levels of housing growth, by settlement</b> |   |  |   |   |                 | Superseded by MM03 |
|--|---|--|---|---|-----------------|--------------------|
| <b>Settlement</b><br>(NP denotes it is in the National Park)     | <b>Completion s</b> (April 2010 – <u>October 2014</u> <del>April 2013</del> ) | <b>Commitmen ts</b> (as at 1 <sup>st</sup> <u>October 2014</u> <del>April 2013</del> ) | <b>Housing delivered on strategic sites</b> | <b>Housing to be delivered through subsequent allocations</b> | <b>Total</b>    |                    |
| Edge of Haywards Heath (within Wivelsfield Parish)               | 0   | <u>620</u>   | 11375                                       | 0   | 175             |                    |
| Seaford  | <del>20489</del>  | <u>155240</u>  | 0   | 170   | <u>529499</u>   |                    |
| Lewes (NP)   | <u>9166</u>   | <u>147152</u>  | 390   | 260   | <u>888868</u>   |                    |
| Newhaven   | 35  | <u>772783</u>  | 0   | 830   | <u>16371648</u> |                    |
| Peacehaven & Telscombe   | <u>310223</u>   | <u>178437</u>  | 0   | <u>550660</u> <sup>7</sup>                                    | <u>10384020</u> |                    |
| Edge of Burgess Hill (within Wivelsfield Parish)                 | 70  | <u>290</u>   | 0   | <u>80400</u>  | <u>1790</u>     |                    |
| Ringmer & Broyle Side <sup>8</sup>                               | <u>34</u>   | <u>421</u>   | 0<br>(110)                                  | 220<br>(110)  | 265             |                    |
| Newick   | <u>232</u>  | <u>45</u>  | 0   | 100   | 127             |                    |
| Barcombe Cross   | 0   | 1  | 0   | 30  | 31              |                    |
| Plumpton Green   | <u>15</u>   | 3  | 0   | 50  | <u>6854</u>     |                    |
| Wivelsfield Green  | <u>175</u>  | <u>763</u>   | 0   | 30  | <u>12348</u>    |                    |
| Cooksbridge  | <u>50</u>   | <u>37</u>  | 0   | 30  | <u>387</u>      |                    |
| North  | 34  | 0  | 0   | 30  | 334             |                    |

<sup>7</sup> 520 dwellings of the total 550660 dwellings are contingent upon the delivery of as yet unspecified transport mitigation measures required to resolve capacity constraints on the A259

<sup>8</sup> The figures in brackets for Ringmer and Broyle Side represent the scenario that the contingency allocation of land north of Bishops Lane is implemented



|                                 |                           |   |   |                 |                 |  |  |  |               |           |           |   |    |    |                |           |           |   |    |            |                                 |             |             |   |   |               |               |               |                 |               |                 |                 |  |
|---------------------------------|---------------------------|---|---|-----------------|-----------------|--|--|--|---------------|-----------|-----------|---|----|----|----------------|-----------|-----------|---|----|------------|---------------------------------|-------------|-------------|---|---|---------------|---------------|---------------|-----------------|---------------|-----------------|-----------------|--|
|                                 |                           | <table border="1"> <tr> <td>Chailey</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>South Chailey</td> <td><u>32</u></td> <td><u>12</u></td> <td>0</td> <td>10</td> <td>14</td> </tr> <tr> <td>Ditchling (NP)</td> <td><u>98</u></td> <td><u>52</u></td> <td>0</td> <td>15</td> <td><u>295</u></td> </tr> <tr> <td>All other settlements and areas</td> <td><u>9589</u></td> <td><u>5752</u></td> <td>0</td> <td>0</td> <td><u>152144</u></td> </tr> <tr> <td><b>Totals</b></td> <td><b>898628</b></td> <td><b>15354428</b></td> <td><b>503565</b></td> <td><b>24052535</b></td> <td><b>53265156</b></td> </tr> </table> <p>The windfall sites allowance of <b><u>465518</u></b> units is not accounted for in the table above.</p>   | Chailey   |                 |                 |  |  |  | South Chailey | <u>32</u> | <u>12</u> | 0 | 10 | 14 | Ditchling (NP) | <u>98</u> | <u>52</u> | 0 | 15 | <u>295</u> | All other settlements and areas | <u>9589</u> | <u>5752</u> | 0 | 0 | <u>152144</u> | <b>Totals</b> | <b>898628</b> | <b>15354428</b> | <b>503565</b> | <b>24052535</b> | <b>53265156</b> |  |
| Chailey                         |                           |   |   |                 |                 |  |  |  |               |           |           |   |    |    |                |           |           |   |    |            |                                 |             |             |   |   |               |               |               |                 |               |                 |                 |  |
| South Chailey                   | <u>32</u>                 | <u>12</u>   | 0   | 10              | 14              |  |  |  |               |           |           |   |    |    |                |           |           |   |    |            |                                 |             |             |   |   |               |               |               |                 |               |                 |                 |  |
| Ditchling (NP)                  | <u>98</u>                 | <u>52</u>   | 0   | 15              | <u>295</u>      |  |  |  |               |           |           |   |    |    |                |           |           |   |    |            |                                 |             |             |   |   |               |               |               |                 |               |                 |                 |  |
| All other settlements and areas | <u>9589</u>               | <u>5752</u>   | 0   | 0               | <u>152144</u>   |  |  |  |               |           |           |   |    |    |                |           |           |   |    |            |                                 |             |             |   |   |               |               |               |                 |               |                 |                 |  |
| <b>Totals</b>                   | <b>898628</b>             | <b>15354428</b>   | <b>503565</b>   | <b>24052535</b> | <b>53265156</b> |  |  |  |               |           |           |   |    |    |                |           |           |   |    |            |                                 |             |             |   |   |               |               |               |                 |               |                 |                 |  |
| MOD32                           | Page 50, Spatial Policy 3 | <p><b>Spatial Policy 3 – North Street Quarter and adjacent Eastgate area, Lewes</b></p> <p>Land amounting to approximately 9 hectares at North Street and the neighbouring part of Eastgate is allocated for a mixed-use development that would create a new neighbourhood for the town of Lewes. <del>A detailed masterplan is to be prepared in advance of a formal planning application that will indicate the exact</del> The development mix should be based on the following uses and broad quantum of development:</p> <ul style="list-style-type: none"> <li>• Approximately 390 residential units, predominantly focused towards the northern part of the site;</li> <li>• Between 4,000 sq metres and 5,000 sq metres of B1a office floorspace, <u>and /or other B1 uses, subject to commercial need;</u></li> <li>• <u>A1</u> retail floorspace that meets a qualitative need in the town, predominantly for comparison goods;</li> <li>• <u>C1</u> hotel;</li> <li>• The redevelopment or relocation of the existing <u>A1</u> food superstore; and</li> <li>• Other uses that are deemed to aid in the successful delivery of a new neighbourhood, whilst not undermining the wider function of the town (this could include A2 Financial and Professional Services, A3</li> </ul> | <p>To respond to concerns about the policy and to make wording more succinct to aid understanding</p> <p>Superseded by MM04</p> |                 |                 |  |  |  |               |           |           |   |    |    |                |           |           |   |    |            |                                 |             |             |   |   |               |               |               |                 |               |                 |                 |  |

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|  |  | <p>Restaurants and Cafes, A4 Drinking Establishments, A5 Hot Food Takeaways and community floorspace);</p> <ul style="list-style-type: none"> <li>• <u>C2 Nursing/ Care Home;</u></li> <li>• <u>D1 Non-Residential Institutions such as</u> medical and health services, <u>crèches, exhibition and training space</u> and <u>D2 Assembly and Leisure floorspace-uses.</u></li> </ul> <p>Development of this site will be delivered in the period between 2016 and 2020 and <del>this will be further expanded upon in the masterplan, which will be subject to approval from both the National Park Authority and District Council and be developed in consultation with residents, businesses and community groups on site and in the local area.</del></p> <p>The redevelopment of the North Street Quarter and the neighbouring part of Eastgate will be permitted subject to compliance with the Core Delivery Policies of this plan, <del>the aforementioned masterplan,</del> and the following criteria:</p> <ul style="list-style-type: none"> <li><u>i)</u> <del>The development</del> <u>It</u> incorporates the early provision of flood defences to an appropriate standard and to the approval of the Environment Agency;</li> <li><u>ii)</u> <del>The development</del> <u>It</u> facilitates improved linkages across Phoenix Causeway and Eastgate Street to enable the improved integration of the area to the north of Phoenix Causeway with the wider town centre;</li> <li><u>iii)</u> <del>The delivery of</del> <u>It delivers</u> enhancements to vehicular access and off-site highway improvements, arising from and related to the development and its phasing;</li> <li><u>iv)</u> <del>The development</del> <u>It</u> respects and enhances the character of the town and achieves a high standard of design, recognising the high quality built environment, on and within the vicinity of the site, and the site's setting within the South Downs National Park and <del>the adjacent</del></li> </ul> |  |
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|       |                         | <p><u>to a Conservation Area;</u></p> <p><del>y) The development will be</del> <b>It is</b> subject to a programme of archaeological work, including, where applicable, desk-based assessment, geophysical survey, geo-archaeological survey and trial trenching to inform design and appropriate mitigation.</p> <p><del>vi) A riverside pedestrian route along the western bank of the River Ouse is incorporated into the scheme, which will to extend the town's riverside focus and contribute to the-its character and quality, of the town and additional pedestrian and cycling routes will be are incorporated into the site to aid in linking the site to the rest of the town;</del></p> <p><del>vii) The redevelopment would</del> <b>It results</b> in no net loss of public parking provision;</p> <p><del>viii) The retail element of the development is incorporated into the town centre boundary (as designated by Core Policy 6) as far as feasibly possible, with any additional significant retail provision large shops being directed to the southern part of the North Street Quarter; the exact location and amount of retail provision will be informed by a Retail Impact Assessment, which will be undertaken to inform the masterplanning process;</del></p> <p><del>ix) Subject to the commercial need, flexibility will be is applied to the requirement to deliver B1a office floorspace, so that other B1 uses can be explored;</del></p> <p><del>ix) Alternative uses will only be permitted on the bus station site should are subject to the facility being replaced by an operationally satisfactory and accessible site elsewhere; and</del></p> <p><del>x) It makes contributions towards off-site infrastructure improvements arising from, and related to, the development.</del></p> |  |
| MOD33 | Page 54, Paragraph 6.62 | To amend the final 2 sentences of Para 6.62 to read:<br><del>Despite it not being mentioned within the policy,</del> The incorporation of light industry   | To reflect proposed changes to Spatial Policy 3. |

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|       |  | (Use Class B1c) would, in principle, be acceptable within the redevelopment of the site. This will be determined through the <del>masterplanning process</del> , and any <del>subsequent</del> planning application.   |   |
| MOD34 | Page 54, Paragraph 6.64                                    | To amend first sentence of Para 6.64 to read:<br><br>The re-development of this strategic site <del>will</del> <u>could</u> include the provision of a hotel.  | As above  |
| MOD35 | Page 54, Paragraph 6.66                                    | To amend last sentence of Para 6.65 to read:<br><br>The appropriate housing mix for this site, in terms of type and size of units, will be determined through the <del>masterplanning process</del> <u>planning application</u> .  | As above  |
| MOD36 | Page 55, Spatial Policy 4                                  | To amend Policy SP4 as follows;<br><br><b>Land amounting to 6 hectares is allocated for residential development of approximately 175 dwellings (of which 62 net units already have planning permission on this strategic site). Development will be permitted subject to compliance with the Core Delivery Policies of this plan and the following criteria:</b> | To reflect the fact that 62 units now have planning permission.<br><br>Superseded by MM07 |
| MOD37 | Page 69 – Core Policy 1 supporting text new paragraph 7.21 | Add new paragraph 7.21:<br><br><u>7.21 Designated rural areas as defined by the Ministerial Statement include National Parks and will therefore include all areas within the South Downs National Park including Lewes Town. The district currently contains no additional designated rural areas for the purposes of this policy.</u>                           | For clarity   |
| MOD38 | Page 70,   | Amend Core Policy 1, paragraphs 1 and 2 as follows:  | To comply with the  |

| <p>Referenced MM15 in Schedule 3</p> | <p>Core Policy 1</p>       | <p><b>1. A district wide target of 40% affordable housing, including affordable rented and intermediate (<del>shared ownership</del>) housing, will be sought for developments of <del>10</del> <u>11</u> or more dwelling units. For developments of <del>less than 10 units</del>, <u>in designated rural areas</u>, affordable housing, <u>or financial contributions towards</u>, will be sought <u>on developments of 6 or more</u> according to the stepped target and threshold below:</b></p> <table border="1" data-bbox="730 491 1366 751"> <thead> <tr> <th colspan="2">Affordable Housing Target/Threshold</th> </tr> <tr> <th>Scheme size (units)</th> <th>Affordable Housing (units)</th> </tr> </thead> <tbody> <tr> <td><u>6-8</u></td> <td><u>2*</u></td> </tr> <tr> <td><u>9-10</u></td> <td><u>3*</u></td> </tr> <tr> <td><u>11+</u></td> <td><u>40%</u></td> </tr> </tbody> </table> <p>*commuted sum financial payment</p> <p><b>2. The affordable housing requirement may exceptionally be determined on a site by site basis where justified by market and/or site conditions. The target levels will be expected to be provided by all developments of <del>3</del> <u>11</u> or more <u>and 6 or more in designated rural areas (net) dwelling units (including conversions and subdivisions)</u> unless the local planning authority is satisfied by robust financial viability evidence that development would not be financially viable at the relevant target level.</b></p> <p>(The remaining text in Core Policy 1 is unaltered)</p> | Affordable Housing Target/Threshold |  | Scheme size (units) | Affordable Housing (units) | <u>6-8</u> | <u>2*</u> | <u>9-10</u> | <u>3*</u> | <u>11+</u> | <u>40%</u> | <p>Ministerial Statement 28 November 2014 which sets thresholds below which affordable housing contributions should not be sought.</p> <p>Reference to shared ownership is removed and replaced with a glossary definition for intermediate housing, which provides a fuller meaning as the intention was not to narrow the definition to just shared ownership.</p> |
|--------------------------------------|----------------------------|---|-------------------------------------|--|---------------------|----------------------------|------------|-----------|-------------|-----------|------------|------------|--|
| Affordable Housing Target/Threshold  |                            |   |                                     |  |                     |                            |            |           |             |           |            |            |  |
| Scheme size (units)                  | Affordable Housing (units) |   |                                     |  |                     |                            |            |           |             |           |            |            |  |
| <u>6-8</u>                           | <u>2*</u>                  |   |                                     |  |                     |                            |            |           |             |           |            |            |  |
| <u>9-10</u>                          | <u>3*</u>                  |   |                                     |  |                     |                            |            |           |             |           |            |            |  |
| <u>11+</u>                           | <u>40%</u>                 |   |                                     |  |                     |                            |            |           |             |           |            |            |  |
| <p>MOD39</p>                         | <p>Page 72,</p>            | <p>To amend supporting text as follows;</p>   | <p>To reflect the</p>               |  |                     |                            |            |           |             |           |            |            |  |

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|  | <p>Core Policy 2, paragraph 7.22</p> | <p>7.22 There has been a general trend over recent years towards the provision of flats/maisonettes, but there was still also a strong growth in the provision of semi detached and detached dwellings in the district. The Local Housing Needs Assessment has identified that the main growth in demand to 2030 will be for dwellings for older people and small homes for single person households and couples with no dependents. However, there will also be a need for family homes, particularly due to the level of under-occupation of larger family homes in the district, creating pressures of demand (and therefore on affordability) for homes of this type. Dwellings suitable for older people are likely to include a combination of smaller units to allow people to downsize in the area in which they want to live; flexible and adaptable ‘Lifetime Homes’; and specialist accommodation such as nursing homes and extra care homes. <u>The District Council and SDNPA are currently working in partnership with East Sussex County Council (ESCC) and all other East Sussex local planning authorities in preparing and updating guidance on housing for older people. This work will include assessing in detail the specific future accommodation needs of older people within the district. The findings of this work will then feed into identifying sites and local requirements through the Site Allocations and Development Policies DPD, SDNPA Local Plan or Neighbourhood Plans where relevant.</u></p> <p>7.23 <u>With an ageing population it is particularly important to accommodate the needs of the elderly with suitably designed accommodation within an environment that provides an appropriate level of care. Traditionally older persons housing has been aimed at a particular stage in an older person’s life, e.g. care homes and sheltered housing, but new models of provision (e.g. continuing care retirement communities) can support older peoples’ housing needs through a range of stages of later life. Paragraph: 3-037 of the NPPG says: “Local planning authorities should count housing provided for older people, including residential institutions in Use Class C2, against</u></p> | <p>additional work that the District Council and SDNPA are doing with ESCC regarding assessing Older People’s housing needs.</p> <p>Superseded by AM29</p> |
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|       |  | <p><u>their housing requirement. The approach taken, which may include site allocations, should be clearly set out in the Local Plan.” In monitoring the provision of housing development to meet the requirements of SP2, LDC and the SDNPA will include C2 accommodation against the housing target.</u></p>   |   |
| MOD40 | Core Policy 3, page 74 – 76, paragraphs 7.29 to 7.35 | <p>To amend the supporting text and Policy to read as follows;</p> <p><del>7.29—In 2005 East Sussex Local Authorities and Brighton &amp; Hove City Council commissioned a Gypsy and Traveller Accommodation Assessment (GTAA) to assess the needs of Gypsies and Travellers in the East Sussex and Brighton &amp; Hove county-group. This Assessment was undertaken in response to Circular 01/2006 <i>Planning for Gypsy and Traveller Caravan Sites</i> and Circular 04/2007 <i>Planning for Travelling Showpeople</i>, which emphasised the importance of assessing accommodation needs<sup>9</sup>. The GTAA went through a process of external benchmarking<sup>40</sup>, the outcomes of which then informed formal local planning authority advice submitted to the South East England Regional Assembly (SEERA) as part of the South East Plan (SEP) Gypsy and Traveller provision (Policy H7) Partial Review<sup>41</sup>.</del></p> <p><del>7.30—In response to Government’s announcement in July 2010 to revoke Regional Spatial Strategies, the Review was abandoned. Consequently, East Sussex and Brighton &amp; Hove local planning authorities outlined a joint approach to establish local pitch requirement figures using available robust information.</del></p> <p><del>7.31—This joint approach indicated a need for 13 additional permanent pitches in Lewes District between 2006 and 2016. To ensure the Core Strategy considers a level of planned growth for a five year period from adoption, the 3% compound growth, previously applied to the 2011—2016 period in the</del></p> | <p>To reflect the findings from the 2014 GTAA update.</p> <p>Note - This Modification is further expanded in MODXX in Table 3 below, including updated permanent and transit figures from the December 2014 GTAA.</p> |

<sup>9</sup> Section 225 of 2004 Housing Act outlines the requirement of assessing accommodation needs.

<sup>40</sup> GTAA Benchmarking and Audit of Advice, Final Summary Report. Universities of Birmingham, Salford and Sheffield Hallam, January 2008.

<sup>41</sup> Single issue review required to consider accommodation assessments undertaken during the preparation of the SEP. Paragraph 7.27-7.30, SEP(2009)

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|  |  | <p>draft South East Plan policy, is extended to 2019. Consequently, an additional 2 permanent pitches are required taking the total required provision to 15 pitches. Permanent planning permission for 4 pitches has since been granted, leaving a residual requirement of 11 permanent pitches to 2019.</p> <p>7.3429 Current national planning policy for traveller sites<sup>12</sup> reiterates <u>states the importance of local planning authorities assessing accommodation needs based on robust evidence to inform the preparation of local plans and planning decisions. To ensure that the Core Strategy is in line with national policy, an update<sup>13</sup> of accommodation needs for Gypsies, Travellers and Travelling Showpeople has been jointly commissioned by undertaken for East Sussex, the South Downs National Park Authority, Brighton &amp; Hove City Council and the East Sussex local authorities. This update will assess the permanent and transit pitch needs for the 15 year period from 2014. Once the results of this assessment are known the updated pitch requirements will be substituted into the policy as apportioned between the national park area and the remainder of the district. This information is expected to be available late spring/early summer 2014.</u></p> <p>7.30 <u>The 2014 GTAA sets out the recommended level of permanent pitch provision for each of the local planning authorities within East Sussex, including the area of the SDNP that falls within the County. The figure for Lewes District has been disaggregated between those areas that fall within and outside the SDNP in order that each local planning authority is able to plan for their authority area<sup>14</sup>. The disaggregated figures are reflected in Policy CP3.</u></p> |  |
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<sup>12</sup> Paragraph 4 and 6(c) of DCLG's *Planning policy for traveller sites* (March, 2012).

<sup>13</sup> The 2014 Gypsy and Traveller Accommodation Assessment (GTAA) updates the accommodation needs position of the 2005 GTAA. A separate GTAA was undertaken at the same for the Brighton and Hove and applicable areas of the SDNP.

<sup>14</sup> Sites to meet the identified need for areas outside the SDNP will be identified through the Site Allocations and Development Management Policies DPD. The SDNPA Local Plan will allocate sites for those areas within the SDNP, unless there are allocated through Neighbourhood Plans



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|  |  | <p><u>7.31 There is currently one formal transit site within East Sussex, Bridie's Tan, located within the National Park area of Lewes district. This accommodates 9 transit pitches. The 2014 GTAA concludes that currently there is a need for 8 net additional transit pitches within the GTAA area. No preferred location for the transit provision has currently been identified. However, the District Council and National Park Authority will work with the other East Sussex local planning authorities and relevant parties to determine the appropriate location(s) within the County and type of transit provision required. In the event that an allocation is required within Lewes District, or a planning application submitted, any proposal will be assessed against the below criteria taking into consideration the short term nature of transit accommodation.</u></p> <p>7.32 No accommodation needs for Travelling Showpeople have been identified for the <u>areas of the Lewes District either within or outside the SDNP for the Plan period to 2016.</u> Based on current available evidence it is unlikely that a need will arise <u>between 2016 and 2019 over the Plan period.</u> In the event that a need is demonstrated in the short term, then any proposal would be assessed against the criteria below.</p> <p><del>7.33 The draft South East Plan Policy H7 also outlined the requirement for local planning authorities to make appropriate provision for transit and temporary stopping places. There are currently 2 transit sites in the East Sussex/ Brighton &amp; Hove county group: Bridie's Tan (Lewes District) and Horsdean (Brighton &amp; Hove CC). An indicative need of 8 transit pitches (potentially 2 sites) had been identified for East Sussex/ Brighton &amp; Hove county group area<sup>45</sup>. The local planning authorities will work with relevant partners to locate additional suitable site(s)<sup>46</sup>.</del></p> |  |
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<sup>45</sup> ~~South East England Gypsy and Traveller Regional Transit Study 2009, University of Birmingham.~~

<sup>46</sup> ~~SEP draft policy did not allocate transit provision on a planning authority level due to insufficiently robust evidence~~

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|       |                                     | 7.35 No specific deliverable sites have been identified in the Site Assessment work undertaken to date <sup>17</sup> . In the absence of deliverable sites allocated in the Core Strategy, a range of criteria will be used in preparing future allocations and determining planning applications. These criteria should be used proportionately taking into consideration the type of pitch/site being sought (i.e. small permanent site, larger transit site).   |  |
| MOD41 |                                     | <p><b>Core Policy 3 – Gypsy and Traveller Accommodation</b></p> <p><b>Provision will be made for a net total of 11 <u>5</u> additional permanent pitches for Gypsies and Travellers in the area of the Lewes District district that fall outside the National Park for the period 2011 <u>2014</u> to 2019*<u>2030</u>. <u>A net total of 8 additional permanent pitches are identified for the area of the National Park that falls within Lewes district.</u> The local planning authorities will allocate specific, deliverable sites through a Site Allocations and Development Management DPD and the SDNPA Local Plan, <u>unless allocated through Neighbourhood Plans</u>. These plans will be informed by appropriate Site Assessment work and taking into account any planning permissions granted <u>for permanent use in the interim.</u></b></p> | Superseded by MM18   |
| MOD42 | Page 92, Core Policy 6, part 4, p92 | <p>To amend the first sentence of this section of the policy, as follows;</p> <p><b>4. Support and retain local <del>and rural</del> shops and <del>community facilities in</del> locations not identified in the retail hierarchy.</b></p>  | For clarity, as Core Policy 7 deals with the retention/loss of community |

<sup>17</sup> Gypsy and Traveller Site Assessment (Parker Dann, 2010) and subsequent update (2012)

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|       |   |   | <p>facilities and to make clear that the policy does not relate to garden centres.</p> <p>Superseded by MM23</p>   |
| MOD43 | Page 97, Core Policy 9 Key Strategic Objectives box | <p>Add to the end of second bulletpoint:</p> <p><b>“..., and is pro-active regarding climate change initiatives.”</b></p>   | To ensure that the full wording of the key strategic objective 10 is referenced.   |
| MOD44 | Page 102 – Core Policy 10                           | <p>Amend criterion ii of Core Policy 10(1) to read:</p> <p><b>ii Ensuring that new development will not harm conservation interests unless the benefits of development <u>at that location</u> clearly outweigh the harm caused. In such cases appropriate mitigation and compensation will be required.</b></p>  | <p>For clarity and to reflect discussions with Natural England.</p> <p>Superseded by AM42</p>  |
| MOD45 | Page 102 – Core Policy 10                           | <p>Amend CP10 (2) to read as follows:</p> <p><b><u>2. The highest priority will be given to the <del>conservation and enhancement of the landscape qualities</del> first purpose of the South Downs National Park, and the integrity of European designated sites (SACs and SPAs) in and around Lewes District. Within and in the setting of the South Downs National Park, development will be resisted if it fails to conserve and appropriately enhance its rural, urban and historic landscape qualities, and its natural and scenic beauty, as informed by the South Downs Integrated Landscape Character Assessment and other relevant local landscape character, landscape capacity and visual impact assessments.</u></b></p> | To remove any potential confusion between the policy, guidance and the National Parks’ purposes, to refer to the Integrated Landscape Character Assessment and to respond to |

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|       |   |  | concerns from consultees.<br><br>Superseded by MM24  |
| MOD46 | Page 104, Paragraph 7.106, Core Policy 11 supporting text | Amend paragraph 7.106 to read:<br><br>The purpose of Core Policy 11 is to ensure consistency of approach, whilst providing scope for innovative and imaginative design. In the consideration of development proposals, the local planning authority will also have regard to the <del>best practice advice contained in <i>By Design</i> (DETR, 2000), <i>Better Places to Live</i> (DTLR, 2001), <i>Safer Places – The Planning System and Crime Prevention (ODPM 2004)</i> Manual for Streets (DCLG/DETR 2007) and the Lewes District Public Realm Framework (LDC 2013). It is recognised that some of the aforementioned best practice documents have been earmarked for deletion through the Taylor Review of Planning Practice Guidance. Should this occur, then the documents in question will be adopted as ‘local guidance and advice by the District Council and National Park Authority.</del> | To update the text in the light of the Government’s decision to archive some of the guidance publications currently listed in paragraph 7.106. |
| MOD47 | Page 105 – Core Policy 11                                 | Amend criterion (ii) of Core Policy 11 to read:<br><br>ii. <b><i>Within the South Downs National Park shall be <u>is</u> in accordance with the <u>National Park</u> purposes and outside <u>of</u> the SDNP <del>regard is had</del> <u>has regard</u> to the setting of the National Park and its purposes;</i></b>  | For clarity.   |
| MOD48 | Page 106, Core Policy 12                                  | Insert an additional paragraph between 7.110 and 7.111 to read:<br><br><u>The provision of measures to prevent flood risk can have far-reaching positive impacts. The Newhaven Flood Alleviation Strategy is key to achieving the economic and regeneration goals for Newhaven and the wider area and will help to deliver part 3 of Core Policy 4 and the employment land targets of Spatial Policy 2, more generally.</u>  | To recognise that the delivery of the Newhaven Flood Alleviation Strategy will play an important role in delivering regeneration of            |

|       |                                |  |   |
|-------|--------------------------------|--|---|
|       |                                |  | Newhaven.   |
| MOD49 | Page 114,<br>Core Policy<br>14 | <p>Amend supporting text to CP14</p> <p>7.126 Achieving ‘zero carbon’ buildings is only one aspect of building sustainability. The use of appropriate building materials, minimising waste and improving water efficiency are all additional aspects that can improve the sustainability of buildings. The Code for Sustainable Homes<sup>36</sup> covers all of these matters <u>and has been in existence during the development of the Core Strategy. The Government’s Housing Standards Review set out that the Code for Sustainable Homes would be wound down and Code Levels have accordingly become part of the building regulations since March 2015.</u></p> <p>7.127 The Environment Agency has identified the whole of the South East, including Lewes District, as an area of “serious water stress” and it is therefore imperative that water resources are managed efficiently within the region. <del>Accordingly, all new homes in the district will be required to comply with Code Level 4 of the Code for Sustainable Homes in relation to water consumption.</del> <u>Accordingly, all new homes in the district will be required to achieve water consumption of no more than 110 litres per person per day. Such a target is equivalent to that proposed as an optional requirement of the Housing Standards Review, which in itself corresponds with Code Level 4 in relation to water efficiency.</u> It is not considered that this will place an undue financial burden upon developers. The Affordable Housing Viability Assessment, which was primarily undertaken to inform the core policy on affordable housing, factored in a number of assumptions, which included all new houses being constructed to meet the full Code Level 4, <u>and not just Code level 4 in respect to water efficiency,</u> as a minimum. The Viability Assessment concluded that alongside affordable housing contributions, and contributions towards new infrastructure, constructing new homes in Lewes District to at least Code Level 4 standards will generally be viable.</p> | To explain that the Code for Sustainable Homes is being wound down. |

|       |                                |   |   |
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|       |                                |   |   |
| MOD50 | Page 115,<br>Core Policy<br>14 | Amend CP14(2) to the following:<br><br><b>Support applications for low carbon and renewable energy installations, subject to the following matters being satisfactorily assessed and addressed:</b><br><ul style="list-style-type: none"> <li><del>i. Appropriate contribution to meeting national and local renewable heat and energy targets</del></li> <li>ii. <u>i.</u> Meeting the National Park Purposes where proposals lie within the South Downs National Park boundary</li> <li>iii. <u>ii.</u> Landscape and visual impact</li> <li>iv. <u>iii.</u> Local amenity impact</li> <li>v. <u>iv.</u> Ecology impact</li> <li>vi. <u>v.</u> Cultural heritage impact, including the need to preserve and enhance heritage assets.</li> </ul> | To ensure the policy is consistent with NPPF Paragraph 98<br><br>Superseded by MM30                         |
| MOD51 | Page 115,<br>Core Policy<br>14 | Amend CP14(4) to the following:<br><br><del>4. Require all new dwellings to achieve water consumption of less than 105 litres per person per day, in accordance with the Code for Sustainable Homes Level 4.</del> <u>Require all new dwellings to achieve water consumption of no more than 110 litres per person per day, unless it can be demonstrated that it would not be technically feasible or financially viable. All new non-residential developments over 1,000 square metres (gross floorspace) will be expected to achieve the BREEAM 'Very Good' standard. Developers will be expected to provide certification evidence of the levels achieved in the relevant codes requirements/standards at the planning application stage.</u> | To remove reference to the Code for Sustainable Homes, which is being wound down.<br><br>Superseded by MM32 |
| MOD52 | Page 120 –<br>Glossary         | Add definition for Intermediate housing:<br><br><u>Intermediate housing - is homes for sale and rent provided at a cost above social</u>  | To provide an improved and more appropriate   |

|   | Add to the 'Affordable housing' definition   | <u>rent, but below market levels subject to the criteria in the Affordable Housing definition in the National Planning Policy Framework. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.</u>   | definition of intermediate housing that encompasses a broader meaning than Policy CP1 previously implied. |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
|---|--|---|---|--|--|--|--|--|----------------------|--|--|---------------|-------------------|-------------------------|---|--|--------------------|--|------------------------|--|---------------------|------------------------------------|---|--|---|---|
| MOD53   | Page 128, Appendix 3   | <p>To amend the following table to:</p> <table border="1" data-bbox="658 528 1803 1372"> <thead> <tr> <th colspan="3" data-bbox="658 528 1803 592"><b>Core Policy 1: Affordable Housing</b></th> </tr> <tr> <th colspan="3" data-bbox="658 592 1803 663"><b>Core Policy 1 will aim to meet the following the Objectives</b></th> </tr> <tr> <th colspan="3" data-bbox="658 663 1803 727">• <b>Objective 2</b></th> </tr> <tr> <th data-bbox="658 727 1070 727"><b>Target</b></th> <th data-bbox="1070 727 1413 727"><b>Indicators</b></th> <th data-bbox="1413 727 1803 727"><b>Current Position</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="658 727 1070 1372" rowspan="5">District wide target of 40% Affordable Housing provision (on developments exceeding 10 dwellings)</td> <td data-bbox="1070 727 1413 847">Gross number of affordable housing completions per annum</td> <td data-bbox="1413 727 1803 847"><b>2012/13: 38</b></td> </tr> <tr> <td data-bbox="1070 847 1413 935">Percentage of affordable dwellings completed</td> <td data-bbox="1413 847 1803 935"><b>2012/13: 45.78%</b></td> </tr> <tr> <td data-bbox="1070 935 1413 1094">Percentage of applications of 10 units or more meeting 40% affordable housing target</td> <td data-bbox="1413 935 1803 1094"><b>2012/13: 50%</b></td> </tr> <tr> <td data-bbox="1070 1094 1413 1310"><u>Average house price by type</u></td> <td data-bbox="1413 1094 1803 1310"> <b>2014 Q2:</b><br/> <b>All – £299,435</b><br/> <b>Detached - £389,632</b><br/> <b>Semi-detached - £276,114</b><br/> <b>Terraced - £251, 436</b><br/> <b>Flat/maisonette - £198,584</b> </td> </tr> <tr> <td data-bbox="1070 1310 1413 1372"><u>Average construction cost by development type</u></td> <td data-bbox="1413 1310 1803 1372"><b>Not yet monitored on a regular basis – to be</b></td> </tr> </tbody> </table> | <b>Core Policy 1: Affordable Housing</b>  |  |  | <b>Core Policy 1 will aim to meet the following the Objectives</b> |  |  | • <b>Objective 2</b> |  |  | <b>Target</b> | <b>Indicators</b> | <b>Current Position</b> | District wide target of 40% Affordable Housing provision (on developments exceeding 10 dwellings) | Gross number of affordable housing completions per annum | <b>2012/13: 38</b> | Percentage of affordable dwellings completed | <b>2012/13: 45.78%</b> | Percentage of applications of 10 units or more meeting 40% affordable housing target | <b>2012/13: 50%</b> | <u>Average house price by type</u> | <b>2014 Q2:</b><br><b>All – £299,435</b><br><b>Detached - £389,632</b><br><b>Semi-detached - £276,114</b><br><b>Terraced - £251, 436</b><br><b>Flat/maisonette - £198,584</b> | <u>Average construction cost by development type</u> | <b>Not yet monitored on a regular basis – to be</b> | To reflect paragraph 7.12 of the Core Strategy.<br><br>Superseded by AM55 |
| <b>Core Policy 1: Affordable Housing</b>  |  |   |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
| <b>Core Policy 1 will aim to meet the following the Objectives</b>                                |  |   |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
| • <b>Objective 2</b>  |  |   |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
| <b>Target</b>   | <b>Indicators</b>  | <b>Current Position</b>   |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
| District wide target of 40% Affordable Housing provision (on developments exceeding 10 dwellings) | Gross number of affordable housing completions per annum                             | <b>2012/13: 38</b>  |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
|   | Percentage of affordable dwellings completed   | <b>2012/13: 45.78%</b>  |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
|   | Percentage of applications of 10 units or more meeting 40% affordable housing target | <b>2012/13: 50%</b>   |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
|   | <u>Average house price by type</u>   | <b>2014 Q2:</b><br><b>All – £299,435</b><br><b>Detached - £389,632</b><br><b>Semi-detached - £276,114</b><br><b>Terraced - £251, 436</b><br><b>Flat/maisonette - £198,584</b>   |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |
|   | <u>Average construction cost by development type</u>                                 | <b>Not yet monitored on a regular basis – to be</b>   |   |  |  |  |  |  |                      |  |  |               |                   |                         |   |  |                    |  |                        |  |                     |                                    |   |  |   |   |

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|  |  |  | <p>(construction cost £/m<sup>2</sup>)</p> <p>A review of Core Policy 1 will be considered in the event of a greater than 10% drop in house prices and/or a significant increase in build costs. In such an event, any decision with reasoning as to whether or not to review the policy will be published by the District Council and National Park Authority.</p> | <p><b>monitored on an annual basis using the most cost-effective source available. Current position is available:</b></p> <p><b><u>4<sup>th</sup> Q 2013 - Residential, 2-5 bed, code 4 - £1,021</u></b></p> |  |
|  |  | To reduce the number of households on the Council Housing Register | Number of households currently on the Council Housing Register  | <b>2013: 2,543</b>   |  |



# Lewes District Local Plan

## Part 1: Joint Core Strategy – Submission Document

### **Additional Modifications**

Schedule 4

July 2015

Additional Modifications proposed in response to the Hearing Sessions and the Inspector's Initial Findings Letter



## **Context for the Modifications**<sup>18</sup>

**Schedule 4** – below sets out Additional Modifications ('non-main' or 'minor' modifications) proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector's Initial Findings Letter of 10 February 2015 [ID-05 [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter\\_to\\_Councils\\_10\\_Feb\\_2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)].

We have also prepared three other Schedules of proposed modifications:

**Schedule 1** - Main and Additional modifications to the Joint Core Strategy Submission Document that the local planning authorities have identified following the pre-submission publication of the Focussed Amendments document under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. These modifications have arisen post-publication and are generally recommended to address a matter raised in representations made; to update information; or to correct drafting errors in the document. The reason for each modification is given in the relevant table. This schedule was originally submitted as examination document CD/004 in September 2014.


**Schedule 2** – Main and Additional Modifications proposed to the Inspector in our January 2015 Written Matters Statements. This was originally submitted as Table 2 of examination document LDC/015. Where changes have subsequently been made, or modifications in Table 2 have been superseded in Schedules 3 or 4, this is indicated in Schedule 2.


**Schedule 3 – Main Modifications** proposed in response to discussions at the Examination Hearings in January 2015 and in response to the Inspector's Initial Findings Letter of 10 February 2015 [ID-05 [http://www.lewes.gov.uk/Files/plan\\_ID-05\\_Letter\\_to\\_Councils\\_10\\_Feb\\_2015.pdf](http://www.lewes.gov.uk/Files/plan_ID-05_Letter_to_Councils_10_Feb_2015.pdf)]. NB. This schedule includes Main Modifications originally included in Schedules 1 or 2. Schedule 3 therefore sets out all modifications proposed since September 2014 that are considered to be 'Main Modifications'. It is the Main Modifications that the Inspector will consider in his Final Report, hence they have been compiled together in Schedule 3 for ease of reference.

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<sup>18</sup> 'Main' Modifications are those changes that are necessary for the soundness of the plan. It is only the Main Modifications that the Inspector will deal with in his final report. 'Additional' Modifications are all other changes (sometimes called 'minor' modifications) including corrections and additional supporting text and clarification, which the local planning authority considers of benefit to the plan and/or its implementation but do not change the intent of the strategy itself.

The Inspector is invited by the Local Planning Authorities to consider the Main Modifications to the Joint Core Strategy Submission Document under Section 20(7) of the Planning and Compulsory Purchase Act 2004.

MAIN MODIFICATIONS are highlighted in blue 

SUPERSEDED modifications are greyed out 

NB All page numbers, footnotes and paragraph numbers etc quoted relate to the September 2014 Submission Joint Core Strategy document. Page, paragraph and policy numbers may change once the modifications are included in the final draft.

| Schedule 4                     |  |   |  |
|--------------------------------|--|---|--|
| Additional Modification Number | Joint Core Strategy Submission Document Reference / Location         | Proposed Change   | Reason   |
| AM01                           | Section 5 (Strategic Objectives)<br><br>Strategic Objective 10, p.32 | Amend Strategic Objective 10 by adding the words 'locally contributing' after the word 'reduces' and deleting the words ', including through the implementation of the highest feasible standards of sustainable construction techniques in new developments,' to read:<br><br><b>To ensure that the district reduces locally contributing causes of climate change and is proactive regarding climate change initiatives</b> | As agreed at the Hearings in response to a representation by the Home Builders Federation and to correct a typing error/omission . |
| AM02                           | Section 6 (Spatial Strategy)<br><br>Para.6.14, p.38                  | Delete the final two sentences of paragraph 6.14.   | Consequent to MM01   |
| AM03                           | Section 6 (Spatial Strategy)<br><br>Para. 6.15, p.38                 | Amend the first sentence of paragraph 6.15 by deleting the words 'This latter assessment explains how' to read:<br><br>The District Council and the National Park have sought to explore a range of options in order to accommodate the full objectively assessed need for housing within the plan area.  | Consequent to AM02   |

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| AM04 | Section 6<br>(Spatial Strategy)<br><br>Para 6.18 p.39  | Delete the final two sentences of paragraph 6.18.  | Consequent to AM02 |
| AM05 | Section 6<br>(Spatial Strategy)<br><br>Para 6.19, p.39 | Delete paragraph 6.19 and insert new text to read:<br><br>In the light of these considerations, it is concluded that the overall target for net additional housing in the district should be a minimum of 6,900 dwellings between 2010 and 2030 (an average of 345 dwellings per annum). This target is less than the full objectively assessed housing need for the district. However, it is considered to be the level of housing growth that most appropriately balances the objective of meeting housing needs with the aims of achieving sustainable development and sustainable communities. | Consequent to MM01 |
| AM06 | Section 6<br>(Spatial Strategy)<br><br>Para.6.22, p.40 | Amend paragraph 6.22 by deleting the final three sentences and inserting new text to read:<br><br>If a longer-term potential solution which affects the plan area is agreed, the District Council and the National Park Authority are committed to a review of the Core Strategy if this is necessary to deliver it.   | To update the text |
| AM07 | Section 6<br>(Spatial Strategy)<br><br>Para.6.27, p.41 | Amend the final sentence to read:<br><br>Spatial Policies <u>1</u> and <u>3</u> addresses this issue.  | For clarity.       |

| AM08                                   | Section 6<br>(Spatial Strategy)<br><br>Table 4, p.42 | <p>Amend the figures in Table 4 as follows:</p> <table border="1" data-bbox="689 272 1765 1161"> <thead> <tr> <th></th> <th>(A) Total requirement</th> <th>(B) Already developed in the plan period (April 2010 – April 2012)<del>(2015)</del></th> <th>(C) Units permitted but not yet implemented (includes units under construction)<sup>16</sup></th> <th>(D) Units considered deliverable having made sufficient progress through the planning process<sup>17</sup></th> <th>(E) Unimplemented Local Plan allocations for housing<sup>18</sup>.</th> <th>Residual requirement to plan for (A – B, C, D &amp; E)</th> </tr> </thead> <tbody> <tr> <td>Housing (within the National Park)</td> <td>Plan – wide requirement :</td> <td>77<br/><u>220</u></td> <td>463<br/><u>142</u></td> <td>0</td> <td>0</td> <td>Plan – wide requirement:</td> </tr> <tr> <td>Housing (outside of the National Park)</td> <td><del>5,600</del><br/><u>6,900</u></td> <td>554<br/><u>800</u></td> <td>961<br/><u>1131</u></td> <td>77<br/><u>183</u></td> <td>227<br/><u>102</u></td> <td><del>3,544</del><br/><u>4,322</u></td> </tr> </tbody> </table> |   | (A) Total requirement   | (B) Already developed in the plan period (April 2010 – April 2012) <del>(2015)</del> | (C) Units permitted but not yet implemented (includes units under construction) <sup>16</sup> | (D) Units considered deliverable having made sufficient progress through the planning process <sup>17</sup> | (E) Unimplemented Local Plan allocations for housing <sup>18</sup> . | Residual requirement to plan for (A – B, C, D & E) | Housing (within the National Park) | Plan – wide requirement : | 77<br><u>220</u> | 463<br><u>142</u> | 0 | 0 | Plan – wide requirement: | Housing (outside of the National Park) | <del>5,600</del><br><u>6,900</u> | 554<br><u>800</u> | 961<br><u>1131</u> | 77<br><u>183</u> | 227<br><u>102</u> | <del>3,544</del><br><u>4,322</u> | To update the figures and consequent to MM01 |
|--|--|--|---|---|--|---|---|--|--|------------------------------------|---------------------------|------------------|-------------------|---|---|--------------------------|--|----------------------------------|-------------------|--------------------|------------------|-------------------|----------------------------------|--|
|  | (A) Total requirement                                | (B) Already developed in the plan period (April 2010 – April 2012) <del>(2015)</del>   | (C) Units permitted but not yet implemented (includes units under construction) <sup>16</sup> | (D) Units considered deliverable having made sufficient progress through the planning process <sup>17</sup> | (E) Unimplemented Local Plan allocations for housing <sup>18</sup> .                 | Residual requirement to plan for (A – B, C, D & E)  |   |  |  |                                    |                           |                  |                   |   |   |                          |  |                                  |                   |                    |                  |                   |                                  |  |
| Housing (within the National Park)     | Plan – wide requirement :                            | 77<br><u>220</u>   | 463<br><u>142</u>   | 0   | 0  | Plan – wide requirement:  |   |  |  |                                    |                           |                  |                   |   |   |                          |  |                                  |                   |                    |                  |                   |                                  |  |
| Housing (outside of the National Park) | <del>5,600</del><br><u>6,900</u>                     | 554<br><u>800</u>  | 961<br><u>1131</u>  | 77<br><u>183</u>  | 227<br><u>102</u>  | <del>3,544</del><br><u>4,322</u>  |   |  |  |                                    |                           |                  |                   |   |   |                          |  |                                  |                   |                    |                  |                   |                                  |  |
| AM09                                   | Section 6<br>(Spatial Strategy)                      | Delete footnote 15. Re-number subsequent footnotes accordingly.  | Consequent to AM02  |   |  |   |   |  |  |                                    |                           |                  |                   |   |   |                          |  |                                  |                   |                    |                  |                   |                                  |  |

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|      | Footnote 15,<br>p.42  |  |  |
| AM10 | Section 6<br>(Spatial Strategy)<br><br>Para.6.35, p.44      | Amend paragraph 6.35 by deleting the final three sentences.  | Consequent<br>to MM06  |
| AM11 | Section 6<br>(Spatial Strategy)<br><br>Para.6.36, p.44      | Delete paragraph 6.36  | There are no<br>broad<br>locations in<br>the plan<br>consequent to<br>MM13 |
| AM12 | Section 6<br>(Spatial Strategy)<br><br>Para.6.37, p.44      | Amend the first sentence of paragraph 6.37 by deleting the words 'and the identification of broad locations'.  | Consequent<br>to MM13  |
| AM13 | Section 6<br>(Spatial Strategy)<br><br>Footnote 18,<br>p.45 | Delete footnote 18.  | Consequent<br>to AM02  |
| AM14 | Section 6<br>(Spatial Strategy)<br><br>Para.6.38, p.46      | Delete paragraph 6.38 and insert new text to read:<br><br>The planned levels of housing growth for each settlement over the plan period is summarised in Table 5 below. This summary sets out the homes already built, committed developments, strategic site allocations, and planned growth to | Consequent<br>to MM02  |

|      |  |  |                       |
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|      |  | be brought forward through future allocations, by settlement. The residual 207 homes that are yet to be attributed to any settlement will be identified through subsequent non-strategic allocations. All reasonable options for distributing these 207 homes in the most sustainable manner will be considered. This will be achieved through subsequent allocations in Local Plan Part 2, the SDNPA Local Plan or Neighbourhood Plans. For some settlements this may involve some additional housing land allocation in Local Plan Part 2 or SDNP Local Plan, beyond those identified in a Neighbourhood Plan. In considering all reasonable options regard will be had to a number of factors, including: each settlements capacity for appropriate housing development; the relative sustainability of settlements; the cumulative impacts of existing and potential allocations; and relevant policy considerations and constraints including policy requirements of Neighbourhood Plans as relevant to housing site selection (in such cases weight will be attributed according to how advanced the Neighbourhood Plan is at the time of site selection). |                       |
| AM15 | Section 6<br>(Spatial Strategy)<br><br>Footnote 19,<br>p.46  | Delete footnote 19.  | Consequent<br>to MM02 |
| AM16 | Section 6<br>(Spatial Strategy)<br><br>Footnotes 20,<br>p.46 | Delete footnote 20.  | Consequent<br>to MM02 |
| AM17 | Section 6<br>(Spatial Strategy)<br><br>Para.6.41, p.47       | Delete paragraph 6.41.   | Consequent<br>to MM02 |



|      |   |  |   |
|------|---|--|---|
| AM18 | Section 6<br>(Spatial Strategy)<br><br>Para.6.42, p.47  | Delete paragraph 6.42.   | Consequent to MM02  |
| AM19 | Section 6<br>(Spatial Strategy)<br><br>Para.6.46, p.49  | Delete the words:<br><br>“, as well as the broad locations for growth,”  | To reflect that there are no broad locations now included in the plan.    |
| AM20 | Section 6<br>(Spatial Strategy)<br><br>Para.6.50, p.49  | Amend paragraph 6.50 to read:<br><br>Very few sites are suitable for strategic level opportunities for growth and redevelopment within and around Lewes town. The main current opportunity is for the redevelopment of a centrally located site, as detailed within the following policy <u>Spatial Policy 3</u> . <u>A further opportunity is presented by a greenfield site at Old Malling Farm as described in Spatial Policy 4 and its justification below.</u>  | Consequent to MM05  |
| AM21 | Section 6<br>(Spatial Strategy)<br><br>Spatial Policy 5 additional wording to justification text paragraphs 6.85 and 6.86 p60 | Insert additional wording to the end of paragraph 6.85 to read:<br><br>At present the site is in agricultural use and is primarily used for grazing purposes. The site lies within an area with some archaeological (from Medieval pottery production) and ecological interest, although the site itself is not subject to any formal biodiversity designations such as SSSI's, SNCI's and Ancient Woodland. With regards to these interests a Phase 1 Habitat Survey and an Archaeological Desk Based Assessment have already been undertaken. This survey and assessment demonstrate that these ecological and archaeological interests will not preclude development of this site, although further survey work will be | For justification and explanation of the additional criterion iii) above. |

|      |                                      |  |  |
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|      |                                      | <p>required and any mitigation measures appropriately implemented. <u>In addition, preliminary hedgerow surveys have been undertaken on the existing boundary and internal hedgerows. The surveys concluded the existence of potentially 'important' hedgerows. It is not considered that this would preclude development of this site, including access on to Bishops Lane, but should form part of the detailed planning consideration at the planning application stage.</u></p> <p>Delete paragraph 6.86.</p> <p><del>6.86 The policy requires the housing to be completed only once increased capacity is provided at the Neaves Lane Waste Water Treatment Works, which will serve this development. At present, the treatment works is operating close to its designed capacity with only limited headroom for accommodating additional housing (there is not enough headroom to accommodate the 110 units planned for this strategic site). Southern Water has indicated that the works can be expanded, whilst according with the Environment Agency's consenting requirements. Southern Water will seek funding for these works through the periodic review process. The next periodic review is due to take place in 2014 and assuming that funding for the required works is approved, the additional capacity should be provided by 2016. Although construction of the properties will be able to commence in advance of the additional capacity being provided, completion and occupation will only be permitted once this has occurred.</del></p> | Consequent to MM12.                                      |
| AM22 | Core Policy 1 para 7.10 and 7.11 p68 | <p>Amend and merge the two paragraphs to read:</p> <p>7.10 The Affordable Housing Viability Assessment recommended a flexible approach to affordable housing delivery, with a district wide target (rather than requirement) of 40% and a graduated threshold for delivery <del>as set</del></p>   | For clarification and to reflect the changes to national |

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|      |                             | <p>out in the core policy below.</p> <p>7.11— <del>The graduated threshold for developments of less than 10 units is to reflect the increased build costs and generally somewhat reduced viability demonstrated for the smaller development sites.</del></p>  | policy.  |
| AM23 | Core Policy 1 para 7.14 p68 | <p>Amend paragraph 7.14 to read:</p> <p>The actual affordable housing requirement may be determined on a site by site basis, taking into consideration market and site conditions. The target levels <del>shown in the policy below</del><sup>above</sup> will be expected to be provided by all developments<sup>19</sup> of <u>6 (net) dwellings within the national park (Designated Rural Area) and 11<del>3</del> (net) or more dwelling units elsewhere in the district</u> (including conversions and subdivisions) unless the local planning authority is satisfied by robust financial viability evidence that development would not be financially viable at the relevant target level. Such evidence is required to be submitted by the applicant with the planning application to justify any reduced levels of affordable housing provision proposed and may be subject to independent assessment (by the Valuation Office Agency or <del>equivalent</del><u>other appropriately qualified independent assessor</u>). An open-book approach will be taken and with the onus being on the applicant to clearly demonstrate the case for the reduced level of affordable housing proposed. Applicants intending to make a planning application with a reduced level of affordable housing provision below the relevant identified target are strongly advised to raise this with planning officers in pre-application discussions.</p> | For clarification and to reflect the changes to national policy. |
| AM24 | Core Policy 1 para 7.15 p69 | <p>Insert additional footnote regarding contributions in lieu to read:</p> <p><u>For developments of 6 – 10 units inclusive located in a Designated Rural Area</u></p>  | For clarification and to reflect                                 |

<sup>19</sup> Where a development has a maximum combined gross floorspace of more than 1000sqm (gross internal area) it will be expected to provide the target level of affordable housing even if the total number of units provided is 10 or less (5 units or less in Designated Rural Areas), unless robust viability evidence demonstrates otherwise.

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|      |                             | <u>the local planning authority will seek affordable housing contributions as commuted sum financial payments in accordance with the targets/thresholds in the policy below.</u>   | the changes to national policy.   |
| AM25 | Core Policy 1 para 7.16 p69 | Delete wording as follows :<br><br>{shared ownership}  | For clarification to reflect the amended definition of intermediate housing as added in the glossary. |
| AM26 | Core Policy 1 para 7.19 p69 | Amend the paragraph as follows:<br><br>For clarity, the affordable housing policy applies to sheltered, extra care and assisted living residential development in the same way as it does to general dwelling houses, where each residential unit has its own kitchen and bathroom facilities and therefore falls within the C3 Use Class. It also applies to conversions and subdivisions where there is a net residential gain of <del>3 or more</del> dwelling units <u>in accordance with the target and thresholds set out in the policy below.</u>                                     | For clarification and to reflect the changes to national policy.                                      |
| AM27 | Core Policy 1 para 7.21 p69 | Additional paragraph 7.21:<br><br><u>In November 2014 a Written Ministerial Statement set out changes in Government policy relating to planning obligations intended to support small-scale developers, custom and self-builders. This included disallowing local planning authorities from seeking affordable housing contributions for schemes of 10 dwelling units or less and of 5 units or less in Designated Rural Areas where the combined gross internal floor space of the units does not exceed 1,000sqm. This position is reflected in Core Policy 1. Designated Rural Areas,</u> | For clarification and to reflect the changes to national policy.                                      |

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|      |   | <u>as defined by the Written Ministerial Statement, include national parks and therefore includes all areas of the district within the South Downs National Park, including the town of Lewes. The district currently contains no other designated rural areas for the purposes of this policy.</u>   |  |
| AM28 | Core Policy 2<br>p73                    | <p>Criterion 1 – delete part second sentence to read:</p> <p><b>1. Provide a range of dwelling types and sizes to meet the identified local need, based on the best available evidence. This need will generally include accommodation appropriate for the ageing population, and 1 and 2 bedroom homes for single person households and couples with no dependents. Account will also need to be given to the existing character and housing mix of the vicinity and, where appropriate, the setting of the National Park and its Purposes and Duty.</b></p>   | This is better located in criterion 2.   |
| AM29 | Core Policy 2<br>supporting text<br>p72 | <p>Insert additional sentences to paragraph 7.22 and additional paragraphs 7.23 and 7.24 to read:</p> <p>7.22 There has been a general trend over recent years towards the provision of flats/maisonettes, but there was still also a strong growth in the provision of semi detached and detached dwellings in the district. The Local Housing Needs Assessment has identified that the main growth in demand to 2030 will be for dwellings for older people and small homes for single person households and couples with no dependents. However, there will also be a need for family homes, particularly due to the level of under-occupation of larger family homes in the district, creating pressures of demand (and therefore on affordability) for homes of this type. Dwellings suitable for older people are likely to include a combination of smaller units to allow people to downsize in the area in which they want to live; flexible and adaptable ‘Lifetime Homes’; and specialist accommodation such as nursing homes and extra care homes. <u>LDC and SDNPA are currently working</u></p> | <p>This supersedes MOD39.</p> <p>To explain the amendment to Criterion 2 with regard to Lifetime Homes requirements.</p> <p>To explain when C2 units will be counted against the</p> |

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|  |  | <p><u>in partnership with East Sussex County Council (ESCC) and all other East Sussex local planning authorities in preparing and updating guidance on housing for older people. This work will include assessing in detail the specific future accommodation needs of older people within the district. The findings of this work will then feed into identifying sites and local requirements through the Site Allocations and Development Policies DPD, SDNPA Local Plan or Neighbourhood Plans where relevant.</u></p> <p><u>7.23 In order to provide clarity for prospective developers the minimum requirement for new homes of 10% of homes to meet the Lifetime Homes Standard has been set out in the policy. This requirement has been assessed for viability to ensure deliverability. Lifetime Homes Standard requires a range of features that make housing more functional and adaptable for everyone including families, disabled people and older people. The Standard is based on sixteen design criteria which cover both internal and external features of individual dwellings and also internal and external communal areas of blocks of dwellings.</u></p> <p><u>7.243 With an ageing population it is particularly important to accommodate the needs of the elderly with suitably designed accommodation within an environment that provides an appropriate level of care. Traditionally older persons housing has been aimed at a particular stage in an older person's life, e.g. care homes and sheltered housing, but new models of provision (e.g. continuing care retirement communities) can support older peoples' housing needs through a range of stages of later life. Paragraph: 3-037 of the PPG says: "Local planning authorities should count housing provided for older people, including residential institutions in Use Class C2, against their housing requirement. The approach taken, which may include site allocations, should be clearly set out in the Local Plan." In monitoring the provision of housing development to meet</u></p> | <p>housing requirement.</p> <p>To reflect the additional work that the District Council and SDNPA are doing with ESCC regarding assessing Older People's housing needs.</p> |
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|      |  | <p><u>the requirements of SP2, LDC and the SDNPA will include against the housing target individual units of C2 accommodation where they provide self-contained homes with private kitchen and bathroom facilities, living area and own front door (including where the front door is accessed from a communal and/or internal hall or corridor).</u></p>   |  |
| AM30 | Core Policy 2<br>p73   | <p>Amend Criterion 3 to read:</p> <p><b>3. <del>Achieve residential densities</del><u>Reflect the site context including the character of the surrounding area, site accessibility, and the size and type of dwellings needed in the locality, to achieve densities in the region of 47 to 57 dwellings per hectare for the towns and 20 to 30 dwellings per hectare for the villages.</u><del>Exceptions will be made where individual sites merit lower or Hhigher or lower densities may be justified by the specific character and context of a site.</del><u>when taking into consideration the site context including the character of the surrounding area, site accessibility, and the size/type of dwellings needed in the locality.</u> Densities to be achieved on <u>strategic sites are indicated in the capacity and development principles of each strategic allocation in this Core Strategy. Densities to be achieved on non-strategic allocated sites will be similarly identified in the development principles that accompany each</u><del>the</del> site allocation in the relevant <u>subsequent</u> DPD.</b></p> | For clarification of the expectations of development proposals for site density. |
| AM31 | Core Delivery Policies<br>paragraph 7.30<br><br><u>Expanded from MOD40</u> | <p>Amend text to read:</p> <p>The 2014 GTAA sets out the recommended level of permanent pitch provision for each of the local planning authorities within East Sussex, including the area of the SDNP that falls within the County. <u>The GTAA sets out an overall figure of 13 net additional permanent pitches to be delivered within Lewes district.</u> The figure for Lewes District has been disaggregated <u>in the GTAA</u> between those areas that fall within and outside the SDNP, <u>8 and 5 net additional permanent</u></p>   | To include updated figures from the December 2014 GTAA.                          |

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|      |  | <p><u>pitches respectively, in order that each local planning authority is able to plan for their authority area. These disaggregated figures are reflected in Policy CP3. The local planning authorities will consider how best to meet the identified additional permanent pitch needs of the district. This may mean making allocations within the area outside the National Park to serve some or all of the disaggregated needs of the National Park area of the district. Conversely, it may mean making allocations within the National Park area to serve the disaggregated needs of the part of the district outside the national park. These allocations will be provided in subsequent DPDs.</u></p> |  |
| AM32 | <p>Core Delivery Policies paragraph 7.31</p> <p>In addition to MOD40</p> | <p>Insert an additional paragraph to read:</p> <p>Provision of 8 net additional transit pitches in East Sussex, including the area within the National Park, will be made over the Plan period having regard to the above criteria. This work will be progressed with the other East Sussex local planning authorities.</p>   | <p>To clarify the need identified in the 2014 GTAA for additional transit pitches for the whole county. Further work will be undertaken to identify where in the county these should be located.</p> |
| AM33 | <p>Core Delivery Policies paragraph 7.44 p79</p>                         | <p>Add to paragraph 7.44 to read:</p> <p>Where an application is made to change the use of an employment site to another use it will need to be supported by appropriate and robust evidence to demonstrate the economic viability or environmental amenity case proposed for</p>   | <p>To provide clarification on what would be required to demonstrate</p>   |



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|      |   | not retaining the site for employment use. A demonstrated lack of developer <u>or tenant/occupier</u> interest would include, as a minimum, evidence of at least 12 months of active and continuous marketing, including advertising, for employment use at an appropriate market level and evidence of no unreasonable barriers to potential employment <u>tenants/occupants</u> . Details of the numbers and types of interested parties and reasons for not pursuing their interest in the site for employment use will be expected.   | CP4 criteria 2 i. and ii. for an application to change the use of an existing employment site to a non-employment use. |
| AM34 | Core Policy 6 p87 Lewes District Retail Hierarchy table | Delete 'Newhaven' from the <u>Local Centre</u> box.<br><br>Insert 'Newhaven town centre (within the ring-road)' to the <u>District Retail Centre</u> box.   | To reflect Newhaven town centre's position in the hierarchy as agreed at the Hearing session.                          |
| AM35 | Core Policy 6 p88 paragraph 7.61                        | Amend paragraph to read:<br><br>In Newhaven town centre (the area within the ring road) there has been a marked decline in the range of retail and retail services available and the area has struggled further through the recent adverse economic conditions. <del>Consequently the retail function of the area has reduced and is classified as a Local Centre in the retail hierarchy.</del> However, it is envisaged that with the wider regeneration of the town, including a revitalised and more accessible town centre, <u>the vibrancy and vitality of the town centre will increase, befitting of its classification as a District Retail Centre</u> <del>the position of Newhaven town centre will be upgraded to District Retail Centre in time.</del> In addition, Newhaven occupies an important geographic location between Seaford and Peacehaven whereby it offers the ideal strategic position to service the surplus retail needs | Consequent to AM34   |

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|      |  | of Seaford and Peacehaven that cannot be met within those towns, as well as its own needs.  |  |
| AM36 | Section 7 (Core Delivery Policies)<br><br>Core Policy 9<br>p.97  | Amend Key Strategic Objectives Inset Box by deleting the words ‘, including through the implementation of the highest feasible standards of sustainable construction techniques in new developments,’ and inserting the words ‘and is proactive regarding climate change initiatives’ to read:<br><br><b>To ensure that the district reduces locally contributing causes of climate change and is proactive regarding climate change initiatives</b>  | To reflect the Hearing discussions and the Housing Standards Review. |
| AM37 | Section 7 (Core Delivery Policies)<br><br>Paragraph 7.84<br>p.97 | In general, air quality in the district is good. However, there are concerns with regard to nitrogen dioxide emissions in certain areas. In 2005 an Air Quality Management Area (AQMA) was declared in Lewes town centre for nitrogen dioxide, mainly due to emissions from traffic. <u>In 2014 an AQMA was declared in Newhaven town centre, also as a result of nitrogen dioxide emissions from transport.</u> Declaration of an AQMA is necessary under Part 4 of the Environment Act 1995, when certain statutory air quality thresholds are breached. <del>There are similar concerns in the South Way area of Newhaven, which has not yet been declared an AQMA but where nitrogen dioxide has been recorded at levels approaching the maximum acceptable limits.</del> | To reflect the declaration of the Newhaven AQMA.                     |
| AM38 | Section 7 (Core Delivery Policies)<br><br>Paragraph 7.86<br>p.97 | Update paragraph to read:<br><br>Air quality is closely controlled by European Directives that set out statutory health-based objectives for key air pollutants that Member States are expected to achieve by certain dates. These targets have been transposed into minimum national standards for certain air pollutants, which are set out in the Air Quality Standards Regulations 2010. For nitrogen dioxide there are two targets:<br>• Level not to exceed 200µg.m-3 more than 18 times a year (1 hour mean) - something which is not currently an issue in Lewes District.  | To reflect the declaration of the Newhaven AQMA.                     |

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|      |   | <ul style="list-style-type: none"> <li>• The annual mean should not exceed 40µg.m-3 – currently exceeded in Lewes and Newhaven, causing the AQMA to be declared town centre, causing the AQMA to be declared.</li> </ul>  |  |
| AM39 | <p>Section 7 (Core Delivery Policies)</p> <p>Paragraph 7.87<br/>p.97</p>  | <p>Update paragraph to read:</p> <p>An Air Quality Action Plan (AQAP) has been produced for the Lewes town centre AQMA, including a number of measures that aim to improve air quality. It is expected that development will aid in the delivery of the AQAP by either providing measures set out in the AQAP or by funding their delivery, thereby mitigating the development’s potential negative impacts. <u>An AQAP will be produced for Newhaven in 2016.</u></p>  | To reflect the declaration of the Newhaven AQMA. |
| AM40 | <p>Section 7 (Core Delivery Policies)</p> <p>Paragraph 7.99<br/>p.101</p> | <p>Amend first sentence of para 7.99 to read:</p> <p>As such, additional residential development within the 7km zone will be required to mitigate their potential harm by aiding in the delivery of Suitable Alternative Natural Greenspaces (SANGs) and <u>the Ashdown Forest Strategic Access Management and Monitoring Strategy (SAMMS)</u> <del>other measures as listed in Core Policy 10</del>. The District Council and National Park Authority, working in partnership with neighbouring authorities, will develop guidance that details the costs that will be sought from such development towards mitigation measures.</p> | To clarify what is meant by ‘other measures’.    |
| AM41 | <p>Section 7 (Core Delivery Policies)</p> <p>Core Policy 10<br/>p.102</p> | <p>Amend criterion 1.i. to read:</p> <p><b>i. <u>Maintaining and where possible enhancing</u> Seeking to conserve and enhance the natural, locally distinctive and heritage landscape qualities and characteristics of the district including hedgerows, ancient woodland and shaws, as informed by the East Sussex County Landscape Assessment and the Lewes District Landscape Capacity Study;</b></p>  | To reflect discussions at the Hearings.          |

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| AM42 | Section 7 (Core Delivery Policies)<br><br>Core Policy 10<br>p.102  | Amend criterion 1.ii. to read:<br><br><b>ii Ensuring that new development will not harm <u>nature</u> conservation interests unless the benefits of development <u>at that location</u> clearly outweigh the harm caused. In such cases appropriate mitigation and compensation will be required.</b>   | For clarity and to reflect discussions with Natural England.<br><br>Note – this supersedes MOD43 |
| AM43 | Section 7 (Core Delivery Policies)<br><br>Core Policy 10<br>p.102  | Amend criterion 1.iii. to read:<br><br><b>iii. Maintaining and where possible enhancing <del>Seeking the conservation, enhancement and net gain in</del> local biodiversity resources including through maintaining and improving wildlife corridors, ecological networks and avoiding habitat fragmentation in both rural and urban areas;</b>   | To reflect discussions at the Hearings.  |
| AM44 | Section 7 (Core Delivery Policies)<br><br>Core Policy 11<br>p.103  | Amend Key Strategic Objectives Inset Box by deleting the words ‘, including through the implementation of the highest feasible construction techniques in new developments,’ and inserting the words ‘and is proactive regarding climate change initiatives’ to read:<br><br><b>To ensure that the district reduces locally contributing causes of climate change and is proactive regarding climate change initiatives</b>       | To reflect the Hearing discussions and the Housing Standards Review                              |
| AM45 | Section 7 (Core Delivery Policies)<br><br>Paragraph 7.110<br>p.106 | Amend paragraph to read:<br><br>Fluvial flooding from the River Ouse and inundation from the sea are the primary flood risks in the district. However, there are also other more limited flood risks that nonetheless can have a significant impact on homes and businesses, such as surface water flooding <u>and groundwater flooding</u> , with some areas more susceptible than others. Many of these areas <u>of surface</u> | To reflect discussion at the Hearings to include reference to groundwater flooding,              |

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|      |  | <p>water flood risk have been identified in the <u>East Sussex Preliminary Flood Risk Assessment</u>. This has been prepared by East Sussex County Council, <u>which is</u> <del>, which has an emerging role as the Lead Local Flood Authority</del>. As part of this role, <u>the ESCC is responsible for</u> <del>will take on</del> the management of surface water flooding risk and <u>is a statutory consultee on surface water drainage matters for major development proposals. Sustainable Drainage Systems (SuDS)</u>. <u>All development proposals will be required to demonstrate how they will manage surface water drainage in line with the hierarchy of drainage options set out in the national Planning Practice Guidance and the non-statutory Technical Standards<sup>20</sup></u>. <u>Proposed drainage systems will be required to be supported with a maintenance schedule, including the identification of the body responsible for maintenance and demonstrating the ongoing funding and maintenance of drainage systems</u>. The local planning authority will use <u>planning conditions or planning obligations, as appropriate, to secure the ongoing maintenance and operation of approved drainage systems</u>.</p> | <p>which also occurs in the district.<br/>To update ESCC's role and requirements as Lead Local Flood Authority.</p> |
| AM46 | <p>Section 7 (Core Delivery Policies)</p> <p>Core Policy 12, p.108</p> | <p>In criterion 5 delete 'liaise with' and replace with 'consult' to read:</p> <p><b>5. Seeking the appropriate management of surface water run-off and ensuring there is no increase in surface water run-off from new developments. This will include requiring new development to incorporate Sustainable Drainage Systems (SuDS), unless it is demonstrated that SuDS are not technically appropriate. The local planning authority will <u>consult</u> <del>liaise with</del> East Sussex County Council, the lead local flood authority, on the whole life management and maintenance of SuDS.</b></p>  | <p><u>To update ESCC's role as lead local flood authority as a statutory consultee for major development.</u></p>   |
| AM47 | <p>Section 7 (Core Delivery Policies)</p>                              | <p>Amend Key Strategic Objectives Inset Box by deleting the words ' , including through the implementation of the highest feasible construction techniques in new developments,' and inserting the words 'and is proactive regarding climate</p>  | <p>To reflect the Hearing discussions</p>   |

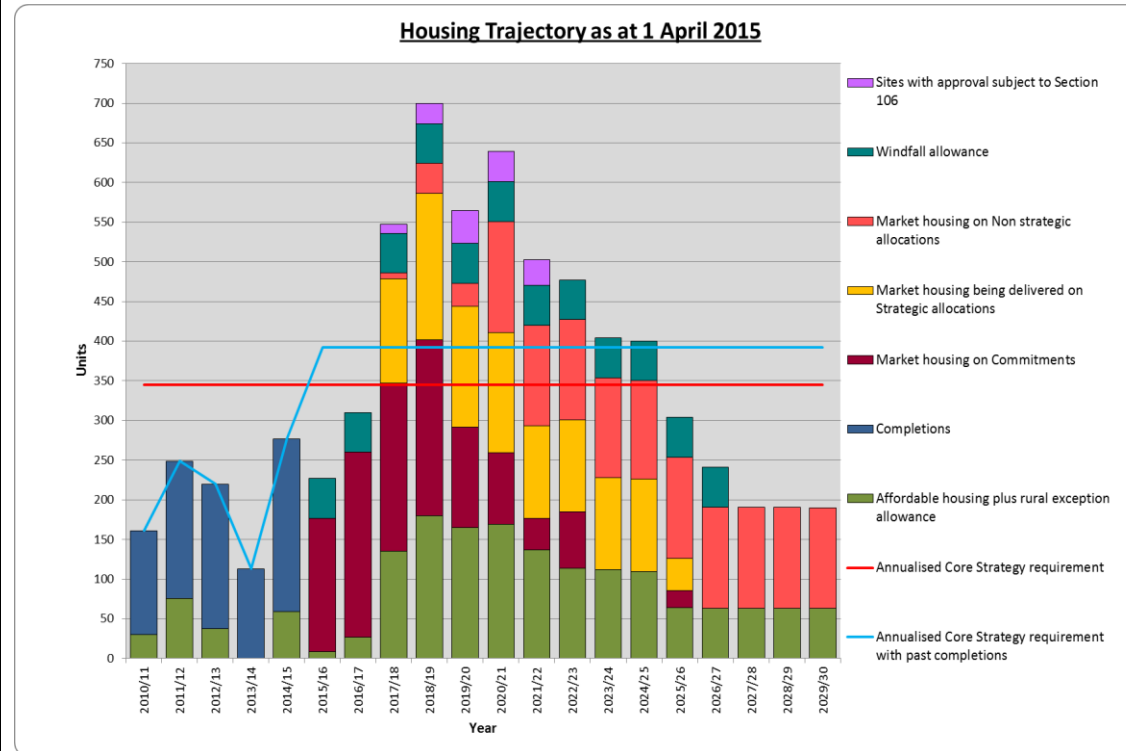
<sup>20</sup> Sustainable Drainage Systems non-statutory technical standards for sustainable drainage systems March 2015 DEFRA  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/415773/sustainable-drainage-technical-standards.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/415773/sustainable-drainage-technical-standards.pdf)

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|      | Core Policy 13,<br>p.109   | change initiatives' to read:<br><br><b>To ensure that the district reduces locally contributing causes of climate change and is proactive regarding climate change initiatives</b>  | and the Housing Standards Review.  |
| AM48 | Section 7 (Core Delivery Policies)<br><br>Core Policy 14,<br>p.111     | Amend Key Strategic Objectives Inset Box by deleting the words ', including through the implementation of the highest feasible construction techniques in new developments,' and inserting the words 'and is proactive regarding climate change initiatives' to read:<br><br><b>To ensure that the district reduces locally contributing causes of climate change and is proactive regarding climate change initiatives</b> | To reflect the Hearing discussions and the Housing Standards Review.   |
| AM49 | Section 7 (Core Delivery Policies)<br><br>Paragraph 7.123<br>p.112     | Amend paragraph to read:<br><br>A Renewable Energy & Low Carbon Development Study has been prepared as part of the evidence for the Core Strategy. Part of the output from this study is an Energy Opportunities Map, which identifies the renewable and low carbon technologies that are most viable in different parts of the plan area. The map is <del>shown below</del> <u>included in Appendix 6</u> .                | To reflect discussions at the Hearings that the map should be enlarged and improved for better legibility and relocated to the Appendices. |
| AM50 | Section 7 (Core Delivery Policies)<br><br>Paragraph 7.124<br>p.112-113 | Delete the Energy Opportunities Map.  | Consequent to AM49   |
| AM51 | Section 7 (Core Delivery Policies)                                     | Update the paragraph to read:   | To update to reflect the   |

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|      | Paragraph 7.128<br>p114 | The <u>Housing Standards Review and the new technical standards for housing Code for Sustainable Homes</u> only applies to residential development and there will also be new non-residential development coming forward in the district. Therefore, the core policy sets building sustainability standards for non-residential development, as supported by the Renewable Energy & Low Carbon Development Study.  | Housing Standards Review                                       |
| AM52 | Appendix 1              | Insert definition of Intermediate housing in the glossary:<br><br><u>Intermediate housing - homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition in the National Planning Policy Framework. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.</u> | For clarity.   |
| AM53 | Appendix 1              | Delete the 'Code for Sustainable Homes' definition from the glossary.  | To reflect the updated position.                               |
| AM54 | Appendix 2,<br>p.126    | Amend the Peacehaven section of the table by inserting <b>PT16</b> in the column titled ' <i>Saved</i> ' 2003 Local Plan policies that the Core Policy replaces and deleting <b>PT16</b> from the column titled ' <i>Saved</i> ' 2003 Local Plan policies to retain.   | Consequent to MM14   |
| AM55 | Appendix 3              | Delete the existing table from p127 through to 136 and insert the replacement modified monitoring and delivery framework table as shown below from p26 to 35 of this schedule.   | To reflect the modifications as necessary for plan monitoring. |
| AM56 | Appendix 4,<br>p.137    | Amend the second sentence in the text by deleting the numeral <b>5,600</b> and inserting numeral <b>6,900</b> in its place.  | Consequent to MM01   |
| AM57 | Appendix 4,<br>p.137    | Update the text to reflect the modified housing number and to reflect the position as at 1 April 2015 and the 2014 SHLAA.  | Consequent to MM02   |

Delete the 1 April 2013 housing trajectory graph.

Insert updated Housing Trajectory as at 1 April 2015 graph below:



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| AM58 | Additional Appendix 6      | Insert new 'Appendix 6 – Energy Opportunities Map' with enlarged and more legible map as deleted from paragraph 7.124 (modified map as shown on p36 below) | Consequent to AM50 |
| AM59 | Proposals Map 1 - Lewes    | Amend Proposals Map 1 to insert the strategic housing allocation at Old Malling Farm, Lewes.   | Consequent to MM05 |
| AM60 | Proposals Map 2 – Newhaven | Amend Proposals Map 2 to reflect the strategic housing allocation at Harbour Heights, Newhaven.  | Consequent to MM13 |



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| AM61 | Proposals Map 3<br>-Peacehaven | Amend Proposals Map 3 to insert the strategic housing allocation at Lower<br>Hodderm Farm, Peacehaven.<br><br>Delete 2003 Local Plan allocation PT16. | Consequent<br>to MM14 |
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**AM55 Modified Joint Core Strategy Appendix 3 – Monitoring and Delivery Framework**

| <b>Spatial Policies 1 – 86 (all policies collectively monitored)</b>  |   |  |
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| <b>Collectively, the Spatial Policies are expected to make a contribution towards all of the strategic objectives</b> (Note: targets identified for subsequent core policy areas will also be used to monitor the effectiveness of the spatial strategy). |   |  |
| <b>Target</b>   | <b>Indicators</b>   | <b>Current Position</b>  |
| To deliver a minimum of <del>5,600</del> <u>6,900</u> net additional dwellings between 2010 and 2030 ( <del>280-345</del> per annum) and maintain a sufficient housing land supply.   | <p>Cumulative number of dwelling completions (net)</p> <p>Total number of housing completions for previous monitoring year (net)</p> <p>Housing land supply – position</p> <p><u>Number of dwellings permitted on unidentified windfall sites per annum.</u></p> <p><u>Number of dwellings permitted on rural exception sites</u></p> <p>A review of the Spatial Policies 1 <del>and 2</del> <u>and 8</u> will be triggered in April 2022 if <u>the required</u> transport mitigation measures to accommodate <del>the</del> additional 440 homes at Peacehaven/Telscombe have not been identified to solve capacity constraints on the A259 to the satisfaction and agreement of the local highway authority</p> | <p><b>As at April 2013:</b> 626 net completions ( 209 p/a average for plan period)</p> <p><b>2012/13: 218</b></p> <p><b>As at <del>January</del><u>April 2015</u>:</b> <del>87</del><u>106.46</u>% of a 5 year housing land supply requirement (+5%) <u>when calculated against the Core Strategy housing requirement</u></p> <p><b><u>Not monitored yet – to be monitored</u></b></p> <p><b>Not monitored yet – to be monitored</b></p> |
| To explore opportunities for increasing housing delivery so that the projected level of housing need is more closely met.   | A review of Spatial Policies 1 and 2 will be undertaken in the event that the current cross-authority work examining housing potential within the Sussex Coast Housing Market Area and adjoining areas identifies sub-regional housing delivery options that could be delivered within or partially within the Lewes District plan area. The timetable for this work is   | <b>N/A</b>   |

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|  | currently not <del>currently</del> available ( <del>but is expected by the time the JCS is submitted for examination</del> ).           |   |
| To deliver 74,000 sq metres of employment floorspace (gross) between 2012 and 2031 | Amount of floorspace developed for employment land (gross)<br><br>Cumulative amount of floorspace developed for employment land (gross) | 2012/13: 1,597m <sup>2</sup><br><br>Not monitored yet – to be monitored |

| <b>Core Policy 1: Affordable Housing</b>   |  |  |
|--|--|--|
| <b>Core Policy 1 will aim to meet the following the Objectives</b>   |  |  |
| <b>• Objective 2</b>   |  |  |
| <b>Target</b>  | <b>Indicators</b>  | <b>Current Position</b>  |
| District wide target of 40% Affordable Housing provision (on developments <del>exceeding</del> <u>10 of 11 dwellings or more</u> ) | Gross number of affordable housing completions per annum   | 2012/13: 38  |
|  | Percentage of affordable dwellings completed   | 2012/13: 45.78%  |
|  | Percentage of applications of <del>10</del> <u>11</u> units or more meeting 40% affordable housing target  | <b>2012/13: 50% (this figure reflects 10 dwellings or more – subsequent monitoring will reflect the policy requirement of 11 or more)</b>  |
|  | <u>Average house price by type</u>   | <b>2014 Q2:</b><br><b>All – £299,435</b><br><b>Detached - £389,632</b><br><b>Semi-detached - £276,114</b><br><b>Terraced - £251, 436</b><br><b>Flat/maisonette - £198,584</b>  |
|  | <u>Average construction cost by development type (construction cost £/m<sup>2</sup>)</u>   | <b>Not yet monitored on a regular basis – to be monitored on an annual basis using the most cost-effective source available. Current position is available:</b><br><br><b><u>4<sup>th</sup> Q 2013 - Residential, 2-5 bed, code 4 - £1,021</u></b> |
|  | A review of Core Policy 1 will be considered in the event of a greater than 10% drop in house prices and/or a significant increase in build costs. In such an event, any decision with reasoning as to whether or not to review the policy will be published by the District Council and National Park |  |

|  |  |                    |
|--|--|--------------------|
|  | <u>Authority.</u>  |                    |
| To reduce the number of households on the Council Housing Register | Number of households currently on the Council Housing Register | <b>2013:</b> 2,543 |

| <b>Core Policy 2 – Housing Type, Mix and Density</b>  |   |  |
|---|---|--|
| <b>Core Policy 2 will aim to meet the following the Objectives</b>  |   |  |
| • <b>Objective 1</b>  |   |  |
| <b>Target</b>   | <b>Indicators</b>   | <b>Current Position</b>  |
| Provide a range of dwelling types and sizes to meet the identified local need   | Household spaces and <u>accommodation type as a percentage %</u><br><br>Number of C2 dwellings permitted and completed  | <b>2011:</b><br>- Whole house/bungalow (detached) – 35.1%<br>- (semi-detached) – 26.5%<br>- (terraced) – 19.1%<br>- Flat, maisonette or apartment (flats/tenement) – 14.3%<br>- (part of a converted/shared house) – 3.3%<br>- (in commercial building) – 1.3%<br>- (caravan or mobile/temporary structure) – 0.5%<br><br><b>Not monitored yet – to be monitored</b> |
| Provide flexible and adaptable accommodation and <u>encourage require Lifetime Homes standards on a minimum of 10% of homes in new build residential developments of 11 units or more homes</u> | Percentage of affordable dwellings built to Lifetime Homes Standards  | <b>Not monitored yet – to be monitored</b>   |
| Achieve residential densities in the region of 47 – 57 dwellings per hectare for towns and 20 – 30 dwellings per hectare for villages   | Average density of new house building, dwellings per hectare (dph)<br><br>Average density of residential developments over 6 units for i) towns and ii) villages (planning applications received not completions)<br><br>Percentage of new dwellings completed at: less than 30dph; between 30 and 50dph; and above 50dph | <b>2012/13:</b> 69 dph<br><br><b>2012/13:</b><br>Average for towns: 77<br><br>Average for villages: 28<br><br><b>2012/13:</b> Less than 30 dph – 38%; Dwellings between 30 and 50 dph –31%; Dwellings above 50 dph – 31%   |

|  |
|--|
| <b>Core Policy 3 – Gypsy &amp; Traveller Accommodation</b>         |
| <b>Core Policy 3 will aim to meet the following the Objectives</b> |

| <ul style="list-style-type: none"> <li>Objective 1</li> <li>Objective 6</li> </ul>  |  |   |
|---|--|---|
| Target  | Indicators   | Current Position  |
| To provide a net total of 135 Gypsy & Traveller pitches between 2006 and 2019/2014 and 2030* to meet the identified need as identified in the GTAA Update<br>*pitch requirements for the plan period to be updated once the current Gypsy, Traveller and Travelling Showpeople requirements update results are known. | Pitches granted <u>planning permission since 2006/2014 in the area of Lewes District outside of the SDNP</u>   | <b><u>Not monitored yet – to be monitored</u></b><br><b>As at 2013:</b> 4 Pitches |
|   | Pitches granted planning permission since 2014 in the area of Lewes District within the SDNP<br><br>Number of pitches allocated in the Site Allocations and Development Policies DPD | <b><u>Not monitored yet – to be monitored</u></b>                                 |
| To meet the long term need identified in the updated GTAA   | <b>Identified need not available yet</b>   | <b>Not monitored yet – to be monitored</b>  |

| <b>Core Policy 4 – Encouraging Economic Development and Regeneration</b>   |   |   |
|--|---|---|
| <b>Core Policy 4 will aim to meet the following Objectives</b>   |   |   |
| <ul style="list-style-type: none"> <li>Objective 2</li> <li>Objective 10</li> </ul>  |   |   |
| Target   | Indicators  | Current Position  |
| Identify sufficient sites to meet current and future needs (including office space)  | Net amount of floorspace developed for employment land  | <b>2012/13:</b> -225m <sup>2</sup>  |
| No loss of employment land unless there are <u>demonstrable economic viability</u> or environmental <u>amenity</u> reasons for not doing so (see policy wording) | Net and gross employment land supply (hectares that have planning permission)<br><br>Loss of employment land in local authority area. | <b>2012/13:</b><br>Net 1.63<br>Gross 2.79<br><br><b>2012/13:</b> Net loss of 225 m <sup>2</sup> |
| Encourage sustainable tourism and promote growth in this sector  | Number of jobs in the tourism sector<br><br>Contribution to the District's economy made by visitors – turnover of local businesses    | <b>2012:</b> 3,399<br><br><b>2012:</b> £177,223,000   |
| To bring about improvements to the condition of existing and future employment premises and to encourage sustainable working practices                           | Number of business enterprises by age of business: Less than 2 years old<br><br>Number of Local                                       | <b>2013:</b> 500<br><br>None  |

|  |   |                       |
|--|---|-----------------------|
|  | Development Orders  | <b>2011:</b> 14.3%    |
|  | Percentage of residents working at or from home                         | <b>2001:</b> 31.7%    |
|  | Percentage of all people in employment travelling less than 5km to work |                       |
| Support opportunities for the up-skilling of the Districts labour supply | Percentage of adults with degree level (or equivalent) qualifications   | <b>2011:</b> 37.3%    |
|  | Numbers of Adult learners   | <b>2008/09:</b> 2,638 |

#### Core Policy 5 – The Visitor Economy

##### Core Policy 5 will aim to meet the following Objectives

- Objective 2
- Objective 4
- Objective 5
- Objective 7
- Objective 10

| Target  | Indicators   | Current Position          |
|---|--|---------------------------|
| To promote the growth of the tourism sector: improving linkages; the quality and number of visitor attractions; accommodation | Contribution to the District's economy made by visitors – turnover of local businesses | <b>2012:</b> £171,223,000 |
|   | Number of day visitors to the district   | <b>2012:</b> 3,034,000    |
|   | Number of jobs in the tourism sector   | <b>2012:</b> 3,399        |

#### Core Policy 6: Retail and Sustainable Town and Local Centres

##### Core Policy 6 will aim to meet the following Objectives

- Objective 6
- Objective 10

| Target   | Indicators   | Current Position  |
|--|--|---|
| Ensuring town and local centres and essential services are accessible through sustainable transportation methods | Average minimum travel time (minutes) to the nearest service by public transport/walking | <b>2011:</b> Employment, 10; Food stores 9; FE College, 22; GP's, 11; Hospitals, 43; Primary Schools, 9; Secondary School, 14; Town Centre, 15. |
|  | Average minimum travel time (minutes) to the nearest service by cycling                  | <b>2011:</b> Employment, 7; Food stores 6; FE College, 20; GP's, 6; Hospitals, 33; Primary Schools, 5; Secondary School, 8; Town Centre, 13.    |
|  | Access to town centres (percentage of households)  | <b>2011:</b> Public Transport/walking, 55.3%; Cycle, 63.3%; Car, 99.7%  |

|   |   |  |
|---|---|--|
|   | who have access to a town centre within 15 minutes via different transport modes)   |  |
| To promote the vitality and viability of the district and town centres, but where local shops and facilities are no longer viable, consider for alternative uses. | <p>Retail unit vacancy rate in town centres</p> <ul style="list-style-type: none"> <li>- Lewes town centre</li> <li>- Newhaven town centre</li> <li>- Peacehaven SCR</li> <li>- Peacehaven Meridian Centre</li> <li>- Seaford town centre</li> </ul> <p>Net amount of completed retail development (sq m)</p> | <p><b>2012</b></p> <ul style="list-style-type: none"> <li>- Lewes Town Centre (TC) – 5.2%</li> <li>- Newhaven TC – 21% (2009)</li> <li>- Peacehaven SCR – 10 %</li> <li>- Peacehaven Meridian Centre – 6.25%</li> <li>- Seaford TC – 7.2%</li> </ul> <p><b>2012/13: -819.56m<sup>2</sup></b></p> |

|  |  |  |
|--|--|--|
| <b>Core Policy 7: Infrastructure</b>   |  |  |
| <b>Core Policy 7 will aim to meet the following Objectives</b>                                       |  |  |
| <ul style="list-style-type: none"> <li>• <b>Objective 3</b></li> <li>• <b>Objective 7</b></li> </ul> |  |  |
| <b>Target</b>  | <b>Indicators</b>  | <b>Current Position</b>                    |
| To maintain and enhance the level of provision of community facilities/services                      | Net loss/gain (completions) of community services and facilities (d1 and D2) in the past year (sq m) | <b>2012/13 – 807.66 m<sup>2</sup></b>      |
| To ensure essential infrastructure is provided for by the Community Infrastructure Levy (CIL)        | List of infrastructure projects funded by CIL in the past year                                       | <b>Not monitored yet – to be monitored</b> |
|  | Amount of CIL funds received per annum   | <b>Not monitored yet – to be monitored</b> |
|  | Infrastructure improvements identified in Infrastructure Delivery Plan implemented                   | <b>Not monitored yet – to be monitored</b> |

|  |  |   |
|--|--|---|
| <b>Core Policy 8: Green Infrastructure</b>   |  |   |
| <b>Core Policy 8</b>   |  |   |
| <ul style="list-style-type: none"> <li>• <b>Objective 2</b></li> <li>• <b>Objective 3</b></li> <li>• <b>Objective 5</b></li> <li>• <b>Objective 7</b></li> </ul> |  |   |
| <b>Target</b>  | <b>Indicators</b>  |   |
| To protect and enhance the quality of open space within the district   | Number and extent of SNCIs and LNRs  | <b>2011:</b> SNCIs – 115, 1,235 hectares (4.2% of District)<br>4 LNRs – 354 hectares (1.2% of District)                                       |
|  | Condition of internationally and nationally important wildlife and geological sites (SSSIs and SACs) | <b>2013:</b> SSSIs – 16 (2,437 hectares of land): 99.4% of SSSI land favourable or unfavourable but recovering, 0.4% unfavourable and stable, |

|  |  |   |
|--|--|---|
|  |  | <p>0.2% unfavourable and declining.</p> <p><b>2013:</b> SACs – 2:<br/>         Castle Hill – 114.52 hectares (both in Lewes District and Brighton &amp; Hove). 100% of SAC land favourable.<br/>         Lewes Downs – 161.29 hectares. 97.12% of SAC land favourable or unfavourable but recovering. 2.88% of SAC land unfavourable but declining.</p> |
|--|--|---|

|   |   |  |
|---|---|--|
| <b>Core Policy 9: Air Quality</b>   |   |  |
| <b>Core Policy 9 will aim to meet the following Objectives</b>  |   |  |
| <ul style="list-style-type: none"> <li>• Objective 7</li> <li>• Objective 8</li> </ul>                                      |   |  |
| <b>Target</b>   | <b>Indicators</b>   | <b>Current Position</b>  |
| To reduce the total number of Air Quality Management Areas (AQMA's)   | Number of Air Quality Management Areas  | <b>2013:</b> 24 (Lewes Town Centre and Newhaven Town Centre)   |
| To ensure that annual mean Nitrogen Dioxide levels in any designated AQMA's do not rise year on year                        | Annual Mean Nitrogen Dioxide Levels   | <b>2013:</b> Lewes AQMA: 19 ug/m3  |
| To improve air quality through the promotion of suitably located new development/services and through sustainable transport | <p>Mode of travel to work</p> <p>Number of large development completions estimated to be within 30 minutes of public transport and walking/cycling journey time of services</p> <p>Average minimum travel time (minutes) to the nearest service by public transport</p> | <p><b>2001:</b> Private vehicle, 63%; Public Transport, 16%; Foot or Cycle, 13%; People who work at or mainly at home, 8%; Other, 0.6%.</p> <p><b>2012/13:</b> 100%</p> <p><b>2011:</b> Employment, 10; Food stores 9; FE College, 22; GP's, 11; Hospitals, 43; Primary Schools, 9; Secondary School, 17; Town Centre, 15.</p> |

|   |                   |                         |
|---|-------------------|-------------------------|
| <b>Core Policy 10: Natural Environment &amp; Landscape Character</b>  |                   |                         |
| <b>Core Policy 10 will aim to meet the following Objectives</b>   |                   |                         |
| <ul style="list-style-type: none"> <li>• Objective 2</li> <li>• Objective 4</li> <li>• Objective 5</li> </ul> |                   |                         |
| <b>Target</b>   | <b>Indicators</b> | <b>Current position</b> |



|   |  |  |
|---|--|--|
| <p>To ensure that international, national and local designations are conserved and enhanced to a high quality</p>                         | <p>Condition and size of internationally and nationally important wildlife and geological sites (SSSIs and SACs)</p> <p>Area of land designated as Site of Nature Conservation Interest (SNCI) - district</p> <p>Area of Land designated as Local Nature Reserve</p> | <p><b>2013:</b> SACs – 2:<br/>           Castle Hill – 114.52 hectares (both in Lewes District and Brighton &amp; Hove). 100% of SAC land favourable.<br/>           Lewes Downs – 161.29 hectares. 97.12% of SAC land favourable or unfavourable but recovering. 2.88% of SAC land unfavourable but declining.</p> <p><b>2013</b> - 99.4% of SSSI's considered favourable or unfavourable but recovering; 0.4% unfavourable and stable; 0.2% unfavourable and declining.</p> <p><b>2011</b> - 1235 (ha)</p> <p><b>2011</b> – 354 (ha)</p> |
| <p>To seek a net gain in biodiversity resources, therefore contributing to the targets set out in the Sussex Biodiversity Action Plan</p> | <p>Total number of SAC's, SSSI's, SNCI's and LNR's designations</p> <p>Total area (m<sup>2</sup>) of land designated as SAC's, SSSI's, SNCI's and LNR's</p>  | <p><b>2011</b> – 137 (2 SAC's; 16 SSSI's; 115 SNCI's; 4 LNR's)</p> <p><b>2011</b> – 4,301 (ha)</p>   |

| <b>Core Policy 11: Built &amp; Historic Environment and High Quality Design</b>  |   |   |
|--|---|---|
| <b>Core Policy 11 will aim to meet the following Objectives</b> <ul style="list-style-type: none"> <li>• Objective 4</li> <li>• Objective 8</li> </ul> |   |   |
| <b>Target</b>  | <b>Indicators</b>   | <b>Current Position</b>   |
| <p>To improve sustainable construction standards year on year <u>Adequately address the need to reduce resource and energy consumption</u></p>         | <p><del>Cumulative number of Code for Sustainable Homes certificates issued</del></p> <p>A new indicator has not been established at this point but the district council, and SDNP, will look to introduce an effective way of monitoring this target at the earliest opportunity</p> | <p><b>2012</b> – 44 (total to date; 2007-2012) <b><u>Not monitored yet – to be monitored by LDC</u></b></p> |
| <p>The safeguarding of historic assets</p>   | <p>Number of Listed Buildings part-demolished/ demolished</p>   | <p><b>Not monitored yet – to be monitored by LDC</b></p>  |

| <b>Core Policy 12: Flood Risk, Coastal Erosion, Sustainable Drainage and Slope Stability</b>      |  |  |
|---|--|--|
| <b>Core Policy 12 will aim to meet the following Objectives</b>                                   |  |  |
| <ul style="list-style-type: none"> <li><b>Objective 9</b></li> </ul>                              |  |  |
| <b>Target</b>   | <b>Indicators</b>  | <b>Current Position</b>                    |
| To steer development away from areas of flood risk and coastal erosion                            | Number of planning applications granted contrary to the advice on the Environment Agency flood defence grounds (fluvial & tidal) | <b>2012 - 0</b>                            |
| To incorporate Sustainable Urban Drainage Systems (SuUD's) into new development where appropriate | Percentage of appropriate developments incorporating sustainable urban drainage systems  | <b>Not monitored yet – to be monitored</b> |

| <b>Core Policy 13: Sustainable Travel</b>  |  |  |
|--|--|--|
| <b>Core Policy 13 will aim to meet the following objectives:</b>   |  |  |
| <ul style="list-style-type: none"> <li><b>Objective 3</b></li> <li><b>Objective 6</b></li> <li><b>Objective 7</b></li> <li><b>Objective 8</b></li> </ul> |  |  |
| <b>Target</b>  | <b>Indicators</b>  | <b>Current Position</b>  |
| To ensure that new development is located in sustainable locations with good access to services  | Average minimum travel time (minutes) to the nearest service by public transport/walking   | <b>2011:</b> Employment, 10; Food stores 10; FE College, 22; GP's, 11; Hospitals, 43; Primary Schools, 9; Secondary School, 14; Town Centre, 15. |
|  | Average minimum travel time (minutes) to the nearest service by bicycle  | <b>2011:</b> Employment, 7; Food stores 6; FE College, 20; GP's, 6; Hospitals, 33; Primary Schools, 5; Secondary School, 8; Town Centre, 13.     |
|  | Amount of large residential development within 30 minutes public transport time of a GP, hospital, primary and secondary schools, areas of employment and a major health centre(s) | <b>2012/13:</b> 100%   |
| Improvements to facilities allowing the uptake of sustainable travel (walking/cycling/public transport)  | Percentage who travel to work by public transport  | <b>2011:</b> 15.4%   |
|  | Net increase/decrease in rights of way   | <b>2012 – 352 miles</b>  |
| Year on year increase in the number of people travelling to work by sustainable  | Number of people travelling to work by public transport  | <b>2011:</b> 6,974   |

|                    |  |  |
|--------------------|--|--|
| modes of transport |  |  |
|--------------------|--|--|

| <b>Core Policy 14 – Renewable and Low Carbon Energy and Sustainable Use of Resources</b>  |  |  |
|---|--|--|
| <b>Core Policy 14 will aim to meet the following Objectives</b>   |  |  |
| <ul style="list-style-type: none"> <li>• <b>Objective 1</b></li> <li>• <b>Objective 6</b></li> <li>• <b>Objective 8</b></li> </ul>  |  |  |
| <b>Target</b>   | <b>Indicators</b>  | <b>Current Position</b>  |
| To support low carbon and renewable energy installations  | <p>Number of planning applications received and granted consent relating to renewable energy installations</p> <p>Carbon Dioxide emissions per capita per sector: Total emissions (kt)</p>   | <p><b>2012/13:</b> 10 (plus 1 solar related application withdrawn)</p> <p><b>2011:</b> 488</p> |
| All new dwellings to achieve Code for Sustainable Homes Level 4 in relation to water consumption. <u>Require all new dwellings to achieve water consumption of no more than 110 litres per day per person</u> | <p><u>Percentage of new dwellings which meet Code Level 4 in relation to water consumption</u></p> <p><u>Percentage of new dwellings meeting the required water consumption standard</u></p> | <b>Not monitored yet – to be monitored</b>   |
| All new non-residential developments over 1,000 square metres will be expected to achieve the BREEAM 'very good' rating standard.   | Percentage of new non-residential developments over 1,000 square metres which achieve a BREEAM design certificate rating of 'very good'  | <b>Not monitored yet – to be monitored</b>   |

**AM58 Modified Energy Opportunities Map to be inserted as and A3 fold-out page in additional Joint Core Strategy Appendix 6.**



## APPENDIX 3

### Equality Analysis Report

|                                |  |
|--------------------------------|--|
| <b>Title:</b>                  | <b>Lewes District Local Plan – Part 1 (Joint Core Strategy) Publication of Main Modifications for consultation</b> |
| <b>EA Lead :</b>               | <b>Edward Sheath</b>   |
| <b>EA Team:</b>                | <b>Edward Sheath &amp; Catherine Jack</b>  |
| <b>Date Commenced:</b>         | <b>April 2015</b>  |
| <b>Target Completion Date:</b> | <b>Decision to be taken by Cabinet on the 6<sup>th</sup> July and full Council on the 16<sup>th</sup> July</b>     |
| <b>Reason for assessment:</b>  | <b>Cabinet and Council Key Decision</b>  |

### Context and Scope

1. What are the main purposes and aims of the service/project/decision?

To seek Council approval to publish modifications to the Joint Core Strategy for public consultation.

2. What effect does it have on how other organisations operate and what commitments of resources are involved?

No impact. Although the plan being produced is being undertaken in partnership with the South Downs National Park Authority,



they will be making their own decision (See question 1).

3. How does it relate to the demographics and needs of the local community?

No obvious impacts.

4. How does it relate to the local and national political context?

Progressing the Core Strategy through to adoption is a key priority for the Council – publishing proposed modifications to this plan for public consultation will be a key step in achieving this.

5. Is there any obvious impact on particular equality groups?

| Impact           | Race<br>(includes ethnic or national origins, colour, & nationality) |          |      | Disability<br>(includes mental & physical) |          |      | Gender (includes gender reassignment) |          |      | Pregnancy<br>(includes maternity & paternity) |          |      | Sexual Orientation<br>(includes heterosexual, homosexual & bisexual) |          |      | Religion & Belief<br>(includes all faiths, beliefs & agnostic) |          |      | Age<br>(includes all age groups) |          |      |
|------------------|--|----------|------|--|----------|------|---------------------------------------|----------|------|---|----------|------|--|----------|------|--|----------|------|----------------------------------|----------|------|
|                  | Positive   | Negative | None | Positive                                   | Negative | None | Positive                              | Negative | None | Positive                                      | Negative | None | Positive   | Negative | None | Positive   | Negative | None | Positive                         | Negative | None |
| Tick if relevant |  |          | x    |  |          | x    |                                       |          | x    |   |          | x    |  |          | x    |  |          | x    |                                  |          | x    |

6. How does it help to us meet our general duties under the Equality Act 2010?

By having no obvious impacts on particular equality groups, the general duties under the Equality Act 2010 are not being compromised.

7. What is the scope of this analysis?

The Core Strategy itself, along with the proposed modifications, has not been subject to this Equality Analysis. A separate Equality Impact Assessment has been undertaken on the Core Strategy, see: <http://www.lewes.gov.uk/planning/backgroundreps.asp#eia> . Hence, the scope of this analysis is focussed on the decision as to whether to publish the modifications, or not.

### **Information gathering and research**

8. What existing information and data was obtained and considered in the assessment?

A comprehensive baseline picture of the District, as set out in chapter 2 of the Joint Core Strategy. See: [http://www.lewes.gov.uk/Files/plan\\_Core\\_Strategy\\_PSD\\_Jan.pdf](http://www.lewes.gov.uk/Files/plan_Core_Strategy_PSD_Jan.pdf)

9. What gaps in information were identified and what action was undertaken/is planned to address them?

None identified.

10. What communities and groups have been involved and what consultation has taken place as part of this assessment?

Any consultation on the Joint Core Strategy will be undertaken in accordance with the Council's and SDNPA's Statements of Community Involvement. These statements were extensively consulted upon when prepared (including all statutory consultees, town and parish councils and the voluntary sector (e.g. 3VA).

Also, see Consultation Summary Statements prepared as part of the Joint Core Strategy. See: <http://www.lewes.gov.uk/corestrategy/index.asp> . There is not considered to be a need to consult on this equality analysis, in light of the previous consultations undertaken.

## Analysis and assessment

11. What were the main findings, trends and themes from the research and consultation undertaken?

*None identified, given the narrow scope of the decision to be made.*

12. What positive outcomes were identified?

*None identified, given the narrow scope of the decision to be made.*



13. What negative outcomes were identified?

None identified, given the narrow scope of the decision to be made.

**Action planning**

14. The following specific actions have been identified: *(see paragraph 25 of the guidance)*

| Issue Identified | Action Required | Lead Officer | Required Resources | Target Date | Measure of Success |
|------------------|-----------------|--------------|--------------------|-------------|--------------------|
|                  |                 |              |                    |             |                    |
|                  |                 |              |                    |             |                    |
|                  |                 |              |                    |             |                    |

## Summary Statement

Between *(insert start date)* and *(insert end date)* Equality Analysis was undertaken by *(insert Lead Officer)* on the *(insert strategy, policy, service, decision, action, project or procedure)*.

Due regard was given to the general equalities duties and to the likely impact of the policy/service/decision/project\* on people with protected characteristics, as set out in the Equality Act 2010.

The assessment identified: *(\*delete as appropriate)*

\*The policy/service/decision/project was found to have positive outcomes for *(insert the relevant protected characteristic groups)* by *(insert the key benefits)*.

\*No major changes are required. The EA demonstrates the service/policy/decision/project is robust, there is little potential for discrimination or adverse outcomes, and opportunities to promote equality have been taken.

\*Minor adjustment is required. There are potential problems or missed opportunities, and so actions have been identified to remove barriers and better promote equality. The EA Action Plan will be incorporated and monitored within the service/project plan.



\*Major adjustment is required. There is potential for adverse outcomes or missed opportunities to promote equality. (*Insert compelling justifications for continuing the policy/service/decision/project or state that it will be discontinued until remedial action has been taken*). Actions have been identified to remove barriers and better promote equality, and will be undertaken as a matter of priority. The EA Action Plan will be incorporated and monitored within the service/project plan.

\*The policy/service/decision/project\* needs to be immediately removed or discontinued as unlawful discrimination is likely to occur. Actions have been identified to remove barriers and better promote equality, and these will be undertaken as a matter of priority. The EA Action Plan will be incorporated and monitored within the service/project plan. Once actions have been undertaken, the position will be reassessed.

## Approval

|                          |  |
|--------------------------|--|
| Director/Head of Service |  |
| Signed                   |  |
| Dated                    |  |

**Agenda Item No:** 9.4 **Report No:** 83/15  
**Report Title:** Adoption 'Making' of the Newick Neighbourhood Plan  
**Report To:** Cabinet **Date:** 6 July 2015  
**Cabinet Member:** Cllr Tom Jones – Lead Councillor for Planning  
**Ward(s) Affected:** Newick  
**Report By:** Nazeya Hussain - Director of Business Strategy and Development

**Contact  
Officer(s)-**

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**Purpose of Report:**

The Localism Act 2011 introduced a right for communities to draw up neighbourhood plans. Newick Parish Council, with support and advice from the District Council, has produced a neighbourhood plan which has subsequently undergone a successful examination and referendum. This report considers whether the Newick Neighbourhood Plan ('Newick Now to 2030') should be adopted by the District Council as part of the statutory development plan.

**Officers Recommendation(s):**

- 1 To recommend to Council that the Newick Neighbourhood Plan is formally adopted as part of the statutory development plan for the district.
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**Reasons for Recommendations**

- 1 The Newick Neighbourhood Plan has undergone a successful examination and received a majority vote in favour at a referendum.
- 2 To comply with the Localism Act which requires local planning authorities to 'make' a neighbourhood development plan as soon as reasonably practicable following a successful referendum.

**Background**

- 2.1 The 2011 Localism Act allowed for local communities to shape their areas by enabling town and parish councils to prepare neighbourhood development plans. A detailed legislative framework for undertaking

neighbourhood planning was set out in the Neighbourhood Planning Regulations 2012. Neighbourhood planning has been enthusiastically taken up by the many of the towns and parishes in the district, with 10 plans at various stages of preparation.

- 2.2** A neighbourhood plan, once adopted, forms part of the statutory development plan and sits alongside the Local Plan prepared by the District Council. Should planning permission be sought in areas covered by an adopted neighbourhood plan, the application must be determined in accordance with both the neighbourhood plan and the Local Plan.
- 2.3** There are a number of legally prescribed stages that need to be undertaken in preparing a neighbourhood plan. The plan needs to be subject to examination by an independent examiner. Subject to a positive outcome from such an examination the plan then proceeds to a referendum. Where a neighbourhood plan is subject to a successful referendum, and the local planning authority is satisfied that EU and human rights obligations have been met, it is a legal requirement to bring the plan into force as soon as reasonably practicable.

### **Progress of the Newick Neighbourhood Plan**

- 3.1** An application was received from Newick Parish Council to designate the entire parish as a neighbourhood area in July 2012. The neighbourhood area was designated by the District Council in October 2012<sup>1</sup>. Designating the neighbourhood area is the first formal stage that needs to be undertaken in preparing a neighbourhood plan.
- 3.2** Once designated, the Parish Council set about identifying the issues, vision and objectives to guide their plan. They also began gathering the evidence required to inform the policies, as well as undertaking extensive consultation with the local community, landowners, local groups and statutory consultees.
- 3.3** The Parish Council carried out a statutory 6 week consultation (Regulation 14) on their draft neighbourhood plan in April 2014. A number of amendments were then made to the plan in order to respond to feedback received from the consultation.
- 3.4** The Parish Council submitted the revised plan (Regulation 15), along with other statutory submission documents, to the District Council in August 2014. A further 6 week statutory consultation (Regulation 16) was carried out in September 2014 by the District Council where comments were invited on the submission documents.
- 3.5** Following the Regulation 16 consultation period, the District Council appointed a suitably qualified and experienced independent examiner to conduct the examination of the Newick Neighbourhood Plan in November and December 2014.

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<sup>1</sup> [http://www.lewes.gov.uk/Files/plan\\_Newick\\_2012\\_13\\_Notice.pdf](http://www.lewes.gov.uk/Files/plan_Newick_2012_13_Notice.pdf)

- 3.6** The examiner determined that the neighbourhood plan met the basic conditions<sup>2</sup> against which a neighbourhood plan is examined, subject to modifications, and recommended that the plan proceed to a referendum. This outcome was set out in the Examiner's Report (see paragraph 8.2) which was received from the examiner in December 2014 and published soon after (under Regulation 18).
- 3.7** The Newick Neighbourhood Plan was amended in line with the examiner's recommended modifications and a Decision Statement (see paragraph 8.3) was published (Regulation 19) which set out the modifications made and confirmed that the District Council was satisfied that the plan met the basic conditions and could proceed to a referendum.
- 3.8** A referendum was held in Newick Parish on Thursday 26<sup>th</sup> February 2015 posing the following question to eligible voters:
- “Do you want Lewes District Council to use the Neighbourhood Plan for Newick Parish to help decide planning applications in the neighbourhood area?”**
- 3.9** 49% of registered electors recorded votes, 846 votes of which were cast in favour of 'yes' against 102 in favour of 'No'. It was declared that more than half of those voting had voted in favour of the Newick Neighbourhood Plan (see paragraph 8.4).
- 3.10** In accordance with the Neighbourhood Planning Regulations, following the outcome of the referendum it is now for the District Council to 'make' the neighbourhood plan so that it formally becomes part of the development plan for Lewes District.
- 3.11** Section 38A of the Planning and Compulsory Purchase Act 2004 (as amended) sets out the requirement for a local planning authority when it comes to adopting (the legislation refers to 'make') a neighbourhood plan. It is stated that,
- “(4) A local planning authority to whom a proposal for the making of a neighbourhood development plan has been made-
- (a) must make a neighbourhood development plan to which the proposal relates if in each applicable referendum under that Schedule (as so applied) more than half of those voting have voted in favour of the plan, and*
- (b) if paragraph (a) applies, must make the plan as soon as reasonably practicable after the referendum is held.*
- (6) The authority are not to be subject to the duty under subsection (4)(a) if they consider that the making of the plan would breach, or would*

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<sup>2</sup> The basic conditions that a neighbourhood plan must meet are: appropriate regard to national policy; general conformity with strategic policies of the development plan for the local area; contribute to the achievement of sustainable development; and comply with EU obligations.

*otherwise be incompatible with, any EU obligation or any of the Convention of the rights (within the meaning of the Human Rights Act 1998)."*

## **Recommendation**

- 4.1** As a result of the outcome from the referendum and that in accordance with the aforementioned legislation the Council is legally required to bring the plan into force following the successful referendum, it is recommended that the plan is formally adopted (made) by the Council to become part of the development plan for the district and to help determine planning applications in the parish.

## **Financial Appraisal**

- 5.1** Formally adopting the Newick Neighbourhood Plan will allow the Parish Council to benefit from a higher proportion of Community Infrastructure Levy (CIL) revenues arising from chargeable development that takes place in the parish. This will rise from a capped 15% of levy revenue to an uncapped 25% when the neighbourhood plan is made. Therefore, this will result in a transfer of levy revenue from LDC to Newick Parish Council to spend on priority infrastructure required to support the development of the area.
- 5.2** It is expected that this will result in £202,500 being claimed over the neighbourhood plan period (up to 2030) by the parish council. Without an adopted neighbourhood plan, it is expected that the parish council would claim a lower figure of £121,500. Therefore, at these expected rates, this would result in a transfer of £81,000 of levy revenue from LDC to Newick Parish Council.
- 5.3** Although there will be a financial implication from adopting the Neighbourhood Plan, in terms of the apportionment of CIL income, there will be no financial implications for the General Fund base budget.

## **Legal Implications**

The Legal Services Department has made the following comments:

- 6.1** The Council's decision to put the plan to referendum is currently being challenged by a Judicial Review legal challenge. The legal challenge is in its early stages, in that the Court has not yet accepted that the Claimant has grounds to bring the proceedings against the Council. The Council has been advised by its external advisors to defend the challenge.
- 6.2** Given the current position it is unlikely that the challenge will be resolved with the next few months. The Council is under a legal duty to make the neighbourhood plan as soon as reasonably practicable after the referendum is held. The Council has been advised that these legal proceedings should not delay the Council in making the plan.

## **Risk Management Implications**

- 7.1** I have completed a risk assessment. The following risks will arise if the recommendations are not implemented. The Council will be in breach of its statutory duty under the Town and County Planning Act 1990. As the legislation concerning the recommendation is quite explicit there is no way of mitigating this risk.
- 7.2** No new risks will arise if the recommendations are implemented

## **Equality Screening**

- 8.1** I have undertaken an equality analysis which concluded that the adoption of the Newick Neighbourhood Plan would result in only positive or zero impacts on equality.

## **Background Papers**

- 9.1** Newick Examiner's Report

[http://www.lewes.gov.uk/Files/plan\\_Newick\\_Examiners\\_Report.pdf](http://www.lewes.gov.uk/Files/plan_Newick_Examiners_Report.pdf)

- 9.2** Newick Decision Statement

[http://www.lewes.gov.uk/Files/plan\\_Newick\\_Decision\\_Statement.pdf](http://www.lewes.gov.uk/Files/plan_Newick_Decision_Statement.pdf)

- 9.3** Newick Neighbourhood Planning Referendum – Declaration of Result of Poll

[http://www.lewes.gov.uk/Files/elect\\_newick\\_ref\\_results.pdf](http://www.lewes.gov.uk/Files/elect_newick_ref_results.pdf)

## **Appendices**

- 10.1** Equality Analysis Screening Report

- 10.2** Newick Neighbourhood Plan “Newick Now to 2030” - Referendum Version

[http://www.lewes.gov.uk/Files/plan\\_postexamination\\_NewickNP.pdf](http://www.lewes.gov.uk/Files/plan_postexamination_NewickNP.pdf)



# Equality Analysis Screening Report

**An Equality Impact Assessment screening report has been submitted for your approval. Please review the form, make any appropriate comments and press Submit.**

Report completed by (Form Filler): James Garside

Email: james.garside@lewes.gov.uk

Department: Planning and Environmental Services - Planning

Team / Section requiring report: Strategic Policy

Please choose who you would like to approve this report: Catherine Jack

EIA Title: (i.e. topic / work area assessed, or title of committee report) Adoption 'Making' of the Newick Neighbourhood Plan

What is being assessed?

- Policy
- Procedure
- Work Practice (e.g. cleaning)
- Project (e.g. IT project)
- Committee or Cabinet report
- Other - please state below

Is this a new or existing policy / procedure / practice / project? New

Date of screening: 06 Jul 2015

If this function / service is wholly or partly provided by external organisations, what arrangements are in place to check that they promote equality? N/A

## Your Proposals / Decision

1. The protected equality characteristics are age; disability; marriage and civil partnership; pregnancy and maternity; gender reassignment; race – this includes ethnic or national origins, colour or nationality; religion or belief – this includes lack of belief; sex (gender); sexual orientation.

You should also consider socio-economic groups.

Are your proposals, or the service or policy area they are about, particularly relevant to people who share protected equality characteristics? For example, sheltered housing is designed for people who need the service because of their age or disability.\*

Yes  
 No

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2. In these proposals, is there any evidence of direct or indirect discrimination because of a protected characteristic? Or would they have a worse impact on any group? If Yes, describe and explain. Different impacts may be acceptable if the proposals are an appropriate and necessary means of achieving a legitimate aim. Complete Section 6 to show any steps taken to eliminate or mitigate adverse effects.

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3. Do these proposals provide any opportunity to advance equality of opportunity for any equality group e.g. by meeting specific needs; minimising difficulties faced or encouraging participation in public life? If Yes, give details and list any actions needed to take this opportunity in Section 6.

Yes

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The Newick Neighbourhood Plan includes policies aiming to support older people who wish to downsize to smaller homes.

## Screening Results (continued)

4. Do you consider that these proposals could affect relations between equality groups (listed at Section 1) – either fostering or damaging good relations? If Yes, give details of any opportunities to foster or risks of damage, and list any actions to be taken in Section 6. No

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5. Sometimes, a strategy of positive action to promote equal opportunities for one equality group can result in an adverse impact on other groups. If this is the case, give details. List any actions to reduce the adverse impact(s) in Section 6. N/A

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6. What actions are being taken as a consequence of this screening? Please summarise specific changes that are being made (*e.g. Twitter campaign to involve young people; reception counter lowered on final plan to assist wheelchair users; recruitment of 10 ethnic minority business people to consultation panel etc.*)

If you want to recommend extra actions that cannot be implemented directly through your proposals (e.g. that would require significant changes to be agreed to a different budget or another service), please say so.

**Please press the 'Add' button below for each additional action that you want to describe - if there are no actions, please say so.**

|  |   |
|--|---|
| Action   | N/A   |
| Can this change be implemented through your proposals? | No - a change is recommended to another service or budget |

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7. Name and job title of manager(s) with responsibility for implementation of recommendations listed in Section 6 above. **Make sure you communicate with them to explain what needs to be done.**

**If there is more than one manager with responsibility, please click on the Add button below in order to complete the details.**

|        |     |
|--------|-----|
| Title: | N/A |
| Name:  | N/A |
| Email: | N/A |

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## Declaration

Do you recommend that a full Equality Analysis report is No  
required?

Please select one or more from the following:\*

- The proposals have only positive, or zero, impacts on equality
- The potential negative equality impacts identified were low in impact, lawful and proportionate, or have been satisfactorily addressed through the actions listed in Section 6

## Manager Approval

Do you want to approve this screening report? (If 'No', Yes the form will automatically be referred back to the author for amendment)\*

Manager's name: Catherine Jack  
Manager Comments:  
Date 09 Apr 2015

## Form Complete

You have now completed the form.

Select **Previous** to look back through previous pages.

**Press Submit to submit the completed form.**

Select **Review** to view the information you have entered,

Select **Save** to store the information that you have entered so far, or

Select **Cancel** if you wish to discard the information you have entered.

# NEWICK PARISH COUNCIL NEIGHBOURHOOD PLAN

Referendum Issue

Newick  
Now  
to 2030



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## Foreword

The Newick Neighbourhood Plan covers the period from 2015 to 2030. The Localism Act (2011) and the related Neighbourhood Planning Regulations (2012) have allowed local communities to have more control over the development of their areas by undertaking Neighbourhood Planning. Following an application by Newick Parish Council, on 1<sup>st</sup> October 2012, Lewes District Council designated the Civil Parish of Newick as a Neighbourhood Area. This empowered Newick Parish Council to lead the production of a Neighbourhood Plan with the support of, and input from, the residents of the Parish.

Newick Parish Council appointed a Neighbourhood Plan Steering Group to prepare a plan that would deliver the long term goal of a balanced and vibrant neighbourhood, while maintaining the structure of the Village and the rural nature of the entire Parish. The Group held its first meeting in August 2012. Since then, to collect residents' views, the Steering Group has held two public consultation days and delivered a questionnaire to all households. The Group has also had meetings with representatives of local clubs and societies, young people, landowners and developers, and has sent a questionnaire to local businesses. The results of all of these forms of interaction with local people have helped shape this Neighbourhood Plan. The pre-submission consultation on the Draft Neighbourhood Plan then resulted in a few changes that were included in the Independent Examination Issue of the Proposed Plan.

That issue of the document was then reviewed by an Independent Examiner, who recommended that the Neighbourhood Plan proceed to referendum but only after further changes be made, as identified in the Independent Examiner's report of December 2014. This Referendum Issue of the Neighbourhood Plan has all of those changes incorporated, either exactly as proposed by the Examiner or in a slightly modified form as agreed between Lewes District Council and Newick Parish Council.

The Neighbourhood Plan will form a major part of the development plan for Newick Parish until 2030. Its policies will determine where the main new housing developments will be, the numbers and types of homes on each development and their appearance. The Plan's policies will also become the starting point for considering any other forms of development within the Parish, such as conversion or change of use of existing premises or land. Lewes District Council's planning department will have to take full account of these policies when planning applications are considered.

### **Vision Statement**

**The Parish Council's Vision for the future of Newick is that its centre will retain its essential 'village feel' and that the whole Parish will remain a vibrant, thriving and sustainable rural community. The built and natural heritage of the Parish will have been retained and protected. The most highly valued countryside areas in the Parish will have been recognised and conserved. Newick will become a healthier, more inclusive community supporting those of all ages equally.**

**Newick's Neighbourhood Plan, 'Newick Now to 2030', will be the means of delivering this Vision**

# Newick Parish Boundary



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## How the Plan is Organised

The plan is divided into five sections plus appendices:

**Section 1 Newick Past and Present** – this section provides a brief description of the Parish including key issues which have influenced the Plan.

**Section 2 Producing the Newick Neighbourhood Plan** – this section identifies where information can be found in other documents on how the Plan has been developed including the various consultation processes.

**Section 3 What the Community Wants** – this section summarises the wishes and views of Newick’s residents as collected through the consultation days, questionnaires and meetings. These wishes and views are presented under the following headings:

**3.1 Environment**

**3.2 Housing**

**3.3 Local Economy**

**3.4 Transport and Communications**

**3.5 Community Facilities**

**Section 4 Neighbourhood Plan Policies** – this section presents the policies that support the overall vision for Newick including site-specific allocations for new development. In addition to the policies themselves, this section outlines the reasons for the policies. The policies are arranged in the following sub-sections:

**4.1 Environment**

**4.2 Housing**

**4.3 Local Economy**

**4.4 Transport and Communications**

**4.5 Community Facilities**

**Section 5 Plan Delivery and Implementation** – this section explains how conformity with the plan will be monitored.

**Appendix A List of Documents Produced**

**Appendix B List of Other Relevant Documents**

**Acknowledgements**

## Section 1 Newick Past and Present

The Parish of Newick is a largely rural area of just under eight square kilometres (three square miles) in the North of Lewes District. It lies on the Greenwich Meridian and in the Low Weald of East Sussex. At its centre is the Village of Newick, this being the only settlement of any size in the Parish. The nearest towns are Haywards Heath, seven miles to the west, Uckfield, five miles to the east, Burgess Hill, eight miles to the southwest and Lewes, the county town of East Sussex and base of Lewes District Council, eight miles to the south.

Once a purely agricultural parish, Newick's name derives from the Norman "niwe" (new) and the Saxon "wic" (dairy farm). There has been a settlement at Newick for well over a thousand years. The Manor of Newick received no direct mention in the Domesday Book of 1086, perhaps because of its small size, but the estate of Allington Manor, part of which is in present day Newick, is mentioned. The Parish Church of St. Mary has in its wall part of the eleventh Century Church. The Parish is



approximately half way between Winchester and Canterbury and both of these cathedral cities feature on the Village Green sign post. The old road into Newick from the east is known now as Blind Lane, the present A272 being the path of the later toll road. The toll cottage still stands at the eastern edge of the Green.

Newick was a typical rural community with mixed dairy and arable farming and its tannery, laundry, two breweries, two blacksmiths, tailor's shop, dame school, charity school, bakery and jam factory all existed in the first half of the 20<sup>th</sup> century. Most of the older houses are built of locally made bricks, the characteristic Sussex 'stocks'. Because of the quality of the soil and the equable climate Newick became a centre of soft fruit growing, with gardens of blackcurrants, raspberries and redcurrants, acres of strawberries, and the famous 'Newick Leveller' dessert gooseberries.

The Village Green is an attractive space made up of several pieces of land, actually at the Eastern end of the Village but considered to be its centre. It has a pump built to celebrate the Diamond Jubilee of Queen Victoria and is surrounded by houses and shops of a variety of styles and ages. It was registered under the Commons Registration Act 1965 in July, 1967.



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Newick Parish Council encourages the use of the Village Green by local organisations for events and by an annual circus and annual fun fair, to keep it as the focal point of the Parish. Newick Bonfire Society's annual event, which is based on the Green, is a major attraction bringing in people from all over East and West Sussex and beyond.



The population of the Village was about 1000 in the mid 1800's and remained at that level until the 1960s. Then as a result of housing developments on what had been the main fruit growing area, between the main road (the A272) and Allington Road, the numbers increased to almost 2,500 by 1981. The population has remained a little below 2,500 for the past thirty years. This increase in population was undoubtedly a major factor in providing sufficient business for most of the local shops and services to survive. It also helped to keep Newick a very vibrant community with its numerous clubs and societies.

Census results show that in 2001 over half of Newick's residents were under 45 years old, whereas by 2011 over half were over 45 years old. This is consistent with the fact that many young families came to Newick during its rapid expansion of the 1960s and 1970s. Since then the parents of those families have remained but their children have moved away, and in the subsequent decades, there was a lack of housing at prices that would attract further young families. Lewes District Council figures show that the total number of households in the Parish as at February 2014 was 1,047. Included in this figure are 99 units of Social Housing managed by Lewes District Council and 28 units of Social and Affordable Housing managed by Housing Associations. The remainder of the housing is either owner occupied or privately rented.



Newick has a Health Centre which also serves the population of surrounding parishes. For the very young, Newick has a Baby and Toddler Group which meets in the Village Hall. From the age of two, many Newick children attend Newick Pre-School which is held in the Reading Room. Most children then go on to attend Newick Church of England Primary School, which has an attractive modern building and a large playing field with views to the South Downs. After primary school, the majority of Newick children move to Chailey School, though some attend other secondary schools in nearby towns or go to private schools.

Newick has a spacious Village Hall which is 80 years old and is nearing the end of a programme of major refurbishment. Newick also has four other buildings available for smaller gatherings, the Community Centre, the Sports Pavilion, the Reading Room and the Church's Barn Centre. The village community is an extremely active one with well over 30 clubs and societies providing an amazing range of sports and pastimes, and many of these are dependent on these facilities for their meetings and/or fundraising activities. The recreation grounds off Allington Road, consisting of the King George V Playing Field and The Manwaring Robertson Field, together with the



Sports Pavilion mentioned above, offer facilities for many sports and activities and provide pitches for football, cricket, rugby and stoolball, plus a children's playground and a small skate park. There is a tennis club in Blind Lane and a bowls club with a six rink green behind the Bull Inn.



day, for example for shopping and hospital visits. There are also a few residents who use the bus services to travel to work in the nearby towns. For travel by car, most residents use the A272 which

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runs East-West through Newick and the A275 which runs North-South through the adjacent Parish of Chailey. In addition to using these two major roads, many local residents use country lanes and B roads to access other main roads, such as the A22, A23, A27 and A21 and the motorway system, and/or to travel to surrounding towns and cities for work, business, shopping and entertainment.

The Parish has two small general stores, a bakery, pharmacy, butcher, post office, two hairdressers, three public houses, a restaurant, and an estate agent. It also has a physiotherapist, a chiropodist, a dressmaker, a garage providing servicing for cars and a car salesroom, and a funeral directors with a small chapel of rest. Other businesses in the Parish include a joinery manufacturing and



shop-fitting company, a residential care home for the elderly and some small industrial units. There are several small mixed dairy and arable farms, some of which have diversified into providing services such as a recycling service base, kennelling for dogs and cats and activities such as pheasant shoots, and some of which also still grow soft fruit. In addition to these businesses there are over 60 other small businesses, often employing only one person, run from home or from rooms designated as offices or other workplaces. There is a daily milk delivery round in the Village and a wet fish van, mobile fish and chip van, burger van and pizza van that each visits the Village on a weekly basis. In addition, East Sussex County Council provides a weekly mobile office service with computer facilities, help and advice, and a fortnightly mobile library van service. A weekly general refuse and waste food collection service is provided by Lewes District Council, along with a fortnightly kerbside recycling collection service.

The whole of Newick Parish lies outside and to the North of its nearest National Park, the South Downs National Park. Newick has no European Protected Sites within it, but it is close to Ashdown Forest. In terms of EU site protection designations, Ashdown Forest is both a Special Protection Area and a Special Area of Conservation. As a result, a protected zone has been set around it, encompassing all land within 7km of its boundary. Much of Newick lies within that zone and it has been agreed that Sustainable Alternative Natural Green Spaces (SANGS) must be developed before any new housing is permitted in the zone. It is understood that Lewes District Council is working towards provision of such SANGS. There are no Sites of Special Scientific Interest in Newick Parish, but the nearby Chailey Commons have SSSI status and have also been declared a Local Nature Reserve.

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There are no Nature Reserves in Newick Parish at present but there are four existing Sites of Nature Conservation Importance and consideration is being given to also designating Newick Common and Mill Wood as SNCIs. Many trees in the Parish are protected by Tree Preservation Orders, most of these being for locations within the built up area of the Village, some protecting individual trees and others protecting groups of trees. These orders have helped to preserve the character of the Village and the Parish. Within the Parish there are several areas of woodland which have been wooded continuously since at least 1600 AD.



There are two Conservation Areas in the Village, Newick (The Green) and Newick (Church Road). The former encompasses not only the Village Green but also much of the area bordering High Street and Western Road. The latter encompasses the area along Church Road between the Post Office and the Old Rectory, including the Church and the properties behind those on Church Road. These have been designated as conservation areas because of the qualities of their buildings, the variety of materials used in their construction, the enhancement of the character of the buildings by their rural setting and abundance of trees, the historic Parish Church, the open space of the Village Green and churchyard, and the fine views across open countryside.

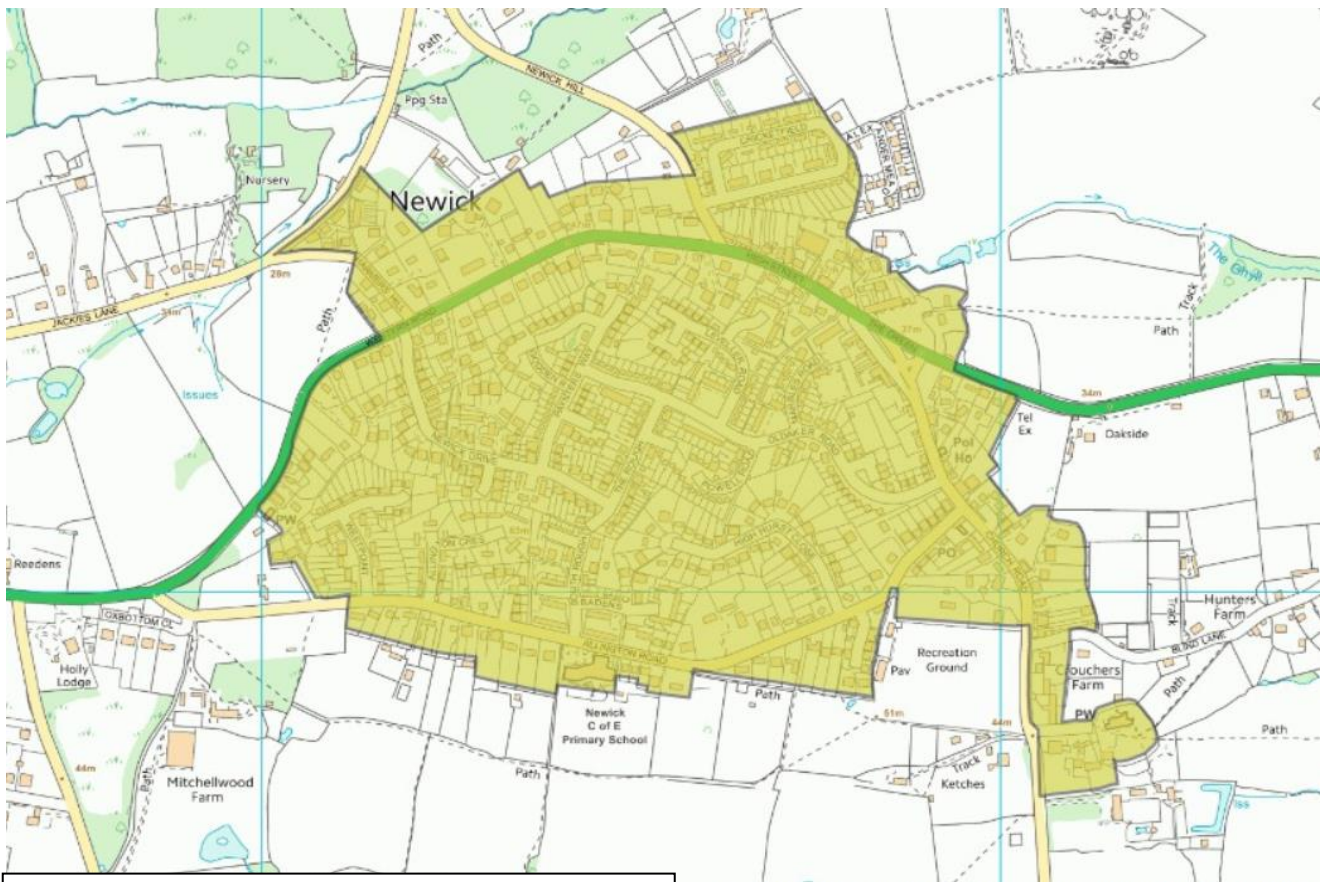
The built up area of the Village and most of the remainder of the Parish are not prone to flooding. The River Ouse, which forms much of the Eastern boundary of the Parish, often floods the fields and meadows alongside it. This is particularly so at Goldbridge Farm and at Sharpsbridge, but these are distant from and significantly lower than the areas around the Village where development is being considered.

## Section 2 Producing the Newick Neighbourhood Plan

In accordance with legislation, this Neighbourhood Plan is supported by a Consultation Statement and a Basic Conditions Statement. A Sustainability Appraisal has also been produced. These documents and other information concerning the consultation process and other matters addressed in preparing the Neighbourhood Plan are available on the parish website.



The Planning Boundary of Newick at the time this Neighbourhood Plan was developed is shown below. This will change as explained in Section 4.2 of this Plan to accommodate new housing.



Planning Boundary (boundary of area shaded yellow)

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## Section 3 What the Community Wants

The public Consultation Days of 17<sup>th</sup> November 2012 and 8<sup>th</sup> June 2013, the meetings with young people and the Parish Questionnaire of June/July 2013, together ensured that all of Newick's residents were given the opportunity to express their views on many aspects of the future of the Parish. Many did so and their views, or at least the views of the majority, are summarised below. Also included below are the requirements of local businesses as determined by the Business Questionnaire and the Parish Questionnaire, and the needs of Newick's clubs and societies as determined by the meeting held with them and their written statements.

In the Parish Questionnaire, residents were asked to indicate whether or not they supported the Sustainability Framework: of the 41% of households that completed and returned the Questionnaire, 90% entered an answer to this question and of those, 95% supported the Sustainability Framework. Thus the Objectives and Indicators of that framework can also be taken to be in line with the views and wishes of the majority of Newick's residents. This fact is taken into account in the following summary of what the community wants.

### 3.1 Environment

The residents wish to protect and enhance the natural and historic environments of the Parish and the countryside setting of the Village. They also wish to maintain separation between Newick and Chailey and preserve the Village Green. Though located at the northeast edge of the Village, the Green is considered to be its heart.



Protection of the bio-diversity of the Parish, not contributing to flood risks, reducing the impact on climate change and addressing highway congestion in the Village are all seen to be worthy objectives.

There are concerns about the considerable damage to the grass verges of Newick's roads that is frequently caused by parking cars on them and driving vans and lorries over them.

### 3.2 Housing

Starter homes for the young and more Affordable Housing are stated to be required, as are homes suitable for older members of the population to downsize into. There is a general consensus that building homes with more than four bedrooms should be avoided.



The residents' preferred locations for the new housing aligned remarkably closely with the results of site selection based on use of the agreed Sustainability Framework. Those sites lying to the east or north of the Village, plus the small central site within the main housing estate, are all favoured. A major factor in support of using these sites is considered to be the fact that Village amenities can be accessed from them easily on foot, thus limiting the level of the additional vehicle traffic in the Village. Those sites that would be likely to put most additional traffic on Allington Road and Church Road are not favoured, and neither are those that would reduce the green space between Newick and Chailey.



### 3.3 The Local Economy

The residents wish to retain all of Newick's commercial facilities. There is also a desire to increase the number of small businesses and thereby provide more local jobs.



The questionnaires showed a possible need for expansion of the premises of some existing businesses, but no clear need at present for construction of business premises on new sites. It seems likely, however, that improved broadband speeds will increase further the level of working from home and the number of small home-based businesses. This could in turn result in a demand for new business premises, in which case this will have to be met in the future. In the meantime, fuller utilisation of the existing business sites seems likely to be sufficient to meet any such need.

### 3.4 Transport and Communications

Many residents have expressed concern about the level of traffic on Allington Road and Church Road and the parking congestion on both of these roads and around the Green. Parking in Allington Road is of particular concern on weekdays around school opening and closing times and at weekends when sports events are taking place on the recreation grounds. Parking around the Green and in Church Road is ever-present and is an increasing problem. There are calls for more car parks but few suggestions on where these could be located.

The level of traffic through the Village on the A272 causes concern, but there is nothing that can be done within a Neighbourhood Plan to reduce it.

The bus services are considered to be too infrequent on weekdays and the lack of any services on Sundays inconveniences some people. The services are considered not to begin early enough in the morning, to cease too early in the evening, and to be poorly integrated with rail arrival and departure times from nearby stations. As a result, many residents who commute by train declared themselves to be car-dependent. Better bus services are desired, but these are unlikely to be granted unless the existing services are more widely used.

Broadband speeds are reported to be too slow by some residents. Fortunately, improved broadband speeds are coming to Newick and these should improve the viability of home working and small businesses in the Parish.

### 3.5 Community Facilities



The King George V Playing Field and the adjacent Manwaring Robertson Field are heavily used and there is a call from some sports clubs for more recreation space. There is also a wish to have better play facilities, particularly for those under five years old but also for older age groups.

There have been requests for the grounds used by Newick Bowls Club and Newick Tennis Club to be protected, such that they must be retained for those purposes unless replaced with better local facilities for the same sports.

All of Newick's community buildings are seen to have considerable value to the community and all should be retained unless replaced with better buildings. The main sports clubs are keen to have the ageing Sports Pavilion replaced with a larger and better built structure and there have been requests for help with further improvements to the Village Hall and new showers at the Tennis Club.



There has long been a call for the Parish Council to provide allotments and though a few have been provided recently there is a demand for more but suitable land has not been identified so far.

The existing network of twittens within the Village and public and permissive footpaths and bridleways throughout the Parish is highly valued. Improving and extending this network and linking new housing developments to it are seen as desirable goals.



## Section 4 Neighbourhood Plan Policies

For a fuller understanding of why and how the policies below have been developed, please see the documents listed in Appendix A and in particular the reports on the Consultation Days, the Parish Questionnaire, and the consultation with Newick's clubs and societies, local businesses and young people. All of these documents are available on the Community Website, [www.newick.net](http://www.newick.net).

The Objectives of the Sustainability Framework, which received overwhelming support from those residents who completed and returned their copies of the Parish Questionnaire, are:

### Environmental Objectives:

**Objective 1 (Countryside):** To protect and enhance the natural beauty and cultural heritage of the Parish

**Objective 2 (Countryside):** To protect and enhance the countryside setting of the main residential area of the Parish

**Objective 3 (Ecological):** To protect and enhance the bio-diversity of the Parish

**Objective 4 (Heritage):** To protect and enhance the historic environment of the Parish

**Objective 5 (Flooding):** To ensure development does not take place in areas at risk of flooding, or where it may cause flooding elsewhere

**Objective 6 (Climate Change):** To reduce the Parish's impact on climate change and prepare the community and environment for its impacts

**Objective 7 (Travel):** Address highway congestion issues in Newick Parish (as an environmental objective)

### Social Objectives:

**Objective 8 (Travel):** Address highway congestion issues in Newick Parish (as a social objective) and reduce the need to travel by car

**Objective 9 (Housing):** Ensure that those in need of local housing have the opportunity to live in a sustainably constructed and affordable home

**Objective 10 (Crime):** To ensure Newick is a safe village

**Objective 11 (Accessibility and Well Being):** Seek to maintain and improve access to retail and community services (including health and schools) and recreation and leisure facilities

### Economic Objective:

**Objective 12 (Business):** Maintain and enhance a diverse economic base within the Parish and encourage the sensitive location of new businesses

It is not possible to meet all of these objectives under all circumstances. For example, as space for new housing has to be found, it is inevitable that there will be a loss of some Newick countryside. In addition, actual and proposed changes in government legislation have an influence on the degree to

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which some objectives can be met. For example, to help meet Objective 6, it had been intended that a policy be included requiring all new homes to meet Level 4 of the Code for Sustainable Housing; it is now expected that the government will outlaw any such requirement. It is also the case that efforts towards meeting one objective may diminish the ability to meet another. Despite these difficulties, the policies and community actions set out below have been formulated with the intention of meeting the above objectives as far as possible and in a balanced way.

While over half of the objectives listed above have an environmental thrust, many of these can be met most easily by having suitable policies on other matters such as housing and transport. This fact is reflected in the policy groupings below. In some cases a degree of overlap has been left between the policies of one group and those of another. These arise, for example, from the fact that transport considerations influence where housing should be located, communications considerations influence the prospects for developing businesses, and the environment gives opportunities for recreation.

All of the proposed policies included below are land use policies, which are proposed for adoption for planning purposes. In addition, a few proposals are made that are not planning related, and are made with the intention that they be pursued by the Parish Council. The latter, many of which concern the use of the Parish Council's share of the Community Infrastructure Levy that will accrue from development, are designated 'Community Action xyz' as opposed to 'Policy xyz'.

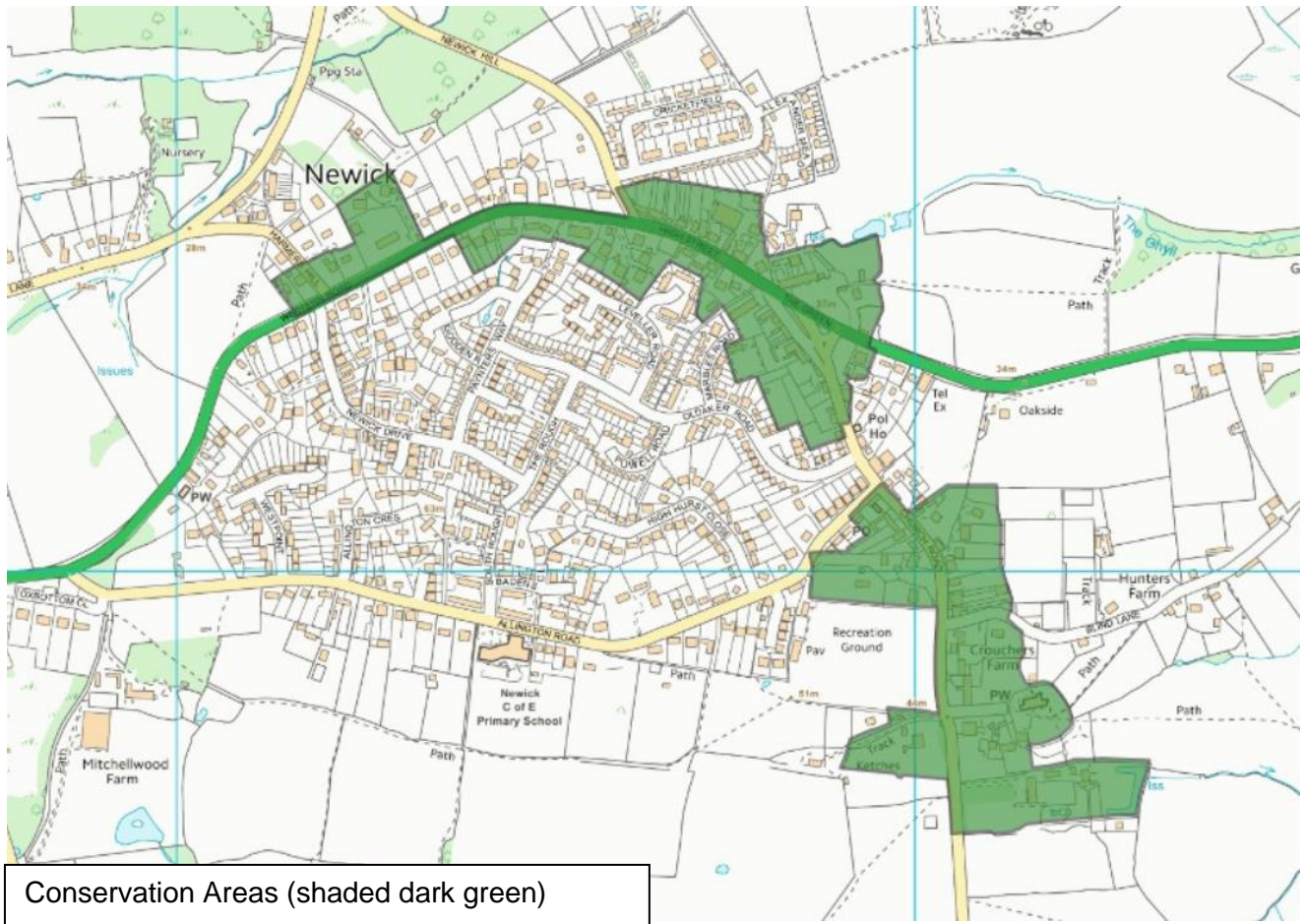
#### **4.1 Environment**

Newick is a rural Parish and the Village of Newick is surrounded by fields and ancient woodland. There are excellent views from Newick towards the South Downs to the south and the High Weald and Ashdown Forest to the north. The Parish has the River Ouse, with the Ouse Valley Way, bordering it to the east and north. Together with the river, the hedgerows and woodland of the Parish provide good biodiversity. There are no Nature Reserves in Newick Parish at present but there are four existing Sites of Nature Conservation Importance and consideration is being given to also designating Newick Common and Mill Wood as SNCIs.



There is a good network of twittens and footpaths through the Village and the entire Parish. Use of these and new paths for walking to Village facilities, rather than travel by car, would reduce pollution, global warming and parking problems.

As shown on the map below, there are two Conservation Areas in the Village. Both within these areas and outside them, there are listed buildings which help to give Newick its distinctive character.



Although the Village experienced significant housing development in the 1960s and 1970s and has had an average of about 50 new homes per decade since then, it retains many green spaces and green verges to many of its roads, all of which contribute to its character. Damage to these by vehicles is of concern to local residents.

As summarised in Section 3.1, the local community wishes to keep the natural and built environment of the Village and the surrounding land of the entire Parish, the attractive area it is at present.



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## **Environment Policies**

### **Policy EN1**

New developments in the Parish should respect the local landscape character and be designed to blend well with the existing built environment. The Conservation Areas should be respected.

### **Policy EN2**

The protection and/or enhancement of wildlife opportunities, by retaining or providing wildlife corridors and stepping stones such as hedgerows, ditches, strips of tree planting, green open spaces with trees and grass verges to roads, will be supported.

### **Policy EN3**

The extension of the existing network of footpaths and twittens will be supported.

### **Policy EN4**

The provision of cycle paths will be supported.

## **Environment Community Actions**

### **Community Action EN5**

The Parish Council should proceed with its previously declared intention to have Newick Common and Mill Wood better protected, by having them designated as Sites of Nature Conservation Importance.

### **Community Action EN6**

In deciding how to spend the Parish Council's share of the Community Infrastructure Levy, consideration should be given to providing measures that will preserve and enhance Newick's green spaces and roadside verges.

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## 4.2 HOUSING

To reflect the emerging housing target of the Lewes District Core Strategy, this plan seeks to allocate sites for the construction of 100 new homes by 2030, representing an increase of about 9½% over the current figure. Infilling over the last 50 years has meant that the majority of the new homes will be located outside the existing planning boundary. When allocating the sites, consideration has been given to both the results of consultation with the community via the Parish Questionnaire and the conclusions of the Sustainability Appraisal.



Reflecting consultation responses, the policies seek to ensure that new housing will integrate well into its surroundings. The policies will also help to achieve the provision of affordable housing and a mix of housing types and sizes known to be required by the community. One policy makes clear that, in line with national policy, the construction of additional homes in gardens will not be supported.



The Parish Council recognises that street lighting is not supported by the majority of residents and therefore makes clear its opposition to its installation in a Community Action.

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## Housing Policies

The term “planning boundary” referred to in the following policies reflects the terminology used in the Lewes District Local Plan and relates to the settlement boundary.

### Policy HO1

**HO1.1** All new housing, whether built on sites identified in this Neighbourhood Plan or on other sites within the Parish, shall be of designs that respect the established sense of place and local character of the existing buildings in the area of the development and the surrounding countryside. Compliance with these requirements shall be proven at the planning permission application stage, by demonstrating that the building designs respect the local character of the surrounding area as described in the Newick Neighbourhood Plan Character Assessment and are based on the guidance given in the published guide Building for Life 12.

**HO1.2** To help the new housing to blend with the existing, clay products should preferably be of Sussex manufacture. To assist ageing (weathering), bricks should preferably be hand made rather than factory made.

**HO1.3** All buildings forming part of the developments covered by Policies HO2, HO3, HO4 and HO5 shall be of a height no greater than two storeys, though this would not preclude the use of roof space.

**HO1.4** Allowance should be made in the dimensions of the homes covered by Policies HO2, HO3 and HO4, for the fact that older people downsizing will generally expect to have, and often can afford, a home with larger rooms, whereas younger people needing starter homes will generally accept smaller rooms in a home of lower cost: housing suitable for each of these groups of potential occupants should be included on each of the sites permitted under these policies.

**HO1.5** All new housing shall have an adequate provision of off-road parking spaces for residents, preferably located inconspicuously towards the rear of the homes rather than in front of them. In addition, in the case of each of the developments permitted by Policies HO2, HO3 and HO4, an off-road area shall be provided for visitors’ parking.

**HO1.6** The construction of additional homes in the gardens of Newick’s existing homes will not be supported.

**HO1.7** Due to the Neighbourhood Area’s location, relevant development proposals must provide mitigation measures to be delivered prior to occupation of the development and in perpetuity. These measures should include the provision of Suitable Alternative Natural Greenspace (SANGS), or similar as agreed by Lewes District Council and Natural England, as well as contributions to a monitoring and management strategy at Ashdown Forest.

### Housing Community Actions

**HO1.8** As Newick currently has no street lighting and the preference of the majority of its residents continues to be to avoid having street lighting, the Parish Council should oppose any future proposals for street lighting unless it can be justified on strong safety grounds.



## Policy HO2

**HO2.1** The 1.39 hectare site shown in the map below is allocated for housing, the planning boundary being moved to encompass it.



**HO2.2** Trees and shrubs shall be planted to form a buffer zone along the western part of the northern boundary of the site, of sufficient substance to mitigate the visual impact of the development on views from the north through to its northwest elevations. A hedge shall be planted or an existing hedge retained along the remainder of the northern boundary and along the eastern boundary of the site. Care shall be taken during construction of the development not to damage the prominent oak tree outside and to the southeast of the site, which may be the subject of a Tree Preservation Order before construction commences.

**HO2.3** On the assumption that the existing house is to be demolished, 31 homes may be constructed on this site. These shall include a genuine mix of housing sizes, made up predominantly of smaller units and with none having more than four bedrooms.

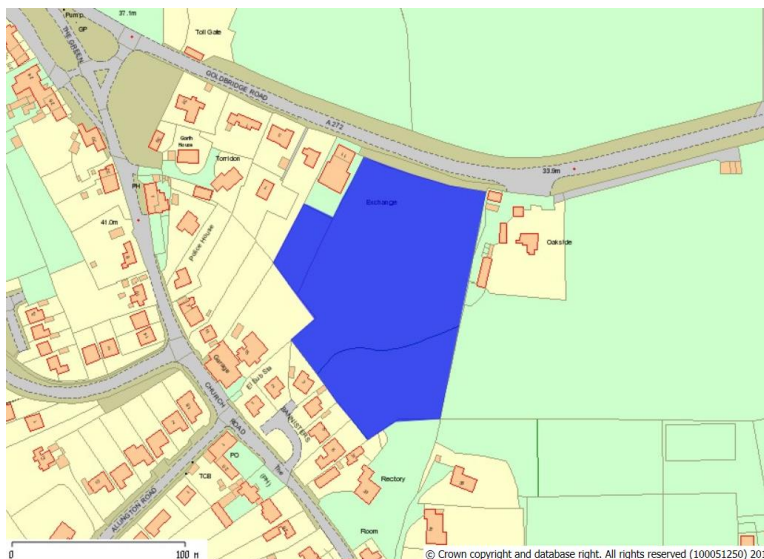
**HO2.4** Development on this site shall feature a mix of housing types that may include: detached and semi-detached bungalows; detached, semi-detached and terraced houses; and flats. 12 of the homes constructed on this site shall be for Affordable Housing; these should be reasonably representative of the site mix, but the advice of the housing authority concerning current needs should also be taken into account.

**HO2.5** Green open space shall be provided within the site and at its eastern end the site shall be linked directly to the adjacent existing public footpath. In addition, a publicly accessible play area for children under the age of 5 years shall be provided on this site and this shall be fully equipped.

**HO2.6** Development of this site should include a connection to the nearest point of adequate capacity in the sewerage network.

## Policy HO3

**HO3.1** The 1.23 hectare site shown in the map below is allocated for housing, the planning boundary being moved to encompass both it and the site covered by Policy HO4.



**HO3.2** Trees and shrubs shall be planted to supplement the existing trees and shrubs to form a screen along the northern boundary of the site, to mitigate the visual impact of the development on views from the northeast. The two existing trees of significant size within the site and close to its eastern boundary shall be retained.

**HO3.3** 30 homes may be constructed on this site and these shall include a genuine mix of housing sizes, made up predominantly of smaller units and with none having more than four bedrooms.

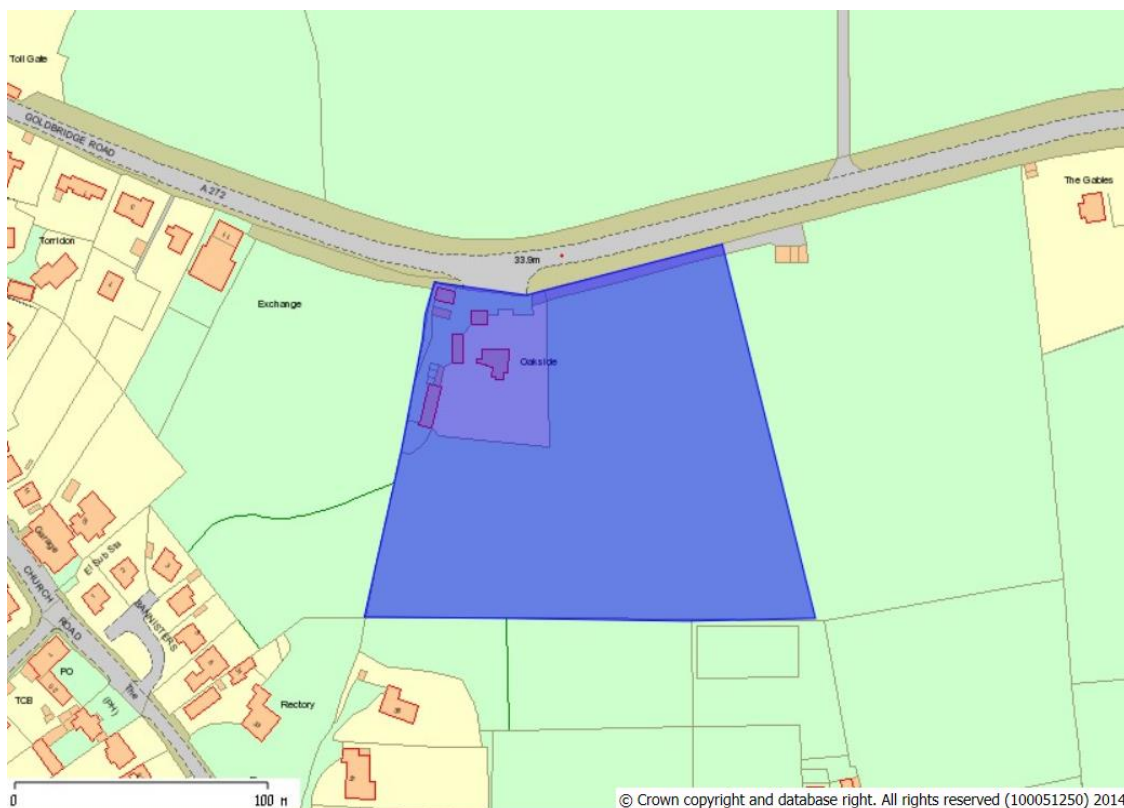
**HO3.4** Development on this site shall feature a mix of housing types that may include: detached and semi-detached bungalows; detached, semi-detached and terraced houses; and flats. 12 of the homes constructed on this site shall be for Affordable Housing; these should be reasonably representative of the site mix, but the advice of the housing authority concerning current needs should also be taken into account.

**HO3.5** The existing private footpath between the site and Church Road, passing between Bannisters Field and the Rectory, shall be made suitable and available for public use. Green open space shall be provided within the site.

**HO3.6** Development of this site should include a connection to the nearest point of adequate capacity in the sewerage network.

## Policy HO4

**HO4.1** The 1.94 hectare site shown in the map below, which includes buffer zones requiring tree and shrub planting, is allocated for housing, the planning boundary being moved to encompass both it and the site covered by Policy HO3.



**HO4.2** Trees and shrubs shall be planted to form a buffer zone of up to 15 metres depth along the northern and eastern boundaries of the site, and these shall be sufficient to adequately mitigate the visual impact of the development on views from the north and east.

**HO4.3** 38 homes may be constructed on this site if the existing house is retained or 39 if it is not. These shall include a genuine mix of housing sizes, made up predominantly of smaller units and with none having more than four bedrooms.

**HO4.4** Development on this site shall feature a mix of housing types that may include: detached and semi-detached bungalows; detached, semi-detached and terraced houses; and flats. 15 of the homes constructed on this site shall be for Affordable Housing; these should be reasonably representative of the site mix, but the advice of the housing authority concerning current needs should also be taken into account.

**HO4.5** Green open space shall be provided within the site.

**HO4.6** Bus stops with shelters shall be provided on either side of the A272, close to a pedestrian access point from the site to that road.

**HO4.7** Development of this site should include a connection to the nearest point of adequate capacity in the sewerage network.

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## Policy HO5

**HO5.1** The 0.1 hectare site shown in the map below is allocated for housing, this being the land beside the twitten between The Rough and Vernons Road. This land is already within the planning boundary.



**HO5.2** The homes constructed on this site shall consist of a pair of semi-detached bungalows or houses, each with no more than three bedrooms.

**HO5.3** The twitten between The Rough and Vernons Road shall remain open to the public but, subject to the agreement of East Sussex County Council, may be diverted by a few metres to the south to allow the access road to the site to run alongside it. Any changes to the existing lay-by in The Rough, that are considered necessary by East Sussex County Council as a result of the access road, shall be carried out.

### 4.3 The Local Economy

Historically, farming and fruit growing were major sources of employment and wealth in the Parish, but in line with experience across the British countryside, the Parish has seen significant socio-economic changes as a result of increasing affluence, the rise in car ownership, the movement of people from town to country, and agricultural decline and mechanisation. Although much of the land is still farmed, the number of farmers and agricultural employees has reduced dramatically, some farm buildings have been converted to other uses, and some fields that were previously in arable or fruit growing use are now devoted to the exercise and feeding of horses.



The large increase in the population of Newick in the 1960s and 1970s helped to sustain most of the shops and other businesses. Nevertheless, and despite further limited house building over the last thirty years, the number of local shops and public houses has still declined over that period. It should be an aim of any new development to help arrest or reverse this decline.



Compared with many other villages, Newick does still have a good variety of retail businesses and services. These include a pharmacy, a post office, two small general stores, a butcher, a bakery, an estate agent, three public houses and a restaurant. Newick also has a physiotherapist, a chiropodist, a funeral director and a garage.

Other businesses in the Parish include a joinery manufacturing and shop fitting company, a residential care home for the elderly, and some small industrial units. There are several small mixed dairy and arable farms, some of which have diversified into also providing services such as a recycling service base, kennelling for dogs and cats, stabling for horses and activities such as pheasant shoots. A limited

amount of soft fruit is also still grown. There are also over 60 other small businesses, often employing one person and generally based at home, and Newick is known to have many employees of outside organisations who generally or often work from home.

Despite the existence of these various businesses, there are limited local job opportunities for local people. This contributes to the daily commuting of many of Newick's residents to work elsewhere and may discourage people of working age from moving to Newick. One of the desired outcomes of this Plan is to contribute to the success of local businesses and, if at all possible, attract new enterprises, so that more local jobs become available.





Unfortunately, milk processing by Arla Foods on the former Woodgate Dairy site, located at the northwest end of the Parish, ceased in 2008 with the loss of many jobs. However, it is encouraging to hear that some of the buildings of this site are already being used for small businesses and there are plans to make the remainder of the site's buildings suitable for further small businesses. The site is expected to provide about 70 jobs once all buildings are in use again, which should provide some work opportunities for local people.



It might be possible to encourage business use of the buildings on the Rotherfield Wood Timber Yard site in the northeast of the Parish. Its previous occupier, Seafields Fostering, vacated it recently.

The closure of Newick Park Hotel at the end of 2013 caused a loss of some jobs, but its new owners have confirmed that though it will not be reopened as a hotel, the estate will still provide jobs for some local residents.

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## **Local Economy Policies**

### **Policy LE1**

If planning permission is required, small scale expansion of existing retail and other business premises in the Parish will be supported, subject to it respecting the established sense of place and local character of the existing buildings in the area of the development and the surrounding countryside.

### **Policy LE2**

New-build development of industrial units on the site of the previous milk processing plant and Rotherfield Wood Timber Yard will be supported, subject to it respecting the established sense of place and local character of the existing buildings in the area of the development and the surrounding countryside.

### **Policy LE3**

Small scale changes to residential properties to encourage home working and home-based small businesses will be supported, subject to them respecting the established sense of place and local character of the existing buildings in the area of the development and the surrounding countryside.

#### 4.4 Transport and Communications

As stated earlier in this Plan, Newick has approximately hourly bus services to some of the local towns during the day, but no services in the early morning or evening and none on Sundays. Owing to the timing of the buses and also to reduce their journey time, most residents of Newick who commute by train first travel by car to Haywards Heath or another local station. The residents who regularly use the bus services are school children and students travelling to and from schools and colleges, a few adults for travel to and from work, and retirees and a few others during the day for various purposes. Many residents would like to see improvements in the bus services, particularly in the early morning and evening, and better co-ordination between bus and train times.

Residents have expressed concern about the traffic volumes on the A272 through Newick and about speeding on the A272 and Allington Road. Traffic movements on the A272 have been recorded as



5,103 vehicles westbound and 4,969 eastbound over a twenty-four hour period. Survey data also reveals that during the morning rush hour, traffic movements on the A272 reach 519 per hour westbound and 307 per hour eastbound. During the evening rush hour, traffic movements reach 356 per hour westbound and 584 per hour eastbound. A considerable proportion of this traffic breaches the designated 30mph and 40mph speed limits for sections of the A272 through the Village. There is nothing that can be done through this Plan to reduce the

through traffic levels or, for that matter, to prevent the residents of Newick, including those that will occupy the new homes, from using the A272. However, efforts are being made to reduce speeding through the Village by using 'speed guns' and reporting speeding motorists to the police; these efforts should continue.

As stated in Section 3.4 of this Plan, Newick's residents are also concerned about the high level of traffic on Allington Road and Church Road and the level of on-street parking on these roads and around the Village Green. Any increase in these problems resulting from new housing developments should be avoided as far as possible. The views of many residents have implied that any new housing development should be located such that its residents can safely access the shops, services and amenities on foot, in order to discourage short car journeys on the Village's roads and avoid exacerbating car parking difficulties. The problem of parking around the Village Green would be alleviated if an area could be found near the Green for off-street parking of the vehicles of those living nearby who lack their own parking space.

Residents commented that new housing developments in Newick should incorporate sufficient off-street parking. Parking on Newick's earlier housing developments was also considered problematic, as when these were constructed it was not anticipated that there would be multiple vehicle ownership per household, conversion of garages to living space or use of them for storage only.

Some residents report that their broadband connections are slow. This may impact on the ability of residents to access information and the performance of businesses that rely on broadband as a pivotal means of communication in a rural area. High-speed broadband will help to address these issues and perhaps provide a range of new opportunities, such as better remote and home working and access to more on-line applications and services. Growth in the use of, and reliance upon, the internet and



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digital media makes it an important means of communication and the provision of high-speed broadband is key to attracting new businesses into the Parish and contributing to the wellbeing of its residents. E-Sussex Broadband Rollout has stated that it will commence surveys and upgrade work in Newick in 2014.

## **Transport and Communications Policies**

### **Policy TC1**

All proposals for housing development should encourage sustainable modes of transport to be used by its occupants. Any proposals that increase the opportunities for walking and cycling to the economic and community facilities will be favoured.



## **Transport and Communications Community Actions**

### **Community Action TC2**

The efforts of the Parish Council to find suitable off-road parking space near the Village Green should be continued. In particular, the proposal to use part of the field closest to the Village Green for a 'grasscreted' parking space for use by those living or working in the properties surrounding The Green should be pursued.

### **Community Action TC3**

The efforts of the Parish Council to reduce the level of speeding on the A272 through Newick and on other Newick roads should be continued.

### **Community Action TC4**

In deciding how to spend the Parish Council's share of the Community Infrastructure Levy, consideration should be given to providing more off-street parking where this is feasible.

## 4.5 Community Facilities

As stated earlier in this Plan, the large increase in population in the 1960s and 1970s was a major factor in keeping Newick a vibrant community. The Parish has maintained its strong social core and is extremely active with well over 30 clubs and societies. Some of these clubs are for members only such as the tennis and bowls clubs, but membership of these is generally open to all. For the purposes of this document, the premises and/or grounds used by all of Newick's clubs and societies are considered to be community facilities.



Though most leisure activities take place in the Village, the Parish as a whole has much to offer with its extensive network of rights of way totalling just over eight and a half miles. These paths and bridleways pass through some of the most beautiful parts of Sussex and include part of the Sussex Ouse Valley Way, ancient roads, and a footpath which is a direct link to the popular Bluebell Railway at Sheffield Park. Much of the Parish Boundary from Sheffield Bridge in the northwest to south of Sharpsbridge in the southeast is formed by the River Ouse, and some angling clubs have fishing rights along the Newick stretches. Newick has very limited allotment land at present, with only eight micro-plots on an area just north of the Village Green, but the holders of these and those on the waiting list hope to get half-size allotments, which would each be about 125 square metres in area.

A brief description of Newick's community facilities is given in Section 1 of this Plan. In addition to these, the local towns offer a wider range of leisure and recreational facilities including centres for gym, swimming and squash, and railway stations with good links to London and the south coast. Uckfield and Burgess Hill each have a cinema. Feedback from the community suggests that development which enhances Newick's community facilities or offers opportunities for improvement will be seen as a positive benefit.



## Community Facilities Policies

### Policy CF1

Any application for development of any of the facilities listed below, or change of use of any of their premises or grounds, will not be supported unless it will improve the facility or provide an equivalent local facility or the community no longer requires the facility:

- Newick Village Hall
- Newick Community Centre
- The Sports Pavilion
- The Reading Room
- The Barn Centre
- King George V Playing Field
- Manwaring Robertson Field
- Newick Village Green
- Newick Bowls Club
- Newick Tennis Club



### Policy CF2

Any application for housing development should demonstrate how it will help to support the social core and community spirit of the village by connecting to and/or supplementing the existing twitten and footpath network of the Parish. For developments of more than six homes, it should also provide and/or develop recreational space and/or equipped play space for use by those of an appropriate age from the whole community and/or provide allotments, to supplement the community's stock of these facilities.

## Community Facilities Community Actions

### Community Action CF3

In deciding how to spend the Parish Council's share of the Community Infrastructure Levy that will accrue from development, priority should be given to provision of improved facilities for sports including the construction of a new Sports Pavilion, provision of play facilities for the very young and recreational facilities for the youth, and consideration should be given to also assisting with the cost of any further improvements to the Village Hall and other community facilities.



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## Section 5 - Plan Delivery and Implementation

Once adopted following a successful vote in the referendum, this Newick Neighbourhood Plan will guide development in the Parish until the end of 2030. During that period, the statutory planning process will direct and control any proposed future development within the Parish by first considering its conformity with the Policies of the Neighbourhood Plan. The process will then also take account of the wider requirements of Lewes District's Council Policies and National Planning Policies.

Should this Neighbourhood Plan not be adopted, the number of homes developed by 2030 would be no fewer, but there would be no local influence on where the homes are built, or their type, size or appearance.



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## **Appendix A List of Documents Produced**

The main Newick Neighbourhood Plan documents produced during the development of the Neighbourhood Plan are listed below:

**Project Plan**

**Project Brief**

**Vision Statement**

**Communication Strategy**

**Consultation Strategy**

**Consultation Day of 17<sup>th</sup> November 2012**

**Availability of Land for Housing Development**

**Review of Consultation with Local Businesses in Newick**

**Future Requirements of Newick's Clubs and Societies**

**Survey of Young People's Views**

**Character Assessment**

**Sustainability Appraisal Scoping Report**

**Habitat Regulations Screening Report**

**Consultation Day of 8<sup>th</sup> June 2013**

**Parish Questionnaire Results**

**Newick Green Parking Survey 2013**

**Sustainability Appraisal and Development Site Selection**

**Draft Neighbourhood Plan**

**Consultation Statement**

**Basic Conditions Statement**

The latest version of each of these documents can be viewed on the Parish Website [www.newick.net](http://www.newick.net). In addition, hard copies may be obtained on request by contacting Sue Berry, Clerk to Newick Parish Council, at: [newickpc@btinternet.com](mailto:newickpc@btinternet.com) or on 01825 722135.

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## Appendix B List of Other Relevant Documents

Other documents of relevance to the Newick Neighbourhood Plan are listed below:

**National Planning Policy Framework**

**Lewes District Local Plan**

**Building for Life 12**

**Rural Community Profile for Newick Parish** (see Note below)

Note: The Rural Community Profile for Newick Parish was produced for Action with Communities in Rural England (ACRE) as part of their Rural Evidence Project by Oxford Consultants for Social Inclusion (OCSI). It was passed to Newick Parish Council by Action in rural Sussex (AirS) in November 2013, too late for use of its data in the reports containing data of a similar type that had been produced by the Neighbourhood Plan Steering Group. Nevertheless, the Rural Community Profile does contain some additional data and may be of background interest. It can be seen on Newick's Community Website [www.newick.net](http://www.newick.net).



## Acknowledgements

The Council believes that by working closely with Newick's residents to develop this Neighbourhood Plan, it has ensured that the Plan:

- i) includes policies that reflect the views and wishes of the majority of Newick's residents,
- ii) will make Newick an even better and more enjoyable place in which to live and work, and
- iii) will maintain the rural setting that Newick values so highly, while also planning a level of housing development compatible with the proposals of Lewes District Council and the requirements of national government.

The Parish Council and its Neighbourhood Plan Steering Group wishes to thank all of those residents of Newick who participated in the process of producing this Plan, whether by taking part in community events, by completing and returning the Parish Questionnaire, by representing their clubs and societies or by registering their views in letters and emails. Special thanks are due to the Officers of the Planning Department of Lewes District Council for their professional advice and guidance, which ensured that the formal process required for producing the Plan was correctly followed. Thanks are also due to local resident Mr Tony Turk, for producing the Newick Neighbourhood Plan Character Assessment and assisting with production of the Parking Survey Report, and to Newick Photographic Group and others for providing many of the photographs used in this Proposed Neighbourhood Plan, including Craig Payne Photography for the two bonfire shots.

Without the assistance of those mentioned above, there would be no Neighbourhood Plan and no opportunity for its adoption. That would have left no local influence on the location, type, size or appearance of Newick's new housing.



Approved by Newick Parish Council  
16<sup>th</sup> December 2014

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**Agenda Item No:** 9.5 **Report No:** 84/15  
**Report Title:** Industrial Estate Management Strategy  
**Report To:** Cabinet **Date:** 6th July 2015  
**Cabinet Member:** Cllr Andy Smith  
**Ward(s) Affected:** Seaford North, Newhaven Denton & Meeching  
**Report By:** Alan Osborne, Director of Corporate Services  
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#### **Purpose of Report:**

To agree the principles for dealing with rent reviews and requests for lease extensions across the Council's Industrial Estate properties and to note the potential future investment requirements to maintain and update the assets.

#### **Officers Recommendation(s):**

- 1 To approve the recommendations to conduct rent reviews, lease surrenders, and the grant of new leases for tenants across the Council's industrial estates, in line with the principles outlined in this report, including adoption of Option 2 (paragraph 2.36 b), namely the surrender and re-grant of leases, moving to an open market rent over a period of time on a stepped basis.

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#### **Reasons for Recommendations**

- 1 Periodically, the Council undertakes rent reviews across the investment property portfolio and there is the opportunity to complete rent negotiations in parallel with negotiating surrender and re-granting of leases where appropriate.

## Information

### 2

- 2.1** Lewes District Council owns the freehold land at 4 Industrial Estates: Cradle Hill Industrial Estate, Seaford; North Street, Lewes; Avis Way, Newhaven; and Drove Road, Newhaven. The estates date from the late 1960s and make an important contribution to the local and regional economy. The Council has granted a variety of leasehold interests in these sites over a number of years. This report concerns the leases granted by the Council rather than any sub-lettings entered into by the Council's tenants.
- 2.2** Turnover of property on the estates is low and the Council receives on average 1-2 requests per month for warehouse/industrial space along the coastal strip. Rental income from the Industrial Estates (including North Street, Lewes) totals £683,500 per annum.
- 2.3** North Street Industrial Estate is not considered within this report as it is within the North Street Quarter earmarked for redevelopment.
- 2.4** Towards the end of 2014, the Council commissioned a report from Stiles Harold Williams in respect of Cradle Hill and Drove Rd, and from Clifford Dann in respect of Avis Way. The agents were instructed to:
- (a)** Develop an understanding of the existing tenant's aspirations.
  - (b)** Consider alternative ways of improving the rental income from the asset.
  - (c)** Provide advice on estate and common part improvements.

#### Cradle Hill Industrial Estate, Seaford (CHIE)

- 2.5** CHIE consists of 42 detached (and some terraced) industrial/warehouse buildings developed in the 1960s. There are a variety of businesses located there, including the Household Waste & Recycling Centre operated by East Sussex County Council (ESCC). LDC owns the freehold in its entirety.
- 2.6** CHIE is Seaford's principal industrial estate and is situated to the north of the A259 South Coast Road within 2 miles of Seaford Town Centre. The village of Alfriston is located 4 miles away. With the exception of Blatchington Road, there are no other significant estates of industrial buildings in Seaford, with the main provision being located nearer to Newhaven which offers a range of unit ages and a more accessible road infrastructure.
- 2.7** The entire site is subject to a variety of long leasehold interests ranging from 14 years to 67 years unexpired. The majority of leases are circa 20 years unexpired. The earliest lease dates from 1969. Approximately half the leases (14) expire in either 2036 or 2037 with the majority of the remainder in 2068. The longest dated lease is the lease for units 27 to 42 which expires in 2081. The majority of leases were assigned in the

1970s. An assignment is a transfer of the ownership of the lease from one person to another.

- 2.8** Presently, there is interest from many of the tenants with expiries in 2036/7 to extend their leases before the expiry of the contractual term in order to retain value in a capital asset which is wasting quickly as the lease terms diminish and become unmortgageable. Banks currently in the property lending market generally require a minimum term of 30 years on top of the mortgage length, in effect, 55 years. Out of the 22 leases, 20 have less than 53 years unexpired. Additionally, if a tenant wished to sell their business or assign their lease, they would need to find either a cash buyer or someone with a mortgage payback of less than 25 years
- 2.9** The “contractual term” is the fixed period of time for which the lease is granted. Whilst tenants refer to lease “extensions” the legal process for “extending” a lease before the expiry of the contractual term is the surrender of the current lease and the re-grant of the lease in the form of a new lease. The re-granted lease will be based on a fixed period that extends beyond the original contractual term. The Council is under no legal obligation to enter into a surrender and re-grant.
- 2.10** The units are generally occupied under single leases where the first tenant constructed the building at their own cost. There are a few exceptions; for example block numbers 27-42 on the plan attached at Appendix A were developed under a single headlease.
- 2.11** Tenants have stated that they are generally loath to invest more of their own money into the buildings because of the short length of remaining time on the leases. The overall effect is that the estate is in stasis in terms of development. At the same time, the buildings are ageing which could add to the maintenance burden of the Council. Alternatively, the Council may wish to redevelop at the end of the term.
- 2.12** The buildings subject to the 2036/7 leases are not contiguous and do not form a neat block of property, so the opportunity to redevelop the land is limited.
- 2.13** Some tenants want to surrender their lease without taking a new lease. The leases do not include break clauses. In the absence of agreement by the Council to accept a surrender, the tenant remains liable to pay the rent and comply with the other provisions of the lease until the expiry of the contractual term. The Council is under no legal obligation to enter into a surrender agreement.
- 2.14** All of the leases, with the exception of Unit 17, are protected under the Landlord and Tenant Act 1954, which means that a qualifying tenant is entitled to apply for a new lease to take effect after expiry of the contractual term. The earliest date that the tenant can apply for a new lease under the 1954 Act is 12 months before expiry of the contractual term. Tenants have no statutory right at this point in time to seek a new extended lease.

- 2.15** Unit 17 is the most dilapidated of all of the buildings and the Council took vacant possession of the unit in November 2013. Since then, the unit has been occupied under a Tenancy at Will whilst the new tenant has made significant improvements to the overall appearance and operation of the site and is now ready to enter into a lease with the Council. A tenancy at will is a tenancy where either the landlord or the tenant may bring the tenancy to an end at any time. There is no security of tenure.

#### Avis Way Industrial Estate, Newhaven (AWIE)

- 2.16** AWIE consists of 34 detached (and some terraced) industrial/warehouse buildings first developed in the 1960s. A considerable part of the estate is let to Rookery Estates Ltd on a 125 year lease and is branded as RICH Industrial Estate (24 units).
- 2.17** AWIE is one of the largest industrial estates in Newhaven and located within easy reach of the main trunk roads and the port. Newhaven has a considerable industrial heritage, but space is hard to come by and turnover within Council owned units is very low.
- 2.18** There are a number of very important and high-profile employers at AWIE. One of the more recent successes involved the relocation of Forfars & Cutress to Newhaven as a result of assistance from the Regional Growth Fund and Locate East Sussex.
- 2.19** The entire site is subject to a variety of long leasehold interests ranging from less than a year to 114 years unexpired. There are 5 units with 53 years or less unexpired and tenants have already made approaches to the Council to negotiate lease extensions.
- 2.20** The road through the estate has been resurfaced and improved. Car parking and general congestion has been highlighted as an issue. The existing estate signage is out of date and faded and negative comments were received from tenants about the lack of maintenance to the verges.

#### Drove Road Industrial Estate, Newhaven (DRIE)

- 2.21** DRIE is one of the smaller industrial estates within Newhaven. It consists of three detached industrial/retail warehouse buildings developed in the 1980s.
- 2.22** The entire site is subject to two lease interests, both with approximately 95 years unexpired.
- 2.23** Opportunities on the site for future development and/or regeneration projects are limited given the long unexpired lease terms.

### **Rent Reviews for current leases**

- 2.24** The majority of leases contain rent review provisions where there is the potential for rent to be increased at specified points in time. There are overdue rent reviews at CHIE on 15 properties with 4 more rent reviews coming due within the next 12 months. The rent reviews that are

outstanding relate in the main to the units with the shortest unexpired leases. While there are no outstanding rent reviews at either Avis Way, or Drove Road, the same issues around diminishing leases apply.

- 2.25** The existing leases work on the basis that the reviewed rent for the entire contractual term shall disregard the value of the buildings on the land. This is commercially unusual because of problems around gathering suitable comparison rental evidence for the separate land and buildings elements of the review. Where commercial leases are granted at rents that do not reflect the full rental value of both the land and the buildings, then normally the rent review provisions will work on a “gearing” basis. That is, the rent will be reviewed by reference to the open market rental value of comparable property taking account of both buildings and land. The actual rent will then be a pre-agreed percentage of the open market rental value as set out in the lease. The amount attributable to the land element is then a matter of pure arithmetic based on agreed percentages. This avoids uncertainty and makes the rent review process much more straightforward.
- 2.26** The unusual nature of the current rent review provisions is probably partly due to the fact that the leases are old. They are not based on modern lease terms. It is also assumed that the intention was to give the first tenants a low rent to recognise the costs incurred in constructing the buildings. However, the existing leases do not provide for a transition to full market rents once the construction costs have been recouped. Leases of this type tend to work on the basis that the rent will rise over time to become a full market rent. The precise arrangements will turn on a variety of factors including the market at the time the lease is granted, the nature of the premises and the identity of the tenant. One way of achieving the uplift is by means of a stepped rental mechanism, whereby the rent increases by set pre-agreed percentages at certain points throughout the term.
- 2.27** CHIE tenants who are interested in lease extensions have been told that the Council will delay implementing their rent reviews pending a decision as to whether the Council is willing in principle to grant extensions. It is suggested that tenants be given a period of six months in which to complete a surrender and re-grant if Cabinet agrees recommendation 1. If the a surrender and re-grant is not achieved within the period of 6 months from the Council offering to enter into negotiations, the rent review under the current lease should be implemented.

### **Rents for lease re-grants**

- 2.28** The main area for negotiation on any surrender and re-grant will be the rent paid for the new lease.
- 2.29** The starting point is section 123 of the Local Government Act 1972. The Council cannot dispose of its land for a consideration less than the best that can be reasonably obtained in the market, except with the express consent of the Secretary of State. Section 123 covers the rent paid for leases that exceed seven years.

- 2.30** The new lease will also be subject to the Council policy set in July 2008 where Cabinet agreed ‘that a policy of open market rentals be adopted for all Council leaseholders.
- 2.31** As mentioned above the current leases are commercially unusual. It is not recommended that lease re-grants follow the same approach. The reasons are twofold. First, the current rent review mechanism is unsatisfactory because of the problems around gathering suitable comparison rental evidence for the separate land and buildings elements. Secondly, any re-grants should operate on the basis that they transition to full market rents using a stepped rental mechanism (i.e. rent increases by set pre-agreed percentages at certain points throughout the term).
- 2.32** In previous discussions some tenants suggested that the rent for a re-grant should not transition to full market rent because tenants have the right to apply for new leases under the Landlord and Tenant Act 1954. The arguments goes along the lines that the tenants will be entitled as of right to new leases based on the same terms as those found in the current leases including rent. This is not correct for the following reasons:
- (a)** The 1954 gives the right to a “qualifying tenant” to apply for a new lease to take effect after expiry of the contractual term. The earliest date that the tenant can apply for a new lease under the 1954 Act is 12 months before expiry of the contractual term. The right to apply for a new lease is therefore many years away. There is no guarantee that tenants will satisfy the qualifying tenant requirements at the time the application is made.
  - (b)** There are some grounds in the 1954 Act on which the landlord can resist the renewal of the lease. There is no guarantee that the tenant will be able to secure a new lease based on the rights set out in the 1954 Act.
  - (c)** Where the court decides to grant a new lease under the 1954 Act the rent is determined by the court having regard to the terms of the tenancy (other than those relating to rent), the rent that the holding might reasonably be expected to be let in the open market by a willing tenant, and certain specified matters. It follows that the rent for a new 1954 Act lease will normally reflect the value of the land and the buildings.
  - (d)** Case law also provides an opportunity for the landlord to argue that the terms of any new lease should depart from the terms of the existing lease where such a change would be “fair and reasonable”. Officers consider that it would be fair and reasonable to argue that the current low rents were agreed for the defined contractual term only. Once the current term and related bargain has expired the rent payable should change so that the tenant pays the same amount as anyone else would have to pay for the same premises (i.e. the willing tenant position).
- 2.33** In previous discussions some tenants suggested that the rent for a re-grant should not transition to full market rent because tenants have made improvements to the land in the form of buildings and the like. This is a

reference to the tenant's right to compensation for improvements as set out in the Landlord and Tenant Act 1927 (a right separate from the compensation provisions of the Landlord and Tenant 1954 which arise when a renewal tenancy is refused). It is also a reference to what is sometimes called the "21 year" rule.

- (a)** The 1927 Act applies to most leases of property used for a trade or business. The entitlement to compensation arises at the termination of the tenancy and on the tenant "quitting the holding". A leading legal publication (Woodfall) says that it is considered that a tenant that renews its lease cannot carry over the right to compensation into the new tenancy. The tenants cannot therefore argue that a re-grant (which is not a quitting of the holding) should take account of compensation rights that only arise in the event of a quitting the holding. In addition, various improvements do not attract compensation including those made under an obligation imposed on the tenant. Building leases are specifically identified as falling within the scope of this provision.
- (b)** The "21 year rule" arises where a new tenancy is granted under the 1954 Act by the court. In assessing the rent the court must disregard certain factors including the effect on the rent of an improvement (section 34(1)(c)). The improvement must have been completed not more than 21 years before the application for the new tenancy was made and it must not have been carried out in response to an obligation owed to the landlord. The earliest date that the tenant can apply for a new lease under the 1954 Act is 12 months before expiry of the contractual term. Many tenant improvements, including the construction of the original buildings, will therefore fall outside of the scope of improvements that can be disregarded for the purposes of section 34.

**2.34** In previous discussions some tenants suggested that the rent for a re-grant should not transition to full market rent because the buildings were put up by the tenants and the buildings are therefore owned by the tenants (i.e. they are tenant's fixtures). This is not correct. Tenant's fixtures comprise chattels (i.e. tangible, moveable assets) attached to the land by the tenant (or a predecessor in title under the tenancy) for the purposes of its trade or business and which are capable of physical removal without causing substantial damage to the land and without the chattel losing its essential utility as a result of the removal. The buildings are not capable of physical removal without causing substantial damage to the land and without the buildings losing their essential utility as a result of the removal.

**2.35** .Given that piecemeal redevelopment of the estate is not a feasible way forward based on the existing lettings structure, to help secure the future of a number of the businesses on the estate, it is recommended that the tenancies should be restructured to encourage regeneration and growth.



## Options

**2.36** There are broadly three options for Cabinet to consider:

**(a)** Option 1 – Do nothing.

Officers would conduct rent reviews based on the existing lease terms, which are ground rent only. The tenants have no right to a surrender and re-grant at this point in time. However, the current leases are commercially unusual and use an unsatisfactory rent review mechanism. The Council will not benefit from the potential for a stepped rental mechanism transitioning to full market rent prior to the end of the current contractual term. Furthermore, failure to consider the use of re-grants means that some tenants will not want to invest in the buildings because of the short length of the remaining term. .

**(b)** Option 2 – Agree to new leases based on a surrender and re-grant and move to an open market rent over a period of time on a stepped basis.

By staggering the rental payments due incrementally, businesses will have longer to plan for the additional expense and the Council will benefit from an uplift in rents three times in the next 10 years.

This is the recommended option and further, that Cabinet approve the following principles for individual tenant negotiations, on the understanding that some variation may be needed during negotiations to cater for individual circumstances:

Tenants wishing to surrender their existing leases may do so on the basis that they are released from future rent payments due to the end of the contractual term. This course of action would allow the Council to regain control of the asset and to market at the open market rental value immediately.

That the Council offers a surrender of the existing lease and the grant of a new lease of 99 years duration to those tenants wishing to extend their leases (i.e. a surrender and re-grant). The new leases would be a modern equivalent to the existing leases and contain mutual break clauses. Appendix B shows the difference between the current rents and the open market rents taking into account the land and buildings. The figures are based on the Council's ability to charge rent based on the land and the building(s), but this may vary from lease to lease.

To go from the current to proposed rents may prove to be unaffordable for many of the tenants and so it is also recommended that the rent is phased over a ten year period on the following basis:

- Year 0 (start of lease): a minimum of 33% of open market rent
- Year 5 (1<sup>st</sup> rent review): a minimum of 66% of open market rent

- Year 10 (2<sup>nd</sup> rent review): 100% of open market rent

Those tenants who wish to see out their lease will be unaffected and rent reviews will be conducted as per the terms of their existing leases.

It is also recommended that should Members approve Option 2, the offer will be available to tenants for a maximum 6 month period, after which the remainder of the rent reviews will be conducted without further delay.

- (c) Option 3 – Move to open market rent upon commencement of the new lease.

While Option 3 is the most commercially advantageous route, there is an issue of affordability for business owners. The Council has a duty to obtain best consideration through its assets, but the Council can also take into account the impact on the local economy and social wellbeing of an area as part of that consideration. Furthermore, the Council can take account of the fact that the tenant has the right to pay a ground rent up to the expiry of the current term. Whilst the tenant has this existing right, the tenant has no right to demand a new extended lease at this point in time. The granting of a new extended lease crystallises the future potential rights of the tenant so that they are deliverable now. The stepped rental mechanism is therefore a balanced approach which recognises the tenant's existing rights and the fact that the Council is giving the tenant the certainty of a lease extension.

## **Estate and Common Part Improvements**

**2.37** In April 2015, the tenants at Cradle Hill were surveyed to gather information on what they believe to be the key issues. A total of 13 questionnaires were sent out and there was a 100% response rate. Key issues identified were:

- (a) Parking at CHIE is very limited and causes congestion.
- (b) 50% of tenants wanted improvements to the access roads, in particular the implementation of a one-way system to reduce congestion.
- (c) The closure of the Household Waste & Recycling Centre is having an impact on tenants. The HWRS is closed Monday to Thursday and tenants have pointed out that the partial closure has resulted in an increase in fly-tipping on the estate and gridlock on a Friday. One tenant is considering leaving unless the problem improves.
- (d) Improved lighting and new estate signage are also high on the list of improvements that tenants wish to see.
- (e) Improved security against vandalism/theft.

## **Financial Appraisal**

**3**

An illustration of the potential maximum rental income and associated profiling is attached at Appendix B. It is important to note that it is for illustrative purposes only and should not be relied upon for budgeting purposes.

## **Legal Implications**

**4**

The legal implications are set out in the body of this report.

## **Risk Management Implications**

**5**

- 5.1** The key risk for the Council is that the tenants who wish to surrender their leases and take up new leases will not agree terms. If this situation prevails, the rent reviews will be concluded on the basis of the existing leases.

## **Equality Screening**

**6**

- 6.1** There are no equality impacts as a result of this report.

## **Background Papers**

**7** None

## **Appendices**

- 8** Appendix A: Plan showing lease expiries by time remaining at CHIE.
- Appendix B: Illustration of current and maximum potential rental income if Option 2 is approved. EXEMPT



**Agenda Item No:** 9.6 **Report No:** 85/15  
**Report Title:** Depot Rationalisation Feasibility Report  
**Report To:** Cabinet **Date:** 6 July 2015  
**Cabinet Member:** Councillor Andy Smith  
Councillor Paul Franklin  
**Ward(s) Affected:** Lewes Bridge, Lewes Priory, Newhaven Valley, Newhaven  
Denton & Meeching  
**Report By:** Alan Osborne, Director of Corporate Services  
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**Purpose of Report:**

To obtain Cabinet approval to pursue the development of a new depot in Newhaven, combining the existing depot and recycling facilities at Robinson Road, Newhaven; and North St, Lewes onto a new site at Avis Way.

**Officers Recommendation(s):**

- 1 That Cabinet delegates authority to the Director of Corporate Services and the Director of Service Delivery, in conjunction with the Assistant Director of Corporate Services to develop a combined depot premises in Newhaven in accordance with the detail contained within this report.
- 2 That Cabinet allocates £3.5m within the Capital Programme for delivering LDC's new combined depot premises in Newhaven, to be funded from capital receipts and prudential borrowing financed from savings arising from consolidation of assets.
- 3 That a first call upon capital receipts from the property regeneration project will be used to repay this loan.
- 4 That Cabinet agrees that the Director of Corporate Services and the Assistant Director of Corporate Services make appropriate arrangements to serve notice on the affected tenants at Avis Way.

- 5 To authorise the Director of Corporate Services to appoint ESCC's Property & Capital Investment Delivery Team to project manage the construction of the combined depot facility; and to waive Contract Procedure Rule 6 in respect of this contract for the reasons set out in paragraphs 3.15 to 3.17.
  - 6 To authorise the Director of Corporate Services to appoint Lewis & Co as planning consultants and to waive Contract Procedure Rule 6 in respect of this contract for the reasons set out in paragraph 3.17.
- 

## **Reasons for Recommendations**

- 2 On 19th March 2015, Cabinet approved the recommendation to carry out a feasibility study into the relocation of Robinson Road Depot and North Street Waste & Recycling Centre onto a combined site in Avis Way, Newhaven.

## **Information**

3

## **Background**

- 3.1 In March 2012, Cabinet approved the principle of agile working and operational property rationalisation. This decision was closely followed by the adoption of the Property Strategy in May 2012, and the new shared services presence in Newhaven approved by Cabinet in July 2012.
- 3.2 There has been significant progress in the intervening time, with the refurbishment of Southover House, centralisation of operational activity within Lewes into one building, and the new shared services building in Newhaven will be delivered in Autumn 2015. It is therefore now appropriate, given the review of how waste and recycling will be delivered in the future, to consider the business case for combining the current operations onto one site.
- 3.3 There are two other key strategic priorities to consider. The Recycling Centre in Lewes is located within the North Street Quarter which is subject to a joint development proposal between LDC and Santon. Additionally, the land at Robinson Road where the existing depot is has been earmarked to deliver a number of affordable homes through the property regeneration project.

## **Feasibility and Site Layout**

- 3.4 The illustrations have been based on an outline specification document provided by Lewes District Council as well as notes taken at a briefing meeting held at the existing Depot and site visit to Avis Way, although this did not include access into the existing buildings. Area requirements for the storage of materials within the MRF have been broadly based on figures contained in a report undertaken by Ricardo AEA and the outline specification document.

- 3.5** There are a number of existing buildings across the two sites. It may be possible to reuse some of the existing structures, but this is design and condition dependent. It has been assumed for cost purposes that all buildings will be demolished.
- 3.6** The main warehouse building (approx. 15 x 50m) is constructed with a steel frame, corrugated cladding and a corrugated asbestos cement roof. The building has been designed for the direct loading of lorries with a raised floor approximately 1m above the external ground levels and roller shutters along the southern and northern sides. Although the building appears structurally sound the building fabric is in poor condition and the raised floor would not be suitable for the use of any of the proposed buildings. The proposals therefore look to demolish this building as it would not be cost effective to reuse or refurbish the building.
- 3.7** The office building (approx. 6x20m) is a two storey flat roof roofed building connected to the eastern end of the warehouse. It looks to be formed in loadbearing construction with a brick outer face and timber windows. The internal layout and condition is not known but the building could be serviceable.
- 3.8** There are three existing steel framed workshop buildings, two located in the south western corner of the site and one at the eastern end of the warehouse building. Again, it may be possible to repurpose these buildings, but the costings assume that they will be demolished.
- 3.9** The report has identified two possible layouts of the site, but this could change at the detailed design stage. Accordingly, these layouts have been included within this report for illustrative purposes only.
- (a)** Illustration A: The proposals look to construct three separate buildings namely the Vehicle Workshop, the MRF and the main Office / Welfare facilities. These are located at the edges of the site freeing up the central space for circulation with odd corners of the site being used for storage and parking. Please see Appendix A for the illustrative plan.

The buildings are located in defined areas of the site which will allow for dedicated access from Avis Way which will reduce possible congestion and conflicts due to cross circulation. The central circulation area can be configured as required.

The Vehicle workshop is located at the northern end of the site with a dedicated cross over onto Avis Way. This end of the site also provides a large parking area for vehicles using the workshop and council vehicles.

There is a clean demarcation between the northern and southern sides of the site which could be a physical boundary or flexible notional boundary.

The southern end of the site has an access point onto Avis Way and is designated for the external storage of materials from the MRF for loading and export. It could be that this area shares the main central entrance which could create some additional external storage area.

The office / welfare building is located centrally, on the site of the existing office building directly on Avis Way. This will allow public access into the building from the front without the need to enter the working area of the site. However it still allows a clear view over the site and the entrances and easy access for those within the site.

The total estimated cost to deliver Illustration A is outlined at Appendix C.

- (b)** Illustration B: The proposals show a smaller MRF compared to Illustration A but with the workshop and offices combined into a single building located centrally in the site. The office section of the building faces onto Avis Way allowing public access without the need to enter the working area of the site. Please see Appendix B for the illustrative plan.

Circulation for refuse and recycling vehicles is via a one way system entering at the southern end of the site and exiting at the northern end, with the circulation route also providing access to the workshop bays and space for parking spaces around the edge of the site.

A weighbridge has been located at the rear of the building on the entry route which will allow for queuing of vehicles but with a bypass lane. Vehicles to be weighed empty would need to pass through the site again or an additional weighbridge could be constructed adjacent to the exit.

This site layout indicates a 200m<sup>2</sup> Environmental Agency building which could be located in the northern corner of the site and accessed from a separate new entrance in the far northern corner.

The Transfer Station building is smaller than the Illustration A proposal with storage bays down only one side. The building could be increased in size to match the size of the Transfer Station in Illustration A, but at the expense of losing many of the refuse vehicle parking bays along the northern boundary and the ability of accommodating an EA building would be much reduced.

The total estimated cost to deliver Illustration B is outlined at Appendix C.

## **Conclusions and Next Steps**

- 3.10** The feasibility study indicates that the land identified at Avis Way would be a suitable site to accommodate a Waste Transfer Station (WTS), Vehicle Workshop and Office & Welfare facilities of a size that corresponds with the areas indicated within the Outline Specification provided by Lewes District Council.
- 3.11** To progress, a more detailed brief will need to be developed to clarify the size, function and relationship of all the areas. However this will be subject to decisions that will need to be made on the type of service the facility will be provide as well as the future refuse and recycling collection policy that will be adopted.



- 3.12** Although the site will be capable of accommodating the WTS and Vehicle Workshop, it is unlikely that Illustration B will be able to accommodate all the parking for the council refuse and recycling vehicles, which we understand number up to 40. Similarly if a scheme the size of Illustration A is required it is unlikely that there will be adequate space to accommodate a building for the Environmental Agency unless additional parking spaces are lost.
- 3.13** Neither layout allows for the provision of small business units to recoup the revenue that will be lost from existing tenants. However, there is likely to be a saving based on the running costs of the current sites and more opportunity to offer a commercial service from the new depot. It is therefore hoped that the lost revenue from rent will be netted off.
- 3.14** It is recommended that the suggested route to procurement and construction is to engage with a Tier 2 Design and Build Contractor procured through East Sussex County Council's (ESCC) Sussex Cluster Contractors Framework (SCCF).
- 3.15** LDC does not have staff with the appropriate skills and experience to manage this type of project. ESCC's specialist Property & Capital Investment Delivery Team has the necessary skills and experience including a dedicated Project Manager, Cost Consultant, Contract Administrator, as well as CDMc and access to ESCC's contractor frameworks for procurement.
- 3.16** The Council's Contract Procedure Rules require that officers invite tenders for contracts costing £30,000 or more. Project management of the construction elements of the new depot scheme will exceed £30,000.
- 3.17** The development of the site at Robinson Road is time sensitive in order to be able to capitalise on a possible Homes and Communities Agency (HCA) grant. Accordingly, there is pressure to complete the procurement process. It is therefore proposed to appoint ESCC's Property & Capital Investment Delivery Team to project manage the construction elements of the new depot scheme without inviting other contractors to tender.

At the same time, there is an urgent need to appoint planning consultants for Robinson Road and a number of other sites identified within the Property Regeneration Portfolio. Lewis & Co Planning Consultants have the required expertise, experience and capacity and it is recommended that they are appointed without inviting other contractors to tender. These recommendations require a waiver of Contract Procedure Rule 6 by either Cabinet or the Leader.

- 3.18** Recent examples of ESCC's experience include The Keep – the new historical resource centre at Falmer, as well as the redevelopment of Warwick House in Seaford. The Keep was a major construction project (£18m) that was delivered on time and to budget. Additionally, ESCC are currently undertaking the project management role on the Newhaven Growth Quarter project and the new shared services building in Newhaven, Saxon House.
- 3.19** If this is the preferred route to construction, then ESCC propose to charge a fee in the region of 4%-6% of the overall project cost for the Project Manager, Cost Consultant (including contract administrator) and CDMc and procurement

services that the ESCC Major Projects Team provide. Any Design costs would be included as part of the overall contractors proposal. If however, the fee is above the OJEU threshold, then a full tender exercise will be necessary.

**3.20** ESCC's proposed fee percentage excludes any fees associated with Estates/legal work or Building Control. They propose to issue invoices on the following basis:-

- Gateway 1 15% of Total Fee
- Gateway 2 (Construction phase) 40% of Total Fee (i.e. 55% Cumulative)
- Gateway 3 (Practical completion) 35% of Total Fee (i.e. 90% Cumulative)
- Gateway 4 (End of defects) 10% of Total Fee (i.e. 100% Cumulative)

**3.21** Should Cabinet approve the recommendation to develop a new depot at Avis Way, it will be necessary to serve a Section 25 notice on the affected tenants at the earliest opportunity.

## **4 Financial Appraisal**

**4.1** The expectation is that the borrowing to fund this additional capital expenditure will be redeemed from a call upon capital receipts realised from consolidation of assets.

**4.2** There will be a loss of rental income of £61,000 pa from the 2 sites at Avis Way, but this can be partially offset by the reduced running costs from combining the depots onto one site.

**4.3** It may be possible to develop some of the land in the future to generate a rental income, by retaining the flexibility to build small business units on the site. This layout is dependent upon future fleet size and profile.

**4.4** It may also be possible to develop new income streams, for example through fitting photo-voltaic panels. The Council would benefit from the Feed-In Tariff and reduced utility costs.

## **5 Legal Implications**

**5.1** Legal advice re terminating leases is contained within the report dated 19<sup>th</sup> March 2015.

**5.2** The Council's Contract Procedure Rules (paragraph 4.14) allows designated officers to place orders from existing Framework Agreements procured by other local authorities. Joining such an arrangement is subject to approval by the Council's senior legal officer.

- 5.3** The Council were named in the contract notice which established the Sussex Cluster Contractors Framework and can call off from this arrangement. The Council's senior legal officer approves the use of the framework agreement for this project.
- 5.4** Under the 2015 Regulations the Council can (without applying the public procurement procedures) award a public service contract for the provision of centralised purchasing activities (including ancillary purchasing activities) to a central purchasing body. ESCC will have been acting as a central purchasing body in setting up and managing the framework. This is different however to ESCC providing professional services related to the delivery of works under a construction contract.
- 5.5** The proposal from ESCC is not part of an arrangement that can be classified as "mutual co-operation" in procurement terms. It is proposed to award the services contract for elements of the professional team work for the construction contract to ESCC. As the value of this contract is less than the services threshold of £172,514, Cabinet are asked to approve a waiver for not following the Council's Contract Procedure Rules by going out to tender to appoint the service providers for this work but to award the contract to ESCC directly. It is considered that this approach will be efficient and offer value for money. However, if the final quote from ESCC is above the OJEU threshold, it will trigger a full tender exercise.

## 6 Risk Management Implications

| Risk  | Mitigation  |
|---|---|
| The cost of the new facility exceeds the allocated budget.            | The contract is to be let on a Design & Build basis which gives greater cost certainty. There will also be regular progress and monitoring reports from the Project Manager and Employer's Agent. |
| The new development fails to meet the specification that is required. | Early engagement is required between the service area and the architects to ensure that the design is developed in line with client needs.  |
| LDC is unable to gain vacant possession of the sites.                 | In the event that the tenants refuse to move, LDC will need to demonstrate that there are grounds under the Landlord and Tenant Act 1954 and apply to the Court.                                  |

## **7 Equality Implications**

- 7.1** The equality implications of the proposal are mainly positive. Newhaven is the most deprived part of Lewes District, and the new depot will add to the significant investment already demonstrated within the town in relation to such projects as the UTC; Newhaven Growth Quarter; and the Shared Services premises, Saxon House. Additional investment will show public sector confidence in the town to external investors and local residents and businesses.
- 7.2** Further work on equality implications will be considered as part of the design and build – for example, ensuring that the building is fully accessible and meets modern standards.

## **8 Background Papers**

## **9 Appendices**

Appendix A: Illustration A Site Layout

Appendix B: Illustration B Site Layout

Appendix C: Feasibility Estimate EXEMPT

Appendix D: Feasibility Report EXEMPT



Site Layout 1:500

Note:  
Do not scale this drawing.  
All levels and dimensions are to be checked on site.  
This drawing is to be read in conjunction with all relevant consultants' requirements, drawings and specifications.  
Any discrepancies between consultants' drawings to be reported to the Contract Administrator before any relevant work commences.

Notes



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| Rev | Date     | Description | Drawn | Checked | Status |
|-----|----------|-------------|-------|---------|--------|
| 1   | 15.05.15 | First Issue | RM    | RM      |        |
|     |          |             |       |         |        |
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Feasibility study for a Waste Transfer Station, 10 Avis Way, Newhaven  
Option A Preliminary Proposed Site Plan  
Scale: 1:500 @ A3  
No: 4436  
Date: AD-10  
Rev: -

**MILLERBOURNE ARCHITECTS**  
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Outline of possible Environmental Agency building 200m<sup>2</sup>



Site Layout 1:500

Note:  
 Do not scale this drawing.  
 All levels and dimensions are to be checked on site.  
 This drawing is to be read in conjunction with all relevant consultants' requirements, drawings and specifications.  
 Any discrepancies between consultants' drawings to be reported to the Contract Administrator before any relevant work commences.

Notes



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| Rev | Date     | Description       | Drawn | Checked | Status |
|-----|----------|-------------------|-------|---------|--------|
| -   | 01.05.15 | First Issue       | RM    | RM      |        |
| A   | 10.05.15 | Minor alterations | RM    | RM      |        |
|     |          |                   |       |         |        |
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|                    |   |             |               |          |
|--------------------|---|-------------|---------------|----------|
| <b>PRELIMINARY</b> | Feasibility study for a Waste Transfer Station, 10 Avis Way, Newhaven |             |               |          |
|                    | Option B Preliminary Proposed Site Plan                               |             |               |          |
|                    | Scale<br>1:500 @ A3   | Job<br>4436 | Date<br>AD-05 | Rev<br>A |

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**Agenda Item No:** 9.7 **Report No:** 86/15

**Report Title:** Outcomes of the Waste and Recycling Review

**Report To:** Cabinet **Date:** July 2015

**Cabinet Member:** Cllr Paul Franklin

**Ward(s) Affected:** All Wards

**Report By:** Gillian Marston, Director of Service Delivery

**Contact Officer(s)-**

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### **Purpose of Report:**

To advise Cabinet on the outcomes of the review of the Waste and Recycling service as conducted by Ricardo and to seek Cabinet approval as regards the options for the development of the service.

### **Officers Recommendation(s):**

That Cabinet:

- 1** Consider the recommendations included within the Waste and Recycling review conducted by Ricardo and included as Appendix A to this report;
- 2** Agree that, should Cabinet decide to accept the findings of the review, proceed to develop the service in accordance with Option 2, defined in the report as:
  - a. Fortnightly refuse collection;
  - b. Weekly recycling collection with glass and paper collected separately from cans, plastics and card;
  - c. Weekly food waste;
  - d. Fortnightly opt-in green waste collection.
- 3** Agree to relocate the existing small MRF facility at North Street, Lewes to the new depot facility;
- 4** Allocate up to £2.2m from General Fund Revenues to fund start-up costs associated with implementing the changes to the service;

- 5 Authorise the Director of Service Delivery, in consultation with the Assistant Director of Corporate Services, to develop of a viability study for the establishment of a company to provide commercial operations, including a business case. This will enable members to take a further decision on the options for commercial operations;

### Reasons for Recommendations

- 1 Lewes District Council operates an in-house Waste and Recycling service. The Council's recycling rate was 24.98% for the year 2013/14 where the national average was 44.2%. This places the Council within the bottom quartile of local authorities in the UK. There is an EU target for the UK to recycle at least 50% of waste generated by households by 2020<sup>1</sup>.
- 2 In addition to this the Council's current waste facilities at North Street in Lewes and Robinson Road in Newhaven are due to be closed within the next 18 months as both sites have been identified as locations for the provision of affordable and private housing, a strategic priority for the Council.
- 3 The Council recently conducted a consultation on the provision of a green waste service in the District, a service which the Council does not currently provide. The results of the consultation were as follows:

| Response  | Numbers     |
|---|-------------|
| Yes – the service is needed;  | 309         |
| Yes – the service is needed but disagree with proposed charge of £60; | 295         |
| Yes – the service is needed but no charge should be made;             | 203         |
| <b>Total</b>  | <b>807</b>  |
| No – the service is not needed  | 564         |
| <b>Total</b>  | <b>564</b>  |
| <b>Total Number of Responses</b>                                      | <b>1371</b> |

A trial of the green waste service will be conducted in Seaford in August 2015.

- 4 The Council's current Waste and Recycling service was developed in 2000, and attitudes and behaviours towards recycling and refuse have dramatically changed in this period. In 2004, 45% of English householders classed

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<sup>1</sup> "Statistics on waste managed by local authorities in England in 2013-14", Department for Environment, Food and Rural Affairs, November 2014  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/375945/Statistics\\_November\\_2014\\_Final.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/375945/Statistics_November_2014_Final.pdf)



themselves as “committed recyclers” and by 2011 this had risen to 70%. There is also evidence that the public would recycle more if this were supported and encouraged by the services offered by local authorities<sup>2</sup>.

5 The Council is seeking to provide a service that encourages recycling, is flexible and easy to understand for residents, provides savings as well as potential commercial opportunities, and uses the Council’s current and predicted future workforce and facilities in the most efficient manner. The Council asked Ricardo to consider the following factors when developing options for the future service:

- 5.1 The frequency of refuse and recycling collections;
- 5.2 How residents are asked to sort recycling and the containers required;
- 5.3 The material quality of the recycling collected under different options;
- 5.4 The staff and vehicle requirements of each option;

### The Current Waste and Recycling Service

6 The current Waste and Recycling service was originally developed in 2000 and 85% of residents have access to the recycling service.

|                      | Receptacle           | Material                  | Frequency   | Vehicle                                 |
|----------------------|----------------------|---------------------------|-------------|---|
| <b>Refuse</b>        | Householder Provides | Refuse                    | Weekly      | Refuse Collection Vehicle with Food Pod |
| <b>Dry Recycling</b> | Small Box            | Paper                     | Fortnightly | Electric Vehicle                        |
|                      | Large Box            | Cans and Plastic Bottles  |             |   |
|                      | Reusable Bag         | Cards and Junk Mail       |             |   |
|                      | Reusable Bag         | Glass Bottles and Jars    |             |   |
|                      | Single Use Sack      | Texiles                   |             |   |
|                      | Singe Use Bag        | Small Household Batteries |             |   |

<sup>2</sup> “What people really think about the environment: an analysis of public opinion”, The Green Alliance, 2012 <http://www.green-alliance.org.uk/resources/What%20people%20really%20think.pdf>

|                   |                              |            |        |   |
|-------------------|------------------------------|------------|--------|---|
| <b>Food Waste</b> | Kitchen and Kerbside Caddies | Food Waste | Weekly | Refuse Collection Vehicle with Food Pod |
|-------------------|------------------------------|------------|--------|---|

**7** Since the service was developed, attitudes towards refuse and recycling have dramatically changed. A 2014 YouGov poll found that:

**7.1** 94% of people say that it is important to recycle;

**7.2** 60% of respondents say that they already separate out glass and a further 35% indicate they would be happy to do so if offered the option;

**7.3** 55% of respondents separate out organic waste (food and garden waste) and a further 36% indicated they would be happy to do so if a collection service was offered;

**7.4** 38% thought that the current EU target of 50% of all waste being recycled was too low, with only 8% thinking it was too high.

**8** The table below indicates the amount of kerbside waste and recycling collected by the Council in the year 2013/14:

|                              | <b>Tonnes</b> |
|------------------------------|---------------|
| <b>Dry Recycling</b>         | 4,078         |
| <b>Food Waste</b>            | 1,130         |
| <b>Residual Waste</b>        | 19,948        |
| <b>Total Collected Waste</b> | 25,156        |

**9** The Council has a high level of resident satisfaction with its Waste and Recycling service and receives very few complaints. The Council uses its existing small Materials Recovery Facility (MRF) in Lewes to remove contaminants. The amount of material rejected from the MRF is very low, indicating a high level of material quality.

**10** There are a number of constraints that limit the capacity of the current service to fulfil the strategic goals that Council has established. These constraints include:

**10.1** The current service is complex with multiple containers, and there is significant onus on the resident to sort their recycling into the right containers. This is in addition to the complexity added by separate collection days for refuse, recycling and food waste;

**10.2** Additional containers can only be provided on a request basis, and it has been felt that there is low awareness of the fact that residents can

request more containers, or request further collection services, such as cardboard (which is a service that has been added in the last two years);

- 10.3** The current service is not flexible for residents who live in flats that restrict recycling to only two streams, as there is not sufficient space to store multiple containers;
- 10.4** The current system places more emphasis on refuse collection which is weekly, than the recycling service which is fortnightly and opt-in rather than offered to all residents as a default service;
- 10.5** There is insufficient capacity at the existing MRF facility to bulk all of the materials collected, and the limited range of drop-off points for the recycling collection crews restricts the capacity for expansion of the kerbside recycling collection service.

### **The Options for Future Development**

- 11** The Council asked Ricardo to produce and assess a number of options for the development of the Waste and Recycling service, with a focus on increasing both the frequency and capacity of the recycling collections, at the same time as assessing the viability and impact of reducing the frequency of refuse collections.
- 12** Only 6% of waste-collecting authorities continue to run a weekly refuse collection service, with the average time between refuse collections being 12 days<sup>3</sup>. A number of authorities have recently moved to a 3-weekly and 4-weekly refuse collection service, and we asked Ricardo to model both fortnightly and 3-weekly refuse collection services.
- 13** Ricardo developed the following 5 options for the development of the Waste and Recycling service. All of the options modelled result in an increase in the recycling rate from it's current level;

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<sup>3</sup> <http://www.localgov.co.uk/City-deems-weekly-bin-collections-too-expensive-despite-Government-fund/37942>

|                        | Refuse      | Dry Recycling   |             | Food Waste | Garden Waste | Processing                | New Recycling Rate | Cost per Tonne |
|------------------------|-------------|---|-------------|------------|--------------|---------------------------|--------------------|----------------|
| <b>Current Service</b> | Weekly      | Source Separated                                      | Fortnightly | Weekly     | Not Offered  | LDC MRF                   | Current<br>24.98%  | £759.35        |
| <b>Option 1</b>        | Fortnightly | Commingled<br>Glass Separate;                         | Fortnightly | Weekly     | Fortnightly  | 3 <sup>rd</sup> Party MRF | 45%                | £429.86        |
| <b>Option 1A</b>       | Fortnightly | Commingled<br>Glass Separate;                         | Weekly      | Weekly     | Fortnightly  | 3 <sup>rd</sup> Party MRF | 47%                | £433.31        |
| <b>Option 1B</b>       | 3 Weekly    | Commingled<br>;<br>Glass separate;                    | Weekly      | Weekly     | Fortnightly  | 3 <sup>rd</sup> Party MRF | 50%                | £426.21        |
| <b>Option 2</b>        | Fortnightly | Commingled<br>;<br>Glass Separate;<br>Paper separate; | Weekly      | Weekly     | Fortnightly  | LDC MRF                   | 47%                | £373.62        |
| <b>Option 3</b>        | Fortnightly | Source Separated;                                     | Weekly      | Weekly     | Fortnightly  | 3 <sup>rd</sup> Party MRF | 42%                | £433.76        |

Options 1A, 1B and 2 produce partially commingled collections. Commingled is where materials are mixed together in the vehicles that compact them, and are then separated later, usually at a Materials Recycling Facility (MRF).

Option 3 is the only fully source-separated option. Source separation is where materials are separated at the kerbside, usually into a specially designed lorry with different compartments for different materials.

## Comparison of Options

- 14** The Council wishes to encourage recycling at the same time as reducing the amount of refuse material collected. Evidence has shown that all of the Top 10 Councils with the highest levels of recycling (see section 17) operate a fortnightly refuse collection service<sup>4</sup>. We have dismissed consideration of Option 1 and Option 1B for the following reasons:
- 14.1** Option 1 – The move to a fortnightly refuse collection without an increased recycling service is not in accordance with our aim of making the service easy to use for residents alongside encouraging recycling.
  - 14.2** Option 1B - the move from weekly to three-weekly refuse collection in addition to altering recycling arrangements may be too significant a change for residents.
- 15** Options 1A, 1B and 2 result in the highest yield of recycling material per household per year, as well as the lowest amount of residual waste (refuse) of the five options. Consideration of Option 3 is retained despite having the lowest recycling level as Ricardo believe it is the most flexible service and has potential for further development beyond its initial implementation.
- 15.1** Option 1B achieves the highest recycling rate because a two-stream recycling system is most accessible for residents living in flats or in residences with limited space for multiple containers. A three-stream service, like Options 2 and 3 can be boosted by organising specific services for flat complexes, although this would generate additional cost that has not been modelled.
- 16** The gross operational costs of Options 1A, 2 and 3 are included as part of the comparison. Option 3 resulted in the lowest gross operational costs but this Option also results in the lowest potential recycling rate. Option 1A has an operational cost above that of the current service, whereas Option 2 and 3 both produce a saving.

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<sup>4</sup> <http://www.letsrecycle.com/councils/learn-more-tables/>

|  | <b>Current Service</b> | <b>Option 1A</b> | <b>Option 2</b> | <b>Option 3</b> |
|--|------------------------|------------------|-----------------|-----------------|
| <b>Kg of 5 widely recycled materials collected per household per year;</b> | 89.95                  | 168.38           | 163.74          | 129.90          |
| <b>Kg of residual waste (refuse);</b>                                      | 386.06                 | 372.82           | 372.41          | 415.38          |
| <b>Gross operational cost;</b>   | £3,396,916             | £3,369,547       | £2,942,767      | £2,960,309      |

### Comparable Councils

17 The following tables indicate the highest performing Councils in the England in 2013/14:

| <b>Rank</b> | <b>Local Authority</b>                 | <b>Recycling Rate</b> | <b>System</b>                          |
|-------------|--|-----------------------|--|
| 1           | South Oxfordshire District Council     | 65.71%                | Commingled recycling;                  |
|             |  |                       | Fortnightly refuse;                    |
| 2           | Rochford District Council              | 65.47%                | Commingled recycling;                  |
|             |  |                       | Fortnightly refuse;                    |
| 3           | Vale of White Horse District Council   | 65.27%                | Commingled recycling;                  |
|             |  |                       | Fortnightly refuse;                    |
| 4           | Three Rivers District Council          | 62.44%                | Commingled recycling;                  |
|             |  |                       | Fortnightly refuse;                    |
| 5           | Stockport Metropolitan Borough Council | 61.11%                | Commingled (paper and glass separate); |

|    |                                      |        |                              |
|----|--------------------------------------|--------|------------------------------|
|    |                                      |        | Fortnightly refuse;          |
| 6  | Calderdale Municipal Borough Council | 60.09% | Commingled (paper separate); |
|    |                                      |        | Fortnightly refuse;          |
| 7  | Rutland County Council               | 60.02% | Commingled recycling;        |
|    |                                      |        | Fortnightly refuse;          |
| 8  | Stratford-on-Avon District Council   | 59.06% | Commingled recycling;        |
|    |                                      |        | Fortnightly refuse;          |
| 9  | Epping Forest District Council       | 58.58% | Commingled (glass separate); |
|    |                                      |        | Fortnightly refuse;          |
| 10 | North Somerset Council               | 58.14% | Source separated;            |
|    |                                      |        | Fortnightly refuse;          |

**17.1** Calderdale Borough Council was the top performing English Council in Waste and Recycling in 2012/13 after they moved to weekly multi-stream kerbside recycling. The scheme resulted in a 17% point increase in recycling over 1 year;

**17.2** Leicester Council retained a weekly refuse collection alongside a weekly recycling collection and experienced a 0.5% reduction in the amount of recycling collected.

**18** There is varying evidence as to the comparative efficiency and cost-effectiveness of fully source-separated collections and commingled collections.

**18.1** In a report sponsored by Biffa, Kier and others, the WYG Group, a research organisation, have stated:

“Where a local authority has access to a locally-based modern MRF, co-mingling or two-stream (e.g. paper or glass separately from the other materials that are co-mingled) is usually cheaper”.

**18.2** Friends of the Earth believe that source separated collections result in lower contamination, lower fuel use due to local bulking and lower costs. They also argue that source separated collections prepare local

authorities for potential future circumstances where processors require higher quality materials<sup>5</sup>.

- 19** The Council currently produces a high quality of materials through its existing MRF. It is also fortunate in that its street and road infrastructure do not prevent source-separated collections.
- 20** The Council believes that Option 2 offers the advantages of both a largely commingled service which is easier for residents to use, with a partial source-separation system which preserves the quality of the most valuable recyclable material – paper and glass. In addition, the infrastructure and equipment that will be required to be purchased to proceed with Option 2 will be sufficiently adaptable that should legislation or service options change in the future, the Council could more to a source-separated service.
- 21** Option 2 also has the significant advantage in that it will allow the Council to process all plastic. Currently we ask residents to recycle only plastic bottles (such as milk bottles, shower and bath product bottles etc.) and we do not collect other plastics (such as food trays, yoghurt pots, margarine tubs and others). Option 2 has been modelled for the kerbside collections to include both types of plastics, which is not only more convenient for residents, it also decreases the amount of refuse produced and increases recycling.

### **Material Recycling Facility (MRF) Options**

- 22** The Council asked Ricardo to model the business cases for three options in relation to the processing of the materials collected as part of the recycling service. The options the Ricardo considered in detail are:
  - 22.1** the Council delivering collected recyclables to a facility owned and operated by a third party;
  - 22.2** the Council operating a basic MRF facility at the new depot;
- 23** Ricardo assessed the potential for constructing a full MRF facility but this was ruled out as it was not economically viable.
- 24** Were the Council to utilise the MRF of another organisation, it would be expected to pay approximately £9-£10 per tonne for the processing of the waste. In addition to the cost of transporting the material to the only local MRF currently available (Hollingdean Lane, Brighton), Ricardo estimate the cost to the Council per tonne would be between £12.50 to £20. The costs of the transport and gate fees for the recycling for each option is modelled below:

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<sup>5</sup> “Recycling: Why it’s important and how to do it”, Friends of the Earth, September 2008 <http://www.foe.co.uk/sites/default/files/downloads/recycling.pdf>



|                        | <b>Current Service</b> | <b>Option 1</b> | <b>Option 1A</b> | <b>Option 1B</b> |
|------------------------|------------------------|-----------------|------------------|------------------|
| <b>Cost per Tonne</b>  | £759.35                | £429.86         | £433.31          | £426.21          |
| <b>Material Income</b> | £279,000               | £23,670         | £25,272          | £26,356          |

- 25** All options where the Council delivers the collected recycling materials to a third party MRF results in a net loss to the Council, although this does not consider any wider savings to the Council or income generated through the service development.
- 26** The Council currently operates a small MRF at the Lewes North Street facility which is predominantly used to raise the quality of the recycling materials collected before they are baled and sold. This is used to maximise the income gained from the sale of the materials.
- 27** Ricardo modelled a potential MRF facility based on the current processes and staff costs i.e. a manual picking system with staff working a 4 or 8 hour shift, five days per week. A manual picking system has the benefit of staff being able to be directed to pick materials in a different way in response to changes in market conditions (i.e. the increase/decrease in price of particular materials).

The costs of the development of an in-house MRF is included below (a MRF would not be required under Option 3):

|                               | <b>Two Stream</b> |                  | <b>Three Stream</b>            |                                |
|-------------------------------|-------------------|------------------|--------------------------------|--------------------------------|
|                               | <b>Option 1A</b>  | <b>Option 1B</b> | <b>Option 2</b>                |                                |
| <b>Ongoing Revenue Budget</b> | £745,460          | £745,924         | £528,559<br>(Positive Picking) | £462,165<br>(Negative Picking) |
| <b>Income</b>                 | £550,336          | £566,253         | £264,805                       |                                |
| <b>Net Income</b>             | £195,124          | £179,671         | £263,754                       | £197,360                       |

Positive picking is where staff pick and accumulate for sale an identified material from a larger group of mixed recycled materials on a conveyor, leaving contaminants to collect at the end.

Negative picking is where staff leave an identified material to accumulate for sale at the end of a conveyor, whilst contaminants are picked and removed.

As the income that results from the negative/positive picking is the same, but the operation cost of positive picking is higher, future comparisons will focus on the cost of a negative picking operation.

**28** The cost of constructing a MRF is dependent on the Waste and Recycling option selected (as they result in differing amounts of recycling materials generated). The construction costs for each Option are listed below (the building cost has been left out as the Council would construct the MRF inside the new facility as required by the closure of the two existing facilities);

**28.1** The cost of constructing a MRF proportionate to the recycling material generated under Options 1A and 1B is £870,500.

**28.2** The cost of constructing a MRF proportionate to the recycling material generated under Option 2 is £811,050.

**28.3** The maintenance costs for both MRF facilities are between £104,000 and £110,000 per annum.

Ricardo believe that a building that co-located the depot and a MRF would result in operational and financial savings, although these have not been further modelled.

**29** In addition to processing its own collected materials, the Council is interested in the potential of operating a commercial operation at any MRF constructed. Ricardo assessed the potential for neighbouring local authorities to send material to a LDC-operated MRF and concluded that there may be some scope for materials from East Sussex, although the LDC-operated MRF would need to offer competitive gate fees in order to obtain contracts.

**30** The Council believes that there is significant opportunity for offering commercial refuse and recycling services to businesses in the District, and relocating the small MRF to the new depot would allow the Council to offer a range of services to both commercial and public sector organisations from collection, to sorting and baling of material.

**31** The Council is interested in improving and expanding its commercial refuse waste service, which currently only captures 13% of the market share. WRAP recommend that Councils consider expanding commercial recycling services to their existing customers, and indicate that between 2007 and 2011, the number of local authority's offering commercial recycling services nearly doubled to 43%<sup>6</sup>.

**32** Ricardo propose that the Council could offer an expanded food waste operation to the approximate 675 food and retail businesses in the District who could potentially use such a service. These potential sources of income have not been modelled further, and we would recommend that this is one of the areas that is undertaken as part of a more comprehensive MRF business-case should Cabinet recommend proceeding with this Option.

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<sup>6</sup> "Co-collection of household and commercial waste and recyclables", WRAP, 2011  
[http://www.wrap.org.uk/sites/files/wrap/CoCollections\\_guidance.pdf](http://www.wrap.org.uk/sites/files/wrap/CoCollections_guidance.pdf)

## Summary of Options

- 33** A summary of the costs and income associated with each option, in addition to a number of important other factors, is included below.

|  | <b>Baseline</b>   | <b>Option 1A<br/>(Third Party<br/>MRF)</b>    | <b>Option 2<br/>(Own MRF,<br/>Negative<br/>Picking)</b> | <b>Option 3<br/>(Source-<br/>separated)</b> |
|--|---|---|---|---|
| <b>Recycling Rate</b>                                  | 24.98%  | 47%   | 47%   | 42%   |
| <b>Gross Operational Costs</b>                         | £3,396,916  | £3,369,547                                    | £2,942,767  | £2,960,309                                  |
| <b>Cost per tonne</b>                                  | £759.35   | £433.31                                       | £373.62   | £433.76                                     |
| <b>Income</b>  | £374,706  | £243,301                                      | £414,800  | £586,696                                    |
| <b>Quality of materials for sale;</b>                  | Good quality;   | Co-mingling including paper;                  | Co-mingling of containers and packaging only;           | Source-separated (no co-mingling);          |
| <b>Ease of use for residents;</b>                      | Significant sorting and organisation required by residents; | Minimal sorting required by residents;        | Some sorting required by residents;                     | Significant sorting required by residents;  |
| <b>Potential for provision of commercial services;</b> | Limited opportunities;                                      | Unlikely to present commercial opportunities; | Potential opportunities;                                | Potential opportunities                     |
| <b>Score (based on equal weighting of variables);</b>  |   | <b>14</b>                                     | <b>10</b>   | <b>11</b>                                   |

- 34** Based on this assessment, Option 2 and Option 3 offer the highest level of positive service development, cost savings and opportunity for income-generation.
- 35** Option 3 assumes higher levels of sorting by crews, but results in a higher quality of material collected and consequently a higher income from materials. However it produces the lowest recycling rate of all modelled Options.

- 36** Were the Council interesting in proceeding with constructing and operating a MRF facility at the new depot, Option 3 would not be suitable as the Council would arguably not have sufficient recycling material for sorting to justify its construction.

## **Implementation**

- 37** The Council proposes implementing the new service concurrently with the relocation of the Waste and Recycling operations to the new depot.
- 38** All Options would involve a transition from weekly to fortnightly (or three-weekly) refuse collection. Councils who have moved to fortnightly refuse collection (alongside changes to their recycling services) have reported significantly higher yields of recyclables alongside only a small drop in resident satisfaction<sup>7</sup>.
- 39** A briefing note to Members of Parliament indicated that where fortnightly refuse collection was introduced alongside improved recycling services, and in particular food waste collection, opposition to it's introduction reduced to 23%<sup>8</sup>.

The same briefing note highlights concerns that moving from weekly to fortnightly refuse collections can pose health and safety risk to residents from waste remaining for two weeks. The evidence is that there is no increased health risk from a move to fortnightly collections, particularly where this is in conjunction with weekly food waste collections. Falkirk Council estimated that their implementation of a new refuse and recycling service resulted in a 300% increase in requests for caddies for food waste.

In addition, the briefing note highlights the positives of moving to a fortnightly refuse collection, which is that where services are well run, residents have a heightened awareness of refuse generated which results in a reduction in the overall amount of refuse produced.

- 40** Were the Council to move to the implementation of Option 2 or Option 3 to develop its Waste and Recycling services, there is significant scope for increased communications to residents about what can and cannot be recycled, alongside promotion of the Council's commercial, bulky waste and food waste services. All operational costs for the modelled options include £1 per household for marketing and communication activities;
- 40.1** As part of a survey conducted by WRAP in 2014, 25% of households say they put at least one category of item in the general rubbish bin that their local authority collects as recycling at the kerbside;
- 40.2** The survey also indicates that of those residents who effectively recycle (both recycling the right materials and ensuring little or no materials are diverted from recycling into refuse) have received information about their

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<sup>7</sup> Daventry District Council experienced a 45% increase in the yields of recyclables collected, alongside 85% of users being satisfied with the service;

<sup>8</sup> "Bin collection – alternate weekly collection", Library of the House of Commons, Feb 2013, <http://researchbriefings.files.parliament.uk/documents/SN05988/SN05988.pdf>

local recycling services in the last year, indicating that frequent communications about the recycling services offered is effective<sup>9</sup>.

## Financial Appraisal

- 41 The figures for operational costs quoted in this report are models based on assessments of the market and our current service and have been developed to allow for a thorough comparison of options for the development of the service. These figures cannot be used to set a budget for the future service at this time.
- 42 Start-up costs associated with implementing the changes to the service are provisionally estimated to be a maximum of £2.2m. This total includes the cost of establishing a MRF and replacing current Waste and Recycling vehicles.
- 43 The Council has £1.5m allocated vehicle replacements within the approved 2015/16 capital programme (funded from the vehicles reserve) and a further £0.3m is held within the Strategic Change Reserve for the development of the Waste and Recycling service. If Cabinet agree to proceed with developing the services, a further allocation of £0.4m could be made from the General Fund Monitoring reserves.
- 44 The cost of replacing vehicles and the MRF equipment is included within the modelled operational costs shown in paragraph 33. The modelling indicates that the operational costs of the new service will be £0.4m less than the current costs.

## Legal Implications

The Legal Services Department has reviewed and contributed to this report.

- 45 The UK, together with all EU member states, is required to transpose into national legislation the requirements of the European Waste Framework Directive (Directive 2008/98/EC).

Article 4 of the Directive requires member countries to adopt a hierarchy of methods of dealing with waste where, for example, recycling will be preferable to disposal.

Article 10 of the Directive requires member states to operate a strategy of recovery of waste where this is “ technically, environmentally and economically practicable”.

Article 13 of the Directive requires member nations to deal with waste in ways that protect human health and the environment.

Under Regulation 13 of the Waste (England and Wales) Regulations 2011 (as amended), from 1<sup>st</sup> January 2015, a “ *waste collection authority (such as Lewes District Council) must, when making arrangements for the collection of waste*

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<sup>9</sup> “3Rs Tracking Survey 2014 Recycling attitudes and reported behavior”, WRAP, December 2014,

<http://www.wrap.org.uk/sites/files/wrap/3Rs%20Recycling%20Highlights%20-%202014%20-%20Final%201214%20PUBLISHED%20-%20PDF.pdf>

*paper, metal, plastic or glass ensure that those arrangements are by way of a separate collection*". This duty is not absolute but is to be observed where it is "necessary to ensure that waste undergoes recovery operations in accordance with Articles 4 (the hierarchy of waste operations) and 13 (protection of health and the environment) of the Waste Framework Directive and to facilitate or improve recovery, and is technically, environmentally and economically practicable".

This legislation has not been subject to judicial interpretation in the courts as of the date of this report. The organisation LetsRecycle has summarised the aim of the legislation as follows:

*"With the aim of increasing product quality, under the revised European Waste Framework, Directive Member States are effectively required to set up separate collections of recyclable materials where necessary and practicable from January 1 2015. But it does not automatically mean that Councils have to collect recyclable materials separately if they choose not, but in this case they will be required to explain where it is not necessary or practicable to collect separately"*.

By way of example, East Cambridgeshire County Council operates a weekly refuse and weekly fully commingled recycling service (all materials in a single container). Their assessment that their service was consistent with the Regulations was disputed by some of the organisations to whom they sold their materials to such as Aylesford News Print (no longer operating) who said that the materials were not of sufficient quality. East Cambridgeshire County Council claimed an exception under the economic impracticality of amending their service, providing evidence that changing their service from commingled would cost between £320,000 and £460,000 more than the current budget for the service (depending on the Option implemented). This assessment has not been challenged in the courts, so its assumptions as to whether exceptions can be granted on its evidence of economic impracticality of this magnitude and the ultimate quality of recyclable material (after MRF processing) cannot necessarily be relied upon.

The Regulations as currently interpreted form a backdrop against which the Ricardo report should be considered by the Council. In particular:

- All of the Options modelled by Ricardo are partially source-separated with only limited commingling. The organisation WRAP have indicated in their commentary to the legislation that only the commingling of glass and paper has been definitively ruled as unacceptable.
- The quality of recyclable materials after MRF processing may determine whether some commingling is acceptable.

- 46** One of the recommendations in this report is that the Director of Service Delivery, in consultation with the Assistant Director of Corporate Services takes all the necessary steps to investigate and evaluate the various options relating to the ongoing provision of a commercial waste collection service, including proceeding by way of the setting up of a trading company. The officers are then to make recommendations to members on a preferred way forward which, if

appropriate, will include a detailed business case for the establishment of such a company.

A local authority's ability to trade, prior to the arrival of the 2003 Local Government Act, was circumscribed and limited. Section 95 of the 2003 Act allows Councils to undertake commercial activities in relation to their ordinary functions. Such trading can only be undertaken through a company. The activities of such a company will be governed both by ordinary company legislation and Part V of the Local Government and Housing Act 1989.

This regime is intended to ensure that a level playing field is maintained between Council companies and private sector competitors – for example, local authority companies do not receive tax advantages they would otherwise have had over their private sector equivalents.

Central government wished to ensure that local authorities intending to engage in this substantial form of trading managed the associated risks effectively. Since the first of October 2009, the Local Government (Best Value Authorities)(Power to Trade)(England) Order 2009 (Statutory Instrument 2393 of 2009) has required that Councils prepare and formally approve a business case supporting the exercise of a proposed trading power.

## Risk Management

47 The following areas of risk have been identified in relation to operational development in the area of Waste and Recycling, and they are identified alongside their proposed mitigations:

47.1 **Reputational Risk** – residents have a high level of satisfaction with their current refuse and recycling service. However the Council's current recycling rate represents a reputational risk to the organisation, particularly in comparison to our neighbouring authorities:

| Local Authority     | Percentage of household waste sent for reuse, recycling and composting (2013/14); |
|---------------------|---|
| Lewes District      | 24.98%  |
| Eastbourne Borough  | 33.49%  |
| Wealden District    | 46.92%  |
| Mid-Sussex District | 42.67%  |
| Rother District     | 44.41%  |

The new service provided as a result of the operational development outlined in this report will provide the same level of customer service to residents that they value in addition to a significantly easier-to-use recycling provision. The new service will also result in a considerably

improved recycling rate for the District as a whole. In regard to all of these factors, it is suggested that there is higher reputational risk in not undertaking any service development.

**47.2 Operational and Implementational Risk** – The implementation and operation of a new waste and recycling service is a significant undertaking and has a number of inherent risks. However, the Council has confidence in its Officer's previous experience of service development and implementation. The Council recently implemented a comprehensive internal transformation programme, which included property and office moves, new IT and phone systems, and service restructuring. This programme has been completed to schedule and has achieved the considerable savings that were identified as a projected outcome of the project.

**47.3 Financial Risk** – The indicative budget figures provided by Ricardo in their report are regarded as sufficiently robust to allow Councillors to make an informed decision about service development.

## Equality Screening

**48** An Equalities analysis process was undertaken for this report and no major changes are required. The service as proposed is robust and there is little potential for discrimination or adverse outcomes, and opportunities to promote equality have been taken.

Due regard was given to the general equalities duties and to the likely impact of the service on people with protected characteristics as set out in the Equality Act 2010.

The Council's Waste and Recycling service is provided equally to all households throughout the city irrespective of race, gender, disability, sexuality, age, or religion.

**49** The Council currently operates an assisted collections service for households in the District. This service is provided for residents who are unable to take their refuse or recycling container to the kerb. Assisted collections will continue as part of the new service development, therefore the recommendations of this report will not have an impact on the Council's commitment to provide equal access to our services.



**Agenda Item No:** 9.8 **Report No:** 87/15  
**Report Title:** Compulsory Purchase - Land Adjacent to Robinson Road Waste & Recycling Depot in Newhaven  
**Report To:** Cabinet **Date:** 6<sup>th</sup> July  
**Cabinet Member:** Cllr Andy Smith  
**Ward(s) Affected:** Newhaven Denton and Meeching  
**Report By:** Alan Osborne, Director of Corporate Services  
**Contact Officer(s)-**

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### **Purpose of Report:**

This report seeks authorisation to build a case for compulsory acquisition of the leasehold interest in land adjacent to Robinson Road Waste & Recycling Depot in Newhaven (Appendix B).

### **Officers Recommendation(s):**

- 1 To authorise officers to gather information and establish the case for compulsory purchase of the land as set out in paragraph 2.5.
- 2 To authorise officers to bring a further report to Cabinet in September 2015 when full information concerning the case for compulsory purchase should be available.

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### **Reasons for Recommendations**

- 1 To enable a case to be made for the compulsory acquisition of the leasehold interest.
- 2
- 2.1 The land at Robinson Road (Appendix B) has been identified as having potential for an affordable housing scheme, delivering much needed homes for

people within Lewes district. The freehold of the whole area is owned by LDC, but part of it is leased. The leasehold land is required as part of the proposed affordable housing scheme. The Council cannot obtain vacant possession of the leased land until the lease comes to an end or it is acquired. The Council has entered into negotiations to purchase the leasehold interest but to date the negotiations have not been successful. We must therefore consider the potential for compulsory acquisition of the leasehold interest.

- 2.2** Powers to acquire land compulsorily are set out in various Acts including the Town and Country Planning Act 1990. The 1990 Act provides that a local authority may be authorised by the Secretary of State to acquire compulsorily any land if they think the acquisition will facilitate the carrying out of development, re-development or improvement provided they think this is likely to contribute to one or more of the specified objects. One of the objects is the promotion or improvement of the social well-being of the authority's area.
- 2.3** The 1990 Act also provides that the authority may acquire by agreement any land that it could acquire compulsorily. Government guidance advises that the acquiring authority should attempt to acquire the land by agreement before using its compulsory purchase powers.
- 2.4** The Council does not have the power to compulsorily acquire land until the Secretary of State confirms (i.e. authorises) a Compulsory Purchase Order (CPO). Circular 06/2004 sets out the Government's policy. The Circular provides that the Secretary of State must be satisfied on a number of issues before the CPO can be confirmed. These include the following:
- a clear strategic framework
  - a relevant planning framework
  - a clear and compelling end-use that is compatible with a clear strategy for achieving it.
  - a proposal that contributes to the well-being of the authority's area objectives is crucial.
- 2.5** A considerable amount of work is required before a CPO can be made. The compulsory purchase process consists of a number of stages. LDC has already identified the land required, including defining the boundaries. The next stages include:
- Information gathering, to collect and record information on land ownership and occupation, building upon what is already known, the purpose being to identify everyone who has a legal interest in, or right to occupy, the land.
  - Establishing a sound case for compulsory purchase, including demonstrating that the proposed acquisition is justified to secure well-being.
- 2.6** When these stages have been completed there will be sufficient information to ask Cabinet whether it wishes to make a formal resolution authorising the use of

compulsory purchase powers. Officers are proposing to prepare a further report for consideration by Cabinet in September 2015.

### **Financial Appraisal**

- 3** Completing the work identified at paragraph 2.5 above requires the use of officer time and external resources including obtaining advice from lawyers specialising in compulsory purchase procedures and law. The extent of the likely external expenditure will be reported to Cabinet at the meeting on 6<sup>th</sup> July. Funding will be released from the General Fund Unallocated Reserve to support this external expenditure.

### **Legal Implications**

- 4** The main legal implications are set out in the body of this report.

This report is not recommending that Cabinet resolves to make a CPO at its meeting on 6<sup>th</sup> July. Any decision to move forward with compulsory purchase should be the subject of a separate report in September 2015 when all the relevant information concerning the case for compulsory purchase will be available.

The Council should be ready to resume negotiations for acquisition of the land by agreement (on a subject to contract basis). This will strengthen the case for compulsory purchase if it is not possible to acquire the leasehold interest by agreement.

### **Risk Management Implications**

- 5** Information gathering for CPO purposes is a fall-back position in the event that negotiations with the tenant are unsuccessful. Without the information required to move to the next stage of CPO, it will be unlikely that the Council will be able to gain vacant possession of the land in question. In turn, there will be an impact on the viability of the housing scheme at Robinson Road.

### **Equality Screening**

- 6** There are no equality implications arising from this report. An equality analysis will be carried out as part of the information gathering process and will be presented to Cabinet in September.

### **Background Papers**

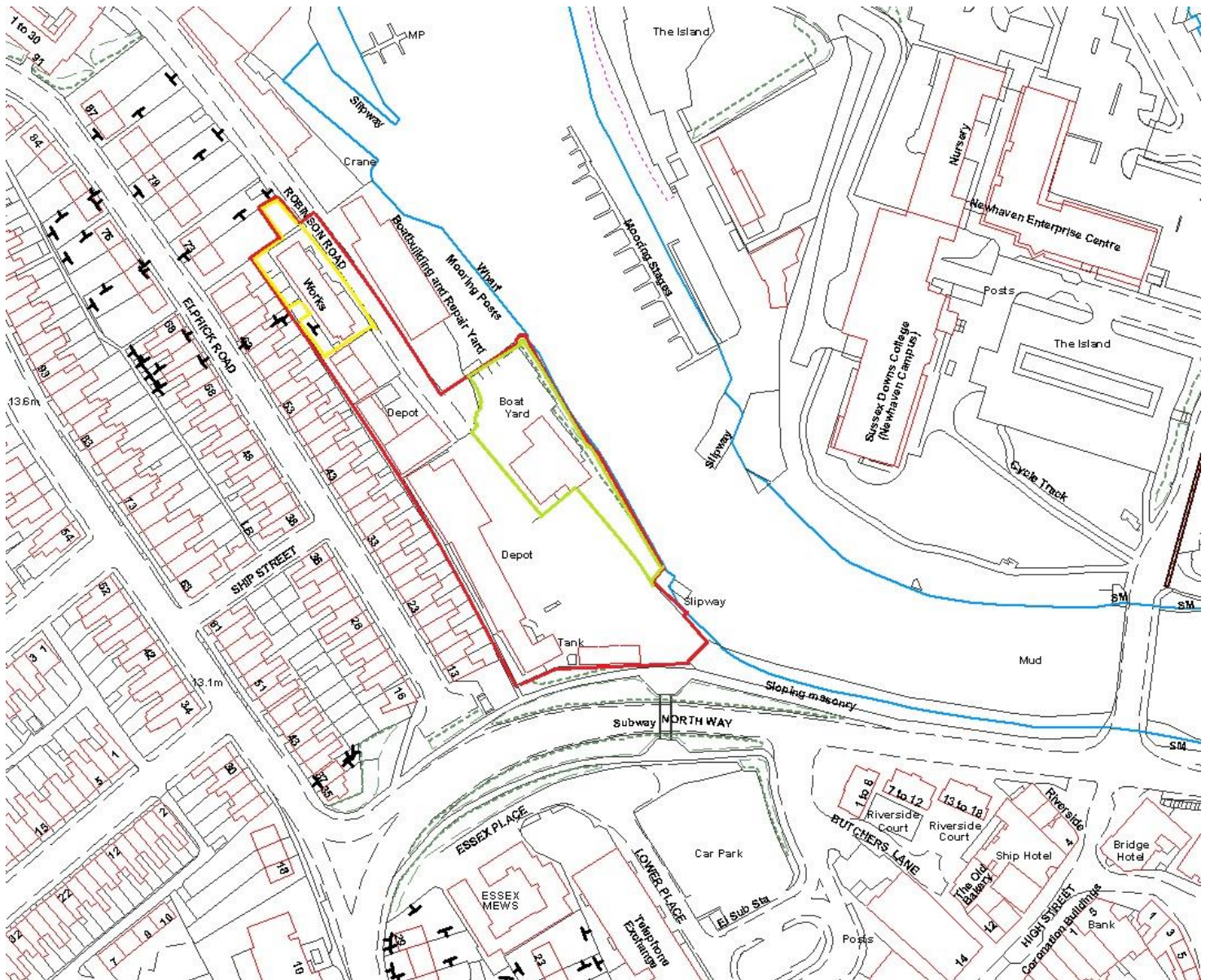
- 7** None

### **Appendices**

Appendix A – Information relating to financial or business affairs EXEMPT



Appendix B: Plan of land ownership at Robinson Road

## Appendix B: Plan of land in LDC ownership at Robinson Road



### Key

- Land Edged **Red** – Owned By Lewes District Council
- Land Edged **Green** – Leased to Lochin Marine International
- Land Edged **Yellow** – other leased land

|   |  |        |                  |  |
|---|--|--------|------------------|--|
| <br>Lewes District Council<br><a href="http://www.lewes.gov.uk">www.lewes.gov.uk</a><br><br>Property, Contracts & Facilities | <b>Robinson Road, Newhaven</b>   |        |                  | N<br> |
|   | 541816/110257  | DP 430 | SCALE:<br>1:1250 | PLAN NO.<br>E024/15  |
|   | Reproduced from Ordnance Survey mapping with permission of the Controller of HMSO. Crown Copyright Reserved. |        |                  | REV:   |

**Agenda Item No:** 9.9 **Report No:** 88/15  
**Report Title:** Electoral Review: Council Size  
**Report To:** Cabinet **Date:** 6 July 2015  
**Cabinet Member:** Councillor Rob Blackman, Leader of the Council  
**Ward(s) Affected:** All  
**Report By:** Catherine Knight, Assistant Director of Corporate Services  
**Contact Officer(s)-**  
**Name(s):** Jackie Gavigan  
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**Purpose of Report:**

To seek Cabinet's views on the recommendations of the Council's Electoral Review Working Group on council size, as part of the East Sussex-wide Electoral Review being conducted by the Local Government Boundary Commission for England (LGBCE).

**Officers Recommendation(s):**

- 1 To note the proposals of the Electoral Review Working Group on council size;
- 2 To note the scope for the Electoral Review Working Group to consider ward proposals;
- 3 To note the timescale of reporting for the submissions on council size and ward proposals;
- 4 To recommend to Council:
  - (a) To agree the recommendation of the Electoral Review Working Group that the proposed council size of Lewes District Council from 2019 should range between 35 – 41 councillors;
  - (b) To decide the final preferred number of councillors from within the proposed range of 35 – 41 councillors for the submission to the Local Government Boundary Commission for England on council size;
  - (c) To confirm the scope for the Electoral Review Working Group to consider and produce the subsequent proposals for wards (names, number and boundaries); and
  - (d) To note the timetable of reporting for the submissions on council size and ward proposals.

## Reasons for Recommendations

- 1 To achieve the outcomes of the Electoral Review and to ensure the LGBCE timetable is met.

## Information

### 2 Background

- 2.1 The LGBCE is required to undertake an Electoral Review of East Sussex County Council prior to the next County Council elections in May 2017. In addition, reviews are being conducted in Wealden and Hastings as part of the process as, in both authorities, electorate imbalance in wards/divisions (where some councillors represent significantly more or fewer electors than other councillors) has triggered the need for such a review.
- 2.2 Although there was no current requirement for such a review in Eastbourne, Lewes or Rother, the LGBCE asked to review the whole County at the same time and all the relevant authorities agreed to take part. There are a number of advantages of the County Council and the District and Borough Councils being reviewed together which include the potential for coterminous boundaries and economies of scale.
- 2.3 Due to the simultaneous reviews being conducted county-wide, consistency of approach is being overseen by a joint officer Project team with representatives from all the authorities. However, within the bigger picture, each Council will need to produce its own review proposals.

### 3 Review criteria and conduct

- 3.1 The LGBCE gave a presentation to councillors on the Electoral Review prior to the full Council meeting on 23 April 2015. At that meeting, full Council agreed that a cross-party Electoral Review Working Group be formed which was tasked with looking at the first key issue of the review, which is the number of councillors required to run the Council to ensure appropriate levels of governance, scrutiny and community representation, to come into effect at the next District Council elections scheduled for May 2019.
- 3.2 Essentially, there are two parts to the review, firstly to make proposals in respect of the number of councillors (ie. council size) and secondly, to make proposals in respect of ward numbers, boundaries and names. **This report solely considers the issue of council size.**
- 3.3 Lewes District Council currently has 41 Councillors and 21 District wards, and its boundaries are fully coterminous with our 8 county electoral divisions. As a result of the last electoral review conducted in 2000, our council size was reduced from 48 to 41 councillors.
- 3.4 The LGBCE has made it clear that the review will only be considering council size and internal ward boundaries. The review specifically excludes all forms of outer (District and parliamentary) boundaries.

- 3.5** It has also been made clear by the LGBCE that council size changes would be considered within specific representational ranges appropriate to the size and demographic of the District. In the case of Lewes, the approved range is a council membership of from 27 to 59, thus we are currently in the middle of that recommended size range with scope to increase, reduce or maintain our council size.

#### **4 Electoral Review Working Group proposals**

- 4.1** The Electoral Review Working Group, comprising cross-party representation of all the political Group Leaders, met on 5 May 2015 to consider and formulate a council size proposal for recommendation to full Council.
- 4.2** An Electoral Review survey had been circulated to all councillors to complete. The survey captured the time spent on Council duties and enabled members to give their views on what size the Council should be in the future. 26 councillors had responded to the survey which represented a 63% response rate.
- 4.3** The Working Group reviewed the results of the survey and other considerations to formulate a proposed council size that would be sufficient to ensure that three specific functions can be carried out effectively at the Council in the future, namely governance, scrutiny and community representation.
- 4.4** The Working Group was mindful of the considerations that having too few members might result in the Council not being able to take important decisions quickly and lacking democratic accountability in some areas. Having too many could lead to inefficient decision making and not provide effective local government. The Council needed enough members to hold colleagues to account for the decisions taken, and the right number to represent local communities.
- 4.5** With regard to governance and scrutiny, the Cabinet style system had already been in operation at the Council when the last review was conducted in 2000 and had made decision-making more efficient and business-like. The Working Group looked at various options of how the Council might structure its representation on committees but with less members, assuming the operation of the existing committee structure. It was satisfied that if the number of councillors was to reduce, the Council could still effectively discharge its governance and scrutiny functions, without creating any significant burden on remaining members.
- 4.6** The Working Group suggested that the list of outside bodies that councillors were appointed to could be considerably streamlined in future. Some of the outside bodies were seen as unnecessary to have a councillor attend, especially where the necessary business could be conducted via email or the Council could just receive a report back. The number of outside bodies was subsequently reduced as part of the appointments report to Annual Council on 20 May 2015.

- 4.7** With regard to community representation, one significant change that has occurred since the last electoral review in 2000 is the use and availability of technology by members in discharging their representational role. Although most respondents to the survey felt that caseloads and workloads generally had increased, enhanced technology meant that the role of the councillor had changed as there was more interaction via email and social media, and less face to face contact with residents. This was seen as an efficiency in the way that councillors dealt with enquiries, as well as being significant in diverting many enquiries away from councillors as residents either contacted the Council directly or simply found the information themselves through the website.
- 4.8** Although the role of localism, which aimed to devolve more decision-making powers back to communities and councils, had not necessarily seen a transfer of functions down, it had brought about an increasing efficiency and effectiveness of Town & Parish Councils. This had seen some reduction in the workload on District councillors as Town & Parish Councils were now able to deal with more enquiries directly.
- 4.9** Although outside of the criteria of the review, the Working Group suggested that a reduction in councillors may enable an increase in allowances paid to members which in turn could make becoming a councillor more attractive and representative, without increasing the cost to the taxpayer.
- 4.10** The Working Group noted that the LGBCE will assess the proposed council size submission against the Council's 15 nearest neighbour authorities as set out by CIPFA (the Chartered Institute of Public Finance and Accountancy). These are local authorities that share similar characteristics with Lewes District Council. Most of the Councils in our CIPFA family who had already undertaken an electoral review had tended to reduce their numbers.
- 4.11** Regards the overall survey results, the Working Group also noted that 54% of respondents felt that the number of councillors at Lewes District Council was about right, whilst 46% of the responders felt that there were too many. 42% of the responders felt that the number of councillors that a Council like Lewes District Council needs going forward is 36-40.
- 4.12** Thus, having regard to the retention of the same statutory democratic structure as those that existed in 2000, and the advancements in technological tools and the organisational improvements in addressing issues in the community, **it is recommended that we submit a proposal on council size within the range from 35 to 41 councillors, with the final preferred number to be agreed by full Council.**

## **5 Timetable and further work**

- 5.1** The timetable for the submission of draft proposals on council size to the LGBCE is 10 July 2015, with final proposals due by 7 August 2015.



- 5.2** To meet the timetable, the Working Group has asked for Cabinet's views on 6 July 2015 on its recommendations on council size. The draft submission will then be sent to the LGBCE. The final proposals will be taken to full Council for approval on 16 July 2015.
- 5.3** Following on from that, the second key stage of the Electoral Review will be for the LGBCE to consider and consult on ward proposals, starting from 22 September 2015. Effective ward proposals will need to address electoral equality for voters, community interests and identities, and convenient and effective local government.
- 5.4** Therefore, as soon as possible after 22 September 2015, we will need to submit our ward proposals. It is recommended that the Electoral Review Working Group consider and make draft proposals in respect of ward numbers, boundaries and names. It will be especially important for councillors to share any specific thoughts on ward change proposals, via the Working Group members, as early as possible in order that the necessary analysis of current and future electorate balance can be undertaken. A report on ward proposals will then be brought to the next Council meeting on 14 October 2015.

### **Financial Appraisal**

- 6** Part funding of the joint Project Manager required until 2017.

### **Legal Implications**

- 7** None over and above those set out in the body of this Report.

### **Risk Management Implications**

- 8** If the recommendations are not implemented, the main risk will be that the Council fails to meet its legal duties and the requirements of the Electoral Review are not met.

### **Equality Screening**

- 9** An Equality Analysis report has been completed and appended to this Report. Positive impacts are expected from the Electoral Review as its purpose is to provide electoral equality and to ensure fair representation at local government elections.

### **Background Papers**

- 10** None

### **Appendix**

- 11** None (other than the Equality Analysis report).

## Appendix 1: Equality Analysis Report Template

|                                |  |
|--------------------------------|--|
| <b>Title:</b>                  | <b>Electoral Review</b>                            |
| <b>EA Lead :</b>               | <b>Jackie Gavigan, Head of Democratic Services</b> |
| <b>EA Team:</b>                | <b>Electoral Services</b>                          |
| <b>Date Commenced:</b>         | <b>January 2015</b>                                |
| <b>Target Completion Date:</b> | <b>October 2016</b>                                |
| <b>Reason for assessment:</b>  | <b>Report to Cabinet/Council</b>                   |

### **Context and Scope**

1. What are the main purposes and aims of the service/project/decision?

*The Electoral Review examines the Council's existing electoral arrangements in respect of council size (ie. number of councillors) and ward numbers, boundaries and names. Its main purpose is to address electoral variances.*

2. What effect does it have on how other organisations operate and what commitments of resources are involved?

*The Electoral Review is being conducted in conjunction with East Sussex County Council and all the District and Borough Councils across East Sussex. It is overseen by a joint officer project team with representatives from all the authorities.*

3. How does it relate to the demographics and needs of the local community?

*As the purpose of the Electoral Review is to address electoral variances and to ensure fair electoral representation, it has the potential to relate to all electors within the voting area.*

4. How does it relate to the local and national political context?

*East Sussex County Council is required to undertake an Electoral Review prior to the next County Council elections in May 2017. In addition, reviews are being conducted in Wealden and Hastings as part of the process as, in both authorities, electorate imbalance in wards/divisions (where some councillors represent significantly more or fewer electors than other councillors) has triggered the need for such a review.*

*Although there was no current requirement for such a review in Eastbourne, Lewes or Rother, the Local Government Boundary Commission for England asked to review the whole County at the same time and all the relevant authorities agreed to take part. There are a number of advantages of the County Council and the District and Borough Councils being reviewed together which include the potential for coterminous boundaries and economies of scale.*

5. Is there any obvious impact on particular equality groups?

|  |  |                                       |   |  |  |                                  |
|--|--|---------------------------------------|---|--|--|----------------------------------|
| Race<br>(includes ethnic or national origins, colour, & nationality) | Disability<br>(includes mental & physical) | Gender (includes gender reassignment) | Pregnancy<br>(includes maternity & paternity) | Sexual Orientation<br>(includes heterosexual, homosexual & bisexual) | Religion & Belief<br>(includes all faiths, beliefs & agnostic) | Age<br>(includes all age groups) |
|--|--|---------------------------------------|---|--|--|----------------------------------|



Lewes District Council

|                  |          |          |      |          |          |      |          |          |      |          |          |      |          |          |      |          |          |      |          |          |      |
|------------------|----------|----------|------|----------|----------|------|----------|----------|------|----------|----------|------|----------|----------|------|----------|----------|------|----------|----------|------|
| Impact           | Positive | Negative | None | Positive | Negative | None | Positive | Negative | None | Positive | Negative | None | Positive | Negative | None | Positive | Negative | None | Positive | Negative | None |
| Tick if relevant | ✓        |          |      | ✓        |          |      | ✓        |          |      | ✓        |          |      | ✓        |          |      | ✓        |          |      | ✓        |          |      |

6. How does it help to us meet our general duties under the Equality Act 2010?

*The Electoral Review will help us decide how we represent communities in the future and ensure that our governance arrangements reflect the Council's long term priorities and ambitions. It will build divisions and wards that reflect communities and lock in electoral fairness for future elections.*

7. What is the scope of this analysis?

*The Electoral Review examines the Council's existing electoral arrangements in respect of council size (ie. number of councillors) and ward numbers, boundaries and names.*

**Information gathering and research**

8. What existing information and data was obtained and considered in the assessment?

*An Electoral Review survey was circulated to all councillors to complete. The survey captured the time spent on Council duties and enabled members to give their views on what size the Council should be in the future. The Electoral Review Working Group reviewed the results of the survey and other considerations*



**Lewes District Council**

*to formulate a proposed council size that would be sufficient to ensure that three specific functions can be carried out effectively at the Council in the future, namely governance, scrutiny and community representation.*

9. What gaps in information were identified and what action was undertaken/is planned to address them?

*None identified so far.*

10. What communities and groups have been involved and what consultation has taken place as part of this assessment?

*All Councillors have been consulted on council size so far. Further consultation will be carried out by the Boundary Commission with all members of the public, Town & Parish Councils, community and residents groups, and MPs.*

## **Analysis and assessment**

11. What were the main findings, trends and themes from the research and consultation undertaken?

*TBC once consultation and review completed.*

12. What positive outcomes were identified?

*TBC once consultation and review completed.*

13. What negative outcomes were identified?

*TBC once consultation and review completed.*

### Action planning

14. The following specific actions have been identified:

| Issue Identified                         | Action Required | Lead Officer | Required Resources | Target Date | Measure of Success |
|--|-----------------|--------------|--------------------|-------------|--------------------|
| <i>Actions TBC once review completed</i> |                 |              |                    |             |                    |
|  |                 |              |                    |             |                    |
|  |                 |              |                    |             |                    |

## Summary Statement

Between January 2015 and June 2015 Equality Analysis was undertaken by the Head of Democratic Services on the Electoral Review.

Due regard was given to the general equalities duties and to the likely impact of the decision/project on people with protected characteristics, as set out in the Equality Act 2010.

The assessment identified:

\*The decision/project is likely to have positive outcomes for all electors within the voting area as the purpose of the Electoral Review is to address electoral variances and to ensure fair electoral representation. The EA Action Plan will be updated once the outcomes of the review are known, and actions will be incorporated and monitored within the service/project plan.

## Approval

|                          |   |
|--------------------------|---|
| Director/Head of Service | Jackie Gavigan, Head of Democratic Services |
| Signed                   | Jackie Gavigan                              |
| Dated                    | 3 June 2015                                 |

**Agenda Item No:** 9.10 **Report No:** 89/15  
**Report Title:** Ward Issues Raised by Councillors at Council  
**Report To:** Cabinet **Date:** 6 July 2015  
**Cabinet Members:** Councillors Franklin and Maskell  
**Ward(s) Affected:** Ouse Valley and Ringmer, Lewes Priory, Seaford West, Lewes Bridge, Newhaven Valley  
**Report By:** Assistant Director of Corporate Services  
 Catherine Knight  
**Contact Officer(s)-**  
**Name(s):** Trevor Hayward  
**Post Title(s):** Committee Officer  
**E-mail(s):** [trevor.hayward@lewes.gov.uk](mailto:trevor.hayward@lewes.gov.uk)  
**Tel No(s):** 01273 471600

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**Purpose of Report:**

To respond to ward issues raised by councillors at Meetings of the Council.

**Officers Recommendation(s):**

To note and agree the officer action detailed in the Report.

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**Reasons for Recommendations**

To ensure that appropriate follow up action is taken.

**Information**

- The following Ward issue was raised at the Council meeting on 23 April 2015:

| <u>Councillor/Ward</u>                                  | <u>Ward Issue Concerning</u>  |  |
|---|---|--|
| <b>Councillor Gander – Ouse Valley and Ringmer Ward</b> | Councillor Gander had received complaints from some of his constituents relating to the amount of litter and rubbish etc. which could be seen on the verges of the A26 road between Beddingham and Newhaven and on parts of the A27 which were located in his Ward. He suggested that most of that litter and rubbish etc. had fallen from the backs of lorries, the drivers of which had not correctly fitted suitable netting to their vehicles which was designed to prevent such material from escaping whilst it was in transit. |  |



| <u>Councillor/Ward</u>  | <u>Ward Issue Concerning</u>  |     |
|---|---|-----|
|   | <p><u>Suggested action to be taken by the Council:</u><br/>That the Council write to East Sussex County Council requesting it to encourage lorry drivers to correctly fit suitable netting to the backs of their vehicles in order to prevent litter and rubbish etc. from escaping whilst those vehicles were in transit and further request that it undertake a 'litter-pick' of the verges alongside the A26 road between Beddingham and Newhaven and along parts of the A27 which were located in Ouse Valley and Ringmer Ward.</p> | DSD |
| <p><u>Comment by Chief Officer (Director of Service Delivery):</u><br/>Warning letters have been sent in the last two years to all identified waste carriage businesses within the District advising them of their obligation to the waste they transport along the highways of the A26 and A27. The waste carriage businesses were informed that all skips being transported are required to have netting fitted over skips being transported carrying waste and that their drivers should be trained in the fitting of the netting. A repeat letter will be sent to all waste carriers in and around the District. Enforcement will be carried out in relation to any littering offence identified, initially by fixed penalty notice then prosecution. To address this issue of the existing litter, Lewes District Council, who are responsible for the maintenance of the verges have previously carried out a litter pick of the A26 but will action again. Litter picking on the A27 is carried out on a fortnightly schedule.</p> |   |     |

The following Ward issues were raised at the Annual Meeting of the Council on 20 May 2015:

| <u>Councillor/Ward</u>   | <u>Ward Issue Concerning</u>   |     |
|--|--|-----|
| <b>Councillor Rowell – Lewes Priory Ward</b>   | <p>An important part of the Council's provision for emergency housing was located in Lewes Priory Ward. Concerns had recently been raised with Councillor Rowell relating to the future of Saxonbury on Juggs Road which currently provided much needed emergency housing.</p> <p><u>Suggested action to be taken by the Council:</u><br/>That Councillors and residents be assured that the emergency provision at Saxonbury was not under threat or, if there were plans to change that which was provided at Saxonbury, that Councillors and residents be notified as to what provision was planned instead in Lewes town in order to make sure that no emergency housing was lost.</p> | DSD |
| <p><u>Comment by Chief Officer (Director of Service Delivery):</u><br/>Saxonbury has been used for emergency housing for people from all over the district. It is one of a number of options open to the Council to provide temporary accommodation for households faced with homelessness. The accommodation is outdated and the layout of the property is not ideal, though we recognise that it</p> |  |     |

| <u>Councillor/Ward</u>  | <u>Ward Issue Concerning</u>   |     |
|---|--|-----|
|   | <p>has provided much-needed relief for people needing emergency placements. LDC is committed to finding suitable accommodation for people in need and will be making more use of the private sector accommodation available, as well as our own stock, all of which are of a higher standard. We only use B&amp;B accommodation as a last resort and to move people into suitable accommodation at the earliest opportunity.</p> <p>It is too early to say what the plans might be for Saxonbury, but Councillors and residents will have the opportunity to be involved once we reach that part of the consultation process.</p>  |     |
| <b>Councillor Wallraven – Seaford West Ward</b>   | <p>There was an increasing problem with some six or seven professional dog walking companies currently using The Rookery, off Bishopstone Road during the day. Consequently, the residents of Bishopstone Village felt that the area was becoming the local 'dog's toilet facility'.</p> <p><u>Suggested action to be taken by the Council:</u><br/>That a dual purpose waste bin (ie rubbish/dog waste) be provided at The Rookery.</p>   | DSD |
| <u>Comment by Chief Officer (Director of Service Delivery):</u><br>An order has been placed for the existing bin to be replaced with a dual purpose bin which, it is anticipated, will be installed within the next six to eight weeks.   |  |     |
| <b>Councillor Cooper – Lewes Bridge Ward</b>  | <p>Litter was becoming an increasing problem in Lewes shopping precinct and on Cliffe High Street which was not pleasant for visitors but also attracted seagulls which sometimes picked-up and choked on the plastic waste. Part of the problem had resulted from there being an insufficient provision of litter bins in the area.</p> <p><u>Suggested action to be taken by the Council:</u><br/>That additional litter bins be provided in Lewes shopping precinct and on Cliffe High Street, and that additional litter collections be undertaken especially on days when special events were being staged in those areas</p> | DSD |
| <u>Comment by Chief Officer (Director of Service Delivery):</u><br>Litter patrols along the shopping precinct and on Cliffe High Street have been increased during the summer period and particularly when special events take place. The Council is arranging for an additional litter bin to be provided. |  |     |
| <u>Councillor/Ward</u>  | <u>Ward Issue Concerning</u>   |     |
| <b>Councillor Gander – Ouse Valley and Ringmer Ward</b>   | <p>There was a problem with heavy buses travelling at a relatively high speed when turning into Broyle Close from Broyle Lane, Ringmer, which had resulted in vibrations being experienced to the older properties on the left-hand</p>  |     |

| <u>Councillor/Ward</u>                                       | <u>Ward Issue Concerning</u>  |     |
|--|---|-----|
|  | <p>side of Broyle Lane.</p> <p><u>Suggested action to be taken by the Council:</u><br/>That the Council write to the appropriate bus company in order to request it to ensure that its drivers further reduced the speed of their buses before they turned into Broyle Close from Broyle Lane, Ringmer.</p>   | DSD |
|  | <p><u>Comment by Chief Officer (Director of Service Delivery)</u><br/>This matter was referred to East Sussex County Council as it is the local highways authority. Consequently, East Sussex County Council has contacted the Operations Director of the operator of the buses and has passed on the above concerns and the request that their bus drivers reduce their speed.</p> <p>The Operations Director has subsequently confirmed that drivers have been informed of the concern raised and has offered to investigate further any specific concerns that residents may have.</p> <p>The bus operator records the speed its buses travel and can retrieve that information for any part of a journey at any given time, a recent example showed buses travelling into Broyle Close at speeds of between 14 and 15 kph (approximately 10 miles per hour).</p> <p>If residents can record the date and time of any buses seen to be travelling at high speeds, the bus operator will be able to identify the bus in question and investigate.</p>   |     |
| <p><b>Councillor Carr<br/>– Newhaven<br/>Valley Ward</b></p> | <p>Waste materials and rubbish were being deposited in the alleyways that were located behind properties particularly in Elphick Road; Lawes Avenue; and Lewes Road in Newhaven, some of which were the Council's properties, details of which had been reported to the Council. The Council had written to residents of the affected area, some of whom were elderly and/or disabled, advising them that, prior to consideration of any enforcement action, they were requested to co-operate and help remove the waste and rubbish which had become a waste and environmental issue and to keep the area clear of such items. Councillor Carr had assisted with work to clear the area but, as those alleyways had not been adopted by the Council or East Sussex County Council, they were not cleared regularly by council staff.</p> <p>Additionally, Councillor Carr had contacted the Council's department that had been responsible for sending the letter to the residents which had indicated that the letter should also have indicated that the residents would be clearing the waste materials and rubbish at their own risk, an issue in respect of which Councillor Carr felt was not acceptable</p> |     |

| <u>Councillor/Ward</u>  | <u>Ward Issue Concerning</u>   |     |
|---|--|-----|
|   | <p><u>Suggested action to be taken by the Council:</u><br/> Councillor Carr felt that problems associated with the waste materials and rubbish, including that of vermin, were being 'stored-up' for the future. She therefore requested that the Council undertake clearance of the waste materials and rubbish that had been deposited in the alleyways (in respect of which Councillor Carr would encourage residents to assist) and give consideration to adopting those alleyways</p> | DSD |
| <p><u>Comment by Chief Officer (Director of Service Delivery):</u><br/> The Council has rewritten to residents and is currently co-ordinating a clear up of the alleyways concerned. Once completed 'No Fly tipping' signs will be erected. Working with residents and local elected members the effectiveness of the signs will be monitored and if required enforcement action will follow.</p> <p>The alleyways are not in Council ownership and, adoption of roads as highways is undertaken by the Country Council. The request will be forwarded to the relevant section of East Sussex County Council.</p> |  |     |

### **Financial Appraisal**

2 None arising from this Report.

### **Legal Implications**

3 None arising from this Report.

### **Risk Management Implications**

4 I have not completed the Risk Management Checklist as there is no need to undertake a risk assessment.

### **Equality Screening**

5 I have not completed the Equality Analysis checklist as this Report is free from the requirement to do so.

### **Background Papers**

6 None

### **Appendices**

7 None