



**Cabinet recommendations for consideration by Council
at the Meeting of the Council on Wednesday, 26 February 2014**

Cabinet – 6 January 2014

107 Coastal West Sussex and Greater Brighton Local Strategic Statement

The Cabinet considered Report No 4/14 relating to the proposed endorsement of the Local Strategic Statement that had been prepared by the Coastal West Sussex and Greater Brighton Strategic Planning Board and to a proposal that the Cabinet Member for Planning represents the Council on that Board and the West Sussex Joint Planning Board.

As a result of the Localism Act, the regional tier of the planning system had been removed which, previously, had been used to co-ordinate strategic development and infrastructure needs/priorities across wide areas, often covering a number of local planning authorities. As a replacement to regional planning, local planning authorities were expected to work together to address strategic planning issues through the Duty to Co-operate.

Throughout the past 12 months, the Council had been working with many other local authorities to explore the issue of housing needs and delivery which included Brighton & Hove City Council, the South Downs National Park Authority and the coastal West Sussex authorities which, collectively, formed the Sussex Coast Housing Market Area. Such work had led to the production of the Duty to Co-operate Housing Study and the Assessment of Housing Needs Study.

The findings from the Assessment had been reported to, and endorsed by, Cabinet at its meeting on 18 November 2013. The Report identified some of the conclusions from the Duty to Co-operate Housing Study and set out the consequences of not complying with the Duty when preparing planning policy documents.

The Coastal West Sussex Strategic Planning Board had decided to prepare a Local Strategic Statement (LSS) for their area in early 2014, the purpose

of which was to clearly set out what the spatial planning issues were for the region and to set out a clear set of strategic planning objectives and priorities.

In June 2013, the Council, as a neighbouring authority, had been consulted on the draft LSS for which a response had been submitted which broadly agreed with the identified opportunities and challenges for the region and supported the strategic objectives that had been identified. The Council's response also suggested that the geographical scope of the LSS be extended to include Lewes District as the Council had a number of strong links with the area covered by the LSS.

In October 2013, the Coastal West Sussex Strategic Planning Board had considered the responses made in respect of the draft LSS and had written to the Council inviting it to become a full member of the Board and to progress the objectives and priorities set out in the LSS. In light of that invitation, the Board had been re-named the "Coastal West Sussex and Greater Brighton Strategic Planning Board".

The final version of the full LSS was set out at Appendix 1 to the Report.

Membership of that Board would only partly help the Council to fulfil the 'Duty to Co-operate' and to fill the gap in strategic and cross-boundary planning that had been left by the abolition of the South East Plan.

Whilst the Board would consider the issue of meeting the housing needs of a growing population, it was recognised that it could not be undertaken in isolation. Therefore, the authorities that comprised the Sussex Coast Housing Market Area had agreed to work alongside the authorities which formed the Northern West Sussex Housing Market Area in exploring longer term options for meeting housing needs. That agreement had been set out in a 'Duty to Co-operate – Agreement for Joint Working', which had been agreed by the West Sussex Joint Planning Board on 22 November and would be undertaken through the West Sussex Chief Planning Officer Group and the West Sussex Joint Planning Board. A copy of the Agreement was set out at Appendix 2 to the Report.

The Council, along with Brighton & Hove City Council, had been formally invited to join both the West Sussex Chief Planning Officer Group and the West Sussex Joint Planning Board. The Report therefore recommended that the Cabinet Member for Planning represent the Council at meetings of the Joint Planning Board.

Resolved:

107.1 That the Coastal West Sussex and Greater Brighton – Local Strategic Statement, as set out at Appendix 1 to Report No 4/14, be endorsed.

DBSD

It was further

Recommended:

107.2 That the Cabinet Member for Planning represent the Council on: (a) the Coastal West Sussex and Greater Brighton Strategic Planning

DBSD (to note)

Board; and (b) the West Sussex Joint Planning Board.

Reasons for the Decisions:

To ensure that the key strategic planning issues and priorities for the Coastal West Sussex and Greater Brighton region are clearly articulated and presented to key stakeholders and partners who can assist with the delivery of these priorities.

To ensure that the Council is represented on the relevant strategic planning groups in the area and is therefore in a position to comply with the Duty to Co-operate when preparing planning policies for the district.

† *The Recommendation, and not the Resolution, in the above Minute is for consideration by Council.*

Councillors are requested to bring with them to the meeting Report No 4/14 which was circulated with the agenda papers for the meeting of the Cabinet on 6 January 2014. If you require a further copy of the document please contact Trevor Hayward, Committee Officer, on e-mail trevor.hayward@lewes.gov.uk or telephone 01273 484359.

109 University Technical College (UTC) Newhaven

The Cabinet considered Report No 6/14 relating to a proposal to provide a grant of up to £883,000 to contribute towards the capital funds that totalled £11m, in respect of the University Technical College (UTC) in Newhaven, due to a predicted funding gap in the allocated funds from the Department for Education.

The Council was working in partnership with The Aldridge Foundation, the University of Brighton and Veolia Environmental Services Plc. to bring forward development of the Railway Quay site in Newhaven to establish a new UTC, which was in line with the five priorities set out in the Regeneration Strategy, as detailed in paragraph 5.2 of the Report.

The UTC would specialise in marine and environmental engineering and skills to support the development of sustainable industries. Details relating to the aims of the UTC project were set out in paragraph 5.5 of the Report.

Related to the UTC project was the proposal to develop a boardwalk for use both by the UTC and local residents. The rationale for the boardwalk was the enhanced educational value to the UTC; the provision of an attractive riverside amenity for both residents of any new development on RBS/West register land and for students and staff of the UTC; a safe and attractive pedestrian access into the site from the A259 and provision of an open area along the riverside for the on-going maintenance of any riverside flood defences, as required by the Environment Agency.

When the feasibility study and costings had been received, further Reports, if necessary, would be made to Cabinet and to Council. Officers were pursuing the Department for Education and RBS/developer to make a significant contribution to the cost of the boardwalk. The £8,000 for the boardwalk feasibility study would be covered from the existing budget.

Resolved:

- 109.1** That the potential additional costs resulting from the feasibility study and indicative design and costing for a riverside boardwalk linking Newhaven swing bridge to the entrance of the University Technical College (UTC), as detailed in Report No 6/14, be noted, and that it be also noted that further Reports to Cabinet and full Council may be required to deal with the potential additional costs; and
- 109.2** That it be noted that a quote for £8,000 for the boardwalk feasibility work has been accepted to undertake this work as soon as possible.

It was further

Recommended:

- 109.3** That a grant of up to £883,000 be given to the UTC to provide capital funding for the predicted funding gap in the allocated funds for the redevelopment of the UTC site in Newhaven;
- 109.4** That the Director of Business, Strategy and Development and the Corporate Head of Legal and Democratic Services be authorised to make appropriate arrangements to enter into a grant agreement with the UTC for payment of the funding; and
- 109.5** That the potential additional costs resulting from the feasibility study and indicative design and costing for a riverside boardwalk linking Newhaven swing bridge to the entrance of the UTC be noted, and that it be also noted that further Reports to Cabinet and full Council may be required to deal with the potential additional costs.

DBSD (to note)

DBSD/
CHLDS

Reason for the Decisions:

To facilitate progression of the University Technical College project development.

† *The Recommendations, and not the Resolutions, in the above Minute are for consideration by Council.*

Councillors are requested to bring with them to the meeting Report No 6/14 which was circulated with the agenda papers for the meeting of the Cabinet on 6 January 2014. If you require a further copy of the document please contact Trevor Hayward, Committee Officer, on e-mail trevor.hayward@lewes.gov.uk or telephone 01273 484359.

112 Fees and Charges

The Cabinet considered Report No 9/14 which set out proposals from the annual review of fees and charges to apply from 1 April 2014. Appendix 1 thereto set out details of the proposals in respect of general fees and charges for 2014/15 whilst Appendix 2 provided details of the proposed Licensing Fees and Charges for 2014/15.

In advance of the 2009/10 budget, Cabinet had overseen a comprehensive review of the Council's charging policy in light of an Audit Commission report entitled "Positively Charged". A systematic review of services for which the Council had the power or duty to make charges, had also taken place at that time.

Subsequent to that review, Cabinet had approved:

- Guiding Principles for setting fees and charges for inclusion within the Council's Constitution under Part 4 Financial Procedure Rules; and
- A series of recommended actions as agreed by each Lead Councillor for their respective Portfolio at that time.

The Guiding Principles and the recommended actions arising from the systematic review of services had been applied in reviewing and proposing a revised scale of fees and charges to apply from 1 April 2014, as detailed in the Report.

Fees and Charges were reviewed by Cabinet at least once each year, principally during the winter prior to the next financial year which enabled Cabinet's decisions to be incorporated in the coming estimate cycle.

As in previous years, all of the fees and charges were covered, as far as was practicable, within a single Report in order that Cabinet could consider all such fees and charges which applied to the Council's services as an overall package. However, there were two exceptions, details of which were set out in paragraph 3.2 of the Report.

Within Appendix 1 to the Report there were some significant services, with significant income estimates, where the Council had discretion to set the level of fees and charges, further details of which were set out in paragraph 3.5 of the Report. Amongst those services were some where no changes to the current level of fees and charges were proposed, the rationale for which was as set out in paragraph 3.3.

Also within Appendix 1 and paragraph 3.5 of the Report were some significant services, with significant income estimates, where the fees were statutory.

Paragraph 4.2 of the Report set out details of the proposed fees and charges in respect of cemeteries for which it was suggested that they would, with one exception, maintain the policy approved by Cabinet in January 2009 of setting fees and charges within the upper quartile range when compared with other local authorities. However, the exception related to the charge for the right to place a kerbstone or border on a grave. In order to maintain its position within the top quartile, such fee needed to rise

from £225 to £275. The Cabinet Member for that service was uncomfortable with such a large increase and, therefore, he requested that Cabinet consider a variation to the current policy in order to allow an inflationary increase only to be made.

Caselaw had determined that approval of licensing fees was a matter for the Licensing Committee rather than Cabinet. At its meeting on 22 October 2013, that Committee had approved the licensing fees and the new fees under the Scrap Metal Dealers Act 2013, which were subject to ratification by Council. Details of those fees were set out for information in Appendix 2 to the Report.

Recommended:

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| 112.1 That a variation be made to the current policy of requiring all cemeteries fees and charges to be set in order to remain in the upper quartile of charges when compared with other local authorities, so that a lesser increase in the fee for a grave kerbstone/border may be recommended, as detailed in Report No 9/14; | DF (to note) |
| 112.2 That, subject to the issue set out in 112.1 above, the revised scale of fees and charges proposed within Appendix 1 to the Report, be approved and be applied from 1 April 2014; and | DF (to note) |
| 112.3 That the licensing fees approved by the Licensing Committee on 22 October 2013, be ratified and be applied from 1 April 2014. | DF (to note) |

It was further

Resolved:

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| 112.4 That changes in the statutory fees and charges for services shown within Appendix 1 to the Report be implemented as and when notified by Government. | DF |
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Reason for the Decisions:

The Council's Constitution requires all fees and charges, including nil charges, to be reviewed at least annually and agreed by Cabinet.

† *The Recommendations, and not the Resolution, in the above Minute are for consideration by Council.*

Councillors are requested to bring with them to the meeting Report No 9/14 which was circulated with the agenda papers for the meeting of the Cabinet on 6 January 2014. If you require a further copy of the document please contact Trevor Hayward, Committee Officer, on e-mail trevor.hayward@lewes.gov.uk or telephone 01273 484359.

116 Meetings Timetable 2014/2015

The Cabinet considered Report No 13/14 relating to the proposed meetings timetable for the 2014/2015 municipal year, the draft of which had been circulated to all councillors and Chief Officers for comment.

Paragraphs 4 to 9 of the Report set out details of the constraints that had been taken into account when compiling the timetable.

Appendix A to the Report set out a Summary of Public Meetings for 2014/2015 and Appendix B provided details of the Public Meetings Timetable for the 2014/2015 municipal year by calendar month.

Recommended:

116.1 That the meetings timetable for the 2014/2015 municipal year, as set out in Appendices A and B to Report No 13/14, be approved and adopted.

CHLDS
(to note)

Reason for the Decision:

To facilitate the smooth running of the Council's business in the municipal year 2014/2015.

† *Councillors are requested to bring with them to the meeting Report No13 /14 which was circulated with the agenda papers for the meeting of the Cabinet on 6 January 2014. If you require a further copy of the document please contact Trevor Hayward, Committee Officer, on e-mail trevor.hayward@lewes.gov.uk or telephone 01273 484359.*