

# Lewes District Council



## Council Agenda

**Wednesday, 09 December 2015**

Southover House, Lewes

Jenny Rowlands  
Chief Executive

# Lewes District Council



## Council Meeting

*Councillors are kindly requested to switch off their mobile 'phones and other mobile devices prior to the commencement of the meeting.*

Note: At the commencement of the meeting the Chair will ask for a period of silence to enable councillors to focus their thoughts on the meeting or to pray silently.

### To all Members of the Council

A meeting of the **Council** will be held in the **Council Chamber, County Hall, St Annes Crescent, Lewes BN7 1UE** on **Wednesday, 09 December 2015** at **14:30** which you are requested to attend. Please note the start time and that the venue for this meeting 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.

## Agenda

### 1 Minutes

To confirm and sign the Minutes of the Extraordinary Meeting of the Council dated 9 November 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 Announcements**

To receive any announcements from the Chair of the Council, Leader of the Council, Members of the Cabinet or the Chief Executive.

A list of the Chair of the Council's engagements since the Meeting of the Council on 14 October 2015 is enclosed (page 5).

## **6 Questions from Members of the Public**

To deal with questions which members of the public may wish to put to members of the Cabinet in accordance with Council Procedure Rule 11.

Questions have been received from Vivian Carrick, Jackie Bishop, Colin Reynolds and Eric Woodward (herewith - page 9).

## **7 Petitions**

To receive petitions from councillors or members of the public in accordance with Council Procedure Rule 13 (if any).

## **8 North Street Quarter Petition Response**

To consider the Report of the Director of Business, Strategy and Development (Report No 177/15 herewith - page 11).

## **9 Response to Petition – New Homes**

To consider the Report of the Director of Service Delivery (Report No 178/15 herewith - page 19).

## **10 Petition Response – Steyning Avenue - Report**

To consider the Report of the Director of Service Delivery (Report No 179/15 herewith - page 34).

## **11 Written Questions from Councillors**

To deal with written questions which councillors may wish to put to the Chair of the Council, a Lead Councillor on the Cabinet or the Chair of any committee or sub-committee in accordance with Council Procedure Rule 12 (if any).

## **12 Questions to the Leader of the Council**

To deal with questions (if any) which councillors may wish to put to the Leader of the Council. It will be at the Leader's discretion to re-direct questions to relevant Members of the Cabinet. A councillor wishing to raise a question must notify the Chair of the Council of the text of the question prior to the commencement of the meeting. *(NB This item is limited to a maximum of 5 questions, with no more than 1 question being asked per councillor. If a question requires a detailed or technical response, the Leader may decide that a written response is more appropriate).*

## **13 Ward Issues**

To deal with ward issues which councillors wish to raise. A councillor wishing to raise a ward issue must notify the Chair of the Council prior to the commencement of the meeting in accordance with Council Procedure Rule 12.8 (if any).

## **14 Urgent Decisions taken by the Cabinet or Cabinet Members**

In accordance with Scrutiny Procedure Rule 17, to receive details of any urgent decisions taken by the Cabinet or Cabinet Members since the Meeting of the Council on 14 October 2015.

## **15 Recommendations from Cabinet**

To consider the recommendations from the meeting of the Cabinet held on 23 November 2015 (herewith - page 78).

**16 Changes to Memberships**

To consider the Report of the Assistant Director of Corporate Services (Report No 180/15 herewith - page 87).

**17 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). A councillor wishing to provide feedback must notify the Chair of the Council prior to the commencement of the meeting.

A handwritten signature in blue ink that reads "Jenny Rowlands". The signature is stylized and cursive.

Jenny Rowlands  
Chief Executive

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



## Lewes District Council

Southover House  
Southover Road  
Lewes  
East Sussex BN7 1AB

Civic Officer: 01273 661115

[civic.office@lewes.gov.uk](mailto:civic.office@lewes.gov.uk)

**CHAIR**  
Councillor RUTH O'KEEFFE

### CHAIR'S ENGAGEMENTS 16 October 2015 – 9 December 2015

Friday 16 October	6pm	Chair and Consort: To attend Common Ground – an evening of art and wildlife at the Lewes Tourist Information Centre.
Friday 16 October	9pm	Chair and Consort – to attend 'Lewes Light' at the Linklater Pavilion, Lewes.
Sunday 18 October	10am	Chair: To attend the Landport Bus 10 <sup>th</sup> Anniversary celebrations at the Hassocks Garden Centre, Lewes.
Monday 19 October	1pm	Chair and Consort: To attend tea with Maria Caulfield MP at the House of Commons, London.
Tuesday 20 October	7.30pm	Chair and Consort: To attend the Lord Lieutenants of Sussex Presentation of Awards Ceremony at the Hawth Theatre, Crawley.
Wednesday 21 October	7pm	Vice-Chair: To attend the Royal Society of St George, Seahaven Branch Trafalgar Night Dinner at Deans Place Hotel, Alfriston.
Friday 23 October	7.30pm	Chair: To attend the Friends of Anne of Cleaves House AGM at Anne of Cleaves House, Lewes.
Saturday 24 October	10am	Chair: To attend the East Sussex Guild of Weavers, Spinners and Dyers exhibition event and to draw the raffle at Lewes Town Hall.
Saturday 24 October	7pm	Chair: To attend the Seaford Youth Sports Awards at the Downs Leisure Centre, Seaford.

Tuesday 27 October	10am	Chair: To attend the Seaford Seniors Forum 'Fit for Life' Older Persons Day at the Downs Leisure Centre, Seaford.
Friday 30 October	7.30pm	Chair: To attend the Lewes Concert Orchestra at Lewes Town Hall.
Saturday 31 October	10am	Chair: To attend the 'Newhaven Spooktacular' and to judge the events at Newhaven High Street, Newhaven.
Saturday 31 October	2pm	Chair: To attend the Cheese Please 1940s Fayre for Chestnut Tree House and St Peters and St James Hospice at the Corn Exchange, Lewes.
Thursday 5 November	5.30pm	Chair and Consort: To host the Bonfire Night event for staff and civic guests at Lewes House, Lewes.
Sunday 8 November	9.30am	Chair: To attend the Newhaven Town Council Remembrance Sunday events and lay a wreath at St Michael's Church, the Town Memorial and Mencap Hall, Newhaven.
Sunday 8 November	2pm	Chair: To attend the Lewes Town Council Remembrance Sunday events and lay a wreath at Lewes Town Hall, the War Memorial, St Michael's Church and Lewes Town Hall.
Tuesday 10 November	12.30pm	Chair: To make an address at the Centenary of the British West Indies Regiment in Seaford Town – revealing of Commemorative Plaque ceremony at Seaford Railway Station, Seaford.
Tuesday 10 November	2.30pm	Chair: To attend The Cluniac meeting at Lewes Town Hall.
Wednesday 11 November	11am	Chair: To attend the Phoenix Centre Launch Event and to make an address, at the Phoenix Centre, Lewes.
Thursday 12 November	6.30pm	Chair: To attend the Rotary Club of Lewes Youth Music Concert at Lewes Town Hall.

Saturday 21 November	8am	Chair: To attend the High Sheriff's East Sussex Prayer Breakfast at the East Sussex National Golf Resort, Uckfield.
Saturday 21 November	6pm	Chair: To attend the Mayor of Peacehaven's Civic and Harvest Festival Service at The Evangelical Free Church, Peacehaven.
Sunday 22 November	1pm	Chair: To attend the Shoreham Air Show Service of Remembrance at Lancing College Chapel.
Tuesday 24 November	6pm	Chair: To attend the 'Youth Speaks' event at Sussex Downs College.
Wednesday 25 November	10am	Chair: To attend a visit to the Nutty Wizard shop in Lewes.
Friday 27 November	7.30pm	Chair and Consort: To attend the South Downs Youth Orchestra Concert at Uckfield Civic Centre.
Saturday 28 November	10am	Chair: To attend the Tenant Open Morning and to be part of the judging panel for Tenant of the Year at Seaford Baptist Church.
Saturday 28 November	11am	Chair: To attend the Oyster Project Annual Awards at The Westgate Chapel, Lewes.
Saturday 28 November	3pm	Chair: To attend the Friends of Wallands Christmas Fair and to judge the gingerbread house competition at Wallands School.
Tuesday 1 December	6pm	Chair: To attend the Newhaven Community Carol Concert at St Michael's Church, Newhaven.
Wednesday 2 December	5.30pm	Chair: To attend the Enchanted Park opening night in Southover Grange Gardens, Lewes.
Saturday 5 December	7pm	Chair: To attend the Eastbourne Area Music Centre Christmas Concert at St Saviour's Church, Eastbourne.

Sunday 6 December	3pm	Chair: To attend the HOMELINK Christmas Concert by the Ashdown Singers at The Church of St Thomas Moore, Seaford.
Sunday 6 December	5pm	Chair: To attend the Childrens Foster Carers party at Kings Church, Hampden Park.
Sunday 6 December	6.30pm	Chair and Consort: To attend The Diocese of Arundel & Brighton - Pontifical Sung Vespers at Arundel Cathedral.
Monday 7 December	6.30pm	Chair: To attend the Mayor of Seaford's carol Service at Seaford Baptist Church.
Wednesday 9 December	7pm – 9pm	Chair: To attend the TOLD Christmas Social at Landport Resource Centre, Lewes.
Wednesday 9 December	7.30pm	Chair: To attend the Pestalozzi Carol Concert 2015 at St Michael's Church, Lewes.
Wednesday 9 December	8pm – 10pm	Chair: To attend the Shepherds Arise Carol Concert at St John Sub Castro, Lewes.



## **Meeting of the Council**

**9 December 2015**

### **Questions from Members of the Public (Agenda Item 6)**

#### **Question submitted by Vivian Carrick:**

"I call upon Lewes District Council to confirm in detail the parameters and basis they gave to their car park study consultants - The Project Centre - to carry out the 6 Peacehaven Car Park Study Job No.1000002514 Issue 01 dated 19-8-15."

#### **Question submitted by Jackie Bishop:**

"If the present Public toilets on Western Road in Lewes, which are used by over 4,000 people a year in their present only partly open state are closed for a market value housing development, what are the alternative arrangements for providing the original level of service for residents and when will the details be made public, and please can you explain why in the light of public petitioning and an expression of interest in taking over the site from Lewes Little Gardens who have listed it as a Community Asset clause 18.1 of the contract recently made available on the LDC website is it not being activated to remove the toilets from the development list and let Lewes Little Gardens make their bid?"

#### **Question submitted by Colin Reynolds:**

"The Trustees of St Mary's Social Centre had a meeting on 20th July this year with LDC and the developer Josh Arghiros who stated that a meeting will be set up with the architects to sit down and workshop the building to discuss how it could be best used and a meeting will be planned in the next six weeks. The 'New Homes in Lewes' leaflet put through Lewes letterboxes stated "we are working closely with the Trustees (of St Mary's) and will not pursue any development if they are not 'on board' with our proposals". We, the Trustees have not yet met with the architects or received any proposals. Can LDC confirm when this meeting to see proposals will take place, because without any proposals from the developer the Trustees are unable to confirm if we are 'on board' or not, and also what form these proposals are going to take? This is necessary as anything less than outline plans and details of an affordable future rent, will not be satisfactory."

**Question Submitted by Eric Woodward:**

“The Buckle Carpark. With 76 apartments built on the Buckle Car Park. Will the Iconic Apartments have a parking space for each apartment and where will all these parking spaces be. Plus where will the parking be for the cars that can not be parked on the Buckle because of the building.”

**Agenda Item No:** 8 **Report No:** 177/15  
**Report Title:** North Street Quarter Petition Response  
**Report To:** Full Council **Date:** 9<sup>th</sup> December 2015  
**Cabinet Member:** Councillor Andy Smith  
**Ward(s) Affected:** Lewes Bridge, Lewes Castle, Lewes Priory  
**Report By:** Nazeya Hussain, Director of Business, Strategy and Development  
**Contact Officer(s)-**  
**Name(s):** Max Woodford  
**Post Title(s):** Head of Regeneration & Investment  
**E-mail(s):** [max.woodford@lewes.gov.uk](mailto:max.woodford@lewes.gov.uk)  
**Tel No(s):** 01273 661378

---

#### **Purpose of Report:**

To respond to the petition submitted to full council on 14<sup>th</sup> October 2015 regarding the council's involvement in the North Street Quarter development. This report focuses on the council's requirements to consult and strategically plan for the future of Lewes and to achieve best value for any assets it owns, and the work done to achieve this.

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

- 1 To continue working towards the delivery of the existing joint LDC/Santon North Street Ltd. (SNS) scheme for the North Street Quarter.
- 

#### **Reasons for Recommendations**

- 1 The existing joint LDC/SNS scheme has been through a significant process of consultation, and is a viable and deliverable scheme that meets all planning policy requirements for the site, as set out in section 2 of this report. Santon have considerable experience in delivering developments of this size and the funding with which to do so. Moving away from the existing LDC/SNS scheme which has been developed over three years to start again on an alternative development would create a number of risks that are set out in section 5 of this report.

#### **2 Information**

- 2.1 A petition was submitted to Full Council on 14<sup>th</sup> October 2015. The petition states:

*We call on Lewes District Council to rethink development plans for the Phoenix / North Street Estate to better meet the needs of Lewes*

*We the undersigned are deeply concerned that the proposed development from Lewes District Council & Santon for the Phoenix / North Street Estate in Lewes will:*

- *destroy the unique economic hub of creative businesses, start-ups, light manufacturing, social and cultural enterprises*
- *lead to the loss of existing local employment and the last affordable work and venue space in the town, including the reusable heritage buildings of the Phoenix Ironworks*
- *whilst not providing the truly affordable housing at social rent levels that Lewes desperately needs.*

*We urge Lewes District Council and Santon to work together with Lewes Phoenix Rising to get a better development that meets the needs of the community.*

- 2.2** The North Street Quarter comprises land north of the Phoenix Causeway, bounded by the River Ouse and the Pells area, and accessed predominantly via North Street. The majority of the site is in the ownership of LDC (approx. 35%) and Santon (approx. 65%), who acquired their interest in 2012. The site largely comprises light and general industrial buildings and was subject of significant flooding in October 2000. The site remains a flood risk and so whilst businesses have returned to the area, not all buildings are fully utilised and the businesses that are there are on low rents to reflect the fact it is an identified development site.
- 2.3** The Council recognises the importance of this brownfield site within the County town and took an early decision in April 2013 to not dispose of ownership to the private sector, but to enter into partnership with Santon to ensure a high quality designed development would come forward providing much needed housing and ensure it is built in a timely manner.
- 2.4** LDC has been working with SNS and the South Downs National Park since 2012 to bring forward the viable, high quality scheme. The proposed development and our Joint Venture arrangements with SNS have been subject to five separate Cabinet reports dating back from 2012 (see Appendix 1) and provide strong evidence of democratic decisions for the proposal. When LDC agreed to enter into the Joint Venture with Santon, we set out our priorities for the scheme, which include:

***Essential – a balance of:***

- *Achievement of the policy target of 40% affordable housing as far as possible, to meet local needs in partnership with a Registered Provider e.g. a housing association; and*
- *Maximisation of a return on assets through a recurring revenue stream.*

***Desirable***

- *Up to 40,000ft<sup>2</sup> of commercial floor space, including a cultural quarter, leisure, retail and a health facility*
- *Extra care housing; and*

- *Improved public realm and improved connectivity with the town.*

**2.5** LDC and SNS have a legal agreement to jointly submit a planning application. That planning application site is due to be considered tomorrow by the South Downs National Park. The scheme, which will be built in three phases, includes the following benefits:

- 415 new homes, 40% of which will be affordable (the major scheme in the district to offer this level of provision). This housing will provide a mix of accommodation aimed at families, older people and first time buyers.
- 140,000ft<sup>2</sup> of flexible workspace, with subsidised rent for over 19,000ft<sup>2</sup>.
- Public spaces and riverside walkways, opening up the river to the public
- Vital flood defences to complete defences for the town.
- Pioneering green energy system taking thermal energy from the River Ouse which runs through the heart of Lewes.
- New health facilities including 2 doctors' surgeries, dentists, a pharmacy and other medical services, serving 26,000 people.

**2.6** This petition requests that LDC work closer with Lewes Phoenix Rising (LPR), who are proposing their own alternative plans for the site, despite having no land holdings and no financial means to do so.

The LPR masterplan is based on retaining a large proportion of the poor quality commercial building stock on the site for the existing tenants.

This retention of low density buildings means the masterplan then requires getting the remaining local plan policy, including 400 homes, on the remaining site (which they expect LDC/Santon to achieve). This, combined with the absence of flood defences so requiring 'flood resilient' uses at ground floor, would mean 6 to 8 storey housing adjacent to the Pells area. This level of density is similar to previous proposals for the site of 650 homes that were considered unacceptable. The development needs to effectively use the whole 15 acres to comply with reasonable landscape and height restriction. Therefore LDC/Santon will not contemplate relinquishes a proportion of the site to LPR.

**2.7** The LDC/SNS proposal opens up this part of the town for everyone, and it completes the flood defences for the town, which we would be unable to do if the Phoenix Iron Works were to be retained.

## **Consultation**

**2.8** Lewes residents and businesses have helped to shape the scheme's final design during a three-year programme of community consultation events, which started in 2012. Hundreds of comments were collected at three consultation exhibitions run by an independent organisation, The Democratic Society. These events were promoted widely through leaflet drops to all households in Lewes and adverts in the local media. The requirements and views of specific groups, such as the views of schoolchildren and residents living adjacent to the site,

were explored further at their own dedicated events. Design workshops were facilitated by ATLAS a Government design agency employed by the planning authority to help facilitate discussion, which continued through dozens of local design workshops and two Lewes Town X-Ray events focused on design aspects of the plans.

- 2.9** Consultation and engagement has also continued through groups such as the Sounding Board, made up of community representatives including Friends of Lewes, The Lewes Town Partnership, the Chamber of Commerce and the Community Land Trust that meets every month. This Sounding Board has requested, and LDC and SNS as applicants agree to, an ongoing role as a formal consultee on design and detailing as the planning conditions and reserved matters for later phases are developed and submitted. More detail on the consultation and feedback can be seen on the application web page, which is updated frequently: <http://northstreetqtr.co.uk/consultation/>. In addition there is a summary in the Statement of Community Involvement in the planning application documents.

### **Existing Businesses**

- 2.10** The proposed LDC/SNS scheme is the only one that is proposing full flood defence of the site and surroundings. The LPR masterplan does not propose flood defences, and instead relies on flood resilience. This would be unacceptable to the Local Planning Authority; the Environment Agency; development finance providers; mortgage companies and insurers, and it would mean all of the existing businesses in the area would remain at a high risk of flooding. If floods like those that hit in October 2000 were to come again then the ability of those businesses and enterprises to continue to operate in a safe and viable manner will be seriously compromised and there would be no form of legacy strategy as is being proposed under the LDC/Santon scheme. Businesses will not be able to invest and grow in premises that are not flood defended.
- 2.11** LDC recognises and values the current creative and other uses on the site that are currently exposed to future flooding risk. The LDC/SNS application includes 64,000ft<sup>2</sup> of new creative space, which together with other employment space on the site will accommodate more jobs than are on site at present. This new modern space will enable flood defences which will be delivered during phase one, and will also offer the opportunity of creative spaces that animate the street and bring vitality to the area.
- 2.12** LDC and SNS, as landlords, have duties to their respective tenants and have been discussing the opportunity to move to new better quality and flood defended premises where businesses are able to invest without fear of their investment being wiped out by flooding. This includes in the new Santon development at Malling Brooks, where work has now started on 75,000ft<sup>2</sup> of light industrial buildings. A number of the existing larger businesses (both Santon and LDC tenants) have reached agreed terms with Santon for such relocation and will be moving to the new premises which should have the first

units ready for occupation at the end of 2016. That development is now fully sold or let.

- 2.13** In addition to this, we are providing support to the existing smaller businesses and temporary creative workshops that are not under any formal management arrangements with either Santon or LDC. Most of these are sub-tenants with limited legal protections. However, we have engaged Locate East Sussex as the county's business facing investment company to assist with the process of finding new premises where necessary. They have contacted 35 businesses on the site to date. Locate East Sussex are prioritising those businesses in phase 1 of the development, and they will continue to work with those willing to engage.
- 2.14** A number of options are available to these business, including relocating them into phase 3 of the development during construction of phase 1 (approx. 24 months). Those businesses may then take permanent space within the new 64,000ft<sup>2</sup> of creative workspace in the North Street Quarter.
- 2.15** Depending on the nature and use of their business, they may qualify for some affordable workspace at subsidised rents. This workspace will be managed by a local community focused company who will be procured to deliver what is a very important part of the scheme. This then provides permanent, sustainable, affordable creative workshop space in perpetuity for both existing tenants and others in the town. Half of the new workspace in the North Street Quarter will be offered at half the market rate for these purposes, with this being guaranteed by £640,000 of subsidy in the section 106 agreement accompanying any planning permission.

### **Heritage**

- 2.16** The petition refers to retaining "*the reusable heritage buildings of the Phoenix Ironworks.*" The Victorian Ironworks on the Phoenix Industrial Estate in Lewes burned down over sixty years ago, since when the existing sheds were erected in the period between the 1950s and 1970s. Small elements of industrial heritage remain, but nothing that ties together as being a single heritage asset. The only remaining complete buildings are the Old Foundry wall and Fire station, and both of those remain in the scheme. Heritage England, who are a statutory consultee on the planning application, were asked by LPR to look at whether any of the Ironworks buildings on the site were worthy of listing and they decided they were not. The LDC/SNS scheme does however propose taking those hidden elements of industrial heritage and integrating them into the design of probably the best used building in the final development, the Causeway Building, which will include doctors and dentists as well as public workspaces.

### **Affordable Housing**

- 2.17** The most important message from the public during consultation was the need for as many affordable homes as possible for local people. The LDC/Santon scheme will deliver:
- 416 homes, with 40% of them – a total of 165 – being affordable. This will be the first significant development in the District to achieve 40% affordable

housing. The type and size of these affordable units will reflect the identified housing need for the town, as evidenced through the Housing Needs Register.

- In addition a further 15% (38) of the open market homes will available as a first priority to local people. We aim to tie this in with any Government 'Home-Buy' low deposit schemes that are targeted at first time buyers that are on offer at the time of delivery.
- Of the 416 homes, 55% have 2 bedrooms or less, some specifically designed for young, single people, and 45% have 3 bedrooms or more.

**2.18** The development partners will work to optimise the affordability of the 40% affordable housing within the North Street Quarter scheme. Working together, Santon North Street and Lewes District Council, which is also the local housing authority, will make the most of any Government funding available at the time of delivering construction to ensure that the housing is as affordable as possible. The key will be selecting a Registered Social Provider who can offer best value and quality of management to ensure that funding and management costs do not push the rents up. We transfer the completed homes to the registered social provider for the construction price, rather than the market value. Depending on final costs this is normally around 50% of the market value.

**2.19** The LPR proposal promises set rental levels, but there is no evidence those rents have been tested with Registered Providers or could be viably delivered. Furthermore, their masterplan includes affordable live/work units for existing workers on the site, but there is also no evidence of housing need for that group and no justification for them bypassing the existing housing waiting list.

### **Planning Policy**

**2.20** In LDC's Joint Core Strategy with the South Downs National Park there is a clear planning policy for the North Street site (as well as the adjacent Eastgate area), which includes building at least 400 homes, creating employment space and delivering flood defences. Anything that does not comply with the policy will be unlikely to receive planning permission. The LDC/Santon scheme fulfils all of the policy criteria, and we have worked closely with independent financial advisers GVA to ensure the viability of the scheme and make sure that the scheme offers those benefits while remaining deliverable. The scheme will also deliver key benefits as part of the section 106 agreement, as required by planning policy including a new riverside walkway, a footbridge over the Ouse and public realm improvements.

### **Financial Appraisal**

**3** Financial advisors GVA Bilfinger have been appointed to oversee the process of negotiation with Santon, and they advise that the scheme is viable and capable of delivering best value to LDC. This is in addition to viability tests that have been submitted by the applicants to the Planning Authority's surveyors. Failure to deliver a scheme will mean that LDC is not best placed to achieve the Cabinet priority from April 2014 of seeking a recurring revenue stream from our land holdings at North Street.

### **Legal Implications**



- 4 The Interim Agreement with Santon, which governs the process of submitting the planning application, states that if the council withdraw from the development for reasons not connected to our discussions with Santon (i.e. for reasons other than the deal being unviable for LDC for commercial or legal reasons) then LDC will be liable to pay 35% of the pre-planning costs, up to a cap of £390,000. This was agreed to protect Santon against the unlikely occurrence of LDC encouraging them to invest millions of pounds into a planning application on behalf of both parties, and then withdrawing from the scheme for political reasons. However, it does not compel LDC to continue with the project if it is not financially or legally advantageous to do so.

### **Risk Management Implications**

- 5 As set out above, the LDC/Santon scheme complies with planning policy and is viable and deliverable. Moving away from that scheme to start again on an alternative development would create a number of risks:
- **Planning risk:** Any alternative scheme might be less likely to meet planning policy requirement. In addition, it will delay the delivery of one the Council and SDNPA's key strategic sites that will deliver housing in the early part of the plan period – this may necessitate the need for the planning authorities to identify alternative housing sites for delivery in this period.
  - **Economic risk:** The considerable delay to the scheme would leave the existing businesses susceptible to flooding which could remove the entire cluster of creative businesses from the town. Any alternative scheme that allowed for retention of large elements of the existing sheds would also be impossible to flood defend so that risk would remain in perpetuity, limiting the ability of businesses to invest in their premises or find insurance.
  - **Delivery risk:** Santon would continue to own over two thirds of the site and LDC cannot compel them to work with any other third parties who do not have any land interest in the site. In addition to this, any alternative scheme that does not offer flood protection would also be almost impossible to find development finance for.
  - **Financial risks to LDC:** As set out in sections 3 and 4, above.

### **Equality Screening**

- 6 Equality analysis has been undertaken as part of the previous Cabinet decisions, and will be undertaken for the next Cabinet decision to progress the Joint Venture.

### **Background Papers**

- 7 Full details of the North Street Quarter planning application can be found at <http://northstreetqtr.co.uk/>

### **Appendices**

- 8 Appendix 1 – Timeline of Previous Decisions on the NSQ Project

## Appendix 1: North Street Development, Summary of Cabinet Decisions to Date

01/10/2012	Cabinet Report	Agreement to undertake a feasibility study about the possible disposal of Council land for the inclusion of wider redevelopment scheme for North Street.
23/04/2013	Cabinet Report	Consideration of results of initial options assessment for LDC landholdings at North Street setting out a range of options. Resolved to consider option of entering a Joint Venture arrangement with Santon Group.
30/09/2013	Cabinet Report	Approval to enter into a JV with Santon, subject to planning permission and satisfactory Heads of Terms  Agreement for a housing led mixed use development scheme and inclusion of Brook Street car park providing that new parking facilities replace the existing number of spaces currently on site.  Agreement to use of CPO powers as required for land assembly subject to future Cabinet approval.
24/04/2014	Cabinet Report	Endorsement of the Masterplan for North Street.
24/04/2014	Cabinet Report	Agreement of Council's landowner prioritised objectives Lewes North Street Development including:  Essential 1: Achievement of policy target of 40% affordable housing as far as possible in partnership with a Registered Provider  2: Maximisation of a return through a recurring revenue stream  Desirable: 3: Up to 40,000 sq. ft. of commercial floor space including cultural quarter, retail and a health facility  4: Extra care housing; and  5: Improved public realm and improved connectivity with the town  Entering a reimbursement agreement and Interim Agreement with Santon  Approved submission of a joint application with Santon to South Downs National Park  Authorise officers if and when the SDNP determines that planning permission should be granted, to sign a S106 agreement on behalf of the Council as landowner providing such agreement secures the Councils priorities.

**Agenda Item No:** 9 **Report No:** 178/15  
**Report Title:** Response to Petition – New Homes  
**Report To:** Council **Date:** 9 December 2015  
**Cabinet Member:** Cllr Ron Maskell  
**Ward(s) Affected:** All  
**Report By:** Gillian Marston, Director of Service Delivery

**Contact Officer(s)-**

**Name(s):** Bee Lewis  
**Post Title(s):** Head of Property & Facilities  
**E-mail(s):** [bee.lewis@lewes.gov.uk](mailto:bee.lewis@lewes.gov.uk)  
**Tel No(s):** 01273 471600

**Purpose of Report:**

To respond to the petition submitted to Council on 14 October 2015 regarding the proposed development of a number of Council-owned sites across the District as part of the New Homes project.

**Officers Recommendation(s):**

- 1 To note and debate the petition in line with the Council's petitions scheme.
- 2 To recommend that officers continue to proactively engage and consult with residents, businesses and other groups and stakeholders in the development of planning applications for the sites.
- 3 To recommend that the Council advertise through its own publications and the local media the opportunity for residents to formally comment on the planning applications once they are submitted and before they are determined.

---

**Reasons for Recommendations**

- 1 At the meeting on 14 October 2015, Council received a petition from Councillor O'Keeffe and Councillor Murray containing a combined total of over 1500 signatures. The petition stated:

"We the undersigned call upon Lewes District Council to halt the scheme which has recently come into the public domain to build on a number of community asset sites, and to look again at how to assist in the building of social and affordable housing in Lewes District in order to achieve this without depriving the community of many irreplaceable facilities (for instance car parks, a social

centre, open spaces, toilets and a household waste site) and fully including both local residents and ward councillors from across the whole district from the very start and in any and every new proposal”.

In light of the number of signatures and in accordance with the Council’s petitions scheme, it was agreed that the petition would be debated by the Council as an individual agenda item at the meeting of Council on 9 December 2015.

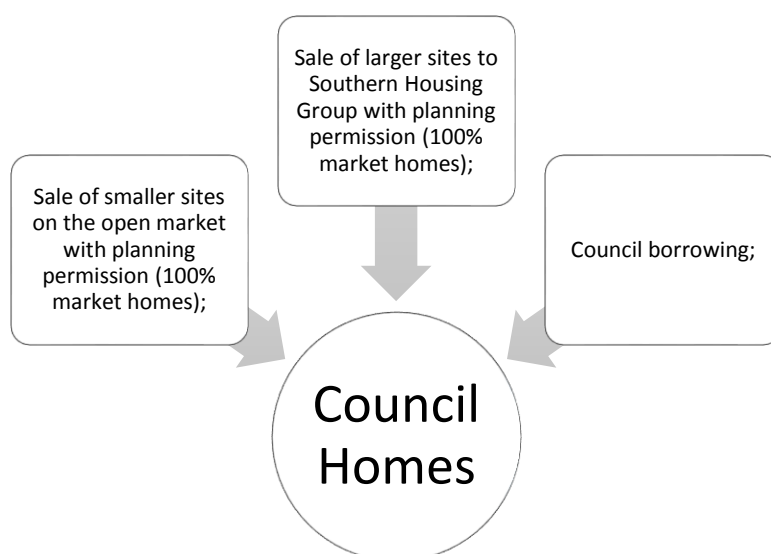
## **Information**

### **2 The New Homes Project**

- 2.1** The New Homes project has been developed in recognition that the Council can help address the housing crisis in the District and make the best use of its assets and build high quality Council homes funded through additional borrowing and sales of other assets. By undertaking a rigorous tender process for the development of a number of sites, the Council has committed to obtaining expertise and capacity from the private sector to deliver innovative, high quality and design-led housing.
- 2.2** Lewes District Council is a significant landowner locally. However, the Council does not have pockets of land suitable for development that have not already been developed for operational purposes, such as car parks. At the same time, the Council does not have the capacity to purchase land for development as one of the aims of the project is to maximise returns to the Council for reinvestment into affordable housing.
- 2.3** The sites to be proposed for development were identified through an asset challenge process, whereby the Council’s entire portfolio was assessed on a site-by-site basis that sought to determine the status of all property and sort into categories based on where efficiencies could be obtained. The categories (based on the action to be taken on a site) are as follows:
- (a)** Continued maintenance (maintaining the status quo as property is appropriate for current and future service needs);
  - (b)** Better utilisation (the opportunities for better property utilisation would be realised through a project);
  - (c)** Major investment (the future of the property has been determined and major works such as refurbishment and extension are required);
  - (d)** Long term development (retain property pending future sale for development); and
  - (e)** Surplus (dispose of property).
- 2.4** The sites selected for the New Homes project are those sites which are identified as surplus to the delivery of services, or those which could be

better utilised whether by the Council, or by the private sector, through major investment;

- 2.5** A May 2012 report to Cabinet (which in an exempt appendix included the list of sites to be considered part of the project) authorised the Council to proceed with a European tender process for the procurement of a development partner for the project. The Council wished to benefit from the expertise of the private sector, and in order to incentivise innovation and the disposal of sites which might otherwise be unattractive to developers, the Council needed to maintain the confidentiality of the list of sites during the negotiation of the contract. Once the contract had been awarded, the Council made the list of sites available to the public at the earliest opportunity;
- 2.6** The Council has undertaken the project in order to be able to build affordable homes for local people, to deliver market and affordable housing with a high standard of design, and to prioritise wider community and economic benefits to the towns and the District as a whole;
- 2.7** The structure of the project is as follows:



- 2.8** The Council has undertaken a programme of proactive community consultation prior to the submission of any planning application. Before the Council proposes to submit a planning application, it will have conducted three consultation events in each town where a major site is located. The Council has received over 1000 residents across all of these events;
- 2.9** 32000 leaflets have been distributed across the District, and specifically to communities in Peacehaven, Seaford, Newhaven, Lewes and East Chiltington, to advertise the consultation events in November and also

notify people of the website and email address where residents can find out more about the proposals and provide their feedback;

- 2.10** In addition to this officers have met with a variety of business, resident and community organisations such as the Seaford Seniors Forum, Lewes, Seaford and Newhaven Chambers of Commerce,
- 2.11** All sites will be subject to the statutory and usual planning process which will include opportunities for residents and businesses to comment on the proposals;
- 2.12** As part of the consultation process, the Council has become aware of a number of resident concerns and is committed to addressing these in conjunction with local stakeholders. Proposals include:
- (a)** At the Buckle site, the Council is addressing any potential impact from the loss of car parking and toilet facilities. We have identified possible alternative sites where new and improved toilet facilities could be located. We have also discussed with residents at the most recent consultation event proposals for the location of alternative car parking facilities, the extent of which will be determined by the outcome of a parking study conducted by specialist consultants;
  - (b)** At the Christie Road site (the location of the St. Mary's Social Centre) the Council has met with the Trustees and has agreed that proposals for the site will be developed in conjunction with users of the Social Centre in order to ensure that the development can be undertaken with a minimum of disruption to the functioning of the centre. The Council agreed in July 2013 (prior to the finalisation of the development agreement relating to the sites) that the Council would make it a requirement of any contract relating to the site that the Social Centre should be retained and that any development would seek to minimise disruption to the functioning of the Social Centre. In recognition of this, the Council has committed to only proceeding with development at the site where disruption can be minimised to an acceptable level, with the Trustees determining what is an acceptable level of disruption;
  - (c)** At Meeching Down, the Council is proposing to build on 25% of the overall site, and has committed to covenanting and devolving the land to the Town Council should the development of affordable housing receive planning permission and should Newhaven Town Council wish to take the remaining land. The Council has also agreed to invest in the remaining open space to reduce impact on the ecology at the site, and to ensure that the site is accessible for the community for the future;
  - (d)** The Council has yet to undertake site, ground and other investigations at the Ham Lane site (where a household waste site is currently maintained by East Sussex County Council). The Council has made East Sussex aware of the proposals to develop

the site, and will work proactively with the Council to ensure the availability of recycling services to local residents is maintained if and when the site is developed. The Council is also amending its own waste and recycling service in order to make it easier for residents to recycle more at the kerbside;

- (e) In recognition that there is currently no affordable housing proposed for sites within Peacehaven and Seaford, the Council has committed to prioritising households on the housing register from Seaford, Peacehaven and Newhaven (as part of a local lettings policy) when allocating homes constructed as a result of the New Homes project;
- (f) The Council expects there will be a degree of churn in existing Council-owned housing in Seaford and Peacehaven as a result of this project, as people currently in unsuitable housing (such as under-occupying) will be able to move, therefore the Council expects residents of these towns to benefit indirectly also.

### **The Local Context**

- 2.13** Residents within Lewes District have vastly different experiences of finding decent, affordable and secure homes. The Council is committed to increasing affordable housing alongside looking at its current asset base to deliver value for money for residents.
- 2.14** There are approximately 1,700 people on the Housing Register and this number is forecast to grow by 549 per year at the same time as only 244 homes become available. The Council's current mix of housing stock does not meet the demand for one and two bedroom homes and the lack of availability means that the Council cannot offer housing within the short term to anyone but those in the most difficult circumstances. The Council currently also has 53 families placed in temporary accommodation waiting to be permanently housed.

### **The National Context**

- 2.15** On the 13 October, the Government published the Housing and Planning Bill. It is expected to receive Royal Assent in April 2016. Proposals in the Bill include:
  - (a) Introducing starter homes (homes sold at a discount of at least 20% of market value with a cap of £250,000, with a requirement for the homes to remain affordable for 5 years) as part of the definition of affordable housing, and creating a legal duty on local planning authorities to promote the supply of starter homes;
  - (b) Creating Permissions in Principle (PiPs) for brownfield sites deemed suitable for housing development where they are identified within a Strategic Housing Land Availability Assessment (SHLAA);

- (c) Introducing a requirement for all local authorities to identify their high-value vacant housing and make a payment to the Department for Communities and Local Government based on the market value of the property, incentivising the local authority to sell these properties. These funds will be distributed by the Government to housing associations to fund the construction of new affordable housing;

**2.16** The potential implications for Lewes District Council and the housing supply in the wider District have been initially identified as follows:

- (a) The introduction of starter homes within the definition of affordable housing will likely mean that less affordable rent and shared ownership properties will become available;
- (b) The cap on the cost of starter homes may mean that they can only be delivered in certain parts of the District, where the housing market is more suppressed. For example, to qualify as a starter home in Lewes town it is likely that the homes will need to be restricted to 1-bed flats in order to avoid exceeding the £250,000 cap;
- (c) The requirement to transfer the receipts of the sale of high-value housing stock to the government will likely mean that there will be a reduction in the amount of money available for the Council to spend on its own housing delivery projects;
- (d) Shelter<sup>1</sup> estimate that the requirement to sell high-value properties will have particular impact on the availability of specialist housing stock including rural affordable homes and those adapted for people with access needs. These homes, due to their location or the investment into their adaptation, are likely to have higher market value and are therefore more likely to be identified as stock to be sold;
- (e) The Council has obligations to support homeless households. Levels of homelessness have been increasing since 2011 and in particular homelessness resulting from the ending of a private tenancy. As the availability of private rented sector property diminishes and the number of Council-owned homes diminishes, the number of households applying for support under the Council's statutory homelessness obligations will increase, and will increase the associated costs of housing these families in temporary or emergency accommodation.

**2.17** The national context means that there will likely be significantly less affordable housing for rent coming forward, and the Council will have less funds available to deliver similar housing for its own stock. The Council through the New Homes project has anticipated these changes

---

<sup>1</sup> Shelter



by using high value assets to fund the building of affordable homes. In the future this may not be an option as it is intended that the Council transfers the funds representing the Council's high-value assets to the Government to fund the construction of affordable homes by Housing Associations. These proposals are currently being debated in Parliament as part of the Housing and Planning Bill (which is expected to receive Royal Assent in April 2016);

**2.18** The Council has received funds from the Homes and Communities Agency (HCA) to deliver 50 units of affordable, Council-owned housing as part of this project.

**2.19** Shelter estimate that over the next five years there will be 180,000 fewer low rent homes available<sup>2</sup> (as they have either been sold or not built). The New Homes project is a unique opportunity to deliver affordable homes for rent in the District, particularly in light of the future landscape of incentives and funding for affordable housing.

## Financial Appraisal

**3** There are no financial implications arising as a result of this report. Any potential financial implications will be considered if and when the matter is considered by Cabinet.

## Legal Implications

**4** The Legal Services Department has made the following comments:

**4.1** The Council has signed an agreement to proceed with development of planning applications, and sell sites if and when an acceptable planning permission is achieved on a site-by-site basis.

**4.2** The Council has undertaken significant consultation with residents and local stakeholder groups in order to reduce the impact from the development of sites, and to ensure they can be developed with the highest level of sensitivity to residents. This consultation is within the context of the agreement that these sites have the potential to be developed, and the Council wishes to proceed with the development of planning applications in order to achieve the construction of more Council-owned, affordable housing for the District;

**4.3** Were the Council to halt the development of planning applications for all sites in order to consult on the inclusion of sites within the project, this would constitute a breach of the contract. If the Council then proceeded to endeavour to remove sites from the project, outside of the scope of the provisions set out in the contract, the Council could expect a legal

---

<sup>2</sup> <http://blog.shlter.org.uk/2015/10/the-loss-of-affordable-homes/>

claim for breach of contract from both Karis and Southern Housing Group Limited.

**4.4** The principal legal remedy for breach of contract is an award of damages (i.e. financial compensation). Damages in contract can seek to put the party in the position of either (not both):

- (a)** The successful performance of the contract, for example compensation based on loss of profit; or
- (b)** The non-existence of the contract, for example compensation based on expenses incurred and losses suffered in reliance on the contract.

**4.5** Costs recoverable by the other parties to the consortium could include any expenditure by them on solicitors and other legal costs, architect and consultant fees and any other fees incurred in developing planning applications, and potentially the costs of other wasted staff and management time;

**4.6** The Council has not made any assessment as to the amount of compensation which would be claimed if the Council were to breach the contract in relation to individual or multiple sites. It would be a significant sum, and this would be in addition to the sums the Council itself has expended in the development of planning applications in reliance on the contract.

## **Risk Management Implications**

**5** The key risks are set out in paragraphs 4.4 to 4.6 of this report.

## **Equality Screening**

**6** Please see Appendix A.

## **Background Papers**

**7**

**7.1** [http://england.shelter.org.uk/\\_data/assets/pdf\\_file/0010/1187047/7862\\_Council\\_House\\_Sales\\_Briefing\\_v3\\_FINAL.pdf?\\_ga=1.153760636.57179064.1444116499](http://england.shelter.org.uk/_data/assets/pdf_file/0010/1187047/7862_Council_House_Sales_Briefing_v3_FINAL.pdf?_ga=1.153760636.57179064.1444116499)), September 2015

**7.2** <http://blog.shlter.org.uk/2015/10/the-loss-of-our-low-rent-homes/>

## **Appendices**

**8** Appendix A Equality Impact Assessment

## Appendix A: Equality Analysis Report Template

<b>Title:</b>	<b>Response to Petition: New Homes</b>
<b>EA Lead :</b>	<b>Bee Lewis, Head of Property and Facilities</b>
<b>EA Team:</b>	
<b>Date Commenced:</b>	<b>16 November 2015</b>
<b>Target Completion Date:</b>	<b>18 November 2015</b>
<b>Reason for assessment:</b>	<b>Report to Council</b>

### Context and Scope

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

To assess the equalities impact of the recommendations within the report to Council concerning the New Homes project.

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

The recommendations, if approved, will enable the delivery of affordable housing for households on the Council's housing waiting list.

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

Purchasing or renting a home has become unaffordable for a significantly larger number of residents over the previous decade. The average sale price for a home in the District is 65% higher than the national average. The ratio of average wage to average purchase price has more than doubled since 1997 in the District. The average rent is now £1080 per month, whereas the Local Housing Allowance (LHA) for a 2-bedroom property is set at £769.92. Those who privately rent homes rather than own or rent from social landlords (including the Council) pay a significantly higher proportion of their income on rent – 41% as opposed to 19% for social tenants and 19% for owner-occupiers.

This has a particular impact on younger and lower income households, as increasing rent levels and stagnating wages means that it takes longer and longer to save sufficient amounts for a deposit on a home. Shelter estimate that it would take an average household 17.3 years to save enough to buy a first home in Lewes District. This is 5 years more than the national average.

A lack of homes for sale or for rent in the District is exacerbating this problem. There are approximately 1700 households on the Council's housing register and this number is expected to increase by 549 per year at the same time as only 244 homes become available. The Council's current mix of housing stock does not meet the demand for 1 and 2 bedroom homes and the lack of availability means that the Council cannot offer housing within the short term to anyone but those in the most difficult circumstances. This also means that there are households who are occupying unsuitable homes – overcrowded, under-occupied, unsuitable for their access needs – for extended periods and this may have financial implications for low-income households if they are under-occupying.

This project aims to construct new affordable housing, in the majority 1 and 2 bedroom homes, with at least 10% being wheelchair specialised homes. In addition to the new households that will benefit from the high-quality homes built as a result of this project, the Council expects a number of homes in our existing stock to be released that will create more movement and flexibility within the Council's housing system.

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

In response to the local and national pressures, the Council recognises that the New Homes is an opportunity to close the gap between the current level of housing provision and the anticipated need, through more efficient stewardship of its assets. In addition to this, as the focus and incentives to build housing from national government changes, the Council regards this as a singular opportunity to deliver high-quality, affordable homes for rent in the District in a fiscally neutral manner for the authority.

In addition to this, Government is encouraging all public sector authorities to assess their land holdings, and release or develop these sites where appropriate. In particular the Government is prioritising development of brownfield land.

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

	Race (includes ethnic or national origins, colour, & nationality)			Disability (includes mental & physical)			Gender (includes gender reassignment)			Pregnancy (includes maternity & paternity)			Sexual Orientation (includes heterosexual, homosexual & bisexual)			Religion & Belief (includes all faiths, beliefs & agnostic)			Age (includes all age groups)		
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				x						x									x		

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

The New Homes project aims to deliver affordable housing across Lewes District in line with current Housing Needs and Allocations policies. The policies do not discriminate against any people with protected characteristics.

7. What is the scope of this analysis?

Adopting the recommendations would lead to positive impacts for people with protected characteristics, in particular disability, pregnancy and age. It will also deliver economic support and stability for people on low incomes.

In addition to this, the Council has engaged proactively as part of the consultation on this project with groups representing protected groups such as Seaford Seniors Forum in order to ascertain their views and endeavour to respond to their concerns. As part of these discussions the Council has made a number of amendments to the proposals for both market and affordable housing including amending proposals for accessible toilet facilities near the Buckle car park.

The Council will continue to work with these groups to ensure the proposals for housing in this project reach the highest standards of accessibility and deliver tangible financial and quality-of-life benefits for a range of residents in the District.

### **Information gathering and research**

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

Housing Strategy 2012-16  
Choice-Based Lettings Allocation Policy  
Homelessness Strategy 2008-2013  
Older Persons Strategy 2011-15  
Tenancy Strategy  
Housing Needs Assessment

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

None identified – consultation with groups is ongoing;

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

A number of community consultation events have taken place (Peacehaven, East Chiltington, Lewes, Newhaven and Seaford). More are planned prior to any planning application submissions. Additionally, officers are meeting with local stakeholder groups such as Sussex Wildlife Trust, Seaford Seniors Forum and others. There is extensive information on the Council's website relating to the scheme and people are encouraged to write in to share their thoughts and concerns. Homes in the area have been leafleted and there has also been considerable press coverage.

### **Analysis and assessment**

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

There are concerns from the community that development of sites within the New Homes project will result in the loss of facilities that some stakeholders regard as important to the functioning of local communities. This includes (but is not limited to):

- Loss of amenity open space at Meeching Down;
- Loss of parking and toilet facilities at the Buckle;
- Loss of car parking at the Steyning Avenue site;
- Loss of recycling facilities at the Ham Lane site;
- Loss of toilet facilities at Western Rd.

The Council recognises these concerns, but in the light of the real and significant housing need in the District, believes it can achieve a mitigation of the impact of the loss of these facilities (with a minimisation of disruption to local residents being the desired outcome) and deliver much-needed new housing. Proposals for the mitigation of these issues on a site-by-site basis is being developed, but general information is available on our website.

#### 12. What positive outcomes were identified?

In general residents acknowledge the need for more housing and the aim of the New Homes project to deliver affordable housing. The Council believes that in some cases on sites in the District, superior provision of facilities can be achieved, for example the proposed replacement toilets close to the Buckle will be higher quality, more accessible and will attract visitors to that end of the beach and local businesses. In addition to this the Council is achieving this project without significant changes to its own service provision, and alongside a rationalisation of its property assets that will enable it to more efficiently deliver services in the future (for example releasing the site at Robinson Road through moving the depot will enable the Council to prepare to potentially deliver commercial services from this site in accordance with the new waste and refuse strategy).

13. What negative outcomes were identified?

It may not be possible for the Council in all cases to deliver a like-for-like replacement of facilities due to financial or logistical restrictions. As identified above, in these cases the Council will aim to minimise the disruption to residents, and to this end we have undertaken a number of studies using expert consultants to understand usage (parking at the Buckle and Peacehaven sites) and impact on ecology (Meeching Down). The Council has utilised these studies to better understand the minimum provision that would be required to ensure that existing residents quality of life is maintained, although the Council will endeavor to exceed this minimum level where possible.

**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
Please see the body of the report for recommendations					

**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:

\*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.



**Approval**

Director/Head of Service	Gillian Marston
Signed	
Dated	24 <sup>th</sup> November 2015

**Agenda Item No:** 10 **Report No:** 179/15  
**Report Title:** Petition Response – Steyning Avenue  
**Report To:** Council **Date:** 9<sup>th</sup> December 2015  
**Cabinet Member:** Cllr Ron Maskell, Lead Member for Housing  
Cllr Tony Nicholson, Lead Member for Customers & Partnerships  
**Ward(s) Affected:** Peacehaven East  
**Report By:** Gillian Marston, Director of Service Delivery

**Contact Officer(s)-**  
**Name(s):** Bee Lewis  
**Post Title(s):** Head of Property & Facilities  
**E-mail(s):** [Bee.lewis@lewes.gov.uk](mailto:Bee.lewis@lewes.gov.uk)  
**Tel No(s):** 01273 661101

---

**Purpose of Report:**

To respond to the petition submitted to Council on 14 October 2015 regarding the proposed development of the Steyning Avenue and Piddinghoe Avenue car parks in Peacehaven as part of the New Homes project.

**Officers Recommendation(s):**

- 1 To note and debate the petition(s) in line with the Council’s petitions scheme.
- 2 To recommend that officers continue to work with businesses located near to the Steyning Avenue and Piddinghoe Avenue car parks together with representative organisations such as the Peacehaven Chamber of Commerce to investigate methods of providing alternative parking facilities and mitigate the impact of the loss of parking on local businesses.
- 3 To recommend that a focused parking study on Steyning Avenue car park is undertaken which surveys usage levels and reasons for parking as well as identifies alternative parking provision for customers visiting the local businesses.
- 4 To recommend that the study is reviewed with the Lead Member for Housing and Ward Councillors and discussed with Peacehaven Chamber of Commerce.
- 5 To recommend that the results from recommendations 2, 3 and 4 are reported back to a future meeting of the Council.

## Reasons for Recommendations

- 1 At the meeting on 14 October 2015, Council received a petition from Mr Vivian Carrick calling upon the Council:

“To halt the scheme to build on a number of community asset sites and to look again at how to assist in the building of social and affordable housing in the District in order to achieve such aim without depriving the community of “many irreplaceable facilities” particularly the Steyning Avenue car park in Peacehaven”.

The Council has received a number of other petitions, with slightly different wording, some of which also include Piddinghoe car park. While these petitions individually do not have enough signatures to warrant debate at Council, it is clear to Officers that the nature of the petitions is the same and that both issues should be debated.

In light of the number of signatures received and in accordance with the Council’s petitions scheme, it was agreed that the petition would be debated by Council as an individual Agenda Item at the meeting on 9 December 2015.

## Information

- 2 Supporting Business

- 2.1 Lewes District Council is a business-friendly Council. Through our regeneration and economic development activities the Council endeavours to do all it can to support businesses to grow and thrive in the District.

- 2.2 The Council acknowledges and welcomes the independent studies that businesses near to the Steyning Avenue car park have conducted. These have been taken into account in developing proposals for alternative provision of parking. In recognition of the requests from local businesses, the Council is willing to undertake an additional parking study of this site in the winter months, and is happy to develop the brief for these sites in cooperation with local businesses and the Chamber;

## Addressing Housing Need in the District

- 2.3 The New Homes project is just one of the many projects the Council is undertaking as part of its duty to make best use of its assets and try to provide decent, affordable homes in the District for residents.

- 2.4 In 2014 UK house prices per square metre were the second highest in the world (second only to Monaco) with particularly high valuations in London and the South East. As house prices have grown faster than any other OECD country over the past 40 years, the construction of new housing has been steadily declining.

- 2.5** This “affordability crisis” impacts not only young and low-income households who may remain in rented accommodation for the majority of their adult lives, but also existing homeowners who cannot realise the gains in the value of their properties unless they downsize, give up owner-occupation or move elsewhere to an area with a less pressurised housing market. In the interim these owner-occupiers may live in unsuitable accommodation for their needs or their household size<sup>1</sup>.
- 2.6** The Centre for Cities has demonstrated that the affordability and availability of housing is closely linked to the wellbeing and prosperity of places:
- (a)** *“Getting the right housing offer, including affordable housing, is essential to attracting and retaining a skills base that will encourage inward investment”* – a good market of affordable housing in a local area attracts employers and business as they know they can employ or relocate high skilled workers;
  - (b)** “Co-ordinating regeneration and economic development can deliver greater economic inclusion” – development can deliver wider benefits than just affordable housing, for example retail, leisure or office space tailored to the needs of a local area;
  - (c)** “Housing investment itself can be a powerful driver of local economic activity”<sup>2</sup> – housing construction is a significant contributor to a local economy. Research shows that for every £1 spent on construction, 90p remains in a local economy<sup>3</sup>.
- 2.7** The Council has undertaken a number of projects across its departments to promote the development of new, high-quality housing across the District and in particular the development of affordable housing:
- (a)** We have assessed the garages that we own in order to identify under-utilised sites and build approximately 30 affordable homes across the District. The Council has been granted money by the Government in order to complete this project;
  - (b)** The Council worked with a housing developer and an international construction company to build two steel-framed homes in the District at Lambert Place in Lewes. These innovative homes can be built quickly and at a lower cost than traditional build, and as a result can be let to tenants at a weekly rent of £95, a level that cannot be otherwise found in the District;
  - (c)** The Council, in partnership with Santon, is proposing a highly sustainable, residential-led, mixed-use scheme with 40% affordable housing across the development and a sales

---

<sup>1</sup> <http://cep.lse.ac.uk/pubs/download/EA033.pdf>

<sup>2</sup> <http://www.centreforcities.org/wp-content/uploads/2014/09/08-11-06-Housing-and-economic-development.pdf>

<sup>3</sup> <http://news.cbi.org.uk/news/locally>

programme that prioritises local people. The Council promoted a 40% affordable housing level in this development 2 years before this was formally adopted into our Core Strategy;

- 2.8** The Council is trying a number of different avenues to deliver new affordable homes, and as such is a partner in projects that will construct over 700 homes in the District over the next 15 years, and over 40% of these will be affordable homes.

### **The New Homes Project**

- 2.9** The New Homes project has been developed in recognition that the Council can help address the housing crisis in the District and make the best use of its assets from a fiscal and operational perspective. By undertaking a rigorous tender process for the development of a number of sites, the Council has committed to obtaining expertise and capacity from the private sector to deliver innovative, high quality and design-led housing.
- 2.10** Lewes District Council is a significant landowner locally. However, the Council does not have pockets of land suitable for development that have not already been developed for operational purposes, such as car parks. At the same time, the Council does not have the capacity to purchase land for development as one of the aims of the project is to maximise returns to the Council for reinvestment into affordable housing.
- 2.11** The sites to be proposed for development were identified through an asset challenge process, whereby the Council's entire portfolio was assessed on a site-by-site basis that sought to determine the status of all property and sort into categories based on where efficiencies could be obtained. The categories (based on the action to be taken on a site) are as follows:
- (a)** Continued maintenance (maintaining the status quo as property is appropriate for current and future service needs);
  - (b)** Better utilisation (the opportunities for better property utilisation would be realised through a project);
  - (c)** Major investment (the future of the property has been determined and major works such as refurbishment and extension are required);
  - (d)** Long term development (retain property pending future sale for development); and
  - (e)** Surplus (dispose of property);
- 2.12** The sites selected for the New Homes project are those sites which are identified as surplus to the delivery of services, or those which could be better utilised whether by the Council, or by the private sector, through major investment.

## **Peacehaven Car Parking Study**

- 2.13** In developing a planning application for the Peacehaven sites, the New Homes partners commissioned a parking study by transport specialists into the impact of removing car parks at Roderick Avenue South, Steyning Avenue and Piddinghoe Avenue.
- 2.14** The study looked at whether if the car parks identified above were removed, whether available public on-street parking in the surrounding area would have capacity to take the displaced cars. The study looked at instances of illegal parking in the surrounding area, and where the additional parking might impact nearby residents negatively;
- 2.15** The study is summarised below:
- (a)** Should Piddinghoe Avenue car park be developed, there is sufficient capacity in the surrounding area for the displaced cars to park, with 25 additional parking spaces remaining;
  - (b)** Should Roderick Avenue (South) car park be developed there is sufficient capacity in the surrounding streets for the displaced cars to park with 10 additional parking spaces remaining;
  - (c)** Should Steyning Avenue car park be developed there is insufficient capacity in the surrounding streets for the displaced cars to park. This is both due to the limited nearby parking, and also due to the high levels of use of the site. Information indicates that there would be at least 8 cars who would be unable to park at peak times.
- 2.16** The Council has used the information from the parking study (including surveys indicating why residents are using the car parks) to develop a number of initial proposals for reducing potential impact on local residents and businesses. These proposals include:
- (a)** Making Fairlight Avenue (which is no longer proposed for development due to ground conditions) a designated park-and-ride for East-West commuters to park and use the bus services. This would reduce parking stress on the car parks in the centre of Peacehaven.
  - (b)** Incentivise parking at Roderick Avenue North for users of the shops and commercial businesses on the South Coast Road by restricting free parking to 2-3 hours, therefore increasing turnover of cars at the site.
  - (c)** Removal of some yellow-lines on roads surrounding the Steyning Avenue site to increase the provision of alternative parking facilities. This would require engagement with East Sussex Highways as the on-street parking authority.
- 2.17** These are initial proposals which the Council consulted on at the public meetings in Peacehaven in November.

- 2.18** The Council wishes to support the businesses surround the Steyning Avenue car park, to which end the Council is happy to conduct an additional parking study of the site to better inform the proposals for the site and mitigation surrounding the site;.

### **The Local Context**

- 2.19** Residents within Lewes District have vastly different experiences of finding decent, affordable and secure homes. The Council is committed to increasing affordable housing alongside looking at its current asset base to deliver value for money for residents.
- 2.20** There are approximately 1,700 people on the Housing Register and this number is forecast to grow by 549 per year at the same time as only 244 homes become available. The Council's current mix of housing stock does not meet the demand for one and two bedroom homes and the lack of availability means that the Council cannot offer housing within the short term to anyone but those in the most difficult circumstances.

### **Financial Appraisal**

- 3** There are no comments to make in respect of this report, any potential financial implications will be considered if or when the matter is considered by Cabinet.

### **Legal Implications**

- 4** The Legal Services Department has made the following comments:
- 4.1** The Council has signed an agreement to proceed with development of planning applications, and sell sites if and when an acceptable planning permission is achieved on a site-by-site basis.
- 4.2** The Council has undertaken significant consultation with residents and local stakeholder groups in order to reduce the impact from the development of sites, and to ensure they can be developed with the highest level of sensitivity to residents. This consultation is within the context of the agreement that these sites have the potential to be developed, and the Council wishes to proceed with the development of planning applications in order to achieve the construction of more Council-owned, affordable housing for the District;
- 4.3** Were the Council to halt the development of planning applications for all sites in order to consult on the inclusion of sites within the project, outside of the scope of the provisions set out in the contract, this would constitute a breach of the contract. If the Council then proceeded to endeavour to remove sites from the project, the Council could expect a legal claim for breach of contract from both Karis and Southern Housing Group Limited.

- 4.4** The principal legal remedy for breach of contract is an award of damages (i.e. financial compensation). Damages in contract can seek to put the party in the position of either (not both):
- (a)** The successful performance of the contract, for example compensation based on loss of profit; or
  - (b)** The non-existence of the contract, for example compensation based on expenses incurred and losses suffered in reliance on the contract;
- 4.5** Costs recoverable by the other parties to the consortium could include any expenditure by them on solicitors and other legal costs, architect and consultant fees and any other fees incurred in developing planning applications, and potentially the costs of other wasted staff and management time;
- 4.6** The Council has not made any assessment as to the amount of compensation which would be claimed if the Council were to breach the contract in relation to individual or multiple sites. It would be a significant sum, and this would be in addition to the sums the Council itself has expended in the development of planning applications in reliance on the contract.

### **Risk Management Implications**

- 5** The key risks are identified in paragraphs 4.3 to 4.6 of this report.

### **Equality Screening**

- 6** Please see Appendix B

### **Background Papers**

- 7** Peacehaven Parking Study – see Appendix A

### **Appendices**

Appendix A – Peacehaven Parking Study

Appendix B – Equalities Impact Assessment



---

Project:	<b>6 Peacehaven Car Parks Study</b>	Job No:	<b>100002514</b>
Subject:	<b>Parking assessment</b>	Issue:	<b>01</b>
Prepared by:	<b>Richard Wells</b>	Date:	<b>18 August 2015</b>
Approved by:	<b>Paul Chandler</b>	Date:	<b>19 August 2015</b>

---

## 1 Introduction

- 1.1 Project Centre has been instructed by Lewes District Council to assess parking demand and availability as part of a car parking capacity study for six sites in Peacehaven, East Sussex. These car parks are located in:
- Piddinghoe Avenue,
  - Roderick Avenue (north),
  - Roderick Avenue (south),
  - Steyning Avenue,
  - Fairlight Avenue
  - Bastion Steps
- 1.2 The proposals involve the potential closure and redevelopment of the above car parks. Currently all six are in the ownership of Lewes District Council (LDC). The results of a parking study carried out in March 2015 on behalf of LDC have been made available to Project Centre and used to inform the parameters of this study.
- 1.3 This Technical Note provides details of a parking stress survey undertaken within the vicinity of the parking site and provides a recommendation as to whether there is sufficient on-street capacity to accommodate potential overspill resulting from the closure of 3 of the 6 car park sites.
- 1.4 Project Centre understands the 3 car parks being considered for closure at this time are: Piddinghoe, Roderick Avenue south and Steyning Avenue.

## 2 Methodology

- 2.1 A sensitivity assessment has been undertaken for each of the 6 car parks to assess the impact on local streets should each car park be unavailable.
- 2.2 To assess parking implications, a survey was carried out on Tuesday 21<sup>st</sup> July 2015 at all 6 car parks.
- 2.3 Survey requirements were agreed with officers of Lewes District Council. They included daytime 7am to 7pm parking pressure studies at each of the six car parks along with parking capacity surveys on roads in the immediate vicinity. A survey area of 200m walking distance from each car park was agreed, rounding up or down to the closest junction.
- 2.4 Hourly parking beats were undertaken during the survey time period and the results are presented on a street-by-street basis in Appendix A. Reference to this plan will provide an indication of variation in parking stress according to distance from the corresponding survey site. Disabled bays have been included within the parking capacity figures.
- 2.5 Parallel parking capacity has been determined by measuring the length of available parking areas and dividing by a vehicle length of 5.5m. Individual sections of roads have been treated independently rather than cumulatively. For example, if a section between two crossovers was found to be less than 5.5m it was excluded from the capacity calculations.
- 2.6 The majority of streets in the survey area are of sufficient width to accommodate parking on one side only. Where this is the case, capacity has been determined by taking account of the side of the road on which parking predominantly takes place. The number of vehicles actually parked in the area has however been determined by recording all parked vehicles. Additional car park specific comments regarding the calculations are as follows:
  - At Roderick Avenue south, a scheduled car boot sale for Sunday 19<sup>th</sup> July was cancelled. This survey was intended to explore the effect on local streets when an event is held and attracts increased parking.
  - At Steyning Avenue car park, construction vehicles working on an adjacent building site have been excluded from the vehicle counts.
- 2.7 A car park user survey was undertaken at each car park, in which occupants were asked their reasons for using the car park and their expected duration of stay. The full results are given in Appendix C.

### 3. Parking Occupancy Analysis

3.1 Summary tables shown below state the maximum parking occupancy in the car parks and the space available for parking on local streets<sup>1</sup>. The tolerance for removing the car park facility has also been provided in each table. Full parking results and car park plans showing the available spaces on local streets are provided in Appendix A and B respectively.

#### 3.2 Piddinghoe Avenue Car Park

Table 3.2 - Piddinghoe Avenue Car Park

Car Park /Streets	Spaces Available	Maximum Occupancy	Parking Stress	Spaces occupied without car park	Max Parking Stress	Spaces Remaining On-street
Car Park	29	6	21%			
Local Streets	82	51	61%	57	69%	25

3.2.1 Overall the survey indicates that there is spare capacity in the survey area for at least 25 vehicles at all times during the day, in addition to the 6 displaced.

3.2.2 In terms of assigning the displaced vehicles, under the scenario that this car park was unavailable, the nearest streets to the car park are Piddinghoe Avenue north and Mayfield Avenue south. Both of these streets can accommodate 10 vehicles on-street under a worst case scenario.

3.2.3 Two vehicles recorded as parking illegally in Slindon Avenue north were not included in the analysis. This is because this street, as a parking option in the absence of the car park, would not be impacted by displaced parking, given its location and the small number of vehicles displaced.

#### 3.3 Roderick Avenue (north)

Table 3.3 - Roderick Avenue (north) Car Park

Car Park /Streets	Spaces Available	Maximum Occupancy	Parking Stress	Spaces occupied without car park	Parking Stress	Spaces Remaining On-street
Car Park	34	30	88%			
Local Streets	46	50	108%	80	173%	0

3.3.1 The parking stress figure of 108% includes 7 vehicles that were illegally parked in Roderick Ave north arm, the south arm and South Coast Road.

<sup>1</sup> The methodology adopted for 5.5m per space results in the observed parking exceeding 100% of the calculated capacity for some streets.

3.3.2 There is excess demand for parking spaces in the survey area under peak daytime conditions. The car park is close to fully occupied and local streets are over-occupied.

3.3.3 173% represents an indicative figure of parking demand under the simple scenario that car park users would continue to try and park in the area. In reality behaviours would change and alternative destinations, parking or travel options would change. However, the figure represents a suppressed demand for the car park and surrounding streets that will not be met or will create parking complaints from nearby residents, should the facility be removed.

**3.4 Roderick Avenue (south)**

**Table 3.4 - Roderick Avenue (south) Car Park**

Car Park /Streets	Spaces Available	Maximum Occupancy	Parking Stress	Spaces occupied without car park	Parking Stress	Spaces Remaining On-street
Car Park	21	4	19%			
Local Streets	44	30	68%	34	77%	10

3.4.1 There is spare capacity in the survey area for at least 10 vehicles at all times during the day. The car park is very lightly used, with a maximum occupancy of only 4 vehicles. There would therefore be scope for removing this facility without creating undue parking pressure on local streets.

3.4.2 It is noted that another parking option for users of the adjacent recreation park could also be Rowe Avenue on the western side of the park, where on-street parking was observed to be available.

**3.5 Steyning Avenue**

**Table 3.5 - Steyning Avenue Car Park and local streets**

Car Park /Streets	Spaces Available	Maximum Occupancy	Parking Stress	Spaces occupied without car park	Parking Stress	Spaces Remaining On-street
Car Park	58	43	74%			
Local Streets	79	44	55%	87	110%	0

3.5.1 Overall the survey indicates up to 35 available on-street spaces in the survey area under peak conditions of parking demand. However, the car park itself is relatively well used, with 74% maximum occupancy (stress). Should the facility be closed, there would be insufficient on-street spaces available to accommodate maximum levels of parking if there were a direct relocation of all vehicles from the car park to local streets.

### 3.6 Fairlight Avenue

**Table 3.6 - Fairlight Avenue Car Park**

Car Park /Streets	Spaces Available	Maximum Occupancy	Parking Stress	Spaces occupied without car park	Parking Stress	Spaces Remaining On-street
Car Park	40	9	22%			
Local Streets	67	15	22%	24	36%	43

3.6.1 Overall the survey indicates that there is spare capacity in the survey area for at least 43 vehicles at all times during the day. There is therefore ample capacity to accommodate a maximum of 9 displaced vehicles should the car park be closed.

### 3.7 Bastion Steps

**Table 3.7 - Bastion Steps Car Park**

Car Park /Streets	Spaces Available	Maximum Occupancy	Parking Stress	Spaces occupied without car park	Parking Stress	Spaces Remaining On-street
Car Park	9	3	33%			
Local Streets	101	43	42%	46	45%	58

3.7.1 Overall the survey indicates that there is spare capacity in the survey area for at least 43 vehicles at all times during the day. There is therefore ample capacity to accommodate a maximum of 3 displaced vehicles should the car park be closed.

### 3.8 Summary for all car parks

3.8.1 The results indicate that 2 car parks in the survey area have a parking stress level of 100% or over as follows:

- Roderick Avenue north 173%
- Steyning Avenue 110%
- Roderick Avenue south 77%
- Piddinghoe Avenue 69%
- Bastion Steps 45%
- Fairlight Avenue 36%

3.8.2 The results reflect the considerable difference in use between the car parks. Roderick Avenue north and Steyning Avenue car parks are both located in local shopping areas, serving commercial and retail units and therefore the turnover in short term parking movements is much greater.

#### 4. Car Park User Survey

- 4.1 A car park user survey was undertaken at each car park in which occupants were asked their reasoning for using the car park and their expected duration of stay. A summary of the results are given below in Table 4.2. The full results are given in Appendix C.

**Table 4.2 – Summary of car park user survey**

Car Park	Reason for journey					Total Users Surveyed
	Run/ Walk/ Walk Dog	Shopping	Working/ Commuting	Visiting	Other	
Piddinghoe Avenue		9	2			11
Roderick Avenue (north)		16	2	2	1	21
Roderick Avenue (south)	7	1			4	12
Steyning Avenue		16	9	1	1	27
Fairlight Avenue	3	1	4	1	1	10
Bastion Steps	4	1	1	1		7

- 4.2 Although the results summary should be taken indicatively, it does help to describe common activities undertaken by car park users. For example, users of Roderick Avenue (north) and Steyning Avenue show a large number of shopping or work stays as reasons for using these car parks, as referred in paragraph 3.8.
- 4.3 It is also worth noting that 7 users across 3 car parks, Fairlight, Roderick north and Steyning, gave a parking reason as 'getting a bus into town'. Within the summary above these were categorised as working/commuting, particularly as the length of stay was recorded as 2 or more hours. Importantly, consideration should be given to the part played by these car parks in offering an informal park and ride facility which supports wider sustainable travel initiatives.

## 5. Conclusion and Recommendations

- 5.1 The parking surveys for the 6 car parks have shown that there is sufficient capacity on-street to accommodate an overspill of vehicles on 4 of the car parks. These 4 car parks are:
- Roderick Avenue South (77%),
  - Piddinghoe Avenue (69%)
  - Bastion Steps (45%)
  - Fairlight Avenue (36%),
- 5.2 Displaced parking from Piddinghoe car park could be relocated on-street by the potential removal of double yellow line restrictions in South Coast Road adjacent to the facility as observations would suggest there is sufficient width available. This would require a more detailed assessment of the highway width available to allow on-street parking bays.
- 5.3 Parking from Roderick Avenue south may be displaced to Rowe Avenue as a possible alternative parking option for people making visits to the park.
- 5.4 The car parks showing high parking stress on nearby streets are:
- Roderick Avenue north (173%)
  - Steyning Avenue (110%).
- These car parks serve local shopping areas, hence some illegal parking exceeded the available parking capacity, possibly associated with convenience shopping. Overall the results showed both car parks were well used during most of the day.
- 5.5 The purpose of the study was to assess the parking stress in and around 3 of the 6 car parks being considered for closure at this time: Piddinghoe Avenue, Roderick Avenue south and Steyning Avenue.
- 5.6 On the basis of this study Piddinghoe and Roderick Avenue south car parks could be closed with displaced vehicles at current levels able to utilise available nearby on-street capacity.
- 5.7 Further consideration of the closure of the Steyning Avenue car park should be accompanied by:
- a strategy to encourage greater use of alternative car parks available to maintain the park-and-ride travel choice for wider journeys, for example increased use of Fairlight Avenue car park,
  - Further investigation of the potential for releasing additional limited waiting on-street parking space on nearby streets,
  - A signing strategy to encourage use of the Bastion Steps car park.

**References**

1. OFF-STREET CAR PARKS IN PEACEHAVEN AND TELSCOMBE - A study of six sites owned by Lewes District Council, by Lindsay Frost Consulting, March 2015.

**Appendices**

- Appendix A Car Park Survey Results
- Appendix B Parking Capacity Maps
- Appendix C Car Park User Survey Results



## APPENDIX A- CAR PARK SURVEY RESULTS

## RODERICK AVE NORTH PARKING BEAT SURVEY STRESS TABLES

Tuesday 21st July 2015

Area Surveyed: Roderick Ave North Car Park and roads within a 200m walking distance from Roderick Ave North Car Park

Where lengthwise parking is available along the kerbside 1 space = 5.5m long. Where parking is available in a crosswise orientation 1 space = 2.75m wide. Parking capacity has been calculated by measuring each length of road between obstructions (e.g. crossovers, kerb build-outs, illegal parking, etc) then converted into parking spaces by rounding down to the nearest 5.5m and dividing the length by 5.5 (for lengthwise parking) or 2.75 (for crosswise parking). Skips have been excluded from counts but noted separately in the illegal parking notes section (if observed).

Date	Time	Beat Freq.
Tuesday 21st July 2015	07:00 - 19:00	60 Mins

Roderick Ave North Car Park (Max Stay: 5 Hours, No Return Within 2 Hours)	
Location	Total Spaces
Roderick Ave North Car Park	32
Roderick Ave North Car Park - Disabled	2
<b>TOTAL</b>	<b>34</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
7	22%	12	38%	18	56%	21	66%	28	88%	22	69%	23	72%	21	66%	26	81%	13	41%	9	28%	10	31%	7	22%
0	0%	0	0%	1	50%	1	50%	2	100%	0	0%	1	50%	1	50%	2	100%	0	0%	0	0%	0	0%	0	0%
<b>7</b>	<b>21%</b>	<b>12</b>	<b>35%</b>	<b>19</b>	<b>56%</b>	<b>22</b>	<b>65%</b>	<b>30</b>	<b>88%</b>	<b>22</b>	<b>65%</b>	<b>24</b>	<b>71%</b>	<b>22</b>	<b>65%</b>	<b>28</b>	<b>82%</b>	<b>13</b>	<b>38%</b>	<b>9</b>	<b>26%</b>	<b>10</b>	<b>29%</b>	<b>7</b>	<b>21%</b>

Roads Within 200m of Car Park - Parking Classification: Unrestricted					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
Roderick Ave (North Arm)	27.5	5	0	0	5
Roderick Ave (South Arm)	55	10	0	0	10
Edith Ave (North Arm) Spur	38.5	7	0	0	7
Edith Ave (North Arm)	33	6	0	0	6
Cavell Ave	44	8	0	0	8
<b>TOTAL</b>	<b>198</b>	<b>36</b>	<b>0</b>	<b>0</b>	<b>36</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
6	120%	6	120%	6	120%	6	120%	5	100%	5	100%	4	80%	4	80%	5	100%	5	100%	4	80%	6	120%	6	120%
11	110%	11	110%	10	100%	9	90%	9	90%	9	90%	9	90%	8	80%	9	90%	9	90%	10	100%	10	100%	10	100%
7	100%	7	100%	7	100%	7	100%	7	100%	7	100%	7	100%	5	71%	5	71%	6	86%	6	86%	5	71%	7	100%
3	50%	3	50%	3	50%	3	50%	3	50%	4	67%	4	67%	3	50%	3	50%	3	50%	3	50%	3	50%	3	50%
7	88%	7	88%	7	88%	6	75%	6	75%	5	63%	6	75%	6	75%	4	50%	4	50%	5	63%	6	75%	6	75%
<b>34</b>	<b>94%</b>	<b>34</b>	<b>94%</b>	<b>33</b>	<b>92%</b>	<b>31</b>	<b>86%</b>	<b>30</b>	<b>83%</b>	<b>30</b>	<b>83%</b>	<b>30</b>	<b>83%</b>	<b>26</b>	<b>72%</b>	<b>26</b>	<b>72%</b>	<b>27</b>	<b>75%</b>	<b>28</b>	<b>78%</b>	<b>30</b>	<b>83%</b>	<b>32</b>	<b>89%</b>

Roads Within 200m of Car Park - Parking Classification: 1 Hour Parking - Mon to Sat 8am-6pm					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
South Coast Rd	27.5	5	0	0	5
<b>TOTAL</b>	<b>27.5</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
2	40%	2	40%	2	40%	2	40%	4	80%	4	80%	3	60%	4	80%	3	60%	4	80%	3	60%	2	40%	3	60%
<b>2</b>	<b>40%</b>	<b>2</b>	<b>40%</b>	<b>2</b>	<b>40%</b>	<b>2</b>	<b>40%</b>	<b>4</b>	<b>80%</b>	<b>4</b>	<b>80%</b>	<b>3</b>	<b>60%</b>	<b>4</b>	<b>80%</b>	<b>3</b>	<b>60%</b>	<b>4</b>	<b>80%</b>	<b>3</b>	<b>60%</b>	<b>2</b>	<b>40%</b>	<b>3</b>	<b>60%</b>

Roads Within 200m of Car Park - Parking Classification: 2 Hour Parking - Mon to Sat 8am-6pm					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
Roderick Ave (North Arm)	0	0	11	4	4
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>4</b>	<b>4</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
3	75%	3	75%	3	75%	3	75%	4	100%	4	100%	3	75%	3	75%	2	50%	2	50%	3	75%	3	75%	2	50%
<b>3</b>	<b>75%</b>	<b>3</b>	<b>75%</b>	<b>3</b>	<b>75%</b>	<b>3</b>	<b>75%</b>	<b>4</b>	<b>100%</b>	<b>4</b>	<b>100%</b>	<b>3</b>	<b>75%</b>	<b>3</b>	<b>75%</b>	<b>2</b>	<b>50%</b>	<b>2</b>	<b>50%</b>	<b>3</b>	<b>75%</b>	<b>3</b>	<b>75%</b>	<b>2</b>	<b>50%</b>

Roads Within 200m of Car Park - Parking Classification: Disabled Permit Holders					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
Edith Ave (North Arm) Spur	5.5	1	0	0	1
<b>TOTAL</b>	<b>5.5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
<b>1</b>	<b>100%</b>	<b>1</b>	<b>100%</b>	<b>1</b>	<b>100%</b>	<b>1</b>	<b>100%</b>	<b>1</b>	<b>100%</b>	<b>1</b>	<b>100%</b>	<b>1</b>	<b>100%</b>	<b>1</b>	<b>100%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>

Roads Within 200m of Car Park - Illegal Parking (Double Yellow, Double Red, Keep Clear Markings, Crossovers, etc)		07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Road	Notes	Occupied		Occupied		Occupied		Occupied		Occupied		Occupied		Occupied		Occupied		Occupied		Occupied		Occupied		Occupied		Occupied	
Roderick Ave (North Arm)		3		3		2		2		2		3		3		2		2		1		1		1		2	
Roderick Ave (South Arm)		2		2		2		2		2		2		2		2		2		2		2		2		2	
Edith Ave (North Arm) Spur		0		0		0		0		0		0		0		0		0		0		0		0		0	
Edith Ave (North Arm)		0		0		0		0		0		0		0		0		0		0		0		0		0	
Edith Ave (South Arm)		0		0		0		0		0		0		0		0		0		0		0		0		0	
South Coast Rd		1		1		2		1		1		2		0		0		1		0		1		0		0	
Cavell Ave		0		0		0		0		0		0		0		0		0		0		0		0		0	
	<b>TOTAL</b>	<b>6</b>		<b>6</b>		<b>6</b>		<b>5</b>		<b>5</b>		<b>7</b>		<b>5</b>		<b>4</b>		<b>5</b>		<b>3</b>		<b>4</b>		<b>3</b>		<b>4</b>	

**PIDDINGHOE AVE PARKING BEAT SURVEY STRESS TABLES**

**Tuesday 21st July 2015**

**Area Surveyed: Piddinghoe Ave Car Park and roads within a 200m walking distance from Piddinghoe Ave Car Park**

Where lengthwise parking is available along the kerbside 1 space = 5.5m long. Where parking is available in a crosswise orientation 1 space = 2.75m wide. Parking capacity has been calculated by measuring each length of road between obstructions (e.g. crossovers, kerb build-outs, illegal parking, etc) then converted into parking spaces by rounding down to the nearest 5.5m and dividing the length by 5.5 (for lengthwise parking) or 2.75 (for crosswise parking) . Skips have been excluded from counts but noted separately in the illegal parking notes section (if observed).

Date	Time	Beat Freq.
Tuesday 21st July 2015	07:00 - 19:00	60 Mins

Piddinghoe Ave Car Park (Max Stay: 12 Hours, No Return Within 2 Hours)	
Location	Total Spaces (approx)
Piddinghoe Ave Car Park	29
<b>TOTAL</b>	<b>29</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
3	10%	4	14%	3	10%	4	14%	4	14%	5	17%	5	17%	6	21%	3	10%	4	14%	4	14%	5	17%	5	17%
<b>3</b>	<b>10%</b>	<b>4</b>	<b>14%</b>	<b>3</b>	<b>10%</b>	<b>4</b>	<b>14%</b>	<b>4</b>	<b>14%</b>	<b>5</b>	<b>17%</b>	<b>5</b>	<b>17%</b>	<b>6</b>	<b>21%</b>	<b>3</b>	<b>10%</b>	<b>4</b>	<b>14%</b>	<b>4</b>	<b>14%</b>	<b>5</b>	<b>17%</b>	<b>5</b>	<b>17%</b>

Roads Within 200m of Car Park - Parking Classification: Unrestricted					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
Slindon Ave (South Arm)	38.5	7	0	0	7
Mayfield Ave (South Arm)	49.5	9	0	0	9
Piddinghoe Ave (South Arm)	99	18	0	0	18
Gladys Ave (South Arm)	33	6	0	0	6
Gladys Ave (North Arm)	33	6	0	0	6
Piddinghoe Ave (North Arm)	88	16	0	0	16
Mayfield Ave (North Arm)	55	10	0	0	10
Slindon Ave (North Arm)	38.5	7	0	0	7
<b>TOTAL</b>	<b>434.5</b>	<b>79</b>	<b>0</b>	<b>0</b>	<b>79</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
6	86%	5	71%	5	71%	5	71%	6	86%	6	86%	6	86%	5	71%	4	57%	4	57%	5	71%	6	86%	6	86%
6	67%	4	44%	5	56%	5	56%	5	56%	4	44%	4	44%	3	33%	3	33%	4	44%	4	44%	4	44%	4	44%
10	56%	7	39%	7	39%	7	39%	8	44%	8	44%	7	39%	6	33%	8	44%	9	50%	9	50%	9	50%	8	44%
4	67%	4	67%	4	67%	4	67%	4	67%	4	67%	4	67%	3	50%	4	67%	4	67%	4	67%	5	83%	5	83%
2	33%	1	17%	1	17%	0	0%	0	0%	0	0%	1	17%	1	17%	1	17%	1	17%	1	17%	1	17%	1	17%
9	56%	9	56%	8	50%	6	38%	6	38%	6	38%	6	38%	7	44%	7	44%	6	38%	6	38%	8	50%	8	50%
4	40%	4	40%	4	40%	4	40%	4	40%	3	30%	3	30%	3	30%	4	40%	3	30%	4	40%	3	30%	4	40%
7	100%	7	100%	6	86%	6	86%	6	86%	6	86%	7	100%	6	86%	6	86%	5	71%	6	86%	6	86%	6	86%
<b>48</b>	<b>61%</b>	<b>41</b>	<b>52%</b>	<b>40</b>	<b>51%</b>	<b>37</b>	<b>47%</b>	<b>39</b>	<b>49%</b>	<b>37</b>	<b>47%</b>	<b>37</b>	<b>47%</b>	<b>34</b>	<b>43%</b>	<b>37</b>	<b>47%</b>	<b>36</b>	<b>46%</b>	<b>39</b>	<b>49%</b>	<b>42</b>	<b>53%</b>	<b>42</b>	<b>53%</b>

Roads Within 200m of Car Park - Parking Classification: 1 Hour Parking - Mon to Sat 8am-6pm					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
South Coast Rd	16.5	3	0	0	3
<b>TOTAL</b>	<b>16.5</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

07:00		07:30		08:00		08:30		09:00		09:30		10:00		10:30		11:00		11:30		12:00		12:30		13:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
1	33%	2	67%	2	67%	2	67%	2	67%	1	33%	1	33%	2	67%	3	100%	3	100%	2	67%	2	67%	1	33%
<b>1</b>	<b>33%</b>	<b>2</b>	<b>67%</b>	<b>2</b>	<b>67%</b>	<b>2</b>	<b>67%</b>	<b>2</b>	<b>67%</b>	<b>1</b>	<b>33%</b>	<b>1</b>	<b>33%</b>	<b>2</b>	<b>67%</b>	<b>3</b>	<b>100%</b>	<b>3</b>	<b>100%</b>	<b>2</b>	<b>67%</b>	<b>2</b>	<b>67%</b>	<b>1</b>	<b>33%</b>

**Roads Within 200m of Car Park - Illegal Parking (Double Yellow, Double Red, Keep Clear Markings, Crossovers, etc)**

07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00

Road	Notes	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied	Occupied
South Coast Rd		0	0	0	1	0	0	0	0	0	1	1	0	0	0	0	0	0
Slindon Ave (South Arm)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mayfield Ave (South Arm)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Piddinghoe Ave (South Arm)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gladys Ave (South Arm)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gladys Ave (North Arm)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Piddinghoe Ave (North Arm)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mayfield Ave (North Arm)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Slindon Ave (North Arm)		2	2	2	1	1	1	1	1	1	1	1	1	1	1	2	2	2
	<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>

<b>FAIRLIGHT AVE PARKING BEAT SURVEY STRESS TABLES</b>
<b>Tuesday 21st July 2015</b>
<b>Area Surveyed: Fairlight Ave Car Park and roads within a 200m walking distance from Fairlight Ave Car Park</b>
Where lengthwise parking is available along the kerbside 1 space = 5.5m long. Where parking is available in a crosswise orientation 1 space = 2.75m wide. Parking capacity has been calculated by measuring each length of road between obstructions (e.g. crossovers, kerb build-outs, illegal parking, etc) then converted into parking spaces by rounding down to the nearest 5.5m and dividing the length by 5.5 (for lengthwise parking) or 2.75 (for crosswise parking) . Skips have been excluded from counts but noted separately in the illegal parking notes section (if observed).

Date	Time	Beat Freq.
Tuesday 21st July 2015	07:00 - 19:00	60 Mins

Fairlight Ave Car Park (Max Stay: 12 Hours, No Return Within 2 Hours)	
Location	Total Spaces (approx)
Fairlight Ave Car Park	40
<b>TOTAL</b>	<b>40</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
4	10%	4	10%	5	13%	8	20%	8	20%	9	23%	7	18%	7	18%	7	18%	8	20%	7	18%	7	18%	6	15%
4	10%	4	10%	5	13%	8	20%	8	20%	9	23%	7	18%	7	18%	7	18%	8	20%	7	18%	7	18%	6	15%

Roads Within 200m of Car Park - Parking Classification: Unrestricted					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
The Esplanade	148.5	27	0	0	27
Fairlight Ave (South Arm)	44	8	0	0	8
Fairlight Ave (North Arm)	33	6	0	0	6
South Coast Rd	121	22	0	0	22
Sussex Way	22	4	0	0	4
<b>TOTAL</b>	<b>368.5</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>67</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
4	15%	4	15%	4	15%	3	11%	3	11%	3	11%	3	11%	3	11%	4	15%	2	7%	2	7%	3	11%	4	15%
1	13%	1	13%	1	13%	1	13%	1	13%	1	13%	1	13%	1	13%	1	13%	1	13%	1	13%	1	13%	1	13%
6	100%	6	100%	6	100%	5	83%	5	83%	4	67%	3	50%	5	83%	5	83%	6	100%	6	100%	5	83%	5	83%
0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
4	100%	4	100%	4	100%	3	75%	3	75%	3	75%	3	75%	4	100%	4	100%	4	100%	4	100%	4	100%	4	100%
15	22%	15	22%	15	22%	12	18%	12	18%	11	16%	10	15%	13	19%	14	21%	13	19%	13	19%	13	19%	13	19%

Roads Within 200m of Car Park - Illegal Parking (Double Yellow, Double Red, Keep Clear Markings, Crossovers, etc)	
Road	Notes
The Esplanade	
Fairlight Ave	
South Coast Rd	
Sussex Way	
<b>TOTAL</b>	

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
1		1		1		1		1		1		1		1		1		1		1		1		1	
1		1		1		1		1		1		1		1		1		1		1		1		1	

BASTION STEPS PARKING BEAT SURVEY STRESS TABLES		
Tuesday 21st July 2015		
Area Surveyed: Bastion Steps Car Park and roads within a 200m walking distance from Bastion Steps Car Park		
Where lengthwise parking is available along the kerbside 1 space = 5.5m long. Where parking is available in a crosswise orientation 1 space = 2.75m wide. Parking capacity has been calculated by measuring each length of road between obstructions (e.g. crossovers, kerb build-outs, illegal parking, etc) then converted into parking spaces by rounding down to the nearest 5.5m and dividing the length by 5.5 (for lengthwise parking) or 2.75 (for crosswise parking) . Skips have been excluded from counts but noted separately in the illegal parking notes section (if observed).		

Date	Time	Beat Freq.
Tuesday 21st July 2015	07:00 - 19:00	60 Mins

Bastion Steps Car Park (Max Stay: 12 Hours, No Return Within 2 Hours)	
Location	Total Spaces (approx)
Bastion Steps Car Park	9
<b>TOTAL</b>	<b>9</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
0	0%	0	0%	2	22%	1	11%	1	11%	1	11%	2	22%	3	33%	3	33%	2	22%	1	11%	2	22%	2	22%
<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>2</b>	<b>22%</b>	<b>1</b>	<b>11%</b>	<b>1</b>	<b>11%</b>	<b>1</b>	<b>11%</b>	<b>2</b>	<b>22%</b>	<b>3</b>	<b>33%</b>	<b>3</b>	<b>33%</b>	<b>2</b>	<b>22%</b>	<b>1</b>	<b>11%</b>	<b>2</b>	<b>22%</b>	<b>2</b>	<b>22%</b>

Roads Within 200m of Car Park - Parking Classification: Unrestricted					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
Bramber Ave	99	18	0	0	18
Steyning Ave (South Arm) Spur	99	18	0	0	18
The Promenade	209	38	0	0	38
Victoria Ave	60.5	11	0	0	11
Steyning Ave (South Arm)	49.5	9	0	0	9
Dorothy Ave	38.5	7	0	0	7
<b>TOTAL</b>	<b>555.5</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>101</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
16	89%	15	83%	15	83%	15	83%	14	78%	12	67%	12	67%	12	67%	13	72%	12	67%	14	78%	16	89%	15	83%
5	28%	5	28%	6	33%	5	28%	5	28%	5	28%	4	22%	4	22%	4	22%	6	33%	6	33%	6	33%	5	28%
2	5%	2	5%	1	3%	1	3%	1	3%	1	3%	1	3%	1	3%	1	3%	1	3%	2	5%	2	5%	2	5%
7	64%	7	64%	5	45%	5	45%	5	45%	6	55%	6	55%	6	55%	5	45%	5	45%	6	55%	6	55%	6	55%
7	78%	7	78%	7	78%	7	78%	7	78%	6	67%	6	67%	6	67%	7	78%	7	78%	7	78%	7	78%	7	78%
6	86%	6	86%	4	57%	5	71%	5	71%	4	57%	3	43%	3	43%	3	43%	3	43%	5	71%	5	71%	5	71%
<b>43</b>	<b>43%</b>	<b>42</b>	<b>42%</b>	<b>38</b>	<b>38%</b>	<b>38</b>	<b>38%</b>	<b>37</b>	<b>37%</b>	<b>34</b>	<b>34%</b>	<b>32</b>	<b>32%</b>	<b>32</b>	<b>32%</b>	<b>33</b>	<b>33%</b>	<b>34</b>	<b>34%</b>	<b>40</b>	<b>40%</b>	<b>42</b>	<b>42%</b>	<b>40</b>	<b>40%</b>

Roads Within 200m of Car Park - Illegal Parking (Double Yellow, Double Red, Keep Clear Markings, Crossovers, etc)	
Road	Notes
Bramber Ave	
Steyning Ave (South Arm) Spur	
The Promenade	
Victoria Ave	
Steyning Ave (South Arm)	
Dorothy Ave	
<b>TOTAL</b>	

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	

**STEYNING AVE PARKING BEAT SURVEY STRESS TABLES**  
**Tuesday 21st July 2015**  
**Area Surveyed: Steyning Ave Car Park and roads within a 200m walking distance from Steyning Ave Car Park**  
 Where lengthwise parking is available along the kerbside 1 space = 5.5m long. Where parking is available in a crosswise orientation 1 space = 2.75m wide. Parking capacity has been calculated by measuring each length of road between obstructions (e.g. crossovers, kerb build-outs, illegal parking, etc) then converted into parking spaces by rounding down to the nearest 5.5m and dividing the length by 5.5 (for lengthwise parking) or 2.75 (for crosswise parking) . Skips have been excluded from counts but noted separately in the illegal parking notes section (if observed).

Date	Time	Beat Freq.
Tuesday 21st July 2015	07:00 - 19:00	60 Mins

NB: Construction vehicles working on adjacent building site have been excluded from vehicle counts.

Steyning Ave Car Park (Max Stay: 12 Hours, No Return Within 2 Hours)	
Location	Total Spaces
Steyning Ave Car Park	58
<b>TOTAL</b>	<b>58</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
12	21%	15	26%	25	43%	32	55%	43	74%	42	72%	39	67%	41	71%	25	43%	0	0%	28	48%	21	36%	19	33%
12	21%	15	26%	25	43%	32	55%	43	74%	42	72%	39	67%	41	71%	25	43%	0	0%	28	48%	21	36%	19	33%

Roads Within 200m of Car Park - Parking Classification: Unrestricted					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
Steyning Ave (South Arm)	49.5	9	0	0	9
Victoria Ave (South Arm)	44	8	0	0	8
Steyning Ave (South Arm) Spur	99	18	0	0	18
Victoria Rd (North Arm)	33	6	0	0	6
Steyning Rd (North Arm)	55	10	0	0	10
Bramber Ave (North Arm)	11	2	0	0	2
Bramber Ave (South Arm)	22	4	0	0	4
<b>TOTAL</b>	<b>313.5</b>	<b>57</b>	<b>0</b>	<b>0</b>	<b>57</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
7	78%	7	78%	7	78%	7	78%	7	78%	6	67%	6	67%	6	67%	7	78%	7	78%	7	78%	7	78%	7	78%
4	50%	4	50%	3	38%	3	38%	3	38%	4	50%	4	50%	3	38%	3	38%	2	25%	2	25%	4	50%	4	50%
5	28%	5	28%	6	33%	5	28%	5	28%	4	22%	4	22%	4	22%	6	33%	6	33%	6	33%	6	33%	5	28%
7	117%	7	117%	6	100%	6	100%	6	100%	7	117%	7	117%	7	117%	6	100%	6	100%	6	100%	7	117%	7	117%
10	100%	10	100%	9	90%	9	90%	8	80%	8	80%	9	90%	9	90%	7	70%	9	90%	10	100%	9	90%	9	90%
2	100%	2	100%	2	100%	1	50%	1	50%	1	50%	0	0%	0	0%	0	0%	1	50%	1	50%	2	100%	2	100%
4	100%	4	100%	4	100%	4	100%	3	75%	3	75%	4	100%	4	100%	4	100%	3	75%	3	75%	4	100%	4	100%
39	68%	39	68%	37	65%	35	61%	33	58%	34	60%	34	60%	33	58%	31	54%	34	60%	35	61%	39	68%	38	67%

Roads Within 200m of Car Park - Parking Classification: 1 Hour Parking - Mon to Sat 8am-6pm					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
South Coast Rd	121	22	0	0	22
<b>TOTAL</b>	<b>121</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>22</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
2	9%	2	9%	3	14%	6	27%	9	41%	6	27%	5	23%	7	32%	5	23%	6	27%	5	23%	4	18%	4	18%
2	9%	2	9%	3	14%	6	27%	9	41%	6	27%	5	23%	7	32%	5	23%	6	27%	5	23%	4	18%	4	18%

Roads Within 200m of Car Park - Illegal Parking (Double Yellow, Double Red, Keep Clear)	
Road	Notes
South Coast Rd	
Steyning Ave (South Arm)	
Victoria Ave (South Arm)	
Steyning Ave (South Arm) Spur	
Victoria Rd (North Arm)	
Steyning Rd (North Arm)	
Bramber Ave (North Arm)	
Bramber Ave (South Arm)	
<b>TOTAL</b>	

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
2		2		2		2		2		2		2		1		1		1		1		1		1	
2		2		0		0		0		0		0		0		0		1		1		1		1	
1		1		2		2		1		1		1		2		2		2		2		1		1	
0		0		0		0		0		0		0		0		0		0		0		0		0	
5		5		4		4		3		3		3		3		3		3		4		3		4	



## RODERICK AVE SOUTH PARKING BEAT SURVEY STRESS TABLES

Tuesday 21st July 2015

Area Surveyed: Roderick Ave South Car Park and roads within a 200m walking distance from Roderick Ave South Car Park

Where lengthwise parking is available along the kerbside 1 space = 5.5m long. Where parking is available in a crosswise orientation 1 space = 2.75m wide. Parking capacity has been calculated by measuring each length of road between obstructions (e.g. crossovers, kerb build-outs, illegal parking, etc) then converted into parking spaces by rounding down to the nearest 5.5m and dividing the length by 5.5 (for lengthwise parking) or 2.75 (for crosswise parking). Skips have been excluded from counts but noted separately in the illegal parking notes section (if observed).

Date	Time	Beat Freq.
Tuesday 21st July 2015	07:00 - 19:00	60 Mins

Roderick Ave South Car Park (Max Stay: 12 Hours, No Return Within 2 Hours)	
Location	Total Spaces
Roderick Ave South Car Park	21
<b>TOTAL</b>	<b>21</b>

Roads Within 200m of Car Park - Parking Classification: Unrestricted					
Road	Total Length (m) of Lengthwise Parking	No. Spaces (Lengthwise Layout)	Total Width (m) of Crosswise Parking	No. Spaces (Crosswise Layout)	Total Spaces
Roderick Ave	55	10	0	0	10
The Promenade	88	16	0	0	16
Edith Ave	71.5	13	0	0	13
Cavell Ave	27.5	5	0	0	5
<b>TOTAL</b>	<b>242</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>44</b>

Roads Within 200m of Car Park - Illegal Parking (Double Yellow, Double Red, Keep Clear Markings, Crossovers, etc)	
Road	Notes
Roderick Ave	
The Promenade	
Edith Ave	
Cavell Ave	
<b>TOTAL</b>	

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
2	10%	2	10%	2	10%	2	10%	3	14%	3	14%	4	19%	4	19%	4	19%	3	14%	2	10%	3	14%	2	10%
<b>2</b>	<b>10%</b>	<b>2</b>	<b>10%</b>	<b>2</b>	<b>10%</b>	<b>2</b>	<b>10%</b>	<b>3</b>	<b>14%</b>	<b>3</b>	<b>14%</b>	<b>4</b>	<b>19%</b>	<b>4</b>	<b>19%</b>	<b>4</b>	<b>19%</b>	<b>3</b>	<b>14%</b>	<b>2</b>	<b>10%</b>	<b>3</b>	<b>14%</b>	<b>2</b>	<b>10%</b>

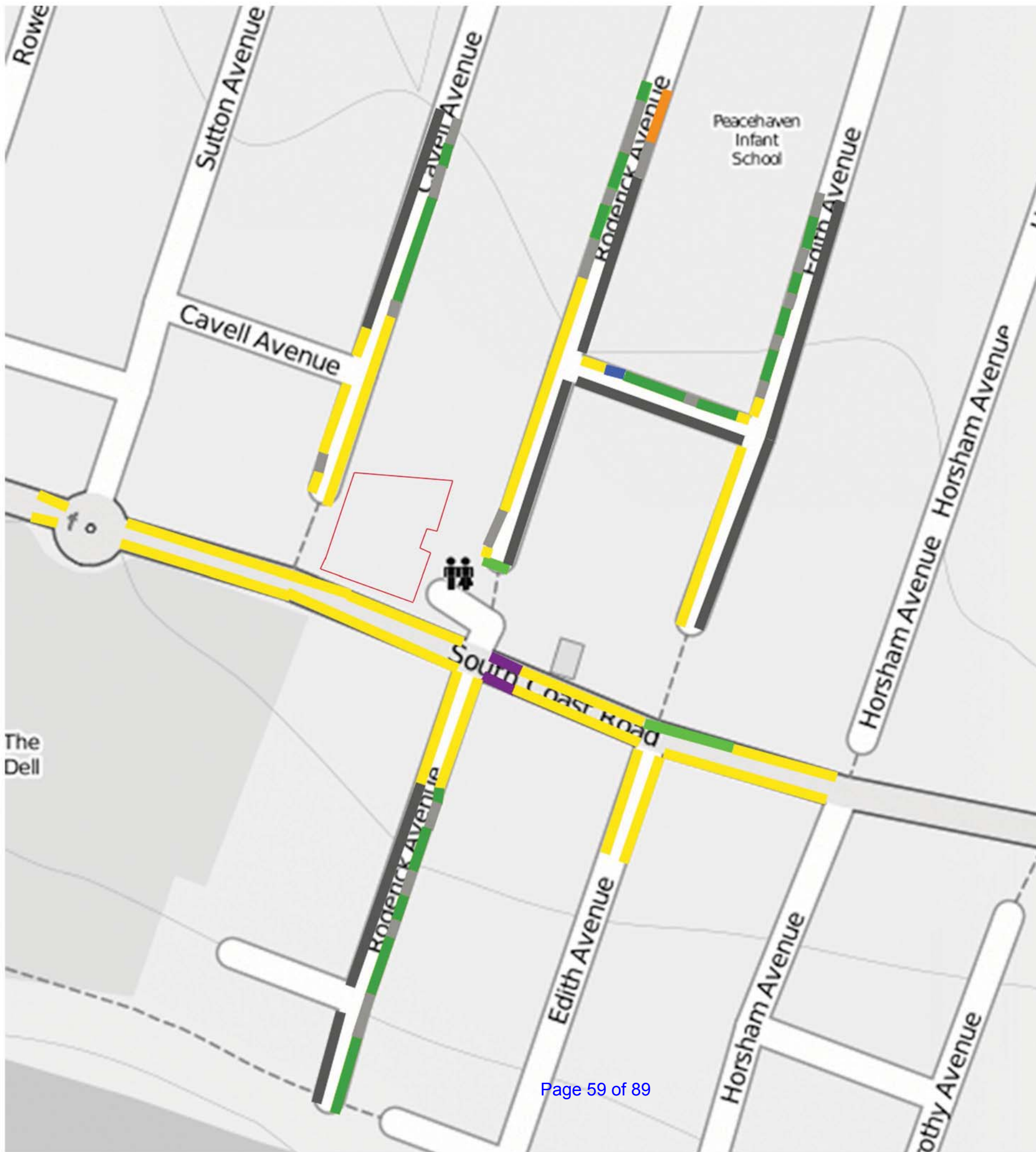
07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
11	110%	11	110%	10	100%	9	90%	9	90%	9	90%	9	90%	8	80%	9	90%	9	90%	10	100%	10	100%	10	100%
4	5%	4	5%	3	3%	3	3%	3	3%	4	5%	4	5%	4	5%	3	3%	3	3%	3	3%	4	5%	3	3%
13	18%	13	18%	12	17%	12	17%	9	13%	9	13%	9	13%	8	11%	10	14%	9	13%	10	14%	13	18%	13	18%
0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
<b>28</b>	<b>64%</b>	<b>28</b>	<b>64%</b>	<b>25</b>	<b>57%</b>	<b>24</b>	<b>55%</b>	<b>21</b>	<b>48%</b>	<b>22</b>	<b>50%</b>	<b>22</b>	<b>50%</b>	<b>20</b>	<b>45%</b>	<b>22</b>	<b>50%</b>	<b>21</b>	<b>48%</b>	<b>23</b>	<b>52%</b>	<b>27</b>	<b>61%</b>	<b>26</b>	<b>59%</b>

07:00		08:00		09:00		10:00		11:00		12:00		13:00		14:00		15:00		16:00		17:00		18:00		19:00	
Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress	Occupied	Stress
2		2		2		2		2		2		2		2		2		2		2		2		2	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
0		0		0		0		0		0		0		0		0		0		0		0		0	
<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>		<b>2</b>	



## APPENDIX B- PARKING CAPACITY MAPS

# Peacehaven Parking Beat Survey - Roderick Ave North Car Park



- KEY**
- Unrestricted
  - 1 Hour\* Parking - Mon to Sat 8am-6pm  
\*2 Hour Limit on Roderick Ave
  - Disabled Permit Holders
  - Double Yellow
  - Yellow Zig Zags
  - Crossing/White Zig Zags
  - Too Narrow for Parking
  - Crossover
  - Bus Stop
  - Private Parking
  - Car Park

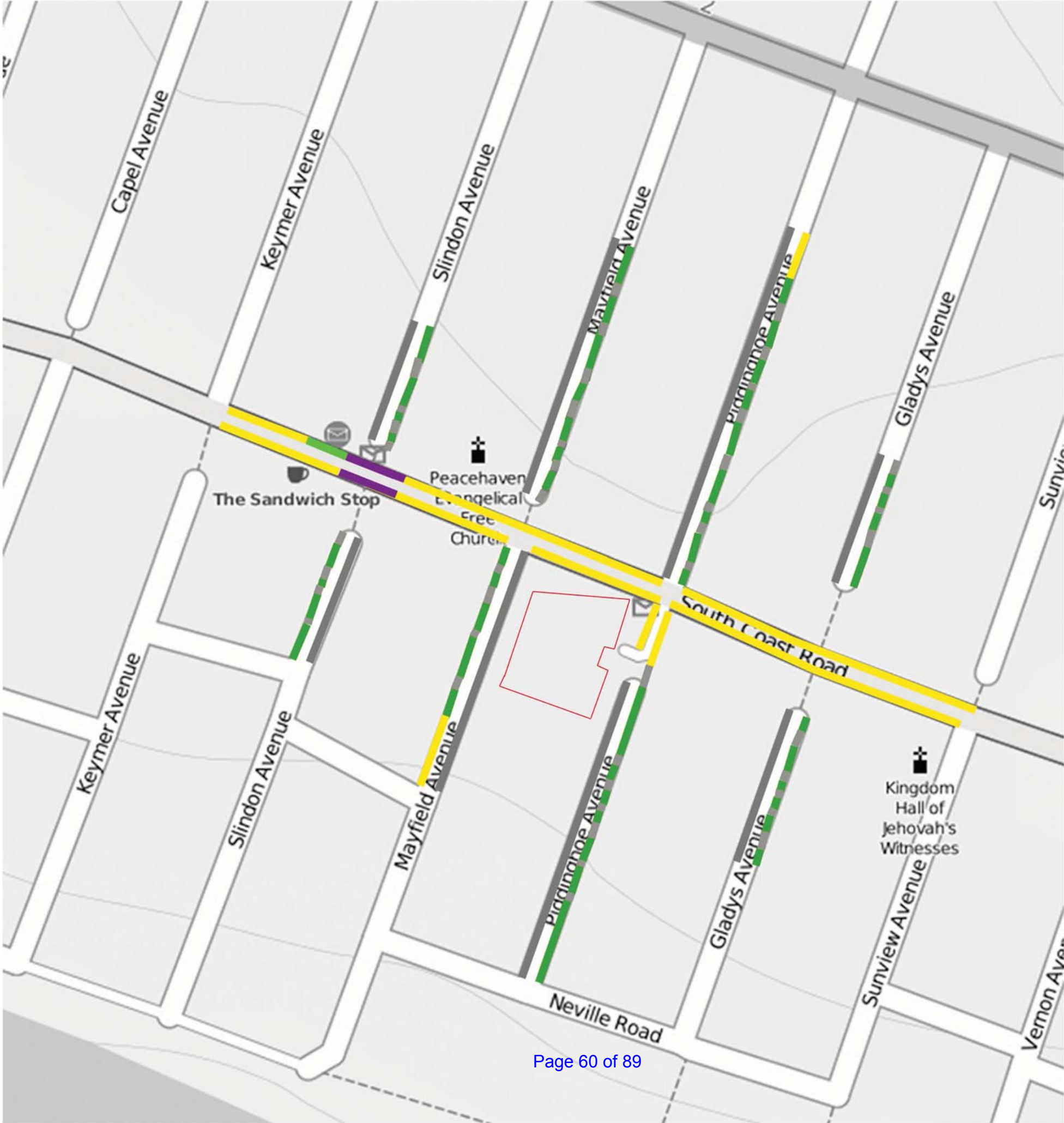


**DESCRIPTION:**  
Roads and their parking classifications within 200m walking distance from Car Park.

**DATE DRAWN:** 26.7.15  
**DRAWN BY:** A. BADDELEY



# Peacehaven Parking Beat Survey - Piddinghoe Ave North Car Park



- KEY**
- █ Unrestricted
  - █ 1 Hour Parking - Mon to Sat 8am-6pm
  - █ Disabled Permit Holders
  - █ Double Yellow
  - █ Yellow Zig Zags
  - █ Crossing/White Zig Zags
  - █ Too Narrow for Parking
  - █ Crossover
  - █ Bus Stop
  - █ Private Parking
  - Car Park



**DESCRIPTION:**  
Roads and their parking classifications within 200m walking distance from Car Park.

**DATE DRAWN:** 26.7.15  
**DRAWN BY:** A. BADDELEY



# Peacehaven Parking Beat Survey - Bastion Steps Car Park



## KEY

- Unrestricted
- 1 Hour Parking - Mon to Sat 8am-6pm
- Disabled Permit Holders
- Double Yellow
- Yellow Zig Zags
- Crossing/White Zig Zags
- Too Narrow for Parking
- Crossover
- Bus Stop
- Private Parking
- Car Park



## DESCRIPTION:

Roads and their parking classifications within 200m walking distance from Car Park.

**DATE DRAWN:** 26.7.15

**DRAWN BY:** A. BADDELEY

# Peacehaven Parking Beat Survey - Fairlight Ave Car Park



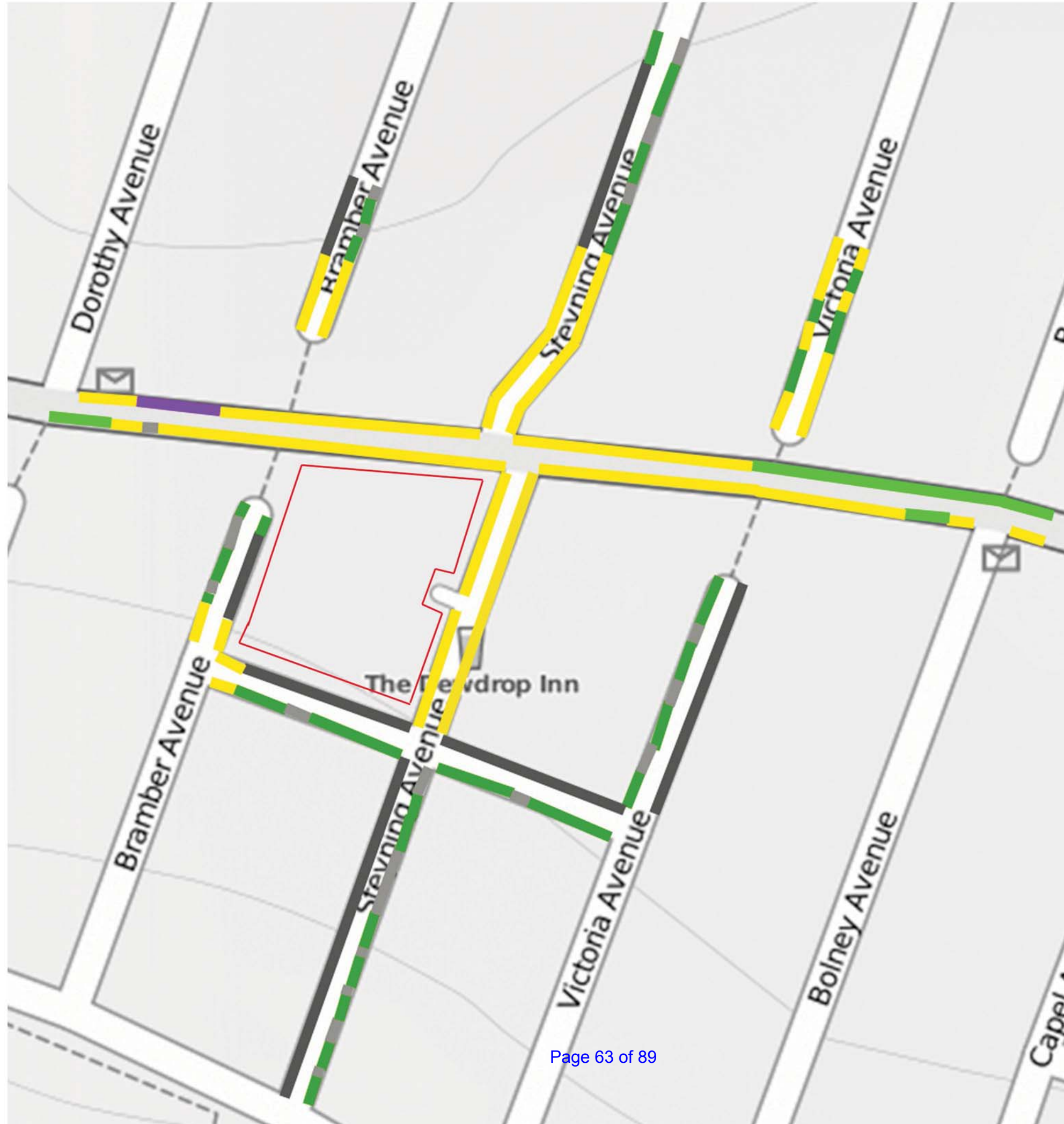
- KEY**
- █ Unrestricted
  - █ 1 Hour Parking - Mon to Sat 8am-6pm
  - █ Disabled Permit Holders
  - █ Double Yellow
  - █ Yellow Zig Zags
  - █ Crossing/White Zig Zags
  - █ Too Narrow for Parking
  - █ Crossover
  - █ Bus Stop
  - █ Private Parking
  - █ Car Park



**DESCRIPTION:**  
Roads and their parking classifications within 200m walking distance from Car Park.

**DATE DRAWN:** 26.7.15  
**DRAWN BY:** A. BADDELEY

# Peacehaven Parking Beat Survey - Steyning Ave Car Park



- KEY**
- Unrestricted
  - 1 Hour Parking - Mon to Sat 8am-6pm
  - Disabled Permit Holders
  - Double Yellow
  - Yellow Zig Zags
  - Crossing/White Zig Zags
  - Too Narrow for Parking
  - Crossover
  - Bus Stop
  - Private Parking
  - Car Park



**DESCRIPTION:**  
Roads and their parking classifications within 200m walking distance from Car Park.

**DATE DRAWN:** 26.7.15  
**DRAWN BY:** A. BADDELEY

# Peacehaven Parking Beat Survey - Roderick Ave South Car Park



- KEY**
- █ Unrestricted
  - █ 1 Hour Parking - Mon to Sat 8am-6pm
  - █ Disabled Permit Holders
  - █ Double Yellow
  - █ Yellow Zig Zags
  - █ Crossing/White Zig Zags
  - █ Too Narrow for Parking
  - █ Crossover
  - █ Bus Stop
  - █ Private Parking
  - █ Car Park



**DESCRIPTION:**  
Roads and their parking classifications within 200m walking distance from Car Park.

**DATE DRAWN:** 26.7.15  
**DRAWN BY:** A. BADDELEY





## APPENDIX C – CAR PARK USER SURVEY RESULTS

## APPENDIX C – CAR PARK USER SURVEY RESULTS

Car Park	Reason for Journey	Expected Duration of Stay	Area Come From	Why this Car Park?
Roderick Ave South	Walk dog	1 hour	Travelled From	Convenient, nice walk, free
Roderick Ave South	Walk along coast	2/3 hours	BN9 9PN	Good spot to walk
Roderick Ave South	Walk dog	30 mins	BN9 9UJ	Park to walk dog and nice
Roderick Ave South	Waiting for wife whos gone shopping	20 mins	BN10	Handy for shops, free to use and quiet
Roderick Ave South	Watch view	45 mins	BN9	Nice car park, and view
Roderick Ave South	Make lunch in van whilst having a nice view	2 hours	BN25	Enough space for campervan, near to shops and nice view
Roderick Ave South	Walk dog	1 hour	BN1	Good local walks and nice park
Roderick Ave South	Walk	3 hours	BN25 3HS	Coastal walk to Brighton
Roderick Ave South	Walk dog	30 mins	BN10	Local and nice
Roderick Ave South	Watch view, have lunch	1.5 hours	BN2	Nice place to stop and local shops, free parking
Roderick Ave South	Take grandchild to park	1/2 hours	BN3 8	Park
Roderick Ave South	Walk dog	1 hour	Refused	Nice
Bastion Steps	Quick walk	30 mins	BN25 6	Convenient and Free to Park
Bastion Steps	Visit a friend	2 hours	Refused	Friend lives nearby
Bastion Steps	Going for a run	1 hour	BN10	Always a space
Bastion Steps	Eating lunch	45 mins	BN25	Good location, quieter than brighton
Bastion Steps	Waiting for someone	Not sure	PO18 4	Picking friend up
Bastion Steps	Walk	Refused	Refused	Free
Bastion Steps	Walk dog	40 mins	BN25	Good walk for dog and self
Fairlight Ave	Go to pub	2/3 hours	BN10	Spaces and near to pub
Fairlight Ave	Work nearby	8/9 hours	BN9 3	5 minute walk from work and free
Fairlight Ave	Walk dog and do recycling	1 hour	BN9	Enjoy walk and can do recycling at same time
Fairlight Ave	Getting bus to Brighton	3/4 hours	BN9	Convenient and free
Fairlight Ave	Going for walk	2/3 hours	BN23 7	Nice location
Fairlight Ave	Visiting someone	2 hours	BN10	Nearest place to park
Fairlight Ave	Recycling	5 mins	BN23 9HL	Local
Fairlight Ave	Working on nearby house	4 hours	BN8	Near to house
Fairlight Ave	On a break from work/rest	1 hour	BN7 5	Nicest place to break (taxi driver)
Fairlight Ave	Walk dog	2 hours	Refused	Near to home and good views
Piddinghoe Ave	Construction worker working nearby	6-8 hours	RH16 2AQ	Convenient and free
Piddinghoe Ave	Recycling and shopping	30 mins	BN9	Near to home
Piddinghoe Ave	Shopping	15 mins	Refused	Near to shops
Piddinghoe Ave	Going to cafe for breakfast with friend	45 mins	BN11	Convenient
Piddinghoe Ave	Shopping	30 mins	BN9	Best one
Piddinghoe Ave	Dr's app, shops.	40 mins	BN20	Habit
Piddinghoe Ave	Working in local shops	4 hours	BN21 4	Closest to work, and spaces available
Piddinghoe Ave	Going to pub	1 hour	Refused	Close to pub
Piddinghoe Ave	Shopping	20 mins	BN10	Near to shops and out of town so traffic better
Piddinghoe Ave	Recycling, shopping and walking dog.	45 mins	BN10 8	mid point for shops and coast
Piddinghoe Ave	Recycling and shopping	10 mins	BN10	Nearest to recycling centre
Roderick Ave North	Bank	30 mins	BN9	Saves driving through town and has lots of spaces.
Roderick Ave North	Meeting friend at coffee shop	1/2 hours	Refused	Opposite to coffee shop and has disables spaces
Roderick Ave North	Shopping	30 mins	BN1	Convenient
Roderick Ave North	Shopping	20 mins	BN11	Near to shops
Roderick Ave North	Getting bus into town	4 hours	BN25	Near to Brighton and bus stops
Roderick Ave North	Shopping	30 mins	BN9	Near to shops and toilets
Roderick Ave North	Meeting friends/bank	1 hour	BN12	Next to bank, free parking
Roderick Ave North	Taking dad out	1 hour	BN10	Near to shops, and home
Roderick Ave North	Shopping	20 mins	BN10	Convenient
Roderick Ave North	Coffee and walk	2 hours	BN23	Opposite coffee shop and coastal walks
Roderick Ave North	Shopping	10 mins	BN4 4	Closest to shops
Roderick Ave North	Bank	15 mins	BN4 8	Next to banks
Roderick Ave North	Collecting prescription	20 mins	BN9	Pharmacy nearby
Roderick Ave North	Work	4/5 hours	BN5	Works in nearby shop
Roderick Ave North	Shop/betting shop	2 hours	BN9	Only one he knows
Roderick Ave North	Shop/walk on sea front	30 mins	BN9	Close to home/shops/sea/no time constraints
Roderick Ave North	Bus to Ovingdean to meet friend	1 hour	BN12	Convenient for buses
Roderick Ave North	Shopping	5 mins	BN1	Close to shops
Roderick Ave North	Bank	15 mins	BN14	Near to bank

## APPENDIX C – CAR PARK USER SURVEY RESULTS

Roderick Ave North	Estate agents	30 mins	BN9	Close and free
Roderick Ave North	Taxi driver on break	1 hour	BN10 7	Close to collecting fares, can't park in taxi parking as other cars park there.
Steyning Ave	Bus into Brighton	3 hours	BN25 4	Close to bus stop, mid point between home and Brighton, cheaper than Brighton
Steyning Ave	Shops	30 mins	BN11	Nearest to conveniences
Steyning Ave	Going to pub	1/2 hours	BN9	Closest to home and feels safe
Steyning Ave	Shops and walk dog	45 mins	BN9	Always use this carpark, convenient
Steyning Ave	Recycling	5 mins	BN9	Has recycling point
Steyning Ave	Shops	15 mins	BN10	Nearest to home and shops, more spaces than other carpark
Steyning Ave	Bus to town	3 hours	BN23	Bus stop nearby
Steyning Ave	Recycling and shopping	15 mins	RH16	Best for recycling services and near to shops
Steyning Ave	Shopping	10 mins	Refused	Convenience
Steyning Ave	Coffee and breakfast	45 mins	BN10	Near to shops
Steyning Ave	Working nearby (Electrician)	3-5 hours	BN25	Next to house
Steyning Ave	Working	5-6 hours	BN25	Next to house/place of work
Steyning Ave	Shopping	30 mins	BN9	Nearest to home and shops
Steyning Ave	Bank	15 mins	BN10	Always park here, traffic better and spaces
Steyning Ave	Bus to Brighton	2 hours	BN20 6	Bus stop close
Steyning Ave	Shopping	25 mins	BN9	Convenient
Steyning Ave	Recycling/Shops	15 mins	BN10	Handy to do shopping and recycling
Steyning Ave	Meeting friend then bus to town	3 hours	BN25	Always use this carpark as mid point for him and his friend
Steyning Ave	Waiting for someone	10 mins	Refused	Near to shops
Steyning Ave	Use local amenities	30 mins	BN9 BN	Free
Steyning Ave	Pub	1 hour	BN7 8	Close to pub
Steyning Ave	Working (Plumber)	6-8 hours	BN7 9HG	Close to work
Steyning Ave	Beautician app	1 hour	BN10	Closest to shops and free to use
Steyning Ave	Shops	20 mins	BN9	Has spaces and free
Steyning Ave	Work nearby	6 hours	BN11	Closest to work
Steyning Ave	Use local shops	10 mins	BN10	Best carpark in terms of spaces
Steyning Ave	Work	4 hours	BN25	Always use this carpark, familiar, convenient

## Appendix 1: Equality Analysis Report Template

<b>Title:</b>	<b>Response to Petition: Steyning Avenue</b>
<b>EA Lead :</b>	<b>Bee Lewis, Head of Property &amp; Facilities</b>
<b>EA Team:</b>	
<b>Date Commenced:</b>	<b>16 November 2015</b>
<b>Target Completion Date:</b>	<b>18 November 2015</b>
<b>Reason for assessment:</b>	<b>Report to Council</b>

### **Context and Scope**

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

To assess the equalities impact of the recommendations within the report to Council concerning Steyning Avenue car park in Peacehaven as part of the wider New Homes project.

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

The recommendations, if approved, will form part of the proposal to deliver affordable housing for households on the Council's housing waiting list. This will be achieved through the sale of some sites with planning permission in order to raise sufficient funds to construct affordable housing.

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

Purchasing or renting a home has become unaffordable for a significantly larger number of residents over the previous decade. The average sale price for a home in the District is 65% higher than the national average. The ratio of average wage to average purchase price has more than doubled since 1997 in the District. The average rent is now £1080 per month, whereas the Local Housing Allowance (LHA) for a 2-bedroom property is set at £769.92. Those who privately rent homes rather than own or rent from social landlords (including the Council) pay a significantly higher proportion of their income on rent – 41% as opposed to 19% for social tenants and 19% for owner-occupiers.

This has a particular impact on younger and lower income households, as increasing rent levels and stagnating wages means that it takes longer and longer to save sufficient amounts for a deposit on a home. Shelter estimate that it would take an average household 17.3 years to save enough to buy a first home in Lewes District. This is 5 years more than the national average.

A lack of homes for sale or for rent in the District is exacerbating this problem. There are approximately 1700 households on the Council's housing register and this number is expected to increase by 549 per year at the same time as only 244 homes become available. The Council's current mix of housing stock does not meet the demand for 1 and 2 bedroom homes and the lack of availability means that the Council cannot offer housing within the short term to anyone but those in the most difficult circumstances. This also means that there are households who are occupying unsuitable homes – overcrowded, under-occupied,

unsuitable for their access needs – for extended periods and this may have financial implications for low-income households if they are under-occupying.

This project aims to construct new affordable housing, in the majority 1 and 2 bedroom homes, with at least 10% being wheelchair specialised homes. In addition to the new households that will benefit from the high-quality homes built as a result of this project, the Council expects a number of homes in our existing stock to be released that will create more movement and flexibility within the Councils housing system.

Where the delivery of planning permission on sites for sale (such as Steyning Avenue) is compromised, this will result in an according reduction in the amount of affordable housing the Council can construct.

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

In response to the local and national pressures, the Council recognises that the New Homes is an opportunity to close the gap between the current level of housing provision and the anticipated need, through more efficient stewardship of its assets. In addition to this, as the focus and incentives to build housing from national government changes, the Council regards this as a singular opportunity to deliver high-quality, affordable homes for rent in the District in a fiscally neutral manner for the authority.

In addition to this, Government is encouraging all public sector authorities to assess their land holdings, and release or develop these sites where appropriate. In particular the Government is prioritising development of brownfield land.

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



	Race (includes ethnic or national origins, colour, & nationality)			Disability (includes mental & physical)			Gender (includes gender reassignment)			Pregnancy (includes maternity & paternity)			Sexual Orientation (includes heterosexual, homosexual & bisexual)			Religion & Belief (includes all faiths, beliefs & agnostic)			Age (includes all age groups)		
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				x						x									x		

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

The New Homes project aims to deliver affordable housing across Lewes District in line with current Housing Needs and Allocations policies. The policies do not discriminate against any people with protected characteristics.

7. What is the scope of this analysis?

Adopting the recommendations, as they work to enable the wider delivery of the New Homes project, would lead to positive impacts for people with protected characteristics, in particular disability, pregnancy and age. It will also deliver economic support and stability for people on low incomes.

In addition to this, the Council has engaged proactively as part of the consultation on this project with groups representing protected groups such as Seaford Seniors Forum in order to ascertain their views and endeavour to respond to their concerns. As part of these discussions the Council has made a number of amendments to the proposals for both market and affordable housing including amending proposals for accessible toilet facilities near the Buckle car park. The Council will continue to work with these groups to ensure the proposals for housing in this project reach the highest standards of accessibility and deliver tangible financial and quality-of-life benefits for a range of residents in the District.

The Council is seeking to work proactively with stakeholders (including surrounding business owners and representative groups) to assess how parking may be most effectively reprovided and to understand the needs of specific user groups (such as customers with disabilities of surrounding businesses).

## Information gathering and research

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

Housing Strategy 2012-16

Choice-Based Lettings Allocation Policy

Homelessness Strategy 2008-2013

Older Persons Strategy 2011-15



Tenancy Strategy

Housing Needs Assessment

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

None identified – consultation with groups is ongoing.

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

A number of community consultation events have taken place in Peacehaven alongside specific meetings with groups and individuals. More are planned prior to any planning application submissions. Additionally, officers are meeting with local stakeholder groups such as the Peacehaven Chamber of Commerce and others. There is extensive information on the Council's website relating to the scheme and people are encouraged to write in to share their thoughts and concerns. Homes in the area have been leafleted and there has also been considerable press coverage.

## Analysis and assessment

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

There are concerns from stakeholders that the development of the Steyning Avenue site in particular will result in the loss of convenient parking for local businesses and that this will negatively impact trade and business viability in the area. The Council recognises these concerns, but in the light of the real and significant housing need in the District, believes it can achieve a mitigation of the impact of the loss of this parking (with a minimisation of disruption to local residents being the desired outcome) in the light of the parking report that is available publically on our website and deliver much-needed new housing. Proposals for the mitigation of these issues are being developed.

12. What positive outcomes were identified?

In general residents acknowledge the need for more housing and the aim of the New Homes project to deliver affordable housing. The Council believes that in some cases on sites in the District, superior provision of facilities can be achieved, for example the proposed replacement toilets close to the Buckle will be higher quality, more accessible and will attract visitors to that end of the beach and local businesses. In addition to this the Council is achieving this project without significant changes to its own service provision, and alongside a rationalisation of its property assets that will enable it to more efficiently deliver services in the future (for example releasing the site at Robinson Road through moving the depot will enable the Council to prepare to potentially deliver commercial services from this site in accordance with the new waste and refuse strategy).

13. What negative outcomes were identified?

It may not be possible for the Council in all cases to deliver a like-for-like replacement of facilities due to financial or logistical restrictions. As identified above, in these cases the Council will aim to minimise the disruption to residents, and to this end we have undertaken a number of studies using expert consultants to understand usage (parking at the Buckle and Peacehaven sites) and impact on ecology (Meeching Down). The Council has utilised these studies to better understand the minimum re-provision that would be required to ensure that existing residents quality of life is maintained, although the Council will endeavor to exceed this minimum level where possible.

**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
Please see the body of the report for recommendations					

## 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)*

\*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.

## Approval

Director/Head of Service	Gillian Marston
Signed	
Dated	



## Agenda Item No: 15



### **Cabinet recommendations for consideration by Council at the Meeting of the Council on Wednesday, 9 December 2015**

#### **Cabinet – 23 November 2015**

#### **34 Finance Update**

The Cabinet considered Report No 148/15 which provided an update on financial matters that affected the General Fund Revenue Account, the Housing Revenue Account and the approved Capital Programme.

Treasury Management investment activity between 22 August and 19 October 2015 was summarised in the table in paragraph 3.1 of the Report, all of which was consistent with the Council's approved Treasury and Investment Strategy for 2015/2016.

In accordance with the Council's approved Treasury Strategy Statement, the Audit and Standards Committee reviewed all treasury activity that took place in order to confirm that it had been undertaken in accordance with the approved Strategy. In the event that the Audit and Standards Committee had any observations, they would be recorded in its minutes and referred to Cabinet.

The Chartered Institute of Public Finance and Accountancy's Code of Practice recommended that all councillors be informed of Treasury Management activities at least twice each year. A Mid-year Report for 2015/2016, which covered the period 1 April 2015 to 30 September 2015, was set out at Appendix 1 to the Report. It confirmed that the key elements of the approved Treasury and Investment Strategy had been complied with during the first half of the year.

Details relating to Financial Performance at the end of Quarter 2 (September) 2015/2016 was set out in the table in paragraph 4.1 of the Report and service details were shown at Appendix 2 thereto. Financial performance in the first quarter had resulted in a favourable net variation of £802,000, key elements of which were set out in the table in paragraph 4.2 of the Report which included employee costs, staff severance costs,

Planning Development Control fees and the Business Rates local discount scheme.

Spending activity in many service areas had continued to be slow in Quarter 2 and the 'gap' between budgeted and actual spend was expected to close in Quarter 3.

Appendix 3 to the Report set out details of the capital programme spending in Quarter 2 which continued to be in line with expectations. Cabinet was invited to approve a variation to the programme namely, a reduction in respect of the Electric Vehicle Charging Points project which was funded by Government grant and was led by the Council on behalf of the Sussex Air Quality Partnership. 2 rapid chargers had been installed in the District but the Government funding period had closed on 30 September 2015 following which no further chargers would be installed.

The Council was implementing the Community Infrastructure Levy (CIL) from 1 December 2015. The associated administration was a complex process that involved the processing, acknowledging and recording of a series of events or triggers and CIL documents. The Council had a statutory duty to record and monitor its spending of CIL and produce annual reports thereon.

The need to procure a new or upgraded software system for the management and administration of Section 106 agreements and the CIL was considered fundamental to the proper implementation of the Council's CIL Charging Schedule which should ensure the accurate and expedient delivery of CIL processes and ultimately aid the delivery of infrastructure projects.

Officers had analysed available software solutions and sought quotations from three suppliers, two of which did not adequately meet the Council's requirements, with the preferred supplier being the most expensive. The Council's Contract Procedure Rules required the Head of Service to approve the acceptance of a quotation which was other than the lowest, which had been undertaken. The cost of implementing the software system amounted to £25,000 which would be met from the budget for Service Priorities. Future costs would be funded from a 5% share of CIL receipts that were retained as an administration 'pot'.

The Cabinet's attention was drawn to the Officers Recommendations numbered 3, 4 and 5, as set out on the first page of the Report, in respect of which it was reported that the text which read ".....as set out in section Error! Reference source not found.", should have referred to sections 4, 5 and 6 of the Report respectively.

Resolved:

- 34.1** That it be agreed that Treasury Management activity since the last Report to Cabinet has been consistent with the Council's approved Treasury and Investment Strategy, as referred to in Report No

DCS

148/15;

- |             |  |     |
|-------------|--|-----|
| <b>34.2</b> | That the mid-year position for the Council's 2015/2016 Treasury Management and Investment Strategy be agreed;  | DCS |
| <b>34.3</b> | That the General Fund and Housing Revenue Account financial performance for the quarter ended 30 September 2015, as set out in paragraph 4 of the Report, be agreed;     | DCS |
| <b>34.4</b> | That the Capital Programme financial performance for the quarter ended 30 September 2015, and associated variations, as set out in paragraph 5 of the Report, be agreed; | DCS |
| <b>34.5</b> | That the action taken in respect of procurement, as set out in paragraph 6 of the Report, be confirmed.  | DCS |

It was further

Recommended:

- |             |  |               |
|-------------|--|---------------|
| <b>34.6</b> | That the Mid-Year Treasury Management Report 2015/2016, as set out at Appendix 1 to Report No 148/15, be approved. | DCS (to note) |
|-------------|--|---------------|

Reasons for the Decisions:

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.

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 the Chartered Institute of Public Finance and Accountancy and adopted by the Council.

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

*Councillors are requested to bring with them to the meeting Report No 148/15 which was circulated with the agenda papers for the meeting of the Cabinet on 23 November 2015. If you require a further copy of the document please contact Trevor Hayward, Committee Officer, on e-mail [trevor.hayward@lewes.gov.uk](mailto:trevor.hayward@lewes.gov.uk) or telephone 01273 471600.*



### **37 Lewes District Joint Core Strategy – Affordable Housing Policy**

The Cabinet considered Report No 151/15 which related to a recommendation that the proposed modification to the Council's affordable housing policy, as set out in the Joint Core Strategy (JCS), be withdrawn and that the Council reverts to the version of the policy as presented in the Joint Core Strategy - Submission document.

In partnership with the South Downs National Park Authority (SDNPA), the Council had been preparing the JCS over a number of years and was currently at an advanced stage in the examination process. It was anticipated that it would be adopted in early 2016.

As part of the examination into the JCS, the Planning Inspector had written to authorities to set out his initial findings in respect of the plan. The authorities were invited to submit proposed modifications to the plan that would overcome some of the issues that had arisen during the examination. Such proposed modifications were agreed for publication, consultation and subsequent submission to the Planning Inspector at the Council meeting held on 16 July 2015.

One of the Main Modifications was to amend Core Policy 1 that related to the provision of affordable housing to ensure that it would be consistent with the Government's Written Ministerial Statement of 28 November 2014 and the associated advice in the National Planning Practice Guidance (NPPG). The Statement and Guidance set a national threshold of 11 units for development size below which affordable housing contributions could not be sought. However, an allowance was made for financial contributions towards affordable housing provision to be sought on schemes between 6 and 10 units within certain designated rural areas, which included the South Downs National Park.

Prior to the publication of the Ministerial Statement and NPPG additions, the Council and the SDNPA had proposed that Core Policy 1 would seek 40% affordable housing on schemes that delivered 10 or more units. On schemes of between 3 and 9 net additional dwellings, a graduated threshold and target was set out which allowed for levels of less than 40% affordable housing to be delivered on such smaller developments, which was consistent with local viability evidence.

The nationally prescribed policy position that was set out in the Ministerial Statement and NPPG was challenged in the High Court by West Berkshire District Council and Reading Borough Council. The judgement that was handed down on 31 July 2015 advised that the challenge had been successful and therefore the decision to adopt the new policy by way of Written Ministerial Statement had been quashed, together with the associated sections of the NPPG which had subsequently been deleted. The implication of the judgement for the JCS was that the reason for proposed modification MM15 no longer existed. The nationally prescribed 'policy' for affordable housing thresholds was quashed and appeared to give local planning authorities the flexibility to set their own, locally

evidenced, thresholds once more.

On 28 September 2015 the Government was granted permission to appeal the High Court judgement which would be heard by the Court of Appeal in due course. It was premature to speculate on the appeal being allowed and the ruling being quashed but it had to be considered that such might be the outcome.

In the event that the Court of Appeal found in favour of the Government, or the Government reintroduced the intended policy (or alternative changes to affordable housing policy) at some point in the future, it was proposed that some additional future-proofing words be included in Core Policy 1 and its supporting text. It was considered that Core Policy 1 should set out that in the event of a further national (mandatory) policy change that affected the threshold or level of affordable housing provision, it would be superseded, as relevant and necessary, by any such changes in national policy. That was considered to be a minor modification to the policy as it would provide clarification, given that the national position might be subject to change again in the short term, potentially not long after the anticipated adoption of the JCS. The additional text was shown in italics and underlined in Appendix 2 to the Report.

The High Court judgement and deletion of the relevant parts of the NPPG occurred too late for MM15 to be removed from the schedule of proposed Main Modifications as published for consultation. However, a notice was published on the consultation website to update interested parties of the changed circumstances and our intention to write to the Planning Inspector to request that MM15 should not be pursued, subject to Council authorisation. A letter dated 5 October 2015, a copy of which was appended to the Report, explained the situation and had been submitted to the Inspector along with all material that related to the Proposed Modifications consultation.

Recommended:

- 37.1** That the proposed Main Modification MM15 to the Joint Core Strategy be withdrawn and that the Council makes it clear to the Planning Inspector, through the ratification of the letter of 5 October 2015 to the Inspector (as set out at Appendix 3 to Report No 151/15), that it wishes to adopt and implement the Submission version of Joint Core Strategy Core Policy 1 (affordable housing), subject to minor alterations (as set out in Appendix 2 to the Report).

DBSD (to note)

Reasons for the Decision:

In order to reflect the recent removal of national planning policy and guidance and revert to an appropriate affordable housing policy for the District that is based upon and reflects robust local evidence of need and development viability.

† *Councillors are requested to bring with them to the meeting Report No 151/15 which was circulated with the agenda papers for the meeting of the Cabinet on 23 November 2015. If you require a further copy of the document please contact Trevor Hayward, Committee Officer, on e-mail [trevor.hayward@lewes.gov.uk](mailto:trevor.hayward@lewes.gov.uk) or telephone 01273 471600.*

### **39 Local Council Tax Reduction Scheme 2016/17**

The Cabinet considered Report No 153/15 which set out details that related to options for the local Council Tax Reduction (CTR) scheme for 2016/17.

The coalition government had abolished the national Council Tax Benefit scheme from April 2013 and required local authorities to develop and adopt their own scheme of financial support for working age claimants. Such change came with a 10% reduction in funding which, for the Council, amounted to c£90k.

In order to protect pensioners from any reduction in support, the government had put in place a national scheme that local authorities had to adopt. Therefore, any reduction in support had to come from those of working age. The Council was only permitted to change the scheme for working age claimants.

On 10 January 2013, the Council had adopted a local scheme of support for 2013/14 which, in the main, followed the rules of the Council Tax Benefit scheme, as well as agreeing changes to certain council tax discounts and exemptions.

The current CTR scheme, which had also been adopted by the other East Sussex district and borough councils, followed the principles of protecting the most vulnerable, incentivising individuals into work and took into account and responded to the requirement of government to reduce the overall cost of the previous Council Tax Benefit scheme by 10%.

The local scheme had remained unchanged since 2013/14. However, a project team of senior officers from the East Sussex district and borough councils and East Sussex County Council had been investigating options for the 2016/17 scheme. A series of reports had been presented to Chief Executives and Council Leaders which outlined what options were available. Several options had been rejected for a variety of reasons, further details of which were set out in paragraph 4.1 of the Report. However, the project team has proposed that several options be considered for inclusion in the 2016/17 scheme:

Limiting CTR to a percentage of Council Tax liability - If adopted, such option would require claimants to pay at least a certain percentage of their Council Tax irrespective of their circumstances. 244 of the 336 Local Authorities had adopted some level of minimum payment, many of which were set above 20%.

Assumption of a minimum income for self-employed claimants – If adopted, such option would introduce an assumed minimum income for self-employed claimants of 35 hours times the minimum wage (currently £6.70). It would result in savings to the cost of the scheme of £270,000, for which the Council would save c£30,000, and would affect approximately 400 claimants. A period of 12 months grace from the start-up of a business would be allowed before the assumed minimum income would come into effect.

Reduction in the qualifying capital limit – If adopted, such option would reduce the limit that people could have in savings and still qualify for support. The current scheme had a limit of £16,000. A consultation exercise had been undertaken in respect of the options for inclusion in the 2016/17 scheme which was based on a reduction of the level of qualifying capital to £6,000. It would result in potential savings to the cost of the scheme of c£87,000, for which the Council would save c£9,500, and would affect at least 60 claimants in the District. However the Council did not currently have details of the capital of those claimants in receipt of Jobseeker's Allowance, Income Support or Employment Support Allowance and, in the event of the option being adopted, the Council would need to contact approximately 2,100 claimants in order to obtain details of their capital as well as implementing procedures to continually review such levels. The additional administrative burden of the option was likely to require an additional full time equivalent employee that would need to be funded by the Council. Furthermore, it was likely that the additional administrative processes would result in households that had very low income not receiving any financial support for their Council Tax due to them failing to supply the required information to the Council.

Extended payments for claimants going into work - When the Council had adopted the original CTR scheme in 2013, it took the decision to provide an additional incentive to work by doubling the extended payment award from four weeks to eight. Such extensions were awarded when Income Support, Employment Support Allowance, Job Seekers Allowance, Incapacity Benefit or Severe Disablement Allowance ended because the claimant or their partner started work or increased their hours of work. To qualify for extended payments they must have been receiving one of the above benefits for at least 26 continuous weeks. The cost to the scheme in 2014/15 was c£18,000, with the cost to the Council being c£2,000.

Whichever changes were adopted, it was proposed that a separate hardship fund be created to assist those applicants who suffered exceptional hardship. As part of the process of applying for additional support, it was proposed that all applicants must be willing to provide sufficient personal information to enable the Officers to make the

necessary decision.

Details relating to alternatives to reducing the amount of help that was provided by the CTR scheme were set out in paragraph 6 of the Report.

Before making a new scheme, or before making changes to the scheme, the Council needed to consult with the major preceptors and other interested parties, further details of which were set out in paragraph 9 of the Report.

The Cabinet's attention was drawn to several issues in respect of the proposed CTR scheme which, it was felt, needed to be clarified with the other district and borough councils in East Sussex that had been investigating options for the 2016/17 scheme, the outcome of which needed to be reported to all Members of the Council in advance of the Council's consideration of the proposed revised scheme at its Meeting on 9 December 2015, as it was not the Council's intention to increase the financial burden on the poorest people in the community. Such issues related to:

The legal opinion relating to the level of minimum earnings for the self-employed which, the Report suggested, was in line with the government's proposal for those who claimed Universal Credit. However, it was felt that the proposed CTR scheme did not make allowance for lone parents and the disabled nor did it make a notional reduction for national taxation and National Insurance contributions;

The proposed changes in respect of people who faced exceptional hardship, and those who were self-employed as well as employed who did not have access to the exceptional hardship scheme on the basis of their assumed level of minimum income; and

The CTR scheme did not currently take account of those who were self-employed as well as employed.

Recommended:

**39.1** That the following changes be made to the current Council Tax Reduction Scheme for 2016/17, as referred to in Report No 153/15:-

DCS (to note)

The maximum amount of Council Tax Reduction be limited to 80% of the claimant's Council Tax liability;

The current qualifying Capital savings limit at £16,000 be retained; and

The current eight week extended payment for claimants that go into work be retained;

- |             |  |               |
|-------------|--|---------------|
| <b>39.2</b> | That subject to the outcome of the clarification exercise undertaken in respect of the issues set out in the final paragraph of the preamble above, an assumed minimum income floor for self-employed claimants be introduced to the current Council Tax Reduction Scheme for 2016/17; | DCS (to note) |
| <b>39.3</b> | That the Assistant Director of Corporate Services, in consultation with the Director of Corporate Services/S151 officer, be authorised to make minor amendments to the text of the final Scheme; and   | DCS (to note) |
| <b>39.4</b> | That, subject to the outcome of the clarification exercise undertaken in respect of the issues set out in the final paragraph of the preamble above, an Exceptional Hardship scheme be adopted.  | DCS (to note) |

Reason for the Decisions:

The Council is under a duty to review its local Council Tax Reduction scheme each year and any changes to the scheme must be adopted by 31 January 2016, preceding the start of the new financial year. If it fails to do this the current year's scheme will remain in force.

† *Councillors are requested to bring with them to the meeting Report No 153/15 which was circulated with the agenda papers for the meeting of the Cabinet on 23 November 2015. If you require a further copy of the document please contact Trevor Hayward, Committee Officer, on e-mail [trevor.hayward@lewes.gov.uk](mailto:trevor.hayward@lewes.gov.uk) or telephone 01273 471600.*

**Agenda Item No:** 16 **Report No:** 180/15  
**Report Title:** Changes to Memberships  
**Report To:** Council **Date:** 9 December 2015  
**Ward(s) Affected:** All  
**Report By:** Catherine Knight, Assistant Director of Corporate Services  
**Contact Officer(s)-**  
**Name(s):** Jackie Gavigan  
**Post Title(s):** Head of Democratic Services  
**E-mail(s):** [jackie.gavigan@lewes.gov.uk](mailto:jackie.gavigan@lewes.gov.uk)  
**Tel No(s):** 01273 661117

---

#### **Purpose of Report:**

To confirm the changes and appointments to Committee memberships.

To note the membership of Cabinet.

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

- 1 That the changes to the Committee memberships, as set out in paragraph 3 of the Report, be confirmed and noted; and
  - 2 That the appointments to Cabinet, as set out in paragraphs 5 & 6 of the Report, be noted.
- 

#### **Reasons for Recommendations**

- 1 To comply with the Council's legal duties and to implement changes in accordance with the Constitution.

#### **Information**

- 2 Following the appointment of Councillor Andy Smith as Leader of the Council at the full Council meeting on 14 October 2015, and the subsequent changes made to the Cabinet membership and portfolios, Councillor Smith (as Leader of the Conservative Group) has informed me that his Group wishes to make some changes to Committee memberships.

#### **Committee memberships**

- 3 The Leaders of the affected Political Groups have informed me of the appointments that their Groups wish to make to those Committee memberships as follows:

- 3.1 Audit and Standards Committee** – Councillor S Gauntlett to replace Councillor B Giles (this seat has been gifted to the Liberal Democrat Group by the Conservative Group until the next review of memberships in May 2016).
  - 3.2 Devolution Committee** – Councillors T Nicholson and B Giles to replace Councillors A Smith and P Franklin.
  - 3.3 Employment Committee** – Councillor J Peterson to replace Councillor T Nicholson.
  - 3.4 Licensing Committee** – Councillor A Loraine to replace Councillor D Neave.
  - 3.5 Planning Applications Committee** – Councillor D Neave to replace Councillor T Nicholson.
- 4** In accordance with Council Procedure Rules (Procedures for Appointments, page D22, paragraph 3.4), the Assistant Director of Corporate Services has made these appointments which now need to be confirmed formally by Council.

**Cabinet membership**

- 5** As a matter of law, the power to appoint the membership of Cabinet rests with the Leader of the Council. In light of this, the Leader of the Council has appointed the membership of the Cabinet, the individual areas of responsibility to be allocated to the Cabinet and the allocation of those areas of responsibility to the members of the Cabinet as follows:

**Cabinet**            Membership up to 10

<b>Individual Areas of Responsibility</b>	<b>Councillors</b>
Regeneration and Business	A Smith (Leader of the Council)
People and Performance	E Merry (Deputy Leader)
Customers and Partnerships	T Nicholson
Finance	B Giles
Housing	R Maskell
Planning	T Jones
Waste and Recycling	P Franklin

- 6** As a matter of law, the power to appoint the Deputy Leader rests with the Leader of the Council. In light of this, the Leader of the Council has appointed Councillor E Merry to be his Deputy Leader.

**Financial Appraisal**

- 7** There are no financial implications arising from this Report.

**Legal Implications**

- 8** None over and above those set out in the body of this Report.



## **Risk Management Implications**

- 9** There are no risk management implications arising as a result of this Report. 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 Constitution are not met.

## **Equality Screening**

- 10** This is a routine, procedural Report with no potential for negative impacts. Therefore, an Equality Analysis is not required.

## **Background Papers**

- 11** None

## **Appendices**

- 12** None