

Agenda Item No: 4

Report Title: Scrutiny Review of affordable workspace in the Lewes District

Report To: Scrutiny Affordable Workspace Panel **Date:** 17 January 2018

Cabinet Member: Councillor Andy Smith

Ward(s) Affected: All wards

Report By: Scrutiny Officer, Democratic Services

Contact Officer(s)-
Name(s): Jazmin Victory
Post Title(s): Scrutiny Officer
E-mail(s): jazmin.victory@lewes-eastbourne.gov.uk
Tel No(s): 01273 085811

Purpose of Report:

1. To finalise the scope and terms of reference for a scrutiny review into the supply of low-cost and affordable workspace in the Lewes District, and with specific attention to the employment space requirements of the creative sector.

Officers Recommendations:

2. To agree the scope for a Scrutiny Review of affordable workspace in the Lewes District.

Reasons for Recommendation

3. To provide a focussed programme of work which will enable the District Council to consider whether any changes to its existing policies, or any other actions, are to be recommended.
-

Information

4. The topic under consideration within this report was put forward for consideration by this Committee at its meeting on 17 February 2017.
5. At its meeting on 14 September 2017, the Committee was asked to consider three options for the potential scope of the review, and members subsequently decided to pursue all three options. The three areas were:
 - (1) How could Lewes District Council engage and influence South East Creative Economy Network and other strategic partnerships to support the development of affordable workspaces.

- (2) What could Lewes District Council do better to support creative businesses.
 - (3) How effective were the commercial property databases and the Locate East Sussex service in searching for affordable and creative workspace.
6. Part 4 of the Constitution of the Council sets out how Panels will operate. Members' attention is drawn to 10 (c):

“The Scrutiny Committee will set the Panels' terms of reference and time-scale for completing each review or activity. Should pressure on officer resources be such that the agreed timescale might become unrealistic, the matter shall be referred back to the Committee.”

7. The Head of Regeneration will present officer considerations to the Scrutiny Affordable Workspace Panel, at its first meeting on 17 January 2018.

Financial Appraisal

8. An annual budget of £1,000 is available to support the work of the Scrutiny Committee and its Scrutiny Panels. Any costs associated with the review proposed are expected to be minor, given that the research work can be carried out by Council staff.

Legal Implications

9. In considering the recommendations of this report, the Committee should adhere to the Scrutiny Procedure Rules set out in part 4 of the Council's constitution.

Risk Management Implications

10. There is no requirement for an analysis of risk.

Equality Screening

11. An equalities impact assessment is not considered necessary at this stage. If the Committee decides to proceed with the Review, an equality analysis would be undertaken as part of the review and would be reported along with the review findings.

Background Papers

12. [Scoping Report for proposed Scrutiny Review of Affordable Workspace in the Lewes District.](#)

Appendices

13. None