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To the Members of the Borough Council

You are summoned to attend an **ordinary meeting** of the **Eastbourne Borough Council to be held at the Town Hall, Eastbourne**, on **Wednesday, 18 February 2015** at **6.00 pm** to transact the following business.

Agenda

1. Minutes of the meeting held on Wednesday 19 November 2014

Previously circulated.

2. Declarations of interests by members.

Declarations of disclosable pecuniary interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct (please see note at end of agenda).

3. Mayor's announcements.

4. Notification of apologies for absence.

5. Public right of address.

The Mayor to report any requests received from a member of the public under council procedure rule 11 in respect of any referred item or motion listed below.

6. Order of business.

The Council may vary the order of business if, in the opinion of the Mayor, a matter should be given precedence by reason of special urgency.

7. Calendar of meetings 2015/16. (Pages 1 - 4)

Report of Senior Head of Corporate Development and Governance.

8. Council budget and setting of the council tax for 2015/16.
(Pages 5 - 16)

Report of Councillor Mattock on behalf of the Cabinet.

Please note that the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 require named votes to be taken and recorded when setting the annual budget and council tax, this to include substantive motions and any amendments.

9. Matters referred from Cabinet or other council bodies.

The following matters are submitted to the Council for decision (council procedure rule 12 refers):-

- (a)** Human resources polices: Redundancy and redeployment.
(Pages 17 - 18)

Report of Councillor Tester on behalf of the Cabinet.

- (b)** Treasury management and prudential indicators 2015/16.
(Pages 19 - 20)

Report of Councillor Mattock on behalf of the Cabinet.

- (c)** Community Infrastructure Levy: Charging schedule. (Pages 21 - 22)

10. Discussion on minutes of council bodies.

Members of the Council who wish to raise items for discussion (council procedure rule 14) on any of the minutes of the meetings of formal council bodies listed below must submit their request to the Senior Head of Corporate Development and Governance no later than 10.00 am on Wednesday 18 February 2015. A list of such items (if any) will be circulated prior to the start of the meeting.

The following are appended to this agenda:-

- (a)** Minutes of meeting of Conservation Area Advisory Group held on 18 November 2014. (Pages 23 - 26)
- (b)** Minutes of meeting of Planning Committee held on 25 November 2014. (Pages 27 - 38)
- (c)** Minutes of meeting of Audit and Governance Committee held on 3 December 2014. (Pages 39 - 46)
- (d)** Minutes of meeting of Scrutiny Committee held on 8 December 2014. (Pages 47 - 50)
- (e)** Minutes of meeting of Cabinet held on 10 December 2015. (Pages 51 - 66)
- (f)** Minutes of meeting of Planning Committee held on 6 January 2015. (Pages 67 - 76)
- (g)** Minutes of meeting of Conservation Area Advisory Group held on 6 January 2015. (Pages 77 - 80)
- (h)** Minutes of meeting of Scrutiny Committee held on 2 February 2015. (Pages 81 - 90)
- (i)** Minutes of meeting of Planning Committee held on 3 February 2015. (Pages 91 - 104)
- (j)** Minutes of meeting of Cabinet held on 4 February 2015 (Pages 105 - 120)



Robert Cottrill
Chief Executive

Guidance notes:

Public right of address - A request by a member of the public to speak on a matter which is listed on the agenda must be **received** by no later than 12 noon on Monday, 16 February 2015. The request should be made to Local Democracy at the

address listed below. The request may be made by phone, fax, letter or electronic mail. For further details on the rules about speaking at meetings please contact Local Democracy.

Items for discussion - Members of the Council who wish to raise items for discussion on any of the minutes of council bodies attached to the meeting agenda, are required to notify the Senior Head of Corporate Development and Governance by 10am on Wednesday, 18 February 2015.

Disclosure of interests - Members should declare their interest in a matter at the beginning of the meeting, and again, at the point at which that agenda item is introduced.

Members must declare the existence and nature of any interest.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

Further information – Councillor contact details, committee membership lists and other related information are also available from Local Democracy.

Local Democracy – 1 Grove Road, Eastbourne, BN21 4TW
Tel (01323) 415003/415021. Text Relay: 18001 01323 410000
Fax (01323) 410322. E Mail: localdemocracy@eastbourne.gov.uk

For general Council enquiries telephone (01323) 410000
E-mail enquiries@eastbourne.gov.uk
Website at www.eastbourne.gov.uk



Body: Council

Date: 18 February 2015

Subject: Calendar of Meetings 2015/16

Report of: Senior Head of Corporate Development and Governance

Ward(s): All

Purpose: To propose the calendar of meetings for 2015/16.

Contact: Simon Russell, Civic Services Officer, 1 Grove Road, Eastbourne, BN21 4TW Tel: 01323 415021
E-mail: Simon.Russell@eastbourne.gov.uk

Recommendations: That the calendar for 2015/16, as shown in the appendix to this report, be approved (subject to final ratification at the Council's next annual meeting).

1.0 Introduction

1.1 It is usual to give provisional approval to the Council's calendar of meetings for the council year commencing the following May.

2.0 Calendar for 2015/16

2.1 A draft calendar is appended to this report. The calendar of meetings broadly follows the pattern of previous years with a similar frequency of meetings. Proposed changes as compared with the 2014/15 calendar are detailed below.

2.2 Annual Council

2.2.1 The practice of holding both the Spring ordinary meeting on the same evening as the annual meeting is continued. For 2015, the date of the annual meeting has to be fixed within a prescribed period after the date of election. The date Wednesday 27 May 2015 allows sufficient time in the immediate aftermath of the election to take account of any changes, obtain Group Leaders' nominations for committee seats and other positions and issue meeting papers.

2.2.2 The legal requirements for holding annual meetings are set out in Schedule 12 of the Local Government Act 1972. In years when no ordinary elections are held a date may be fixed on any day in March, April or May. In an

election year, the annual meeting must be on the 8th day after the day of retirement of councillors or such other day within the 21 days immediately following the day of retirement as the council may fix (the day of retirement is the 4th day after the day of election). The Council may set a time of their own choosing (or if no time is fixed the meeting is to be held at noon).

2.3 Council

2.3.1 There is no longer a Council meeting in September. The lack of business typically a feature of this meeting in past years means that this meeting has not been included in the calendar.

2.3 Cabinet

2.3.1 Cabinet in 2015, following the elections, will be held on 3 June (this is a change from the date of 10 June previously agreed).

2.4 Planning Committee and Conservation Area Advisory Group

2.4.1 The dates of the May 2015 meetings have been moved forward one week so that they fall after the annual meeting.

2.5 "Purdah"

2.5.1 So far as possible no meetings have been scheduled in the so called "purdah" period prior to the May elections. Purdah is planned to start on 23 March 2015 when the notice of election for the borough elections will be published. The only meetings scheduled in this period are Planning Committee on 24 March and 21 April 2015 and a Conservation Area Advisory on 31 March.

3.0 Consultation

3.1 Group leaders, deputy leaders, committee chairs and senior managers received a draft timetable for their information and comment. All councillors were canvassed as to the removal of the September meeting and the outcome was substantial support for this move. Copies of this version of the draft calendar were also sent to all councillors for their information in January advance of the Council meeting.

4.0 Implications

4.1 There are no relevant implications to report in respect of this matter.

Peter Finnis

Senior Head of Corporate Development and Governance

Background Papers:

None.

(der\P:council\15.02.18\calendar of meetings)

Calendar of Meetings

May 2015 - June 2016

MEETING:-	Time	2015								2016					
		May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Annual Council	6pm	27												11	
Council <i>(*motions deadline 11am)</i>	6pm	27 (*18)		22 (*13)				18 (*9)			17 (*8)			11 (*2)	
Cabinet	6pm		3	8		2	21		9		3	23		25	
Scrutiny Committee	6pm		1			7	+12		7		1				6
Planning Committee	6pm		2	7	4	1/29	27	24		5	2	1/22	19	17	21
Conservation Area Advisory Group	6pm		2	14	25		6	17		5	16	29		17	
Licensing Committees	6pm			13			5			11		14			
Audit and Governance Committee	6pm		24			23			2			9			22
Joint Staff Committee	2.30pm			15		16		18			17				
Joint Waste Committee	2pm		5 <i>Bexhill</i>					6 <i>Ebrne</i>							
Elections		7 Borough General												5 Police & Crime	

Notes:

Council in May - Ordinary Council will follow-on from Annual Council (with a short interval in-between).

Scrutiny Committee - +12 October 2015 is the annual finance seminar.

Borough and General Elections 2015 - Scheduled for 7 May 2015 (N.B. "Purdah" period will start on 23 March 2015)

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Agenda Item 8

Meeting:	COUNCIL
Date:	Wednesday 18 February 2015
Subject:	COUNCIL BUDGET AND SETTING OF THE COUNCIL TAX FOR 2015/2016
Report of:	Councillor Gill Mattock, lead Cabinet Member for Finance

The Council is asked to consider the reports to Cabinet, as included in the draft budget book (please see note* below) and also the Cabinet minutes and resolutions from the meeting held on 4 February 2015 (Appendix 1).

* Note: The draft budget book 2015/2016 has been circulated to all Members of the Council. A copy has also been deposited at the Town Hall Reception for public inspection purposes and on the Council's website.

The reports may also be viewed on the Council's website at:

<http://democracy.eastbourne.gov.uk/ieListMeetings.aspx?CId=125&Year=0>

(Go to the listing for the Cabinet meeting held on 4 February 2015)

Please contact Local Democracy (see below for contact details) in the first instance if you require a printed copy of any of the reports.

The resolutions in this report, which must include the requirements of all precepting authorities, are based on the recommendations made to those Authorities and the budget approved by the Police and Crime Commissioner for Sussex. As the meetings of the East Sussex County Council and the East Sussex Fire Authority will not be held until 10th and 12th February 2015 respectively and the Police and Crime Commissioner for Sussex has not yet issued her precept, these figures are currently left blank and it will be necessary to issue replacement resolutions once this information has been received.

A summary of the demand on the Collection Fund is as follows:

Authority	Precept/Demand		2015/16 Band D Council Tax £	Change over 2014/15	
	£	%		£	%
Eastbourne Borough Council	7,299,400		224.19	0.00	0%
East Sussex County Council					
Sussex Police Authority					
East Sussex Fire Authority					
Total					

After consideration of the foregoing, the Council is asked to approve the following:

1. The recommendations as detailed in the reports from the Chief Finance Officer and the Senior Head of Community to Cabinet on 4 February 2015:
 - (i) The General Fund net expenditure for 2015/16 of £15,245,200 and the growth and savings proposals.
 - (ii) No change to the council tax for Eastbourne Borough Council to a Band D charge of £224.19;
 - (iii) Housing Revenue Account (HRA) income and expenditure proposals, including revised HRA budget for 2014/15 and the budget for 2015/16, rents and service charges, arrangements for finalising Eastbourne Homes' management fee and annual plan.
 - (iv) General Fund capital programme as set out in the report of the Chief Finance Officer.
 - (v) The Treasury Management Strategy and Prudential Indicators.
2. That consequent upon a General Fund budget of £15,245,200 and other matters, the basic amount (Band D) of Council Tax for the Borough Council's functions will be £224.19 calculated as follows:

	£'000	£'000
Gross Expenditure:		
General Fund		83,320
HRA		15,824
Business Rates payable to Government		10,040
		109,184
Less Income:		
Service Income	(83,381)	
Government Formula Grant	(2,818)	
Other Government Grants	(1,902)	
Business Rates income	(13,759)	
Collection Fund Surplus (Council Tax)	(25)	
		(101,885)
COUNCIL TAX REQUIREMENT		7,299
Band 'D' Council Tax		£224.19

The statutory resolutions relating to this matter are given at paragraphs 3 and 4 below.

3. That it be noted that at its meeting on 10 December 2014 the Cabinet (in exercise of powers delegated to them by the Council) delegated the final determination of the Council Tax Base to the Chief Finance Officer. This has been set at an amount of 32,558.9 Band 'D' equivalent properties for the year 2015/16 (Item T in the formula in section 31B of the Local Government Finance Act 1992, as amended).
- 4 Calculate that the Council Tax requirement for the Council's own purposes for 2015/16 as £7,299,400
5. That the following amounts be now calculated by the Council for the year 2015/16 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended:

(a)	£109,184,450	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.
(b)	£101,885,050	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	£7,299,400	being the amount by which the aggregate at 5(a) above exceeds the aggregate at 5(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
(d)	£224.19	being the amount at 5(c) above (Item R), all divided by Item T (4 above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year. .

6. To note that East Sussex County Council, East Sussex Fire and Rescue Authority and Police and Crime Commissioner for Sussex have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, as amended, for each category of dwellings in the Council's area as indicated in the table below.
7. That the Council, in accordance with Sections 30 to 36 of the Local Government Finance Act 1992, as amended, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2015/16 for each of the categories of dwellings. :

Valuation Bands							
EASTBOURNE BOROUGH COUNCIL							
A	£149.46	B	£174.37	C	£199.28	D	£224.19
E	£274.01	F	£323.83	G	£373.65	H	£448.38

EAST SUSSEX COUNTY COUNCIL			
A	B	C	D
E	F	G	H

POLICE AND CRIME COMMISSIONER FOR SUSSEX			
A	B	C	D
E	F	G	H

EAST SUSSEX FIRE AND RESCUE AUTHORITY			
A	B	C	D
E	F	G	H

AGGREGATE OF COUNCIL TAX REQUIREMENTS			
A	B	C	D
E	F	G	H

7. Determine that the Council’s basic amount of Council Tax for 2015/16 is not excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992, as amended.

As the billing authority, the Council has **not** been notified by a major precepting authority that its relevant basic amount of Council Tax for 2015/16 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992, as amended.

For a copy of the report please contact Local Democracy at 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415021 or 415022.
 E-mail: localdemocracy@eastbourne.gov.uk

For further information please contact Alan Osborne, Deputy Chief Executive Tel. (01323) 415149

Minute extracts

Meeting: **Cabinet**
Date: **4 February 2015**

54 * General Fund Revenue Budget 2015/16 and Capital Programme 2014/17

54.1 Cabinet considered the report of the deputy chief executive and chief finance officer setting out the general fund revenue budget proposals for 2015/16 and a 3-year capital programme 2014/18. The medium term financial strategy (MTFS) had been revised in July 2014 and the cabinet had agreed a draft 2015/16 budget proposal last December. The MTFS and resulting draft budget had been subject to extensive consultation and previously reported to cabinet and members of the scrutiny committee. Scrutiny committee, at their meeting on 2 February 2015, made no comments and noted the report.

54.2 The budget was the product of various plans and strategies as part of an integrated and corporate planning process and was linked principally to:

- The medium term financial strategy
- Asset management plans
- The corporate plan
- Workforce strategy
- Treasury management strategy
- Service plans
- Housing revenue account business plan
- DRIVE corporate transformation programme
- Sustainable service delivery strategy

54.3 The chief finance officer had a legal responsibility to give positive assurances on the robustness of the estimates used in the budget and the level of reserves. He commented that if the recommendations in his report were agreed then these assurances would prevail.

54.4 The budget proposals included:

- No increase in the council tax in 2015/16.
- Overall savings totalling £1.5m (9% of the net budget).
- Efficiency savings of £1 (6% of the net budget).
- Inflation of £0.6m (4% of the net budget).
- Other recurring service growth of £0.4m.
- Non recurring service investments of £0.5m.

- General reserves averaging in excess of £4m (against a minimum recommended of £2m).
- Capital receipts of £0.8m invested in new capital schemes.

54.5 The budget represented management of financial risks by:

- Building on a favourable outturn position.
- Balancing the base budget requirement without needing to use reserves for recurring expenditure.
- Identifiable and deliverable savings with accountability and no general unidentified targets.
- Reserves well above the minimum level.
- Zero basing of minor reward grants.
- Providing the funding required for the DRIVE change programme to deliver the future savings required by the MTFs via the strategic change fund.

54.6 The underlying methods of local government financing were changing significantly from 2013/14 and 2014/15 onwards and included the wrapping up of grants in the base "Start Up Funding" notably:

- The localisation of council tax grant (previously £1.2m).
- The council tax freeze grants.
- Some new burdens grants.

For Eastbourne the headline figures of the government settlement were:

- A reduction in revenue support grant (RSG) of £1.2m (30%).
- Partially offset by new homes bonus (NHB) (additional £0.2m in 2015/16).

54.7 The national non-domestic business rate base had increased slightly (£0.2m), largely as a result of the inflationary increase which had been capped at 2%. In addition to the formula grant, the government was financing the cost of a 1% increase in council tax (£86,000) which it had confirmed would be put in the base for 2016/17 and beyond. The government had announced that Eastbourne would receive £1.1m in total of NHB due to the growth in housing in the area and the further reduction in empty properties.. The grant was paid in tranches for six years. The 2015/16 figure included five tranches. The funding was not guaranteed beyond a 6 year horizon for each tranche. The projected award for 2016/17 was £1.3m. The government was financing the additional NHB from reductions in RSG, therefore, whilst volatile, it was currently the preferred method of distribution of resources.

54.8 No increase in council tax for 2014/15 was proposed and this would result in an unchanged band D rate of £224.19. The council was required to give an indication of likely future council tax rises. It was still expected that council tax would rise by no more than 2% per annum for each of the next three years. This was the government's target for inflation and also the current ceiling on rises that would otherwise require a referendum in order to exceed. Within this context, for 2015/16, the council would raise £7.3m from its share of the council tax. This was determined by multiplying the council tax base of band D equivalent dwellings by the band D tax rate of £224.19. This was unchanged from the tax base setting report submitted to cabinet on 10 December last. In addition, there was a

distribution of £24,000 payable by the council to the collection fund due to a small collection fund surplus.

54.9 A summary of the resources available was given, as shown below:

Source:	£'m
Government formula grant	(2.7)
Retained business rates	(4.0)
New homes bonus	(1.1)
Council tax freeze grant	(0.1)
Council tax	(7.3)
Total resources available (rounded)	(15.2)

In order to achieve a balanced budget without using reserves, the council would need to set a net expenditure budget for 2015/16 of £15.2m.

54.10 In addition to the general grant distributed through the new formula grant system, which was given towards financing the council's net expenditure, the government also provided some specific grants. These specific grants would fund in part or in full, service costs.

Grant	2014/15 £'m
Housing benefit subsidy	(c.50)
Housing benefit administration	(0.8)

53.11 Housing benefit subsidy was intended to reimburse the Council for the awards of benefit it made to eligible tenants in both the private and public rented sector. Not only is this by far the largest single specific grant that the council received, but it was performance related. The council had improved its performance in recent years. A new system of universal credits was due to be completed in October 2017 which would see the caseload moved to the Department for Work and Pensions. Responsibility for council tax benefit had now devolved to a local level. Housing benefit administration grant funded the cost of administering the national housing benefit and local council tax support schemes (a reduction of 15% from the 2013/14 funding) It was noted that the former homelessness grant (to assist with prevention and to find alternative accommodation other than bed and breakfast) had now been subsumed into the main grant system.

54.12 In December, cabinet had put forward their draft budget proposals, the main movements since then were detailed in appendix 1 to the report as summarised below:

Movement from 2014/15 base budget	£m	£m
Change in resources:		
Revenue support grant and new homes bonus	0.8	

Weekly refuse collection grant	1.3	
Retained business rates	(0.5)	
Council tax – increase in tax base	(0.1)	
Cost increases:		
Inflation	0.5	
Other unavoidable costs increases and changes in income	<u>0.4</u>	2.4
Savings:		
Efficiency savings	(1.0)	
Increased Income/other changes	(0.5)	
Reduced contributions to reserves	<u>(0.9)</u>	<u>(2.4)</u>

54.13 Details of proposed growth and savings were given in full in appendix 2 to the report. The proposals set out in the report would allow full council on 18 February to approve a balanced budget in line with available resources and without the need to use reserves.

54.14 The council now followed a rolling 3-year financial planning cycle and the service and financial plans had been set out in detail for 2015/16. The next MTFS was due in July and would project forward a further 3 years and continue to provide the basis of service and financial planning for the medium term. It was noted that the significant level of the savings required for the next MTFS had already been identified. Further reports to cabinet would detail the business plans under the council's transformation programme (DRIVE). The government had set out a revised 4-year programme of reductions in funding and the Council's current MTFS already took this into account. The change programmes in place, such as the agile working programme and the sustainable service delivery strategy (SSDS) and the rest of the DRIVE programme, would deliver savings over and above the minimum in order to create headroom for investment in priority services.

54.15 The council sought to set an operational budget with careful consideration of known risks, but accepted that this could not cover every eventuality. As a consequence the council sets a contingency budget and holds a minimum level of general reserve as a hedge against additional and significant financial turbulence.

54.16 The report detailed the principal financial risks the council was likely to face, as follows:

- Housing benefit subsidy performance.
- Inflation on goods and services.
- Income from services linked to customer choice (theatres, tourism; sports centres, car parking).
- Demand led services.
- Legal challenges.
- Savings being delayed.

On an exception basis, information on each of the risk areas identified above, together with any new and significant risks that might emerge over the course of the year, would be included in each financial performance report to cabinet and scrutiny during the 2015/16 financial year. A corporate contingency budget of

£152,000 for unbudgeted expenditure or reductions in income had been allowed. This was in addition to the known inflation that had been built into service budgets.

54.17 The chief finance officer was obliged to report on the adequacy of the proposed financial reserves, and determine the minimum level required. There was no statutory minimum requirement, but reserves must be set at a prudent level given the activities of individual councils and potential liabilities that they faced or might face in the future i.e. a risk based approach. The council's earmarked reserves were reviewed at least annually for adequacy. If at any time the adequacy was in doubt the chief finance officer was required to report on the reasons, and the action, if any, that he considered appropriate. The council would always seek to contain any unforeseen additional costs within allocated annual budgets, including the contingency budget. However, it was proposed that in addition the minimum level of general reserves be set at £2m (as detailed in paragraph 6.5 of the report).

54.18 The following reserves had been set aside in addition to the general reserve in order to facilitate projects under the DRIVE programme. The available balances at 31 March 2015 were projected to be:

Reserve	Purpose	£'m
Strategic change	To fund internal projects under DRIVE	0.6
Economic regeneration	To promote economic growth	0.5

The council had followed a process of consolidating its reserves into the corporate reserves above. This better facilitated corporate priority planning. The only other reserves that the council held had specific obligations attached (e.g. Section 106/partnership contributions).

54.19 The principles for formulating the capital programme were set out in the budget report to cabinet last December and the updated programme was given in appendix 3 to the report (proposed new schemes were shown in bold text) and showed a projected outturn for 2014/15 of £7.394; a total budget for 2015/16 of £16.548m; £13.089 for 2016/17; and £4.271m for 2017/18. The council had a policy of only using borrowing for schemes that were 'invest to save' and could generate enough savings or additional income to service the financing costs. In addition to schemes that qualified for borrowing, the council had a further £800,000 of capital receipts to apply to the programme. No uncertain future capital receipts had been factored into the available resource so there would be opportunities to supplement the programme as the 3-year period progressed. Potential disposals would be identified through the asset management plans.

54.20 The HRA capital programme was set out in another report on the agenda (minute 56 below) and was financed entirely from HRA resources. Once approved it would be amalgamated with the general fund programme.

54.21 Councillor Mattock commented that the steps taken by the council in previous years had ensured the making of significant efficiency savings allowing the council to adjust to the continuing reduction in government funding, the impact of inflation and growth in demand for services, with no increase in the borough's proportion of the council tax for the sixth year running and increased spending in a number of priority areas.

***54.22 Resolved (budget and policy framework):** That full council, at their meeting on 18 February 2015, be recommended to approve the following:

(a) A general fund budget for 2014/15 (revised) and 2015/16 (original) as set out in appendix 1 to the report, including growth and savings proposals for 2015/16 as set out in appendix 2 to the report.

(b) No increase in the council tax for Eastbourne Borough Council resulting in an unaltered 'Band D' charge of £224.19 for 2015/16.

(c) A general fund capital programme and financing 2014/18 as set out in appendix 3 to the report.

Meeting: **Cabinet**
Date: **4 February 2015**

56 * Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2015/16 and HRA Capital Programme 2014/17

56.1 Cabinet considered the report of the senior head of community and deputy chief executive and chief finance officer in respect of the rents, service and other charges to be set for all of the council's housing tenants. The report outlined the revenue account budget proposals for 2015/16 and housing capital programme 2014/17 and arrangements for agreeing Eastbourne Homes Limited's (EHL) management fee and delivery plan.

56.2 From the 1 April 2012 the way that council social housing was financed was changed and the HRA became self financing. This meant that expenditure had to be entirely supported from rental and other income. The main tool for the future financial management of the HRA was the 30 year business plan which had been approved by cabinet on 8 February 2012. The introduction of HRA self financing did not end the requirement to maintain a statutory ring fenced HRA and the council was still required to maintain a separate account for the income and expenditure on council housing. The report reflected the recommendations made by Eastbourne Homes in relation to the increases in rent levels, service and other charges.

56.3 The HRA revenue budget (appendix 1 to the report) had been produced based on the policies set out in the HRA 30 year business plan and showed an overall surplus of (£296,130) for 2015/16. This was mainly due to a number of favourable factors including the rent and service charge review, the change in requirement for the provision of bad debts and the savings from treasury management activities on borrowing.

56.4 The council had been following the government's guidance for rents for social housing since December 2001. Under the HRA self-financing settlement the government had assumed that rent convergence would be achieved in 2015/16. In May 2014, the government issued new guidance setting out its policy on rents for social housing from April 2015. The new guidance simplified the approach to setting the rent for each property. The government recognised that some properties would not have reached their formula rent by April 2015 and recommended that rent only moves up to formula rent when the property was re-let following vacancy. It was noted that most the council's properties had reached convergence; those remaining properties below would now achieve convergence at a slower rate. The new guidance suggested an increase of 2.2%. In order to reduce the number of properties trying to reach their formula rent, it was recommended that council rents were set at a slightly higher level with an average increase of 2.28%. This would leave 5.87% of housing rents outstanding to converge.

56.5 Service charges, heating and water charges were fixed weekly amounts set at a level to recover the expected actual cost to be incurred for the respective properties in the forthcoming year. Garage rents were recommended to increase in line with the average increase in housing rents 2.28%.

56.6 Total budgeted expenditure on the HRA capital programme was planned at £9,668,512 for 2015/16. The major works element of the programme was in line with the asset management plan and the self financing business plan model with funding from the major repairs reserve. Cabinet had previously agreed a total budget of £12.1m for the housing and economic development programme (HEDP) out of the total allowance of £20m This had now been profiled to reflect the expected spending timetable and will be funded from borrowing and HCA grant.

56.7 The proposed Eastbourne Homes Ltd. base management fee was recommended to remain at the 2014/15 level of £6,714,000, however an additional £520,000 had been proposed to meet the current pressure on the maintenance budget. The fee of £140,000 to support the work of the HEDP team had now been amalgamated into the management fee. The total proposed fee for 2015/16 was £7,375,000.

56.8 Scrutiny committee, at their meeting on 2 February 2015, noted the report and asked for further information regarding opportunities to support local companies through investment and local labour agreements.

***56.9 Resolved (budget and policy framework):** That full council, at their meeting on 18 February 2015, be recommended to approve the following:

(a) The HRA budget 2015/16 and revised 2014/15, as set out in appendix 1 to the report;

(b) that rents are set in line with the rent convergence target of 2016 set by government resulting in an average increase in rents of 2.28%;

(c) that void HRA properties which are due for re-let are moved to target rent automatically;

(d) that service charges for general needs properties are increased by 2.31%;

(e) that service charges for older persons' sheltered accommodation currently available for let are increased by 2.57%;

(f) that heating costs are set at a level designed to recover the estimated actual cost;

(g) that water charges are set at a level designed to recover the estimated cost of metered consumption;

(e) that garage rents are set to increase by 2.28% in line with the average increase in housing rent;

(f) that delegated authority be granted to the senior head of community, in consultation with the lead cabinet members for community services and finance and the chief finance officer to finalise Eastbourne Homes' management fee and delivery plan; and

(i) the HRA capital programme as set out in appendix 2 to the report.

Local Democracy, 1Grove Road, Eastbourne, BN21 4TW
Tel (01323) 415021/415022 Minicom (01323) 415111 Fax (01323) 410322
E Mail: localdemocracy@eastbourne.gov.uk
www.eastbourne.gov.uk

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Meeting: Council
Date: Wednesday 18 February 2015
Subject: Redundancy and re-deployment policy
Report of: Councillor Troy Tester on behalf of the Cabinet

The Council is asked to consider the minute and resolution of the Cabinet meeting held on 10 December 2014 as set out below.

Further copies of the report to Cabinet are available on request – please see end of this report. A copy may be seen on the Council’s website by following the link below:

<http://democracy.eastbourne.gov.uk/ieListDocuments.aspx?CIId=125&MIId=1269&Ver=4>

The Council is recommended to:-

Adopt the redundancy and re-deployment policy as a replacement to the alternative employment procedure.

***49 Redundancy and re-deployment policy**

49.1 Cabinet considered the report of the head of corporate development. The council’s human resources policies and procedures were currently being reviewed. This report proposed a new redundancy and redeployment policy to replace the existing alternative employment procedure (AEP). It was believed that the AEP did not adequately reflect the process to follow in cases of restructuring and redundancy, and was not clear about the support mechanisms in place for staff. Both these aspects had been considered in the drafting of the new policy, along with updated legislative requirements which were largely around statutory consultation requirements. The new policy would also give clearer advice about the process for voluntary redundancy and the parameters within which it would be offered.

49.2 Full discussions had taken place with Unison who had made some helpful and positive contributions to the policy being presented to cabinet and had indicated their agreement to the content.

***49.3 Resolved (policy framework):** That full council be recommended to adopt the redundancy and re-deployment policy as a replacement to the alternative employment procedure.

For a copy of the report please contact Local Democracy at 1 Grove Road,
Eastbourne, BN21 4TW. Tel. (01323) 415022 or 415021.
E-mail: localdemocracy@eastbourne.gov.uk

For further information please contact: Becky Cooke, Human Resources Manager,
1 Grove Road, Eastbourne, BN21 4TW
Tel: (01323) 415106 E-mail: becky.cooke@eastbourne.gov.uk

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Meeting: Council
Date: Wednesday 18 February 2015
Subject: Treasury management and prudential indicators 2015/16
Report of: Councillor Gill Mattock on behalf of the Cabinet

The Council is asked to consider the minute and resolution of the Cabinet meeting held on 4 February 2015 as set out below.

Further copies of the report to Cabinet are available on request – please see end of this report. A copy may be seen on the Council’s website by following the link below:

<http://democracy.eastbourne.gov.uk/ieListDocuments.aspx?CIId=125&MIId=1270&Ver=4>

The Council is recommended to:-

The treasury management strategy and annual investment strategy ; the methodology for calculating the minimum revenue provision; the prudential and treasury indicators; and the specified and non-specified investment categories as set out in the report to cabinet.

***55 Treasury management and prudential indicators 2015/16**

55.1 Cabinet considered the report of the deputy chief executive and chief finance officer seeking approval to the council’s borrowing and investment strategies in line with legislative and other regulatory requirements as described in the report. The council was required to receive and approve, the prudential and treasury indicators and treasury strategy as part of the budget setting process each year. This covered:

- the capital plans (including prudential indicators);
- a minimum revenue provision policy (how residual capital expenditure was charged to revenue over time);
- the treasury management strategy (how the investments and borrowings were to be organised) including treasury indicators; and
- an investment strategy (the parameters on how investments were to be managed).

***55.2 Resolved (budget and policy framework):** That full council, at their meeting on 18 February 2015, be recommended to approve the following:

- (a) The treasury management strategy and annual investment

strategy as set out in the report;
(b) the methodology for calculating the minimum revenue provision set out at paragraph 2.3 of the report;
(c) the prudential and treasury indicators as set out in the report; and
(d) the specified and non-specified investment categories listed in appendix 3 to the report.

For a copy of the report please contact Local Democracy at 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415022 or 415021.
E-mail: localdemocracy@eastbourne.gov.uk

For further information please contact: Alan Osborne, Deputy Chief Executive and Chief Finance Officer, 1 Grove Road, Eastbourne, BN21 4TW
Tel: (01323) 415106 E-mail: alan.osborne@eastbourne.gov.uk

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Meeting: Council

Date: Wednesday 18 February 2015

Subject: Adoption of the Eastbourne community infrastructure levy (CIL): Charging schedule

Report of: Councillor Steve Wallis on behalf of the Cabinet

The Council is asked to consider the minute and resolution of the Cabinet meeting held on 4 February 2015 as set out below.

Further copies of the report to Cabinet are available on request – please see end of this report. A copy may be seen on the Council’s website by following the link below:

<http://democracy.eastbourne.gov.uk/ieListDocuments.aspx?CIId=125&MId=1270&Ver=4>

The Council is recommended to:-

Adopt the charging schedule and bring into force as from 1 April 2015.

***57 Adoption of the Eastbourne community infrastructure levy (CIL): Charging schedule**

57.1 Cabinet considered the report of the senior head of regeneration, planning and assets. The community infrastructure levy (CIL) allowed local authorities in England and Wales to raise funds from developers undertaking new building projects. It effectively replaced much of the existing process of planning obligations commonly known as 'section 106' agreements. The primary use of CIL was to gain financial contributions from certain types of viable development to help fund new or improved strategic infrastructure required to support the growth identified in a local authority’s core strategy. CIL placed a charge per square metre on development. It would not be the sole funding source for all infrastructure delivered, but would supplement other public sector revenue streams.

57.2 The council had prepared a community infrastructure levy (CIL) charging schedule which is proposed for adoption. This document had undergone extensive public consultation in line with the CIL regulations, and had been through the relevant examination stages. The examination was dealt with via written representations, and the production of matter statements in November/December 2014. The council received the examiners final report on 12 January 2015 which concluded that the

charging schedule, subject to one modification, was sound and should be adopted by the council.

57.3 The council had proposed rates of £50 per square metre for residential (C3) development, and £80 per square metre for retail (A1-A5) development. All other uses would be subject to no charge. The rates would be charged in all parts of the borough excluding those that were within the South Downs National Park.

57.4 The examiner's report recommended a modification, now made, to exempt residential apartments from CIL liability. It was felt that the evidence demonstrated that the CIL charge would affect the viability of apartment development, which would in turn prevent that type of residential development coming forward for development.

57.5 The proposed rates were justified by evidence and ensured that they did not compromise the ability for the council to deliver its spatial development strategy. It was in the interest of the council to adopt the charging schedule on 1 April 2015, at which date further significant restrictions are placed on Section 106 agreements.

57.6 Planning Committee, on 3 February 2015, had also received a report on this matter and had noted the contents.

***57.7 Resolved (budget and policy framework):** That cabinet endorse the community infrastructure levy charging schedule in line with the recommendations of the examiners final report and recommend full council to adopt and come into force as from 1 April 2015.

For a copy of the report please contact Local Democracy at 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415022 or 415021.
E-mail: localdemocracy@eastbourne.gov.uk

For further information please contact: Craig Steenhof, Specialist Advisor (Planning), 1 Grove Road, Eastbourne, BN21 4TW
Tel: (01323) 415106 E-mail: craig.steenhof@eastbourne.gov.uk

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Tuesday, 18 November 2014
at 6.00 pm



Conservation Area Advisory Group

PRESENT:-

Councillor Shuttleworth (Chairman) and Councillors Thompson, Belsey and Cooke

Officers:

Mrs S Leete-Groves, Specialist Advisor (Conservation)
Ms J Sabin, Specialist Advisor (Planning)

ADVISORS:

Mr Howell, Eastbourne Society

27 Minutes of the meeting held on 7 October 2014.

The minutes of the meeting held on 7 October 2014 were submitted and approved and the Chairman was authorised to sign them as a correct record.

28 Apologies for absence.

An apology for absence was reported from Mr Crook.

29 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None were declared.

30 Planning Applications - Decisions of the Borough Council.

The decisions of the Planning Committee on applications in Conservation Areas were reported.

NOTED.

31 Planning Applications for Consideration.

The Specialist Advisor (Conservation) and Specialist Advisor (Planning) reported on planning applications for consideration in Conservation Areas. The Group's comments were set out in the schedule below.

1) 141358 (Pre-Application) 1 NEW UPPERTON ROAD, OLD TOWN, BN21 1NW

Heritage Value: Old Town Conservation Area

Proposal: Pre-application Advice: Erection of a first floor extension over

garage, conversion of garage and replacement of garage door to window.

CAAG Comments: The Group agreed that the extension was acceptable on principle and that the replacement of the garage at ground floor level would be beneficial. Both the original and revised designs submitted by the applicant were considered by the Group and there were elements of both that were preferred although they commented that the original design was more in-keeping with the surrounding conservation area. The Group agreed that the repetition of the window detailing on the existing dwelling should be maintained. The Group discussed the corner of the extension and the roof treatment. One member of the Group suggested that the applicant look at the canted/splayed features on the buildings at 22 New Upperton Road and 1 Crown Street for guidance on how to address the corner.

2) 141379 & 141280 (Full Plans) & (Listed Building) BT TELEPHONE KIOSK ADJACENT TO THE PIER, GRAND PARADE, EASTBOURNE

Heritage Value: Grade II listed building within Town Centre and Seafront Conservation Area

Proposal: Planning Permission (ref. 141379) and Listed Building Consent (ref.141380):

Change of use of 1 no. BT telephone box (Sui Generis) located to the left of The Pier Entrance to 1 no. retail kiosk (A1).

CAAG Comments: The Group raised no objections to the proposal and from a conservation perspective were pleased that this would ensure long term use and preservation of the building.

By virtue of Section 100B(4) of the Local Government Act 1972, the Chairman was of the opinion that the following recently received applications, which were not listed on the agenda, should be considered in order that the applications might be referred to the Planning Committee at the earliest opportunity.

3) 141413 (Listed Building) EASTBOURNE PIER, GRAND PARADE, EASTBOURNE, BN21 3EL

Heritage Value: Grade II* & Town Centre and Seafront Conservation Area

Proposal: **Item 1** - Dismantling the steel super structure [Arcade] and removal from site.

Item 2 - Removal all fire-damaged cast iron furniture (balustrades, lighting columns and wind-breaks) and timber waling beam support sections, in all areas affected by the fire. Refurbish and replace where required, replacement balustrade posts and panels in steel / alloy.

Item 3 - Replace all lattice girders and deck beams, test cast iron piles for cracking or heat defects. Repair, strengthen or replace where necessary.

CAAG Comments: The Group raised no objections to the proposal.

NOTED.

32 New Listings.

The Specialist Advisor (Conservation) reported that there were no new listings.

The Group were advised that work on repairs for the Congress Theatre was still on schedule for completion by April-May 2015.

NOTED.

33 Dates of future meetings - All at 6.00 p.m. at the Town Hall.

The date of the next meeting was confirmed as the 6 January 2015.

The meeting closed at 6.33 pm

**Councillor Shuttleworth
(Chairman)**

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Tuesday, 25 November 2014
at 6.00 pm



Planning Committee

Present:-

Members: Councillor Ungar (Chairman) Councillor Harris (Deputy-Chairman)
Councillors Hearn, Jenkins, Miah, Murray, Murdoch and Liddiard (as substitute for Taylor)

92 Minutes of the meeting held on 28 October 2014.

The minutes of the meeting held on 28 October 2014 were submitted and approved and the Chairman was authorised to sign them as an accurate record.

93 Apologies for absence.

An apology for absence was received from Councillor Taylor.

94 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

Councillor Ungar declared that with regard to minute 99, Cavendish School, Eldon Road, having made representations regarding this application to East Sussex County Council's Planning Committee, he had previously reached a view in relation to this application and considered himself as being pre-determined with regard to it. Councillor Ungar did however address the committee, having earlier taken legal advice that, in the circumstances, it would be acceptable for him to have the same degree of participation in this matter as if he had declared a personal and prejudicial interest under the Council's Code of Conduct for Members. He withdrew from the room during the officer's report and following his address whilst the application was considered and voted upon.

95 17 Ratton Drive. Application ID: 141167 (HHH).

Two storey side and rear extension to house, recessed from main elevation and subservient to main ridgeline to create space for master bedroom, ensuite and utility space. Existing garage to be re-built with new roof to match that of house – **RATTON**. Eight letters of objection had been received.

The relevant planning history for the application site and observations of the Specialist Advisor (Arboriculture) and the Specialist Advisor (Conservation) were summarised within the report.

Councillor Belsey, Ward Councillor addressed the committee in objection stating that the large extension proposed would result in an

overdevelopment of the site, reducing the proximity of the building to its neighbour, resulting in the loss of light.

RESOLVED: (By 7 votes with 1 abstention) That permission be refused on the grounds that the proposed extension, by reason of its siting, scale and design, would be an obtrusive and visually dominant form of development resulting in the disruption of the symmetry of a pair of historic properties, to the detriment of the Area of High Townscape Value. The proposal therefore conflicts with Policies UHT1 and UHT16 of the Eastbourne Borough Plan Saved Policies 2007, Policies B2 and 10A of the Eastbourne Core Strategy Local Plan 2013 and paragraphs 7,17,56,58, and 126-135 of the National Planning Policy Framework.

Appeal:

Should the applicant appeal the decision the appropriate action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

96 Garage block at the south side of St James Road. Application ID: 140959 (RMT).

Application for approval of Reserved Matters (Access, Appearance, Landscaping and Scale) following approval of outline planning permission granted 6 August 2013 (Ref: 120432) for the demolition of existing garages and erection of a terrace of three houses with associated parking – **DEVONSHIRE**. Three objections had been received.

The relevant planning history for the application site and observations of the Planning Policy Manager and Specialist Advisor (Arboriculture) were summarised within the report. East Sussex County Council Highways made no response due to the nature of the application.

The agent for the application had submitted a supplementary statement which was reported at the meeting.

Mr Holley, addressed the committee stating that he had no issue with the boundary wall and requested that condition 5 of the original outline planning permission (granted on 5 August 2013) be discharged at the earliest opportunity. Mr Holley raised concerns about the height of the proposed obscured glass windows.

The Specialist Advisor (Planning) advised the committee that the discharge of condition 5 would resolve any boundary treatment issues.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) The proposed development shall be carried out in strict accordance with the following plans and documents:
 1428/01 Rev D – Proposed site location and layout plan received 16 October 2014
 1428/02 Rev E – Proposed plans and elevations received 30 October 2014
 Block plan received 14 July 2014

2) No development shall commence until samples or precise manufacturers details of all the materials to be used on the external surfaces of the development hereby permitted have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details and shall be retained as such thereafter 3) Notwithstanding the approved details, the development shall not be occupied until full details of both hard and soft landscape works have been submitted to and approved by the Local Planning Authority. These shall include details and locations of trees and planting plans, species specification and samples of hard landscaping materials 4) The finished surface to the driveways, hardstandings, paths and gardens shall be made of porous materials and retained thereafter or provision shall be made and retained thereafter to direct run-off water from the hard surface to a permeable or porous area or surface within the cartilage of the property. No loose surface material shall be used within 2 metres of the edge of the public highway 5) Prior to occupation of the proposed house hereby permitted, the first floor rear windows to the rear elevation serving bedrooms and shall be obscure glazed to a height of 1.7 metres above finished internal floor level and permanently retained as such. The side casement windows shall be non-opening, fixed shut and thereafter permanently retained as such 6) During any form of earthworks and/or excavations that are carried out as part of the development, suitable vehicle wheel washing equipment should be provided within the site to prevent contamination and damage to the adjacent roads 7) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking and re-enacting that Order with or without modification), no extension, enlargement or other alteration of the dwellinghouse(s) other than that expressly authorised by this permission shall be carried out without planning permission obtained from the Local Planning Authority 8) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking and re-enacting that Order with or without modification), no window, dormer window, rooflight or door other than those expressly authorised by this permission shall be constructed without planning permission obtained from the Local Planning Authority 9) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking and re-enacting that Order with or without modification), gate, fence, walls or any other means of enclosure than those expressly authorised by this permission shall be constructed without planning permission obtained from the Local Planning Authority 10) No material shall be deposited at the site other than clean, uncontaminated naturally occurring excavated material, brick and concrete rubble 11) No bonfires or burning of waste materials shall take place anywhere on the site at any time.

Informative:Reiteration of Conditions of Previous Applications

The conditions attached to the grant of outline consent EB/2012/0636 (OL) are re-iterated and unless otherwise discharged to the satisfaction of the Local Planning Authority, should be complied with to ensure the validity of the planning permission.

Details of Materials

All external materials to be used in the development shall conform with the guidelines set out in the Eastbourne Townscape Guide.

97 Cavalier Public House, 13 - 15 Carlisle Road. Application ID: 141169 (PPP).

Proposed partial change of use from Class A4 (public house) to Class C3 (residential dwellings), to form 4 maisonettes comprising of 2 two-bedroom and 2 one-bedroom self-contained units – **MEADS**. Three letters of objections had been received.

The relevant planning history for the application site and observations of the Tourism Manager, the Specialist Advisor (Conservation), the Specialist Advisor (Planning Policy), the Specialist Advisor (Waste), the Specialist Advisor (Economic Development), the Specialist Advisor (Arboriculture) and Eastbourne Hotels' Association were summarised within the report.

A response from Campaign for Real Ale (CAMRA) was reported at the meeting and related to a loss of the trading floor and former use of the public house as an Inn providing B&B accommodation.

The Specialist Advisor (Planning) advised the committee that the public house trading floor did not form part of the application and was shown to be retained. The committee was further reminded that the upper floors had planning permission to be converted to residential and as such the Inn concept had already been lost.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission 2) In accordance with the submitted drawings 3) Materials to match the existing building 4) Details of refuse storage 5) Hard and soft landscaping and tree planting details.

98 Land at former Cosmetica Site, Faraday Close. Application ID: 140958 (PPP).

Demolition of existing buildings and erection of food store together with car parking, landscaping and access – **HAMPEN PARK**. Seven letters of objection and 15 letters of support had been received. 14 additional communications of support had been received.

The relevant planning history for the application site and observations of the Specialist Advisor (Economic Development), the Specialist Advisor (Arboriculture), the Specialist Advisor (Planning Policy), the Specialist Advisor (Environmental Health), the Environment Agency, the Local Highway Manager, the County Archaeologist, Bespoke and Southern Water were summarised within the report.

The applicant also submitted a further statement which was reported at the meeting. In summary the statement commented on the creation of 30-40 jobs, secured by a local labour agreement, following 5+ years vacancy of

the site. Consultation with the local community had been a key concern of Aldi in developing the site with 87% of residents supporting the application, with no objections to its design or appearance. East Sussex County Council Highways were satisfied with the proposed access arrangements, with a new vehicular access to Faraday Close being provided at the request of residents. Parking arrangements supported local business with the car park being made available for visitors to the Hampden Park retail area.

The applicant had requested permission to address the committee. The Chairman advised that it would be possible to suspend the current rules regarding applicants addressing the committee without the presence of an objector with the full agreement of members. A motion to suspend the current rules was proposed and seconded and supported unanimously and the applicant was permitted to address the committee.

Mrs Neil, addressed the committee in support stating that 95% of the residents who were direct neighbours of the site supported the proposal. The development would resolve the current concerns of anti-social behaviour at the site and would be a great asset and improvement for the residents of Hampden Park.

Councillor Belsey addressed the committee in support highlighting the overwhelming support for the development and improvements to a prominent derelict site. Councillor Belsey referred to the creation of jobs and the overall benefit to the residents of Eastbourne.

Mr Stanley, Property Director, Aldi, addressed the committee reiterating the comments of the applicant reported earlier to the committee. Mr Stanley also highlighted the £5.1m investment at the Hampden Park site, which would improve the offer for the residents of Eastbourne. Consultation with residents showed overwhelming support for a retail offer rather than industrial use adding that the site was unviable for industrial use, which had been demonstrated by the site having been vacant for in excess of five years.

RESOLVED: RESOLVED: (A) (Unanimous) That planning permission be granted subject to the prior conclusion of a S.106 Agreement or S278 Highways Agreement to secure a financial contribution towards or the delivery of the proposed Highway improvements to Lottbridge Drive, Mountfield Road Roundabout and the provision enhanced bus stops, Travel Plan and associated audit fee, local employment initiatives, contributions to off-site tree protection and subject to the following conditions: 1) Commencement of development within three years 2) Drawing Nos. of approved plans 3) Samples of all materials (internal and external) 4) Construction Method Statement and Management Plan including temporary structures, site compound and hoardings, construction access details etc 5) Details of Opening hours for the store 6) details of delivery times 7) Details of all plant and machinery (e.g. air conditioning, refrigeration units) including predicted noise levels 8) Details of directional signage to car park and service road 9) Construction Traffic Management Plan to include travel routes and number of vehicle movements 10) Finished floor levels 11) Prior to their installation details of any external solar power equipment 12) Parking is provided in accordance with submitted details 13) Cycle storage and staff shower facilities 14) Tree protection Lottbridge Road 15) Details of

boundary treatments 16) Limited Range Discounter only 17) No more than 20% floor area to be non-food retailer 18) Car park controls limited to 2 hours

RESOLVED (B): In the event that the S.106 is not concluded to the satisfaction of the Local Planning Authority by 30 Jan 2015 that delegated authority be given to the Senior Specialist Advisor (Planning) to refuse planning permission for the following reason, or if discussions are ongoing, to agree a reasonable extension of time for the S.106 to be signed.

99 Cavendish School, Eldon Road. Application ID: 141334.

ESCC Consultation: Construction of a new two storey, two form entry primary school including nursery provision with associated parking, 2no. 3G sports pitches, playing surfaces and games court as an extension to the existing school – **OLD TOWN**. One letter of objection and one letter of support had been received.

The relevant planning history for the application site and observations of the Specialist Advisor (Arboriculture) and the Specialist Advisor (Planning Policy) were summarised within the report.

Councillor Ungar, Ward Councillor addressed the committee in objection stating that the proposal was strategically in the wrong area of Eastbourne, it would be an overdevelopment of the site and would result in a loss of open space, inadequate parking facilities, and an increase in traffic generation. There would also be a loss of Elm trees which would be detrimental to the street scene.

Mr Fitzpatrick, Head Teacher, addressed the committee in support stating that the school buildings had not changed since the 1930's. A 'through school' was supported by both parents and students, with the enquiries for the reception class indicated potential 1/3 enrolment already. There had been a reduced number of pupils enrolling at the senior level.

Mr Hambrook, ESCC, addressed the committee stating that there had been an increase of 1000+ births year on year in Sussex, which led to an increase in the demand for school placements. There would be little change in overall numbers of students at the site due to the development of the free school Gildredge House.

NB: Councillor Ungar withdrew from the room whilst this item was considered.

The committee considered the application and acknowledged the need to provide primary school places in Eastbourne however, members felt that this site was inappropriate due to the impact on traffic in and around the school and the increased danger for students. Members felt that the design was out of keeping with the existing school building.

RESOLVED: (Unanimous) That East Sussex County Council be advised that no objection was raised in principle to the provision of a new school on

the site subject to appropriate conditions. However, concern was raised with regard to the following:

- 1) The increased traffic generation and parking within the surrounding roads during pick up and drop off periods and an inappropriate vehicular exit point onto Eldon Road, close to the busy junction with Willingdon Road adding to existing traffic congestion at this junction and consequently within the school grounds.
- 2) The adverse impact on surrounding residential amenity with regard to increased on-street parking and traffic, noise and disturbance from the new pedestrian and vehicular access and from Cobbold Road.
- 3) The poor quality of design within this prominent location would adversely impact on the appearance and open nature of the site and the street scene.
- 4) The loss of playing fields for the existing school within the site which were not adequately replaced or provided elsewhere.
- 5) The potential removal of 2 mature Elm Street trees which made a significant contribution to the appearance of the street scene and environmental amenity. The trees were considered a constraint to development and should be retained as part of any redevelopment.

100 RNLi Lifeboat Station, The Crumbles. Application ID: 141284.

Construction of a new lifeboat station to house the D-class inshore lifeboat and the shore facilities for the Tamar-class all weather lifeboat; Installation of davit crane for launching the ILB D-Class lifeboat over the sea wall; and Siting temporary lifeboat station for duration of the build – **SOVEREIGN**.

The observations of the East Sussex County Council Highways department and the Environment Agency were summarised within the report.

The committee was advised that it had been confirmed that the existing lifeboat station at Fishermen's Green was leased to the RNLi by the Council, and that they would surrender the lease on their renewal date in 2018 back to the Council.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) Time for commencement 2) Approved drawings 3) Samples of materials 4) Demolition and construction method statement 5) Hours of construction 6) The temporary containers shall only be in place during the construction period of the approved development and shall be removed on occupation of the building hereby approved.

Informative:

This application does not grant permission for the flagpole/flag shown on the approved drawings which would constitute an advertisement for which advertisement consent is required, a further application would be required for advertisement consent prior to the display of this advertisement.

101 35 Melville Lane. Application ID: 140153 (PPP).

Erection of a five bedroom dwelling including annexe, with access from Melville Lane – **RATTON**. 10 letters of support and four letters of objection had been received.

The relevant planning history for the application site and observations of the Specialist Adviser (Arboriculture), the Highway Authority, the Specialist Adviser (Planning Policy), the County Ecologist and South Downs National Park were summarised within the report.

RESOLVED: (Unanimous) That permission be granted subject to the prior conclusion of a s106 legal agreement to secure a financial contribution towards off site affordable housing, and the following conditions: 1) Commencement within three years 2) Compliance with plans 3) Affordable housing and flood storage contributions 4) Samples of materials 5) Tree protection 6) No burning on site 7) No excavations near trees 8) Routes of services 9) Tree replacement and landscaping details 10) Tree maintenance programme 11) Retention of boundary trees and planting 12) Details of surface water drainage 13) Restriction of permitted development rights (windows) 14) Restriction of permitted development rights (extensions) 15) Obscure glazing in side elevation with restrictors 16) No illumination of site without prior approval of LPA 17) Details of external plant and machinery (heat recovery etc) 18) Hours of operation during construction 19) Route for construction vehicles 20) Removal of existing stable roof by hand 21) Submission of compliance with Code Level 4 22) Submission of details of a Sustainable Urban Drainage Scheme 23) Submission of details of a scheme for the removal of spoil under licence.

102 St Thomas A Beckett RC Junior School, 7 Tutts Barn Lane. Application ID: 141078 (PPP).

Erection of a single storey building situated between the Junior & Infant schools to create additional office, administration and staffroom space involving alterations to access road and associated landscaping – **UPPERTON**. One letter of objection had been received.

The relevant planning history for the application site and observations of the County Archaeologist and the Specialist Advisor (Planning Policy) were summarised within the report.

RESOLVED: (By 6 votes with 2 abstentions) That permission be granted subject to the following conditions: 1) Time limit 2) Travel Plan 3) Materials to match existing

103 Eastbourne Pier, Grand Parade. Application ID: 141413.

Listed building consent is sought for works to the Grade II* listed building, namely; 1) Dismantling the steel super structure [Arcade] and removal from site 2) Removal all fire-damaged cast iron furniture (balustrades, lighting columns and wind-breaks) and timber waling beam support sections, in all areas affected by the fire. Refurbish and replace where required, replacement balustrade posts and panels in steel / alloy 3) Replace all lattice girders and deck beams, test cast iron piles for cracking or heat defects. Repair, strengthen or replace where necessary – **DEVONSHIRE**.

The committee was advised that the public consultation period had not yet expired and therefore the recommendation on page 98 of the report was correct, not as stated on page 93 of the report.

At their meeting on 18 November 2014 the Conservation Advisory Group had no objections to the proposals and very much looked forward to the next stage of the project.

The Specialist Advisor (Conservation) advised that the scheme of recording in accordance with Level 3-4 of the EH guidance should be adopted and implemented in this demolition programme.

The committee was advised that English Heritage had commented on the proposals as follows: the nineteenth century pier was grade II* listed, although only parts of the substructure were original. Following the severe fire damage on 31 July 2014, the 1925 pavilion (referred to in the application documents as 'the Arcade') with a relatively intact interior was completely destroyed.

Structural surveys had now been carried out, indicating that many of the original Eugenius Birch cast iron piles appeared to be in sound condition, but that later steel girders, beams and cross-bracings of the substructure had suffered damage to a lesser or greater degree, and needed to be replaced. The timber deck in its entirety was lost within the affected area and much of the cast iron balustrading and its integral lighting columns had also been damaged.

This application sought to dismantle the steel frame of the Arcade, remove and replace as necessary the modern girders and beams, replace timber decking, refurbish where possible cast iron balustrading, lighting and columns, and faithfully replicate these details elsewhere.

The National Planning Policy Framework required that in determining applications, any harm to or loss of significance to designated heritage assets required clear and convincing justification (Para.132). Here, the fire had undoubtedly resulted in very severe harm to the significance of Eastbourne Pier.

English Heritage was persuaded however that there was no reasonable possibility of repairing the very warped and damaged 1925 Arcade building, and that little additional harm to the significance of the Pier would arise as a result of its being dismantled.

Further there were clear public benefits associated with re-opening the Pier and beginning a process of repair and reconstruction.

In agreement with the Local Planning Authority, English Heritage therefore accepted the loss, subject to a detailed recording exercise, which the Applicant had been ably undertaking since the early days following the fire. The removal of the Arcade would facilitate further investigation of the caps to the nineteenth century cast iron piles, and English Heritage recommended that method statements for any repairs to these elements were also sought by condition, or a further application for Listed Building Consent invited, as required.

As agreed previously and used elsewhere on the Pier, a steel/alloy replica of balustrading and lighting columns that were not capable of repair was acceptable to English Heritage, and Eastbourne Borough Council may also wish to control this through conditions as necessary.

English Heritage was pleased with the response to the fire and considered that removal of the damaged structure that was beyond repair was both justified and necessary. Once this stage of the work was underway English Heritage remained willing to engage with the Council and the Applicant at the earliest opportunity to help set the parameters for what was likely to be acceptable with regard to a replacement building to bring this celebrated structure back into full and active use.

English Heritage recommended that this application be determined in accordance with national and local policy guidance, and on the basis of the Council's expert conservation advice.

RESOLVED: (Unanimous) That delegated authority be given to the Senior Specialist Advisor (Planning) to approve listed building consent subject to no objections being received from statutory consultees, and subject to the following conditions: 1) Time for commencement 2) Approved drawings 3) A recording condition, the findings of which to be submitted to the LPA following completion of the works. (Item 1) 4) A repairs condition to accommodate the investigative works required to the screw piles following the dismantling and removal of the Arcade structure. (Item 3) 5) Prior to any demolition work commencing a method statement shall be submitted to and approved in writing by the Local Planning Authority, the method statement will highlight a safe working compound, access arrangement for the removal of the demolished material, parking, external illumination and turning areas on the Public Highway. The details as approved shall be implemented at the site and be retained as such thereafter 6) Prior to any demolition work commencing at the site details of the working hours/operating times shall be submitted to and approved in writing by the Local Planning Authority. The working hours/operating times shall be adhered to unless previously agreed in writing by the Local Planning Authority.

104 Employment Land Local Plan.

The committee considered the report of the Senior Head of Development which sought members views on the proposed submission version of Employment Land Local Plan due to be considered at the Cabinet meeting on 10 December 2014.

Members were reminded that in May 2012, the Eastbourne Core Strategy Local Plan was subject to Public Examination by a Planning Inspector. The Inspector expressed concerns over the evidence that supported Core Strategy Policy D2: Economy, particularly relating to the employment land supply. In order to address this issue without delaying the adoption of the Core Strategy, the Inspector recommended that Core Strategy Policy D2: Economy be the subject of an early review, leading to its replacement with

an additional Local Plan to deal specifically with the employment land supply.

In order to meet this requirement an Employment Land Local Plan (ELLP) was being produced. The ELLP would guide job growth and economic development in Eastbourne up to 2027 by identifying an appropriate supply of land for future employment development, in order to achieve a sustainable economy and make Eastbourne a town where people want to live and work. It specifically related to land and buildings within the B1 (Offices and Light Industry), B2 (General Industry) and B8 (Storage and Distribution) Use Classes.

The report further detailed the representations on the proposed draft ELLP and the subsequent amendments that were made.

In order to progress the ELLP toward adoption a Proposed Submission version now needed to be published to allow for representations to be made on issues of soundness.

Following the representation period, it was recommended that the Local Plan Steering Group consider a summary of representations and the need for further changes, and that the Senior Head of Development be given delegated authority to approve the submission of the ELLP to the Secretary of State ahead of public examination by a Planning Inspector. It was anticipated that this would take place around May/June 2015. If found sound at examination the ELLP would be formally adopted by the Council.

Planning Committee was asked to consider the proposed submission and any comments would be considered and reported verbally to Cabinet at its meeting on 10 December 2014.

In addition the committee was advised that the planning application relating to the land at the former Cosmetica site, Faraday Close (ALDI application) was located within the Designated Industrial Estate as identified by the Employment Land Local Plan. In the event that the current application for the land at the former Cosmetica site, Faraday Close site (ref: 140958) was approved by Planning Committee, the industrial estate boundary would need to be amended to remove this site from the designated area.

Members were asked to give delegated authority to the Senior Head of Development to amend the boundary of the designated industrial estate before the report was considered by Cabinet.

RESOLVED: (Unanimous) That delegated authority be granted to the Senior Head of Development to amend the boundary of the designated industrial estate as detailed within the report, prior to its consideration by Cabinet in December 2014.

105 Article 4 Direction - The Park Close Conservation Area.

The committee considered the report of the Special Advisor (Conservation) seeking confirmation of the Article 4 Direction for the Park Close Conservation Area.

Members were reminded that the designation of Park Close as a Conservation Area arose following a definition of the special architectural and historic interest of the area was compiled in the form of a detailed character analysis. The Council, in its role as local planning authority, sought to manage any significant changes to the area in ways that maintained and strengthened its special interest.

The Park Close Conservation Area Management Appraisal was considered by Cabinet on 23 October 2013. It set out the special nature of the area with a recommendation for protection of the setting of the heritage assets. At its meeting on 4 March 2014, the Planning committee supported the making of an Article 4 Direction for Park Close. The special nature of Park Close was partially controlled by virtue of its being a Conservation Area, however, even in a Conservation Area, householders had "permitted development rights" that, if implemented without oversight, could erode the special historic and architectural character and appearance of Park Close. Members therefore also recommended that subject to consultation with the residents; this position should be modified by the local planning authority.

The Direction under Article 4, attached as appendix A of the report, arranged matters so that homeowners would need to seek specific council permission for works such as; replacement windows, doors and bargeboards, the removal of front gardens to create parking spaces and other works which currently would not normally require planning consent. There would be no charge to the homeowner for an Article 4 application to seek permission for works controlled by such. The administrative and other costs for considering such an application would be met by the Council.

Before deciding whether to confirm the Direction, members were requested to consider the results of the statutory consultation that had taken place. The consultees were listed within the report and the representations received were included as appendix D of the report.

The Notice of the making of the Direction had been communicated to all interested parties and local media. A specified period of 28 days was given for the receipt of representations on the Direction. The Notice included the proposed date on which the Direction, if confirmed after any representations have been considered, would come into force, which would therefore be 31 January 2016.

RESOLVED: (Unanimous) That the Article 4 Direction for the Park Close Conservation Area be confirmed.

106 South Downs National Park Authority Planning Applications.

None received.

The meeting closed at 10.16 pm

Councillor Ungar (Chairman)

Wednesday, 3 December
2014
at 6.00 pm



Audit and Governance Committee

Present:-

Members: Councillor Ungar (Chairman), Councillors Mattock, Cooke, Harris, Hearn (as substitute for Heaps), Taylor and Tester.

20 Minutes of the meeting held on 24 September 2014.

The minutes of the meeting held on 24 September 2014 were submitted and approved and the Chairman was authorised to sign them as a correct record.

21 Apologies for absence.

Apologies for absence were reported from Councillors Ede and Heaps.

22 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None were declared.

23 Update: Individual Electoral Registration.

The Committee received a verbal presentation from the Electoral and Land Charges Manager on the recently implemented Individual Electoral Registration (IER) system.

IER represented the biggest change to voter registration in 100 years. Following implementation on June 2014, every individual was now responsible for their own voter registration where previously the 'head of household' was responsible for registering everyone who lived at an address. Individuals were now able to register to vote online and were now required to provide a few more details when registering to vote including their National Insurance Number and date of birth. Applications were sent to the Department for Work and Pensions (DWP) for verification and should an application fail, it would go through the verification exception process where an applicant would be required to provide other prescribed forms of identification.

The majority of the electorate in Eastbourne had been automatically transferred over to the new IER system following verification with DWP. The Committee were advised that 15,799 electors returned as partially matched

or no match. 7,832 electors from this group had since been transferred over to IER following a further match with Council tax and benefits data.

The Electoral and Land Charges Manager outlined the correspondence with those electors who had been rejected through the process that included invitation to register letters being posted and canvassers visiting properties, where an elector was required to supply a date of birth and National Insurance number.

IER was funded by central government and Eastbourne Borough Council had received funding of £62,333 that covered the whole process.

The implementation of IER had led to an extremely busy period for Electoral Services, especially during the summer months of 2014 where they were receiving up to 1,000+ calls a day. The Electoral Administration software used by Electoral Services had to be almost completely rewritten, which had an impact on the timetable of work for those involved. Additional temporary staff were brought in to assist with the IER process and one of them visited the Borough's residential care homes.

The first IER register was published on the 1 December 2014 and the Electoral and Land Charges Manager reported that the electorate for Eastbourne was 73,132 which was on par with previous registers. The Committee was advised that no individual would be removed from the electoral register for not registering under IER. A date would be set by Government following the May 2015 elections for removing these individuals should they fail to register.

Electors who previously held a postal or proxy vote must be registered under IER for the 2015 elections or their vote would be deleted and they would need to vote at a polling station. Only 200 absent voters had not yet been registered under IER. Party agents would be entitled on a set date to a list of electors, indicating those not registered under IER.

The Committee was advised that work would take place to assess the accuracy of the register and there was a possibility that additional funding would be granted to fund a form of canvass in the New Year. It was reported that problems could be encountered should political parties and party activists send out postal vote applications without knowledge of whether that elector was registered under IER and giving out incorrect information. Following a question from the Committee the Electoral and Land Charges Manager advised that all party agents would be briefed outlining these concerns.

In response to a question on whether electors would now be required to bring their polling card to polling stations when voting or a similar form of identification, the Electoral and Land Charges Manager responded that there were currently no plans nationally to introduce this requirement.

The Committee was advised that there was prescribed legislation that outlined what electoral data could be used for. It was possible that should a property be discovered to be empty through the registration process, that property could be added to the empty properties list. For the majority of

cases information on empty properties was sourced from other Council data.

The Committee expressed their thanks to the Electoral and Land Charges Manager for her presentation and asked that thanks be passed on to the Electoral Services team for their hard work during the integration of IER.

NOTED.

24 Update: Members and Standards.

The Committee considered the report of the Monitoring Officer in relation to Member Standards. It was noted that no new formal complaints had been received during this quarter and none remained outstanding.

The Committee also noted that no dispensations had been applied or issued since the last quarterly report.

A training session involving members of Licensing Committee took place in October 2014, which provided a recap of the Code of Conduct and also on decision making in a Committee environment. It was reported that the feedback from this session was markedly positive and elements from the session found particularly useful would be featured consistently in future training sessions. A plan was currently being formulated for induction sessions following the Borough Council elections in May 2015.

A further update on Standards related matters, notably the Committee on Standards in Public Life (CSPL) was contained in the report.

RESOLVED: That the information in relation to complaints against members, dispensations issued to members, member training and the update on Standards related matters be noted.

25 Update: The Regulation of Investigatory Powers Act (RIPA) and related legislation.

The Committee considered the report of the Monitoring Officer regarding an update on the Council's usage of its powers under the Regulation of Investigatory Powers Act (RIPA) and related legislation.

The Committee was advised that for the period from September 2014 to December 2014 no applications were made under the Act.

RESOLVED: The Committee noted that no application had been made by officers of this authority to engage in activity regulated by the Regulation of Investigatory Powers Act (RIPA) during the quarter leading up to 1 December 2014.

26 Annual Audit Letter 2013/14.

The Committee considered the report of BDO regarding the Annual Audit Letter which set out the key findings of audit work for 2013/14. The report summarised the results of the audit work in respect of the Council's

financial statements, financial resilience and the arrangements for securing economy, efficiency and effectiveness in its use of resources.

Ms Janine Combrinck representing BDO was in attendance to present the report and respond to Members' questions.

With reference to the Statement of Accounts, a number of presentational misstatements had been identified and corrected during the audit but were not considered to have a material impact on the audit opinion. An unqualified audit opinion on the Council's financial statements had been issued on 24 September 2014.

The Council has maintained a healthy level of earmarked reserves and balances. As a result an unqualified value for money conclusion had been issued on 24 September 2014. The budget for 2014/15 indicated a saving requirement of £1.6m which the Council hoped to achieve through efficient savings, income generation schemes and reduced contribution to reserves of £0.8m.

The audit had concluded that the Annual Governance Statement which set out the key elements of the systems and processes of the Council's governance arrangements was compliant with the required CIPFA Code of Delivering Good Governance.

The review undertaken of the Housing Pooled Capital Receipts return had indicated no issues to report. Work on the Housing Benefits subsidy claim for 2013/14 was currently in progress.

Certification fees had been reduced from £22,350 to £12,592 this year to reflect the reduced work required for housing benefits, council tax benefits and non-domestic rates NDR income. It was reported that additional testing had been undertaken on the financial statements this year and BDO were currently discussing with the Audit Commission a small increase in the scale fee. The final fee outturn would be reported once an agreement between BDO management and the Audit Commission could be made.

The Committee were pleased with the contents of the report which demonstrated the positive working partnership between Eastbourne Borough Council and BDO.

RESOLVED: That the Annual Audit Letter for 2013/14 be noted.

27 Internal Audit Report to 30th September 2014.

The Committee considered the report of the Internal Audit Manager regarding a summary of the activities of Internal Audit for the second quarter of the financial year 2014/15.

A list of all final audit reports issued from 1st April to 30 September 2014 and the level of assurance attained were detailed in the report. The Committee was advised that during this quarter, no reports had been issued with an assurance level of inadequate.

Audit work carried out to date against the audit plan to the end of September 2014 was set out in appendix A. The Internal Audit Manager made reference to the main point from the appendix which was the review of Government Connect, which was originally carried out as four separate reviews but was later collated into one and took longer than anticipated. It was reported that it was highly unlikely that all reviews on the plan would be completed this year. This was due to the IT Auditor leaving the authority and time being undertaken to train a new member of staff and set up the Corporate Fraud team.

The report set out in order of risk, based on a risk assessment undertaken last year, the reviews that had not yet commenced. The Committee agreed that when any time was available, work would be spent on reviews in the order listed in the report. The Committee was assured that any reviews which were not carried out this year would be automatically transferred into next year's audit plan.

Further information on reports issued in final during the year with an assurance level below excellent was set out in Appendix B, with any issues highlighted in the reviews which informed the assurance level given.

A brief explanation for a number of outstanding high and medium priority recommendations from audits, reasons why they had not been implemented along with the month when the next follow up date was due were set out in appendix C. Key items from the appendix was set out in the report.

The comments made by the Corporate Management Team and officers following consideration of outstanding high risks were set out in appendix D. Appendix D was designated as confidential to reduce the risk of opportunities to commit fraud.

The Committee was advised that one fraud over £10K had been reported in the second quarter of 2014/15 and this was detailed in the report.

The Internal Audit Manager reported that work was ongoing for the transfer of staff from the Benefit Fraud team to the new Corporate Fraud team as of 1 November 2014. Job descriptions and person specifications for the team had been updated and were currently with the Council's Human Resources department.

The Committee was advised that the Anti-Fraud and Corruption policy had been updated to reflect the new team and these changes were detailed in the report. The full policy document was appended to the report for approval. In addition to this, a Corporate Fraud Policy had been created that explained the culture, objectives and role of the Corporate Fraud team. This policy document, appended to the report would be reviewed annually. It was requested that this policy be adopted as it currently stands as there had yet to be clarification from the Department for Work and Pensions (DWP) over the work on Housing Benefits Pensions and the remit of the single point of contact post. The Committee was advised that once information was received from the DWP, the policy would be fully updated and brought back to the committee for approval.

Progress against the Corporate Fraud Action Plan, included in the report to Audit and Governance Committee in September 2014 was included at Appendix G to the report. The Committee were advised that the Council's Corporate Fraud Investigations Manager would attend the next meeting of the Committee and form part of the next internal audit report.

The Internal Audit Manager reported that Eastbourne Homes were considering options for the provision of Internal Audit Services as their current contract was due to expire. The Committee were advised that the Internal Audit function had been requested to prepare a business case to propose providing this service. Should the proposal be accepted, it was anticipated that 0.5 full time equivalent would be required to cover the extra audit work. For reporting purposes, audit plans would take into account both areas of work. The Chief Finance Officer added that it was anticipated this proposal would be accepted.

The Committee discussed the internal review of Events that had been awarded an assurance level of adequate. The Committee asked whether the review should be downgraded due to the issues detailed in appendix B potentially being high risk, particularly as temporary staff were hired for these events. The issues noted included no reconciliations of car parking tickets, beer festival tokens and copies of receipts for cash taken from traders at events not being retained. The Internal Audit Manager responded that the temporary staff hired for these events did not carry out reconciliations but a check was undertaken when the income was totalled for each event, although it was acknowledged this check could be improved. Income for each event was largely consistent.

The Committee then discussed the issue of purchase orders not being raised at the time an order is placed which had been featured on several internal audit reviews. The Internal Audit Manager advised that email reminders were consistently circulated across the authority and that invoices were not paid unless purchase orders were raised.

The Committee was advised that a follow up review would be undertaken of Events and it was agreed that should issues continue to arise as detailed in appendix B, the relevant officer for that area would be invited to attend and address a future meeting of the Committee.

It was requested that a review be undertaken of the robustness and resilience of the Council's IT system as issues had been encountered with the telephone system and Councillor iPads. The Internal Audit Manager responded that this would be added to next year's audit plan.

RESOLVED: (1) That the report be noted.

(2) That work on outstanding reviews be undertaken in order of risk outlined in the report.

(3) That the changes to the Anti-Fraud and Corruption policy be approved and that the new Corporate Fraud Strategy be adopted.

28 Treasury Management Mid-year Review Report.

The Committee considered the report of the Chief Finance Officer regarding a mid-year review of the Council's treasury management activity for 2014/15.

The report had been prepared in compliance with CIPFA's code of practice on treasury management and provided an economic update for the first six months of the year. The report reviewed the council's treasury management strategy statement and annual investment strategy, its capital expenditure, investment portfolio, borrowing strategy, debt rescheduling and compliance with treasury and prudential limits. Further details were contained in the report.

The Committee was advised that investment rates available in the market continued at a historical low point. Temporary funds of £4.9m was available for investment purposes in the first six months of 2014/15 arising from the timing of precept payments, receipt of grants and progress on the capital programme. A breakdown of the Council's investment portfolio during the first six months was appended to the report.

The Annual Investment Strategy set out the Council's policies for managing investments with the priority aims to obtain the optimum level of return on investments consistent with the proper levels of security of capital and liquidity.

The strategy, which was incorporated within the Treasury Management Strategy Statement, had been approved by Cabinet on 5 February 2014. In the context of the considerable uncertainty and volatility in the financial and banking market the strategy was still considered fit for purpose in the current economic climate.

The Committee was advised that the Council had recently changed bank accounts from The Co-operative Bank to Lloyds Bank PLC. The Senior Accountant reported that the transfer had encountered no issues.

RESOLVED: That the report be noted.

The meeting closed at 7.17 pm

Councillor Ungar (Chairman)

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Monday, 8 December 2014
at 6.00 pm



Scrutiny Committee

Present:-

Members: Councillor Ansell (Chairman) Councillor Shuttleworth (Deputy-Chairman) Councillors Cooke, Murray, Thompson and Ungar

11 Minutes of the meeting held on 1 September 2014.

The minutes of the meeting held on 1 September 2014 were submitted and approved and the Chairman was authorised to sign them as an accurate record.

12 Apologies for absence.

An apology for absence was received from Councillor Belsey.

13 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

There were none.

14 Corporate Performance - Quarter 2 2014/15.

Members considered the report of the Chief Finance Officer and Head of Corporate Development updating Members on the Council's performance against Corporate Plan Priority actions, indicators and milestones for Quarter 2 2014/15.

Due to operational improvements made to the Council's activity reporting procedures, changes had been made to one of the reported performance indicators. CS_012 "Calls Handled at First Point of Contact" had now been replaced with CS_012a "Telephone Calls handled at first point of contact." This new version of the indicator focused solely on phone scripts.

Appendix 1 to the report provided a detailed report on the 2014/15 activities and outturns of the performance indicators listed within the Corporate Plan. The first section of Appendix 1 listed all the Corporate Plan priority actions whose in-year milestones had already been fully completed this year. The second section of Appendix 1 listed the ongoing actions showing all milestones that were scheduled for completion within the first quarter of the 2014/5.

Of the 29 Key Performance Indicators reported in the Corporate Plan this quarter, 7 were currently showing as Red, 14 were showing as Green, 2 were showing as Amber and 6 are data only or contextual PIs. The off target PIs were

- DE_011 - Number of reported fly-tipping incidents
- CD_008 - Decent Homes programme
- CD_055 - Number of completed adaptations (Disabled Facilities Grants)
- CD_156- Number of households living in temporary accommodation
- ECSP_002 - Shoplifting rate compared to 2013/14
- ECSP_004 - Violent crime in a public place rate compared to 2013/14
- ECSP_016 - Serious Acquisitive Crime (robbery, car crime and burglary dwelling) rate compared to 2013/14

Members discussed the Business Rates review, Beach huts, the work of the Multiple Needs Panels, the low rate of sickness absence by Council staff, the Staff Survey and the introduction of Universal Credit and support for more vulnerable members of the community.

Members noted the position of the General Fund showed a variance of £77,000 on net expenditure which was a movement of £60,000 compared to the position reported at the end of the first quarter in June. Service expenditure has a variance of £113,000 mainly as a result of:

One-off Backdated rental income (£35k)
 Development Control Legal and Consultants Fees £40k
 Downs Water Supply new Contract £33k
 Dotto Train £65k

An element of this service overspend is off set by the saving on the contingency fund

The committee was advised that quarter one monitoring report that there were a number of risks around the Revenues and Benefits area due to the implementation of a new system. Whilst the project was delivered broadly on time and on budget, the nature of the benefits regime required post implementation checking to be put in place to reduce errors. This checking was still ongoing and would continue to year end. At year end the new system and the audit would be complete and therefore the risk would be quantifiable.

The contingency fund currently stood at £161,050, and had been used to offset service expenditure. Therefore there was no further funding available for any future unforeseen one off areas of expenditure during the year. The projected outturn showed a variance of £49,000. This was within 0.28% of the net budget and was within an acceptable tolerance level. However management continued to manage this position to ensure that the final outturn position was maintained or improved.

HRA performance was currently above target due to a number of factors including underspending on council tax for void properties, new insurance contract and reduction in provision for bad debts required.

Rental income was down as a result of a reduced number of properties from Right to Buys and a delay in opening Winchester Court, which went live on the rents system on 27 October.

The detailed capital programme was shown at Appendix 4 to the report. Actual expenditure was low compared to the budget, due to delays in the start dates of housing major projects, sheltered accommodation remodelling projects and several general fund projects. Expenditure was expected to increase as schemes progress however the spending patterns would be reviewed at quarter three and re-profiled into 2015/16 year where appropriate.

The projected Collection fund for the year was highlighted within the report.

Council Tax was currently showing a £172,950 surplus, due to higher than budgeted number of chargeable properties and a reduction in the number of Single Person Discounts awarded.

The Business Rates deficit of £1,314,414 was as a result of a bigger than anticipated provision made in 13/14 for outstanding appeals, giving rise to a higher than budgeted for balance carried forward as at 1 April 2014. Currently there were 93 properties with appeals outstanding with a total rateable value £12m, a reduction of 13 properties with a rateable value of £6m since 1 April 2014. The valuation office was expecting to settle all claims within the next 12 months however the uncertainty of the potential value of successful appeals remained a major risk to the Collection Fund at this time. The deficit represented 3.98% of the total debit for the year.

NOTED.

The meeting closed at 6.45 pm

Councillor Ansell (Chairman)

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Cabinet



Minutes of meeting held on Wednesday, 10 December 2014 at 6.00 pm

Present:-

Councillors **Gill Mattock** (deputy chairman (in the chair) and deputy leader of the council), **Margaret Bannister**, **Carolyn Heaps**, **Troy Tester** and **Steve Wallis**.

(An apology for absence was received from councillor David Tutt (chairman and leader of the council).

39 Minutes of the meeting held on held on 22 October 2014

The minutes of the meeting held on 22 October 2014 were submitted and approved and the chairman was authorised to sign them as a correct record.

40 Declarations of interests by members

Declarations of disclosable pecuniary interests (DPIs) by members as required under section 31 of the Localism Act and other interests as required by the council's code of conduct and regulation 12(2)(d) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Councillor Tester declared a personal interest in minute 46 (internal drainage boards) as an owner and occupier of a property within the area of the proposed board. He remained and participated as the interest was not one that was any greater than that of the majority of other residents in his ward.

41 LeaDeR award for achievement in government

41.1 The Chair reported the results of the 4th edition of the Alliance of Liberals and Democrats for Europe LeaDeR awards which had been announced earlier in the day in Brussels at a ceremony held in the EU's Committee of the Regions.

41.2 The 2014 LeaDeR in the category of achievement in government was awarded to councillor David Tutt, Eastbourne council leader. The citation was "... for his visible leadership in having put core liberal values of innovation, forward-thinking and opportunity into action in transforming what was officially the worst Council in the south-east of England into one widely recognised as among the very best in the country."

41.3 Cabinet congratulated councillor Tutt on his receipt of the award.

42 Corporate performance - Quarter 2 2014/15

42.1 Cabinet considered the report of the chief finance officer and head of corporate development reviewing the council's performance against corporate plan priority indicators and action targets; financial performance of general fund revenue expenditure, housing revenue account and capital programme; and treasury management activities for the first quarter of 2014/15.

42.2 Appendix 1 gave detailed information on non-financial performance. A number of services were highlighted including improved performance in dealing with missed refuse collections, increased visitor numbers at theatres, Bandstand and the Redoubt, low sickness absence levels, reduction in the vacancy rate of town centre business premises and improved housing benefit processing time and telephone abandonment rate. Appreciation was also recorded for the efforts of the neighbourhood first team in dealing promptly with instances of fly-tipping and to staff handling homelessness cases and the award of grant money to support provision of accommodation.

42.3 The general fund position to end of September showed a variance of £77,000 on net expenditure which was a movement of £60,000 compared to the position reported at the end of the first quarter in June. Service expenditure had a variance of £113,000 mainly as a result of one-off backdated rental income (£35,000), development control legal and consultants' fees (£40,000), Downland water supply new contract (£33,000) and Dotto Train (£65,000). An element of this service overspend would be off-set by the saving on the contingency fund. The contingency allowance currently stood at £161,050 and as a consequence there would be no funding available for any future unforeseen one-off areas of expenditure during the remainder of the year.

42.4 A new 2-year pay award had been agreed by the National Joint Council for Local Government Services (NJC) and employee organisations based on a 2.2% increase from 1 January 2015 plus one off lump sum payments. However, staff outside NJC pay scales or who were above SCP 49 would not receive the pay award. The cost of this pay award would be met within existing budgets.

42.4 Housing revenue account performance was currently above target due to a number of factors including underspending on council tax for void properties, new insurance contract and reduction in provision for bad debts required. The detailed capital programme was shown at appendix 4. Actual expenditure was low compared to the budget, due to delays in the start dates of housing major projects, sheltered accommodation remodelling projects and several general fund projects. Expenditure was expected to increase as schemes progressed however the spending patterns would be reviewed at quarter 3 and re-profiled into the 2015/16 year where appropriate.

42.5 Council tax collection rates were currently showing a £172,950 surplus, due to higher than budgeted number of chargeable properties and a reduction in the number of single person discounts awarded. The

business rates deficit of £1,314,414 was as a result of a bigger than anticipated provision made in 2013/14 for outstanding appeals, giving rise to a higher than budgeted for balance carried forward as at 1 April 2014. Currently there were 93 properties with appeals outstanding with a total rateable value £12m, a reduction of 13 properties with a rateable value of £6m since 1 April 2014. The valuation office was expecting to settle all these claims within the next 12 months however the uncertainty of the potential value of successful appeals remained a major risk to the collection fund at this time. The deficit represented 3.98% of the total debit for the year.

42.6 Treasury management performance was on target and all activities were within the approved treasury and prudential limits

Resolved (key decision): (1) That the performance against national and local performance indicators and actions from the 2010/15 corporate plan (2013 refresh) be agreed.

(2) That the general fund, housing revenue account and collection fund financial performance for the quarter ended September 2014, as set out in sections 3, 4 and 6 of the report be agreed.

(3) That any nationally agreed pay award be applied across all staff in the organisation as set out in paragraph 3.4 of the report.

(4) That the virements and transfer to and from reserves as set out in appendix 3 to the report be approved.

(5) That the amended capital programme as set out in appendix 4 to the report be agreed.

(4) That the treasury management performance as set out in section 7 of the report be agreed.

43 Council budget 2015/16 - Draft budget proposals

43.1 Councillor Elkin addressed the cabinet. He welcomed the administration's current proposals for a zero increase in council tax and asked members to provide additional staff resources to deal with an increase in the number of attacks by dogs on people and other dogs. Councillor Tester commented that the transition in the council's working practices (as reported in minute 45 below) would result in the enlargement of the neighbourhood first teams who were tasked with dealing with these matters.

43.2 Cabinet considered the report of the chief finance officer summarising the main elements of the emerging 2015/16 revenue budget and capital programme that had arisen from the corporate and service financial planning process to date. Each year the council consulted a range of stakeholders on its detailed draft budget proposals for the following financial year. This followed consultation on the corporate plan and medium term financial strategy (MTFS), which had

been carried out over the summer and autumn. Cabinet was asked to give initial responses to the consultations at this meeting and finally on 4 February 2015 in order to recommend a final budget and additions to the existing capital programme for 2015/16 to the council on 18 February 2015.

43.3 The process of service and financial planning was an integral part of the corporate planning cycle that looked over a medium term horizon. The corporate change programmes under the council's DRIVE programme picked up the challenge of the MTFs.

43.4 The MTFs agreed in July 2014 modelled the overall reduction in government support by 40% in cash terms over the whole comprehensive spending review (CSR) period (2013/17) which equated to around 50% in real terms at past and projected levels of inflation. At the time of writing the report, the chancellor's autumn statement was not known, however last year the government signalled a further 5 years of reductions in public spending over the life of the next parliament. Although there is an election next year all the main political parties are working on similar deficit reduction plans.

43.5 In addition to changes in the amount of funding for local government, there were two significant changes that came into force in 2013/14 that gave a greater volatility to local government finance over the medium term. These changes were the retention of a proportion business rates and the localisation of council tax support. The council had applied with other East Sussex authorities to be part of a single business rates pool which could see the Council increase its business rates retention increase by around £200,000 in 2015/16.

43.6 The current strategy set out a rolling three year plan to:

- Deal with the anticipated reduction in the government support of a further 40% from the 2014/15 level.
- Integrate fully the service and financial planning process with the main change programmes under DRIVE.
- Work with clearly defined medium term efficiency targets to the corporate transformation programmes and allow services to put forward savings proposals in addition.
- Deal with the continued economic downturn and unavoidable growth in service demands.
- Maintain front line services to the public.
- Make further recurring savings of £2.7m per annum by 2018/19.
- Maintain at least a minimum level of reserves of £2m.
- Use surplus reserves in the medium term for:
 - Invest to save projects.
 - Smooth the requirement for savings over the cycle of the MTFs.
 - Invest in one off service developments in line with the corporate plan.
- Benchmark fees and charges against the service standard.
- Reinvest in value adding priority services when headroom is created.

- Set council tax rises at zero or at the level of target inflation (CPI).
- Maintain a strategic change fund to finance the DRIVE programme in order to increase efficiency.
- Maintain an economic regeneration reserve to finance external interventions that promote economic activity.
- Finance capital expenditure from identified resources.
- Use borrowing only on a business case basis.
- Continue the process of priority based budgeting to target investment and differential levels of savings targets at services according to priority.
- Zero base volatile grant budgets.
- Look for new income streams to supplement diminishing resources.

43.7 The final settlement in respect of revenue support grant (RSG) and retained business rates for 2015/16 were not yet known, together with numerous other grant announcements not yet made. The following assumptions were made in the draft budget:-

Year	2014/15	2015/16
	£m actual	£m
RSG	(3.7)	(2.6)
Retained business rates	(4.0)	(4.0)
Council tax freeze grant	(0.1)	(0.1)
New homes bonus	(0.9)	(1.3)
Council tax	(7.2)	(7.3)
Total	15.9	15.4

43.8 The service and financial planning process started in July and had culminated in the four service areas presenting their plans to the Cabinet and shadow cabinet in November. In response the challenge set out in the MTFs, the service and financial planning process has identified proposed savings of £1.509m (10% of net spend) shown in appendix 1 to the report. These were categorised as:

	<u>£m</u>
Efficiency savings	(0.992)
Increases in income	(0.461)
Other changes	<u>(0.056)</u>
Total	<u>(1.509)</u>

A total of £0.947 of service growth was proposed categorised as follows (appendix 2):

	<u>£m</u>
Corporate inflation	0.515
Reduced income targets	0.224
Other growth	<u>0.208</u>
Total	<u>0.947</u>

The proposals also included £487,000 of non-recurring service investment to be financed directly from reserves (shown in appendix 2 to the report).

43.9 The draft budget assumed no rise in council tax for 2015/16 as the council might take advantage a special grant available for councils not increasing council tax (assumed to be 1% or £85,000). There therefore remained a choice depending on the announcement of the tax freeze scheme. A referendum would be required if any proposed tax rise were 2% or greater.

43.10 The following summarised the effect of the proposed changes:-

	<u>Proposal</u> <u>£m</u>
Base budget 2014/15	15.902
Growth (outlined in para. 4.3 of report)	0.947
Savings (outlined in para. 4.2 of report)	(1.509)
Net budget requirement:	<u>15.340</u>
Funded By:	
Government grants/retained rates	(8.041)
Council tax (band D £224.19)	<u>(7.299)</u>
Total resources:	<u>(15.340)</u>
Forecast general reserve as at 31 March 2015:	£4.2m

It was recommended that should the resources allocated by way of retained business rates and RSG differ from the assumptions, the suggested strategy would be to make the additional resources available to the capital programme. Should the resources be less than the assumptions then they should first reduce the addition to the capital programme resources, then reduce the contingency by up to £100,000 and beyond that, a further review of the service and financial plans would be required to identify additional savings/reduced growth. As a last resort the MTFS allowed for reserves to be used in the short term until further corrections could be made.

43.11 The council currently financed its capital programme from capital receipts and grants and contributions. There was currently £0.5m of internal identifiable capital resources available for the next 3 years. It was intended that any headroom created by the 2015/16 revenue budget would be reinvested in the capital programme. In addition to these resources, borrowing was permitted on a business case basis where savings or new income generated from a scheme could repay the capital costs. Additional individual schemes to be added to the capital programme linked to priorities would be developed as part of the development of the corporate plan in January and contained in the final budget and capital programme proposals to be agreed by the full council in February. It was also be noted that unlike the council tax, the capital programme could be varied at any time and that there were duties under

certain schemes to consult with those affected before schemes were commenced. As well as schemes financed from internal resources, the corporate plan would include schemes financed from external resources.

43.12 Councillor Mattock, on behalf of the cabinet, expressed her appreciation for the work undertaken by the chief finance officer, his team and other council staff in the preparation of the draft budget.

43.13 Resolved (key decision): (1) That the draft budget proposals be agreed for consultation.

(2) That the approach to dealing with changes in the expected resources available for the 2015/16 budget as detailed in paragraph 5.3 of the report.

(3) That, subject to there being no material change in the government settlement, cabinet is minded to propose a council tax freeze for 2015/16.

44 Council tax base and business rate income 2015/16

44.1 Cabinet considered the report of the chief finance officer. The council was required to set its council tax base and the expected business rate income for the forthcoming year. These calculations were used as the basis for the amount of income the council will precept from the collection fund.

44.2 The council tax base for Eastbourne was calculated by multiplying the 'relevant amount' by the 'collection rate'. The relevant amount was the estimated full year equivalent number of chargeable dwellings within the borough. This was expressed as the equivalent number of 'band D' dwellings with 2 or more liable adults. The relevant amount had increased by 358 (1.32%) band D equivalent dwellings from 2014/15. This reflected an increase in the number of taxable properties and a reduction in the number of single person discounts awarded. The effect of these changes has resulted in an increase to the total number of chargeable dwellings of 459.

44.3 The collection rate was the council's estimate of the proportion of the overall council tax collectable for 2015/16 that would ultimately be collected. This was expressed as a percentage. Given the current level of council tax collection and the forecast of a small surplus balance on the collection fund there was the opportunity to set the collection rate at 97.75% for 2015/16, an increase of 0.25% over 2014/15. Taking the relevant amount of 33,308.3 and applying a collection rate of 97.75% produced a council tax base for 2015/16 of **32,558.90**.

44.4 The Local Government Finance Act 2012 had introduced a new system for the local retention of business rates. This meant that the Council was required to formally approve the expected business rate income for the forthcoming year. The estimate for the 2015/16 financial year must be approved by 31 January 2015. The report described how

the net rate income for 2015/16 would be calculated. The actual 'NNDR1' form for 2015/16 had not yet been received but the provisional figures based on the 2014/15 form plus known changes had been calculated and indicated a net yield of £38,804,000. The allocation would be in the proportion of:

- 50% to central government
- 40% to the local billing authority (this council)
- 10% to the other precepting authorities (9% to the county and 1% to the fire authority)

44.5 As some local authorities collected more business rates than they currently received in formula grant (which was based on relative need and resources), whilst others were lower the government would rebalance to ensure that no local authority was worse off as a result of its business rates at the outset of the scheme through a system of tariffs and top ups. Tariff and top ups would be self funding and fixed in real terms (i.e. only up rated by RPI in future years) ensuring that changes in retained income were driven by business rate growth. This authority had a business rate baseline higher than its baseline funding level and thus was due to make a tariff payment.

44.6 The final amount of retained business rates to be credited to the general fund is calculated as follows:

2015/16 estimate	£'000
EBC share of business rate yield	13,921
Minus tariff	(10,124)
Minus levy	(564)
Minus estimated deficit on collection fund as at 31 March 2014	(526)
Add section 31 grants	1,272
Local Retained Business Rate Income 2014/15	3,980
2014/15 amount	3,725

These figures would be confirmed once the final NNDR1 has been completed in January and the government grant settlement figures received later this month.

44.7 Cabinet agreed at its meeting on 22 October 2014 to enter into a business rate pool with the other East Sussex borough and district councils, East Sussex County Council and East Sussex Fire Authority. An application had now been submitted to the government and the outcome was expected in January. Under pooling the levy as set out in para. 744.6 above would be payable to the pool rather than to the government, and redistributed to participating authorities in accordance with the agreed memorandum of understanding. This would be used to fund economic development. The split of the potential proceeds based

on business rate forecasts indicated that this council could expect to receive a sum in the region of £223,000, the precise amount would not be known until the end of the 2015/16 financial year and payment made in 2016/17.

44.8 As at 31 March 2014 the collection fund showed deficit of £3,127,280 (£79,171 council tax and £3,048,109 business rates). £2,165,775 was being recovered across council tax and business rates preceptors during 2014/15, leaving a balance of £961,505 to be distributed in 2015/16.

The council had to estimate the overall surplus/deficit at 31 March 2015 and inform the precepting authorities in January 2015 of this estimate in order that the amount was included in the 2015/16 precept figures. Current monitoring figures indicated a deficit by 31 March 2015 of £172,950 for council tax, this would be revised in January and the results reported to members as part of the budget report to the February cabinet.

44.9 The calculation on the business rate income element of the collection fund currently indicated a deficit balance of £1,314,000 as a result of a bigger than anticipated provision made in 2013/14 for outstanding appeals, giving rise to a higher than budgeted balance carried forward at 1 April 2014. The calculation would be revised for January and the results reported to members as part of the budget report to the February cabinet.

44.10 Resolved (key decision): (1) That a the provisional council tax base figure of 32,558.9 for 2015/16 be agreed.

(2) That a provisional retained business rates income amount of £34.8m for 2015/16 be agreed.

(3) That the chief finance officer, in consultation with the lead cabinet member for finance, be authorised to determine the final amounts for the council tax base and retained business rates income for 2015/16.

45 Sustainable service delivery strategy (SSDS) - Update

45.1 Cabinet considered the report of the senior head of infrastructure updating members on the progress made within the SSDS programme, with particular reference to the draft target operating model (TOM) for phase 2 of the future model implementation. In July 2013 cabinet approved the adoption and implementation of phase 2 of the programme and delegated authority to the DRIVE programme board to run the programme within the allocated resources. The programme aimed to improve service delivery whilst delivering savings estimated at £1.7m to £2m across the council and Eastbourne Homes Ltd (EHL). The current phase, phase 2, was estimated to save between £1.2m and £1.5m.

45.2 In October 2014 cabinet received an update on the status of the programme. The key milestones had not changed since that update and the council was on target to meet those milestones. At that meeting,

cabinet approved the new structure for the council's corporate management team (CMT) which would generate additional savings of £200,000 in addition to the aggregate savings of £500,000 that had been achieved since 2009. These savings were anticipated as part of the phase 2 business case. Cabinet delegated authority to the chief executive to progress formal consultation with current CMT officers and then appoint to those roles in line with standard human resources policies and procedures. That consultation process was currently underway. Cabinet had been advised that the next key programme milestone would be the publication of the draft TOM for consultation with council and EHL staff, council members, EHL board members and Unison.

45.3 The TOM would detail how roles and responsibilities for housing management would be aligned between the council and Eastbourne Homes Ltd. in order to maximise efficiencies, create improved customer journeys and yet ensure that the benefits of having a dedicated housing management organisation were retained. It also included the expansion of the customer first structure that had been created in phase 1, the creation of a number of additional service delivery units and the strategic core of the organisation, referred to as strategy and commissioning. The TOM would consist of a full set of role descriptions, job descriptions and person specifications which had been evaluated through the council's corporate job evaluation scheme. Appendices to the report illustrated the strategy and commissioning roles and their alignment to the different CMT roles (figure 1), the relationship between CMT roles and delivery units (figure 2), key EHL functions and roles (figure 3), customer contact roles (figure 4), case and account management roles (figures 5 and 6), neighbourhood first (figure 7).and specialist advisors (figure 8).

45.4 As was the case with phase 1, the projected reduction in full-time staff equivalents (FTEs) as a result of phase 2 would be approximately 20%, equivalent to 35-40 FTEs. The draft TOM would be subject to consultation until late January. A comprehensive consultation pack was being produced which included an overview of the structures, the post details and the proposed recruitment process. A number of staff briefings were programmed to be delivered to launch the consultation and a full member briefing would also be held. The TOM would continue to change through consultation, and all FTE numbers and savings estimates outlined in the report were only estimates at the time of publication.

45.5 Principle features of the draft TOM outlined in the report to cabinet were:

- Clearly designated strategy and commissioning roles that form part of the strategic heart of the council, mapped to the new CMT structure.
- New delivery units for sports and seafront and events.
- An enhanced housing and neighbourhood management role for EHL, with customer contact and routine casework shifting to customer first.
- Casework splits into case management and account management.

- A new neighbourhood first partnership approach between the council and EHL, working closely with the police.
- Planning policy, economic development and service improvement and development moved from customer first to strategy and commissioning.

45.6 Resolved (key decision): (1) That the principles of the draft target operating model, as detailed in the report, be approved in order to enable consultation to begin.

(2) That the chief executive be given delegated authority to approve any necessary changes to the target operating model that arise from consultation.

46 Internal drainage boards (IDBs)

46.1 Cabinet considered the report of the senior head of infrastructure on the options appraisal regarding the creation of a new internal drainage board (IDB) for Pevensey Levels, following the proposed Environment Agency dissolution of the existing East Sussex IDD. The EA had asked the East Sussex local authorities for their views and the options for the future management of these drainage areas. The report explored the risks involved and summarised the options appraisal, with a recommendation that there should be a new IDB to include the Pevensey Levels.

46.2 Historically, the Environment Agency (EA) had acted as the internal drainage board (IDB) for a number of internal drainage districts (IDDs) in the South East. In 2011, the EA confirmed their intention to dissolve internally administered IDD's due to the view that arrangements for drainage districts should have a greater degree of local accountability. There were three EA-administered IDD's in East Sussex: Pevensey Levels, Ouse and Cuckmere. Part of Eastbourne sat within the Pevensey Levels IDD. There were 15,486 residential properties and 533 businesses within the Pevensey Levels IDD, and under current IDD management the majority were at a 1:200 or less risk of flooding (from the main river). 700 of the residential dwellings in the Langney area were at significant risk of surface water flooding. Whilst IDBs were not responsible for main rivers (the EA retained management of these), IDBs paid annual precepts to the EA as a contribution to work on main rivers from which the IDD(s) benefited. Thus, in the 2013/14, the East Sussex IDB paid the EA £109,370 for maintenance of main rivers.

46.3 The options available were, one, if no local authority consensus a likelihood that the government would impose an IDB; two, reversion to land-owner control or alternatively some form of community led water level management; and three, a new independent board. An East Sussex IDD steering group with members from local authorities, the EA and stakeholders, had been meeting regularly to gather information and discuss the issues regarding the EA's proposal to dissolve their

responsibility of the East Sussex IDD. A small officer working group led by officers from Eastbourne Borough Council and Wealden District Council had been meeting to prepare an options appraisal. This had identified the known costs, opportunities, and risks for each of the 3 options. A risk assessment had then been undertaken based on the information available. The options appraisal, which was appended to the report, had concluded that option 3 had the lowest risk and this option was also supported by East Sussex County Council (ESCC) and the National Farmers Union.

46.4 The expenses of an independent IDB were predominantly funded by the local beneficiaries of the water level management work they provided. The Land Drainage Act 1991 determined that the expenses of an IDB should be met by drainage rates collected from agricultural land and buildings within the IDD; special Levies issued on district and unitary authorities within the IDD; and contributions from the EA. The special levy was collected for the IDB by local authorities through the councils' budget setting process. The councils then paid this levy to the IDB. The 2014/15 council contributions were as follows:

Pevensey IDD	Special Levy (£)
Eastbourne Borough Council	£193,186
Hastings Borough Council	£9,779
Rother District Council	£3,584
Wealden District Council	£38,435
Total:	£244,984

46.5 The above special levy monies have historically been reimbursed by the Department of Communities and Local Government (DCLG) through the revenue support grant (RSG). This funding was to be superseded by the settlement funding assessment (SFA), which was guaranteed to continue until 2021. ESCC, EBC, and WDC are pursuing the future uncertainty of this government funding with the secretary of state. It was proposed to enter into the Pevensey Levels IDB at the same contribution level, or at such a level that represented the amount of funding received via the RSG as amended by the grant settlements, with the condition that contribution rates would be revaluated for 2021, when the RSG/SFA might change. Prior to that, a more proportional contribution level could be pursued. It was anticipated that the new arrangements would be in place by April 2016.

46.6 Resolved (key decision): (1) That option 3, formation of a new internal drainage board to include the Pevensey Levels, be approved, and officers be authorised to commence planning work with key partners.

(2) That delegated authority be given to the Senior Head of Infrastructure, in consultation with the Leader of the Council, to take all necessary steps to contribute to the setting up of a new board.

(Note: Councillor Tester declared an interest in this matter. See minute 40 above.)

47 Employment land local plan (ELLP)

47.1 Cabinet considered the report of the senior head of development. In May 2012, the Eastbourne Core Strategy Local Plan had been subject to public examination by a planning inspector. The Inspector had expressed concerns over the evidence that supported core strategy policy D2: economy, particularly relating to the employment land supply. In order to address this issue without delaying the adoption of the core strategy, the inspector had recommended that policy D2 be the subject of an early review, leading to its replacement with an additional local plan to deal specifically with the employment land supply. The plan would guide job growth and economic development in Eastbourne up to 2027 by identifying an appropriate supply of land for future employment development, in order to achieve a sustainable economy and make Eastbourne a town where people want to live and work.

47.2 A proposed draft ELLP was approved Cabinet on 14 December 2013 and published for a 12 week public consultation with the community and stakeholders ending 14 March 2014. The representations received during the consultation have been taken into account in revising the ELLP. In order to progress the ELLP toward adoption, a proposed submission version now needed to be published to allow for representations to be made on issues of soundness.

47.3 The evidence supporting the ELLP showed that there was a requirement to provide 43,000 sq.m. of employment (Class B) floor-space between 2012 and 2027. This would result in the creation of 1,263 new jobs. In order to deliver the employment floor-space requirement, the ELLP proposed the intensification of land within the existing industrial estates to provide 20,000 sq.m. of industrial and warehouse space, and the development of new office space in the Town Centre (3,000 sq.m.) and Sovereign Harbour (20,000 sq.m.).

47.4 A total of 30 representations had been received from 10 organisations during the consultation on the proposed draft ELLP. There were five main issues raised through consultation:

- The amount of office space allocated in Town Centre.
- The viability of employment development at Sovereign Harbour.
- The density assumptions used to calculate how much floorspace will be required.
- Protection of existing employment sites and restrictions on non-employment development within industrial estates.
- The non-allocation of land north west of Hammonds Drive off Lottbridge Drove for employment development.

A summary of representations and the full responses to those representations was provided in appendix 1 to the report.

47.5 Additional evidence had been prepared in order to take account of these representations and provide further information as to whether or not changes were required to the ELLP. This additional evidence had backed up the original position, and no fundamental changes to the ELLP

were proposed as a result of these representations. As the evidence supported the original position, there were few recommended changes to the ELLP. There are some minor amendments to various parts of the ELLP for clarification purposes. A schedule of changes made to the ELLP was provided in appendix 2 to the report.

47.6 The proposed submission ELLP would now be subject to an 8 week representation period between 12 December 2014 and 6 February 2015 to allow stakeholders to make representations on issues of soundness. It was anticipated that a public examination by a planning inspector would take place around May/June 2015. If found sound at examination, the ELLP could then be formally adopted by the council.

47.7 Resolved (key decision) (1) That the proposed submission employment land local plan be approved for publication for an 8 week period to receive representations on issues of soundness.

(2) That delegated authority be given to the senior head of development, in consultation with the lead cabinet member, to make minor amendments before the commencement of the representation period.

(3) That following the end of the representation period, the senior head of development be given delegated authority, in consultation with the local plan steering group, to submit the employment land local plan to the secretary of state for public examination.

48 Council tax discretionary reduction policy

48.1 Cabinet considered the report of the senior head of community. Section 13(A)1(c) of the Local Government Finance Act 1992 provided the council with additional statutory powers to enable it to reduce the council tax liability of council taxpayers. These discretionary awards could be given to individual council taxpayers, groups of council taxpayers, Council taxpayers within a defined area; or all council taxpayers in the council's area. The provision allowed the council the discretion to provide assistance to taxpayers where either the existing legislation did not provide a discount or exemption or in such circumstances where the council felt that the level of discount, exemption or reduction was insufficient given the circumstances of the taxpayer.

48.2 A recent valuation tribunal ruling made clear the need for all councils to have in place a policy in respect of the exercise of such discretions. Councils across East Sussex had collaborated in the preparation of a policy and a copy was appended to the report. The proposed policy referred to 3 categories of taxpayer for whom a discretionary reduction might be appropriate. Those categories were exceptional financial hardship, crisis, for example fire or flood, and other circumstances.

48.3 The policy set out the process through which a taxpayer must go in applying for a reduction and laid some responsibility on the taxpayer to manage their finances by, for example:

- Ensuring that they had applied for any council tax discounts, exemptions or reduction that might be applicable.
- If appropriate, accepted assistance to enable them to manage their finances effectively.
- Maximised their income through applying for welfare benefits and the cancellation of any non-essential contract.

48.4 Any appeals would, in the first instance, be dealt with by the revenues and benefits manager. If the taxpayer does not agree with the decision, they have a further right of appeal to the Valuation Tribunal.

48.5 Resolved (key decision): That the policy be adopted.

49 * Redundancy and re-deployment policy

49.1 Cabinet considered the report of the head of corporate development. The council's human resources policies and procedures were currently being reviewed. This report proposed a new redundancy and redeployment policy to replace the existing alternative employment procedure (AEP). It was believed that the AEP did not adequately reflect the process to follow in cases of restructuring and redundancy, and was not clear about the support mechanisms in place for staff. Both these aspects had been considered in the drafting of the new policy, along with updated legislative requirements which were largely around statutory consultation requirements. The new policy would also give clearer advice about the process for voluntary redundancy and the parameters within which it would be offered.

49.2 Full discussions had taken place with Unison who had made some helpful and positive contributions to the policy being presented to cabinet and had indicated their agreement to the content.

***49.3 Resolved (policy framework):** That full council be recommended to adopt the redundancy and re-deployment policy as a replacement to the alternative employment procedure.

The meeting closed at 6.46 pm

Councillor David Tutt
Chairman

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Tuesday, 6 January 2015
at 6.00 pm



Planning Committee

Present:-

Members: Councillor Ungar (Chairman) Councillor Harris (Deputy-Chairman)
Councillors Hearn, Jenkins, Miah, Murray, Murdoch and Taylor

107 Minutes of the meeting held on 25 November 2014.

The minutes of the meeting held on 25 November 2014 were submitted and approved and the Chairman was authorised to sign them as an accurate record.

108 Apologies for absence.

None received.

109 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

Councillor Ungar declared that with regard to minute 113, 45 Darley Road, minute 115, 58 Darley Road and minute 117, 1 Hillbrow Denton Road, he had previously reached a view in relation these applications and considered himself as being pre-determined with regard to them. Councillor Ungar withdrew from the room whilst these items were considered.

110 5 The Courtyard, Wharf Road. Application ID: 141327.

Conversion of part of the garage to extend habitable space – **UPPERTON**. A letter of support had been received.

The relevant planning history for the site was detailed within the report.

East Sussex County Council Highways (Development Control) raised no objection.

Councillor West, Ward Councillor, addressed the committee in support of the application stating that the proposal had enhanced the living space for the resident and that the alterations had been carried out to a high standard

RESOLVED: (By 5 votes to 2 with 1 abstention) The remaining area of garage shall be used for the parking of a small car, motor cycle or storage of bicycles and for no other purpose and shall be permanently retained as such in perpetuity.

111 26 Desmond Road. Application ID: 141390.

Demolition of rear conservatory and erection of single storey extension – **DEVONSHIRE**. One letter of objection and one letter of support had been received.

The relevant planning history for the site was detailed within the report.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) Time 2) Drawings 3) Materials 4) No Permitted Development (windows and doors to side elevations).

112 34 Dillingburgh Road. Application ID: 141389 (PPP).

Erection of a detached 2 bedroom bungalow with garage within the rear curtilage of the application site, accessed from Dacre Road – **OLD TOWN**. 11 objections and one letter of support had been received.

The relevant planning history; including appeal decisions for the site was detailed within the report.

East Sussex County Council made no response to the consultation and the Environment Agency raised no objection.

RESOLVED: (By 7 votes and 1 abstention) That permission be refused on the grounds that the proposed development would, by reason of its size, siting and design, result in an incongruous and intrusive feature in the streetscene which would be out of keeping with, and detrimental to the character and appearance of the area. As such the proposal would conflict with policies HO6, UHT1 and UHT4 of the Eastbourne Borough Plan 2001-2011, policies B1, B2 and D10A of the Eastbourne Core Strategy Local Plan 2013 and paragraphs 7 and 56 of the National Planning Policy Framework.

Informative

This decision has been based on the plans submitted with the application on 3 November 2014, numbered 94262/010, 94262/020 and 94262/040.

Appeal:

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

113 45 Darley Road. Application ID: 141356.

Installation of a wall mounted canopy to be used as a smoking shelter – **MEADS**.

The Council's Estate Manager made no response to the consultation, and the Specialist Advisors for Arboriculture and Conservation and the East Sussex County Council's Archaeologist raised no objection.

NB: Councillor Ungar withdrew from the room whilst this item was considered.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) Time limit 2) Approved drawings

114 49 Babylon Way. Application ID: 141388 (HHH).

Proposed single-storey extension to existing front and rear elevations; together with the provision of a raised patio with access to rear garden – **RATTON**. Three objections had been received.

A further letter of objection was reported at the meeting making the following comments:

- Loss of light caused by the height of the extension
- Difficult to determine the precise height (4.3m appear unnecessary high)
- The installation of privacy screen would exacerbate the height on the boundary (1.8 high screen) to be located on top of proposed decking would result in a top level of height of up to 3.3m
- Poor development if there needs to be a 3.3m high privacy screen to make it acceptable.

RESOLVED: (By 7 votes with 1 abstention) That permission be granted subject to the following conditions: 1) Time Limit 2) Plan Numbers 3) Matching Materials 4) Maintain obscure glazing surrounding patio 5) Restriction of further development 6) Time limit for the implementation of privacy screen (shall be erected within 3 months from the completion of the raised decking)

Informative:
Construction and delivery traffic

115 58 Darley Road. Application ID: 141357.

Installation of a smoking shelter with seating – **MEADS**.

The Council's Specialist Advisors for Arboriculture and Conservation raised no objection.

NB: Councillor Ungar withdrew from the room whilst this item was considered.

RESOLVED: (By 5 votes to 2) That permission be granted subject to the following conditions: 1) Time limit 2) Approved drawings

116 Courtland Hotel, 3-5 Wilmington Gardens. Application ID: 140711 (PPP).

Change of use to convert a 45 bedroom hotel to a 14 bedroom guesthouse hotel and 15 residential apartments – **MEADS**.

The committee was advised that this application had been delayed in reporting to Planning Committee as officers sought the views/opinion of the District Valuers Office (DVO) into the financial assumptions that had been made by the applicant.

The response from the DVO had not yet been received; however in discussions with the Chair of Planning Committee it deemed appropriate to bring the application forward to committee so that the main principles in the case could be aired. Members noted that no decision would be issued until the DVO had responded and that should the District Valuers Office (DVO) hold a different opinion regarding the financial information submitted, the application would be reappraised and reported back to Planning Committee.

Notwithstanding the DVO issue detailed above, this application rests on whether the evidence supplied by the applicant is sufficient to comply with the relevant policies and thereby justifying the loss/reduction of hotel accommodation.

Members will know that any planning decision needs to be based upon material planning considerations and the assessment of these material considerations will lead the decision maker to an informed decision.

The four main issues for consideration by the committee in determining the application were summarised within the report.

The relevant planning history for the site was detailed within the report.

The Council's Estate Manager and Housing Services Manager made no response to the consultation. The observations of the Specialist Advisors for Policy and Economic Development, the Tourism Manager, the East Sussex County Council department for Economic Infrastructure, the East Sussex County Council Highways Department, Eastbourne Hotels' Association and Eastbourne Chamber of Commerce were summarised within the report.

The committee expressed their concern at the potential loss of bed spaces in an area earmarked for considerable investment in the near future with the development of Devonshire Park and improvements to the conference offer. The committee were keen to retain the tourism offer in Eastbourne.

A revised recommendation was tabled at the committee and in the event of the application being appealed on 'Non Determination' grounds, in accordance with the wishes of members, a "minded to refuse planning permission reason" was also tabled, accepted by members and is reported below:-

Revised Recommendation:

1. That no decision is issued until such time as the District Valuers Office (DVO) have ratified the financial evidence accompanying the application.
2. Delegated authority be given to the Senior Specialist Advisor to evaluate the response of the DVO.
3. If the DVO's response is deemed to support the financial evidence accompanying the application the Senior Specialist Advisor be authorised to issue planning permission subject to a S106 and Planning Conditions as outlined below. The S106 should cover the delivery of affordable housing, the tariff based contributions for ESCC and controls over the timing of the

delivery of the refurbishment of the hotel/guest house, the S106 should express that no more than 7 of the residential units hereby approved shall be sold/occupied until such time as the retained hotel/guest house has been fully refurbished in accordance with conditions.

Suggested Conditions:-

- Time Limit
- Car park layout supplied
- Car parking provided before first beneficial use
- Cycle parking
- Details of the refurbishment measures to the hotel/guesthouse shall be submitted to and approved in writing prior to any development commencing. The details as submitted shall include details of redecorations and internal fixtures and fittings and also details of new stair access between the ground and lower ground floor.

4. If the DVO's response is deemed not to support the financial evidence accompanying application the Senior Specialist Advisor shall reappraise the application and report back to Planning Committee for decision.

Members did not endorse the recommended delegation to officers and requested that any decision should be made by Members at Planning Committee.

RESOLVED: (Unanimous) .That no decision is issued until such time as the District Valuers Office (DVO) had responded to the application and that following the receipt of this information/advice then officers to evaluate its content and report to Planning Committee for decision.

In the event that Members were in fact later asked to determine this application, rather than it going to appeal on the grounds of non-determination, they felt it appropriate to record that at this stage, prior to receiving the requested financial input from the DVO, they would have been minded to refuse planning permission for the reason below:-

That permission be refused on the grounds that the proposed development is considered unacceptable by virtue of the failure to demonstrate that the existing hotel is not viable. As such, it is considered that the proposal would result in the undue loss of tourist accommodation within the designated Tourist Accommodation Area and within this prominent tourist area contrary to Policies T01 and T02 O of the Eastbourne Borough Local Plan 2007, Policy D3 of the Eastbourne Core Strategy 2006-2027 and Assessment of Financial Viability of Tourist Accommodation Supplementary Planning Guidance.

Appeal:

Should the applicant appeal regarding this application, the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

117 1 Hillbrow, Denton Road. Application ID: 141355.

Installation of a smoking shelter – **MEADS**. Four letters of objection had been received.

The Council's Specialist Advisors for Arboriculture and Conservation and the East Sussex County Council Archaeologist raised no objection.

NB: Councillor Ungar withdrew from the room whilst this item was considered.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) Time limit 2) Approved drawings.

118 Hurst Arms, 76 Willingdon Road. Application ID 141112.

Subdivision of residence above The Hurst Arms public house into two self-contained flats facilitated by a rear metal staircase and access at first floor level, conversion of existing outbuilding to rear of site into one self-contained residential unit and associated alterations – **UPPERTON**. One letter of support, three objections and one general observation had been received.

The Specialist Advisor (Planning Policy) raised no objection.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) The development hereby permitted shall be begun before the expiration of three years from the date of permission 2) The development hereby permitted shall be carried out in accordance with the following approved drawings:

- Site location plan/block plan – received
- Existing floor and elevation plans – received
- Proposed floor plan – received
- Proposed side elevation – received
- Proposed elevation plan – received

3) That all materials used in the external surfaces of the development hereby permitted shall match those on the existing building in terms of type, texture and colour 4) The first floor flat above the public house trading area shall be used as the landlord's management flat for the building and shall not be occupied by anyone but the landlord or anyone not associated with the management of the ground floor public house 5) The first floor flat roof to the side extension, used to facilitate access to the flats at first and second floor, level shall not be used as a balcony, patio, roof garden or similar amenity area 6) The parking spaces provided to the rear shall be allocated to and used solely for the occupiers of the flats hereby permitted and shall be retained permanently for the accommodation of vehicles of the occupiers of the flats and shall not be used for any other purpose 7) Notwithstanding the approved details, the development shall not be occupied until full details of both hard and soft landscape works have been submitted to and approved by the Local Planning Authority. These shall include details and locations of proposed trees and planting plans, species specification and samples of hard landscaping materials 8) That no demolition, site clearance or building operations shall take place except between the hours of 8.00 a.m. and 6.00 p.m. on Mondays to Fridays and 8.00 a.m. and 1.00 p.m. on Saturdays and that no works in connection with the development shall take place unless previously been agreed in writing by the Local Planning Authority.

119 Rear of 2-8 Upwick Road. Application ID: 141312.

Site formerly known as land to the rear of 2-8 Upwick Road: Variation of condition 2 of planning permission EB/2011/0193(FP) for a minor material amendment for a first floor rear extension to increase the first floor rear bedrooms of plots 1 - 6 and amendments to plots 5 and 6 (as per planning permission EB/2012/0753(FP) granted planning permission on appeal dated 11 December 2013) – **OLD TOWN**. Three objections and two general observations had been received.

The committee was advised that a copy of an undated letter to the occupiers of No 2 Upwick Road had been received from the applicants/developers; this letter sought the owner's consent to undertake the works (steps) towards the end of their development project. Officers were unaware as to what date this letter was served / posted and whether there had been any response to the developer from the owner of No 2.

The relevant planning history for the site including appeal decisions was detailed within the report.

Mr Cline addressed the committee in objection expressing concern regarding the discharge of conditions relating to previous permissions.

The committee were advised that critical issues, such as the steps to 2 Upwick Road, would often be implemented later in developments; this actually enabled the planning department, particularly in the context of a somewhat complicated application, to take a better-informed overall view of what, if any, enforcement action might be required.

The committee agreed that the increase to the dwellings would be an overdevelopment of the site.

RESOLVED: (By 4 votes with 4 abstentions) That permission be refused on the grounds that the proposed amendments to the houses to extend the first floor rear and the incorporation of changes granted under planning permission ref: EB/2012/0753 would fundamentally change the nature of, and are substantially different from, the development approved under planning permission ref: EB/2011/0193. As such, the proposed amendments do not constitute minor-material amendments and therefore cannot be granted under section 73 of The Town and Country Planning Act 1990 (as amended).

Appeal:

Should the applicant appeal the decision the appropriate action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

120 Trident Fish Restaurant, 23 Albert Parade. Application ID: 141224 (PPP) and 141225 (ADV).

1) 141224 - New shop front with amendments to windows and openings on front elevation to include new fixed planters, decorative screens and gate to external demise line, installation of an ATM and other associated

works. Also proposed is the installation of new retractable awnings to front (Green Street) and side (Chamberlain Road) elevations along with new external lighting. **2) 141225** - Proposed new signage (mixture of illuminated and non-illuminated and the installation of new retractable awnings to front (Green Street) and side (Chamberlain Road) elevations) for no. 20 Albert Parade and main restaurant (21-23 Albert Parade) – **OLD TOWN**. 16 letters of objection and two letters of support had been received.

The committee was advised that permission was recently granted (ref: 140057) to move the takeaway into the adjoining premises in order to enlarge the fish restaurant internally and extend the property to the rear to house a new kitchen and food preparation area.

The relevant planning history for the site was detailed within the report.

The observations of the Specialist Advisor (Licensing) and East Sussex County Council Highways Department were summarised within the report.

The committee agreed that the proposed outside seating area was too large and encroached on the street scene detrimentally.

RESOLVED A (141224): (By 6 votes to 2) That permission be refused on the grounds that 1) the use of the forecourt on Green Street as an alfresco dining area due to the number of covers proposed would result in an intensification of use of the premises that would be likely to result in a detrimental impact to the amenities of the occupiers of neighbouring properties, and would therefore conflict with policies B2 of the Eastbourne Core Strategy Local Plan 2013, policies UHT1 and HO20 of the Eastbourne Borough Plan (Saved Policies) 2007 and paragraph 17 of the National Planning Policy Framework 2) the changes to the windows would be an incongruous and discordant element that would detract from the character/integrity of the host property and would therefore be harmful to the character and appearance of the site and surrounding area and would therefore conflict with policies 10a of the Eastbourne Core Strategy Local Plan 2013, policies UHT1 and UHT4 of the Eastbourne Borough Plan (Saved Policies) 2007.

RESOLVED B (141225): (By 7 votes to 1) That permission be granted subject to the following conditions: 1 – 5) Standard advert conditions 6) Limit hours of illumination to that stated in application form.

Appeal:

Should the applicant appeal the decision the appropriate course of action to be followed followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

121 Unit 1 Britland Estate Application ID: 141316 (PPP).

Change of use from indoor skate park (Sui Generis) to the storage and sale of timber & landscaping supplies and associated products (B8 -Storage and Distribution) – **ST ANTHONYS**. Two objections had been received.

The committee was advised that there was an extensive planning history for this site; the most recent of which was detailed within the report.

The observations of the Specialist Advisor (Planning Policy) and East Sussex County Council's Development Control Manager were summarised within the report.

RESOLVED: (Unanimous) That permission be granted subject to the following condition: 1) Time Limit

122 South Downs National Park Authority Planning Applications.

None received.

The meeting closed at 8.44 pm

Councillor Ungar (Chairman)

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Tuesday, 6 January 2015
at 6.00 pm



Conservation Area Advisory Group

PRESENT:-

Councillor Shuttleworth (Chairman) and Councillors Cooke and Thompson

Officers:

Mrs S Leete-Groves, Specialist Advisor (Conservation)
Ms J Sabin, Specialist Advisor (Planning)

ADVISORS:

Mr Crook, Royal Institute of British Architects
Mr Howell, Eastbourne Society

34 Minutes of the meeting held on 18 November 2014.

The minutes of the meeting held on 18 November 2014 were submitted and approved and the Chairman was authorised to sign them as a correct record.

35 Apologies for absence.

An apology for absence was reported from Councillor Belsey.

36 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None were declared.

37 Planning Applications - Decisions of the Borough Council.

The decisions of the Planning Committee on applications in Conservation Areas were reported.

NOTED.

38 Planning Applications for Consideration

The Specialist Advisor (Conservation) and Specialist Advisor (Planning) reported on planning applications for consideration in Conservation Areas. The Group's comments were set out in the schedule below.

1) 141506, WISH TOWER SLOPE, ADJACENT TO THE LIFEBOAT MUSEUM, KING EDWARD'S PARADE

Heritage Status: Conservation Area, adjacent to a Building of Local Interest and setting of a Grade II heritage asset

Proposal: Provision of a vintage AA box and two parking spaces.

CAAG Comments: The Group raised no objections to the proposal in principle however suggested that the applicant investigate other locations nearby that was supportable and did not interfere with the view of the iconic Wish Tower. They felt strongly that the grassed area of the Wish Tower slope would not be an acceptable location.

2) 141478, LUSHINGTON LANE MOTORS, 17 LUSHINGTON LANE, EASTBOURNE, BN21 4LJ

Heritage Status: Conservation Area

Proposal: Demolition of existing garages and erection of a three-storey block of four self-contained flats with garaging on the ground floor.

CAAG Comments: The Group raised no objections to the proposal, subject to details over high quality materials used being agreed with the applicant. The Group believed that the proposal would enhance the surrounding area and be an improvement over the existing building.

3) 141212, 51 UPPERTON LANE EASTBOURNE, BN21 2DB

Heritage Status: Conservation Area

Proposal: Provision of a two-storey dwelling.

CAAG Comments: The Group raised strong objections with the design and proposed two-storey dwelling which they felt would be out of character with the surrounding conservation area.

4) 141484, THE MOORINGS, 25 ST JOHNS ROAD, EASTBOURNE

Heritage Status: Conservation Area

Proposal: The removal of 3no telecommunications antennas and their replacement with 3no new antennas, the installation of 2no additional transmission dishes, the installation of an additional radio equipment cabinet and development works ancillary thereto.

CAAG Comments: The Group raised no objections to the proposal however requested if possible that the new 600mm diameter dishes be relocated below the roof line, reducing the visual impact on the building.

5) 141592, MALTHOUSES COTTAGES, WISH HILL, EASTBOURNE, BN20 9HL

Listed Building: Grade II listed

Proposal: Installation of wood burning stove and associated flue.

CAAG Comments: No objections raised.

By virtue of Section 100B(4) of the Local Government Act 1972, the Chairman was of the opinion that the following recently received application, which was not listed on the agenda, should be considered in order that the application might be referred to the Planning Committee at the earliest opportunity.

6) 141441, PRE-APPLICATION ADVICE, TREGENNA MEAD, 20 FAIRFIELD ROAD

Area of High Townscape Value & adjacent to a listed building.

Proposal: Either demolition and rebuild, or extensions to provide a 20 bed care home.

CAAG Comments: The Group raised strong objections to the proposal, in particular the demolition of a building considered a crucial part of an iconic area in Eastbourne. It was suggested that the applicant consider renovating or extending the existing building instead of demolishing it. The Group requested that officers investigate the history of the building and look into whether the building could be locally listed.

NOTED.

39 New Listings

The Specialist Advisor (Conservation) reported that there were no new listings.

NOTED.

40 Dates of future meetings - All at 6.00 p.m. at the Town Hall

The date of the next meeting was confirmed as the 17 February 2015.

The meeting closed at 7.12 pm

**Councillor Shuttleworth
(Chairman)**

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Monday, 2 February 2015
at 6.00 pm



Scrutiny Committee

Present:-

Members: Councillor Ansell (Chairman) Councillor Shuttleworth (Deputy-Chairman) Councillors Belsey, Cooke, Murray, Thompson and Ungar

15 Minutes of the meeting held on 8 December 2014.

The minutes of the meeting held on 8 December 2014 were submitted and approved and the Chairman was authorised to sign them as an accurate record.

16 Apologies for absence.

There were none.

17 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None reported.

18 General Fund Revenue Budget 2015/16 and Capital Programme 2014/18.

Scrutiny considered the report of the Deputy Chief Executive setting out the general fund revenue budget proposals for 2015/16 and a rolling 3-year capital programme 2014/18. The medium term financial strategy (MTFS) had been revised in July 2014 and the Cabinet had agreed a draft 2015/16 budget proposal last December. The MTFS and resulting draft budget had been subject to extensive consultation and previously reported to Cabinet and the Scrutiny Committee.

The budget proposals included:

- No increase in the Council Tax in 2015/16
- Overall savings/new income totalling £1.5m (9% of the net budget)
- Efficiency savings of £1m (6% of the net budget)
- Inflation of £0.6m (4% of the net budget)
- Other recurring service growth of £0.4m
- Non recurring service investments £0.5m
- General Reserves averaging in excess of £4m (against a minimum recommended of £2m)
- Capital resources of £0.8m invested in new capital schemes

The budget represented management of financial risks which were highlighted within the report.

The committee was advised that the headline figures of the Government settlement were;

- A reduction in revenue support grant of £1.2m (30%)
- Partially offset by new homes bonus (additional £0.2m in 2015/16)

The NNDR business rate base had increased slightly (£0.2m) largely as a result of the inflationary increase which had been capped at 2%. In addition to the formula grant the Government was financing the cost of a 1% increase in council tax (£86,000) which it had confirmed would be put in the base for 2016/17 and beyond.

Members noted that the Government had announced that Eastbourne would receive £1.1m in total of new homes bonus due to the growth in housing in the area and the further reduction in empty properties. The grant would be paid in tranches for six years. The 2015/16 figure included five tranches.

The committee was further advised that the funding was not guaranteed beyond a six year horizon for each tranche and that the projected award for 2016/17 was £1.3m.

The Government was financing the additional NHB from reductions in RSG, therefore, whilst volatile, it is currently the preferred method of distribution of resources.

Members noted that no increase to council tax for 2015/16 had been proposed and this would result in an unchanged band D rate of £224.19 (14% of the total council tax bill).

A summary of the resources available was given within the report. In order to achieve a balanced budget without using reserves, the Council would need to set a net expenditure budget for 2015/16 of £15.2m.

In addition to the general grant distributed through the new formula grant system, given towards financing the Council's net expenditure, the Government also provided some specific grants. These specific grants would fund in part or in full, service costs.

National Benefit Subsidy - as part of a national scheme delivered locally, this grant was intended to reimburse the Council for the awards of benefit made to eligible tenants in both the private and public rented sector. Not only was this by far the largest single specific grant that the Council received, but it was performance related. A new system of universal credits was due to be completed in October 2017 which would see the caseload moved to the Department for Work and Pensions. Responsibility for council tax benefit had now devolved to a local level.

Housing Benefit / Council Tax reduction scheme administration - This was to fund the cost to Eastbourne of administering the National Housing Benefit and local Council Tax Support schemes. This represented a reduction of around 15% from the 2013/14 funding.

Homelessness - This was intended to assist with prevention and to find alternative accommodation other than bed and breakfast, this grant had now been subsumed into the main grant system.

New Homes Bonus - This began in 2011/12 (£187,000) and was guaranteed for six years. A further £190,000 was been awarded for 2012/13 and £180,000 in 2013/14 making a total payable of £557,000 in 2013/14. Further increases would take this source of funding to approximately £1.3m per annum by 2016/17. The Council's policy as outlined in the MTFS was to utilise surplus grant for economic regeneration initiatives. Therefore the proposed budget included an increase in the capital financing budget.

In December the Cabinet put forward their draft budget proposals, the main movements since then were detailed in appendix 1 to the report.

Details of proposed growth and savings were given in full in appendix 2 to the report. The proposals set out in the report would allow full Council on 18 February 2015 to approve a balanced budget in line with available resources and without the need to use reserves. The report also detailed the principal financial risks the Council was likely to face.

A corporate contingency budget of £152,000 for unbudgeted expenditure or reductions in income had been allowed. This was in addition to the known inflation that had been built into service budgets.

Further, the Council's general fund reserves were anticipated to amount to £4m in March 2016 as compared with the Chief Finance Officer's minimum recommended level of £2m.

The principles for formulating the capital programme were set out in the budget report to Cabinet last December and the updated programme was given in appendix 3 to the report (proposed new schemes were shown in bold text) and showed a projected outturn for 2014/15 of £7.394m; a total budget for 2015/16 of £16.548m; £13.089m for 2016/17; and £4.271m for 2017/18. The Council had a policy of only using borrowing for schemes that were 'invest to save' and could generate enough savings or additional income to service the financing costs. In addition to schemes that qualified for borrowing, the Council had a further £800,000 of capital receipts to apply to the programme.

RESOLVED: That Scrutiny note:

- (1) General Fund budget for 2014/15 (Revised) and 2015/16 (original) (Appendix 1) including growth and savings proposals for 2015/16 as set out in Appendix 2.
- (2) No increase in the Council Tax for Eastbourne Borough Council resulting in an unaltered Band D charge of £224.19 for 2015/16.
- (3) General Fund capital programme and financing 2014/18 as set out in Appendix 3.

19 HRA Revenue Budget and Rent Setting 2015/16 and HRA Capital Programme 2014/17.

Scrutiny considered the report of the Senior Head of Community and Chief Finance Officer detailing the HRA budget proposals, rent levels, service charges and heating costs for 2015/16 and the HRA Capital Programme for 2014/17.

The committee was advised that from 1 April 2012 the way that the Council's social housing was financed had changed and the HRA became self-financing. Expenditure therefore needed to be supported from rental and other income.

HRA Revenue Budget – The 2015/16 budget had been prepared following the principles adopted within the HRA 30 year Business Plan and showed a surplus of (£296,130) which was due to a number of favourable factors detailed within the report.

Members noted that the HRA budget was performing better than expected in the 30 year business plan due to various initiatives to control expenditure, including a reduction in the management fee payable to EHL since the start of the plan and lower than anticipated interest rates. At the same time income earnings from rents and service charges had remained on target. This allowed some scope for some spending to be realigned, as summarised within the report.

Rent Levels – The Council had been following the Government's guidance for rents for social housing since December 2001. Under the HRA self-financing settlement the government had assumed that rent convergence was achieved in 2015/16. In May 2014, the Government issued new guidance setting out its policy on rents for social housing from April 2015. The new guidance simplified the approach to setting the rent for each property. The Government recognised that some properties would not have reached their formula rent by April 2015 and recommended that rent only moves up to formula rent where the property was re-let following vacancy. Although most of the Council's properties had reached convergence, the number of properties that still needed to reach convergence would reach convergence at a slower rate.

Members noted that compliance with new guidance was not compulsory. Previously, rent setting above government convergence limits was discouraged by the 'rent rebate subsidy limitation' rule which made the HRA liable for the additional Housing Benefit payments generated by excess rents. Following the move to self-financing, the 'limits' rule was no longer relevant to local authorities. In order to reduce the number of properties trying to reach their formula rent, members noted that Cabinet were asked to recommend that council rents were set at a higher level with an average increase of 2.28%.

Although the accelerated convergence proposed showed more of a weekly increase to 896 tenants, it did not suggest an increase over £3.00 per week to any of the Council's tenants keeping the increase at an affordable level as shown in the profiling tables at Appendix 2 of the report.

Service Charges – The committee was advised that for properties in shared blocks these charges cover common services such as communal heating, lighting, equipment maintenance contracts, cleaning and grounds maintenance. In Older Persons Sheltered Accommodation the charges additionally included On-Site Co-ordinators, Lifeline services, lift maintenance contracts, communal furniture and carpets maintenance and internal re-decorations. These costs should be charged separately from the rent in those properties to which they applied. The HRA Business Plan assumed that service costs were fully recovered through service charges and were not included in rents. This principle had been applied for 2015/16.

This resulted in an average service charge increase of 2.31% for general needs properties in blocks and for Older Persons Sheltered Accommodation the average service charge increase was 2.57%.

The report further covered Heating Costs for Older Persons Sheltered Accommodation, Water Charges and Garage Rents.

The Capital Programme as set out in Appendix 3 to the report had been prepared to meet the Council's strategies, as adjusted to reflect the availability of resources. Total budgeted expenditure for 2015/16 was £9,668,512. The major works element of the programme was in line with the asset management plan and the self-financing business plan model. Funding was from the Major Repairs Reserve. Cabinet had agreed a total budget of £12.1m for the Housing and Economic Development Programme out of the total allowance of £20m.

Eastbourne Homes Management Fee - the Management Fee covered both Operational and Administration costs as well as cyclical maintenance. The proposed Base Management Fee was recommended to remain at the 14/15 level of £6,714,000, however an additional £520,000 had been proposed (as per para 2.5 of the report) to meet the current pressure on the maintenance budget.

The fee of £140,000 to support the work of the HEDP team had also been amalgamated into the Management Fee. This was previously shown within the budget under Supervision and Management and had been reduced by £50,000 from 2014/15. Therefore the total proposed fee for 2015/16 was £7,375,000.

The committee was advised that to formally agree the management fee Members would be asked to delegate this responsibility to the Chief Executive, in consultation with the Cabinet Portfolio Holders for Community Services and Financial Services and the Financial Services Manager.

The committee discussed the Housing Revenue borrowing cap, local investment and use of local labour agreements and requested further information on a housing scheme in Rodmill. The Senior Head of Community agreed to provide further information following the meeting. The Chairman requested that a briefing be given to the next Scrutiny monthly meeting regarding opportunities to support local companies through investment and local labour agreements.

RESOLVED: That Scrutiny note:

- (1) The HRA budget for 2015/16 and revised 2014/15 as set out in Appendix 1 to the report.
- (2) That rents were set in line with the rent convergence target of 2016 set by Government resulting in an average increase of 2.28%.
- (3) That service charges for general needs properties were increased by 2.31%,
- (4) That the service charges for the Older Persons Sheltered Accommodation currently available for let were increased by 2.57%.
- (5) That heating costs were set at a level designed to recover the estimated actual cost.
- (6) That water charges were set at a level designed to recover the estimated cost of metered consumption.
- (7) That garage rents were set to increase by 2.28% in line with the average increase in housing rent.
- (8) To give delegated authority to the Chief Executive, in consultation with the Cabinet Portfolio holders for Community Services and Financial Services and the Financial Services Manager to finalise Eastbourne Homes' Management Fee and Delivery Plan.
- (9) The HRA Capital Programme as set out in Appendix 3 to the report.

20 Corporate Performance - Quarter 3 2014/15.

Members considered the report of the Chief Finance Officer and Head of Corporate Development updating Members on the Council's performance against Corporate Plan Priority actions, indicators and milestones for Quarter 3 2014/15.

Following the changes to the crime reporting procedures, changes would be made to crime related PI's only, as previous targets were no longer relevant to the data being reported. These PI's would be revised for the next iteration of the Corporate Plan.

Appendix 1 to the report provided a detailed report on the 2014/15 activities and outturns of the performance indicators listed within the Corporate Plan. The first section of Appendix 1 listed all the Corporate Plan priority actions whose in-year milestones had already been fully completed this year. The second section of Appendix 1 listed the ongoing actions showing all milestones that were scheduled for completion within the first quarter of the 2014/5.

Of the 25 Key Performance Indicators reported in the Corporate Plan this quarter, four were currently showing as Red, 12 were showing as Green, three were showing as Amber and six were data only or contextual PIs. The off target PIs were as follows:

- DE_011 - Number of reported fly-tipping incidents
- CD_008 - Decent Homes programme
- CD_055 - Number of completed adaptations (Disabled Facilities Grants)
- CD_181 - Time taken to process Housing Benefit/Council Tax Benefit new claims and change events

Members discussed the value for money Marketing Campaign and its reach nationally and internationally.

The Revenues and Benefits Manager was in attendance to answer members' questions regarding the recent transition from Northgate to OpenRevs. The committee was advised that risks had been identified prior to the transition period and that where possible manual calculations had been made to ensure residents had received at least partial payments. There were some 400/500 pieces of work at the beginning of close down with around 3,500 at the end of close down. This had now been reduced to 800 pieces of work, taking around 15 calendar days to process. Members noted that 'pieces of work' related to households with changes of circumstances, and not individuals that had been affected during the transition period. The Council received 50,000-60,000 change of circumstance requests and 5,000-6,000 new claims annually. It was anticipated that 'pieces of work' outstanding would be comparable to the same period last year by the end of the first quarter 2015/16, given that the Council was now entering one of the busiest times of year. The committee was assured that no one had been adversely affected by the transition, and that landlords had been advised of potential delays in payments. Some 10 complaints had been received throughout the process.

Members noted that the position to the end of December was a positive variance of (£99,000) on net expenditure - a movement of (£176,000) compared to the position at the end of the second quarter in September. Service expenditure showed a variance of (£44,000) mainly as a result of:

- Additional corporate income (£77k)
- Refuse Collection contract savings (£71k)
- One off backdated rental income (£35k)
- Rental income from 1 Grove Road and Town Hall (£31k)
- Dotto Train £65k
- Summons Income reduction £50k
- Development Control Legal and Consultants fees £41k
- Downs Water Supply new contract £39K

The projected outturn showed a favourable variance of (£187,000). This was within 1.1% of the net budget and was within an acceptable tolerance level.

The contingency allowance currently stood at £112,95 and an amount of £40,000 had been earmarked for use; therefore a balance of £72,950 was available for funding any future unforeseen one off areas of expenditure during the remainder of the year.

HRA performance was currently above target due to a number of factors including underspending on council tax for void properties and the new insurance contract.

Rental income was down as a result of a reduced number of properties from Right to Buys and a delay in opening Winchester Court sheltered

accommodation following refurbishment; this had been offset by an increase in service charge income following the 13/14 year end reconciliation. The projected outturn was showing a surplus of £104,000 due to the full year effect of the issues stated previously.

The detailed capital programme was shown at Appendix 4 to the report. Actual expenditure at 47% of the budget was lower than expected as a number of schemes had been delayed in starting or had not yet started these included

- Housing Major Works schemes
- Support Housing in Eastbourne Programme
- Coastal Defence Works
- Resurfacing Tennis Courts
- Carbon Reduction Programme
- Customer Contract Centre
- Devonshire Park
- Congress Theatre.

Commentary on the progress of each of these schemes was included in the Appendix.

The projected Collection fund, both Council Tax and National non domestic rates showed an improvement over the forecast over Qtr2 of £7k and £19k respectively.

Council Tax showed a surplus of £180,000 due to higher than budgeted number of chargeable properties and a reduction in the number of Single Person Discounts awarded. The surplus represented 0.34% of the total debit due.

Business Rates deficit of £1,295,000 was as a result of a bigger than anticipated provision made in 2013/14 for outstanding appeals, giving rise to a higher than budgeted for balance carried forward as at 1 April 2014.

Since January 2014 a total of 64 properties had successful appeals with a total reduction of £1,083,100 in rateable value which represented 1.3% of the total rateable value of the authority. Currently there were 87 properties with appeals outstanding with a total rateable value £6.8m.

The Valuation Office was expecting to settle all these claims within the next 12 months however the uncertainty of the potential value of successful appeals remained a major risk to the Collection Fund at this time. The deficit represented 3.96% of the total debit for the year.

Treasury Management performance was on target and all activities were within the approved Treasury and Prudential Limits.

NOTED.

The meeting closed at 6.58 pm

Councillor Ansell (Chairman)

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Tuesday, 3 February 2015
at 6.00 pm



Planning Committee

Present:-

Members: Councillor Ungar (Chairman) Councillor Harris (Deputy-Chairman)
Councillors Jenkins, Miah, Murray, Murdoch, Taylor and Stanley (as substitute for Hearn)

123 Minutes of the meeting held on 6 January 2015.

The minutes of the meeting held on 6 January 2015 were submitted and approved and the Chairman was authorised to sign them as an accurate record.

124 Apologies for absence.

An apology for absence was reported from Councillor Hearn.

125 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

Councillor Ungar declared a personal and prejudicial interest in minute 134, Ocklynge Junior School as a school Governor and withdrew from the room whilst the item was considered.

Councillor Taylor declared a personal and prejudicial interest in minute 134, Ocklynge Junior School as a member of East Sussex County Council Planning committee. Councillor Taylor remained in the room whilst the application was considered but did not take part in the discussion or vote thereon.

126 35 Elms Avenue. Application ID: 141309 (PPP).

Proposed change of use from single private dwelling to an 8 bedroom house of multiple occupation – **DEVONSHIRE.**

The relevant planning history for the site was detailed within the report.

The observations of the Specialist Advisors (Conservation), (Planning Policy) were summarised within the report. The Private Housing Team were currently evaluating an HMO Licence Application.

The committee requested that action be taken to secure the balcony railing to the upper floor of the building.

RESOLVED: (By 7 votes with 1 abstention) That permission be granted subject to the following conditions: 1) Time limit 2) The development hereby permitted shall be carried out in accordance

with the following drawings:

- Site Location plan received 25 September 2014
- Proposed ground, first and second floor plan received on 7 October 2014
- Proposed roof plan received on 7 October 2014
- Proposed basement, garden and location of bin store received on 7 October 2014

3) That the property shall not be used for/as a 'House in Multiple Occupation' by more than 10 persons at any one time 4) At no time shall satellite dishes be fixed to the front elevation of this property without prior approval from the Local Planning Authority 5) No development shall take place until a scheme for the storage of refuse and recycling has been submitted to and approved in writing by the Local Planning Authority. The scheme shall highlight the bin/refuse enclosure to the rear of the plot, the details as approved shall be implemented in prior to first occupation of the development and the refuse and recycling storage facilities shall thereafter be retained for use at all times 6) The existing timber windows and door on the front elevation shall be permanently retained 7) Prior to their implementation at the site details of the design and location of all extraction/ventilation equipment shall be submitted to and approved in writing by the Local Planning Authority. The details as approved shall be implemented at the site and be retained as such thereafter.

127 Upwick Mews, 2a Upwick Road. Application ID: 141312 (VCO)

Site formerly known as land to the rear of 2-8 Upwick Road: Variation of condition 2 of planning permission EB/2011/0193(FP) for a minor material amendment for a first floor rear extension to increase the first floor rear bedrooms of plots 5 and 6 and amendments to plots 5 and 6 (as per planning permission EB/2012/0753(FP) granted planning permission on appeal dated 11 December 2013). (AMENDED APPLICATION TO REMOVE THE FIRST FLOOR ADDITIONS TO PLOTS 1 - 4).

Three further letters of representation had been received raising the following points:

- Houses still block views
- Boundary fence still has not been erected
- Why has refusal letter not been listed on website
- When will conditions be enforced.

The committee was reminded that this case was reported to Planning Committee in January with an officer's recommendation that the application should be supported. This recommendation was not endorsed by Members who resolved that the application should be refused. Prior to issuing the refusal notice the applicant submitted revisions to the scheme; these were being reported back to Planning Committee in order to assess whether they had overcome Members concerns with the proposals.

The committee was informed of the options available to them when considering the revised application. This included material considerations and reasons for refusal, likely appeal outcomes, National Planning Guidance

in respect of an award of costs and enforcement action considerations.

RESOLVED: (By 6 votes to 2) That permission be granted subject to the following conditions: 1) Other than may be required by other conditions below, the development hereby permitted shall be carried out in accordance with the following approved plans: site location plan, 10-44-02 A, 10-44-04, 10-44-05, 10-44-06 A and 10-44-07 A 2) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking, re-enacting or modifying that Order) no extensions, curtilage buildings or structures, walls or fences of any kind, other than those expressly authorised by this permission, shall be erected within the curtilages to the dwellings hereby permitted 3) The development shall be carried out in full accordance with the approved materials to be used in the construction of the external surfaces (140155 - dated 14 May 2014) 4) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking, re-enacting or modifying that Order) no first floor windows or dormer windows (other than those expressly authorised by this permission) shall be constructed without the prior approval of the Local Planning Authority 5) Prior to first occupation of the dwellings on plots 5 and 6, the first floor side facing windows shown in relation to those plots shall be fitted with obscure glazing and shall be permanently retained in that condition thereafter 6) The protective fencing around trees shall be maintained until all equipment, machinery and surplus materials have been removed from the site. Nothing shall be stored or placed in any area fenced in accordance with this condition and the ground levels within those areas shall not be altered, nor shall any excavation be made, without the written approval of the local planning authority 7) The approved wheel wash facilities (140155 - dated 14 May 2014) provided on-site shall be used and maintained until completion of construction 8) The garaging and parking spaces shown on plan No 10-44-02 A, shall be provided prior to first occupation of the associated dwelling and shall be kept available for the parking purposes at all times thereafter 9) The stepped access to No2 Upwick Road, as shown on the plans hereby approved (10-44-02 A), shall be implemented at the site within 1 month from the date of this permission 10) The stepped access to no.2 Upwick Road shall be provided in accordance with the approved details (140868 - dated 6 June 2014) within 1 month of the date of the permission 11) Building operations shall take place only between the hours of 08.00 and 18.00 on Mondays to Fridays and between 08.00 and 13.00 on Saturdays and at no time on Sundays or Bank/Public holidays.

128 1 Baillie Avenue. Application ID: 141438 (PPP).

Proposed development to rear of 1-2 Baillie Avenue to provide 4no.self-contained flats with on-site parking areas to front – **ST ANTHONYS**. A number of objections had been received.

The relevant planning history for the site was detailed within the report.

The East Sussex County Council Highways Department and Environment Agency raised no objections subject to conditions stated within the report.. The Specialist Advisor (Planning Policy) had not responded to the consultation.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) Time limit 2) Drawing numbers 3) No development shall take place until samples of the materials to be used in the external surfaces (including boundary treatments and hard surfacing) of the development hereby permitted have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details ++ 4) No development shall be commenced until details of the landscaping of the site has been submitted to and approved in writing by the local planning authority. The proposals shall include all hard and soft landscaping and species/sizes of plants. The approved landscaping shall be carried out in accordance with the approved details before the dwellings are first occupied ++ 5) The development shall not be occupied until the parking spaces have been provided in accordance with the approved plans and the areas shall thereafter be retained for that use and shall not be used other than for the parking of motor vehicles 6) The development shall not be occupied until full details of the cycle parking storage housing have been submitted to and approved in writing by the Planning Authority. The approved details shall be implemented in full accordance with the approved details and the areas shall thereafter be retained for that use and shall not be used other than for the parking of cycles 7) The development permitted by this planning permission shall be carried out in accordance with the approved FRA dated 28th May 2014 (Report No. 5754) and the following mitigation measure detailed within the FRA:

- Finished floor levels are set no lower than 3.8 metres above Ordnance Datum (AOD) and also a minimum of 300mm above the finished surrounding ground level.

The mitigation measure shall be fully implemented prior to occupation and subsequently in accordance with the timing / phasing arrangements embodied within the scheme, or within any other period as may subsequently be agreed, in writing, by the Local Planning Authority (LPA) 8) The ridge of the highest part of the roof of the development hereby permitted shall not exceed the highest part of the ridge of the closest dwellings at 13, 15 and 17 Roselands Avenue 9) That no demolition, site clearance or building operations shall take place except between the hours of 8.00 a.m. and 6.00 p.m. on Mondays to Fridays and 8.00 a.m. and 1.00 p.m. on Saturdays and that no works in connection with the development shall take place on Sundays or Bank/Public Holidays.

Informative:

The applicant's attention is drawn to the need for a Section 184 Licence for the construction of the access. The applicant should contact ESCC on 01273 482254 prior to commencement of development to complete the agreement and pay the necessary fee.

129 55 Friday Street. Application ID: 141497 (PPP).

Demolition of existing garage and erection of 1 no. two-storey 3-bedroomed detached dwelling house, with parking for 2 no. cars and access from Sorrel Drive – **LANGNEY**. One letter of objection had been received.

Further representations had been received from the occupier 57 Friday Street, these comments were to supplement their earlier response:-

- Concerns relating to the potential increase in traffic onto Friday Street close to existing pedestrian crossing and close to recent accidents
- Given the lack of turning space at the site there will be a reliance on reversing onto Sorrel Drive, this may give rise to highway/pedestrian safety issues.
- Set a precedent
- Noise and disturbance caused by the use of the parking and waste areas.
- Back to tack gardens would be out of character in the area

A further letter of objection had been received highlighting:

- Loss of privacy and overshadowing
- Boundary treatments are unclear and also the ongoing maintenance
- Access onto Sorrel Drive would constitute a safety Hazard
- Create a precedent for others to follow
- Out of character with the area
- Would potentially damage the tree screen in Sorrel Drive.

The relevant planning history for the site was detailed within the report.

The observations of the Estate Manager, Specialist Advisor (Arboriculture), and East Sussex County Council Highways Department were summarised within the report. North Langney Community Forum had not responded to the consultation

RESOLVED: (Unanimous) That permission be refused on the grounds that 1) the proposals by reason of their position, size, design and external appearance would be an intrusive development, out of scale and character with the prevailing pattern of development in the locality, as well as having a serious and adverse effect on the amenities enjoyed by occupants of neighbouring property, and would be contrary to policies HO6, HO20 UHT1 and UHT4 of the Eastbourne Borough Plan 2001 – 2011 and policies B1, and D10A of the Eastbourne Core Strategy Local Plan 2013 and paras 17 paras 56-65 of the National Planning Policy Framework 2) The application fails to demonstrate a scheme for the delivery of off street parking for the existing property (NO 55 Friday Street) and in the absence of additional information the council cannot consider the implications of this part of the proposal, it is considered that the scheme would give rise to highway and pedestrian safety issues as a result of No 55 Friday Street not having any off street parking spaces. The scheme would be contrary to Policy TR11 Eastbourne Local Plan 3) Without any evidence to the contrary it is considered that the existing adjacent mature landscaping/tree screen would have an overbearing relationship with the development plot/property such

that it would have a material impact upon the amenities and living environment of the living environment for the future occupiers of the property and would be contrary to policies HO6, HO20 UHT1 and UHT4 of the Eastbourne Borough Plan 2001 – 2011 and policies B1, and D10A of the Eastbourne Core Strategy Local Plan 2013 and paras 17 paras 56-65 of the National Planning Policy Framework 4) The development is likely to result in pressure for tree reduction/removal within the mature landscape area adjacent to Sorrell Drive and as such that would have a material impact upon the character of the appearance of the area and would be contrary to policies HO6, HO20 UHT1 and UHT4 of the Eastbourne Borough Plan 2001 – 2011 and policies B1, and D10A of the Eastbourne Core Strategy Local Plan 2013 and paras 17 paras 56-65 of the National Planning Policy Framework.

Appeal:

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

130 Sovereign Harbour. Application ID: 141469 (RMT).

Reserved matters (Access, Appearance, Landscaping, Layout and Scale) application relating to condition 1 of outline application Reference:131002 for the development of site 8 at Sovereign Harbour for up to 8 dwellings, open space and berth holder facilities and related discharge in respect of site 8 of the following conditions: condition 1 (reserved matters), condition 4 (within 2 years), condition 172 (harbour wall maintenance) conditions 9 & 192 (restriction of residential units, condition 177 (estate road layout), condition 191 (public spaces) – **SOVEREIGN**. 17 letters of objection had been received.

One further letter of representation had been received commenting on the following points:

- Pre app designs more exciting than current designs, look more like a block of flats
- Suggested modest design changes, colour to render and glass balustrades
- Support the public access and footpath but question the longevity of public access

The relevant planning history for the site was detailed within the report.

The observations of the Specialist Advisor (Planning Policy) were summarised within the report. Southern Water and the Environment Agency raised no objections to the proposal.

Members were advised that in seeking to provide the information required by the East Sussex County Council Highways Officer the access and car parking arrangements had been revised. These revisions increased the highway visibility and the usability of the undercroft parking spaces as well as reducing the visitor spaces to 7 spaces. As was evident from the

Highways department response there were no remaining highway issues from this proposal.

East Sussex County Council Highways responded stating that vehicle and cycle parking had been considered and access to the site was considered to be sufficient. Boundary treatments and bin enclosures were to be handled by a further reserved matter application; however the informal details seen to date were acceptable. Public access and details of the harbour wall was supported.

Sovereign Harbour Residents Association had responded stating that:

- If supported then no further changes without referral to SRA
- Access from front of the properties direct onto Cycle path may cause a potential hazards to cyclists and pedestrians, this area is heavily trafficked at all periods of the day and not only rush hours
- Designs do not compliment the surroundings properties
- Brick facing would be more appropriate, render facades can deteriorate very quickly especially given the coastal location (see The Harbour Quay Apartments)

The committee was advised that the conditions attached to the outline planning permission comprised an extensive list and covered all construction issues, the design and appearance of the proposed buildings and the public open space.

Conditions detailed below related only to issues not covered by the conditions at the outline stage.

Mrs Weeks, Sovereign Harbour Residents Association, addressed the committee reiterating the comments made in the representation stated above.

Marie Nagy, agent for the applicant responded stating that there had been very few comments on the design of the building and that access and refuse storage issues had been resolved. The open space would be delivered and properly maintained.

The committee discussed the application and raised concerns regarding the design of the building and the suitability of the design in this location. The committee was concerned regarding the 'beach' design for the open space and the maintenance of this area.

RESOLVED: (By 4 votes to 2 with 2 abstentions) That permission be deferred to allow officers to discuss with the developer/agent an alternative design solution for the area of Public Open Space. At the conclusion of this discussion the application be reported back to Planning Committee for determination.

131 37 Mountfield Road. Application ID: 141529 (PPP).

Proposed change of use from A1 (retail) to A3 (restaurant) and A5 (take-away) with repositioned extraction equipment from previous application – **HAMPDEN PARK**. Two objections had been received.

The committee was advised that the applicant had submitted a revised design to address the previous reasons for refusal at committee, which incorporated a more sensitively designed and positioned arrangement for the external flue and associated duct work.

The relevant planning history for the site was detailed within the report.

The observations of the Specialist Advisors (Environmental Health), (Planning Policy) and East Sussex County Council Highways Department were summarised within the report.

RESOLVED: (By 7 votes to 1 abstention) That permission be granted subject to the following conditions: 1) Time Limit 2) Approved Plans 3) Opening Hours 4) Sound test of internal ducting 5) Installation of equipment to disperse fumes and/or smell 6) Noise Rating levels of extraction to comply with British Standards (Day/Night)

Informative:

Discharge of Condition of pre-commencement conditions

132 10 Blackwater Road. Application ID: 141524 (HHH).

Retrospective application under section 73a for the retention of an escape staircase and walkway at rear – **MEADS**.

The relevant planning history for the site was detailed within the report.

The committee was advised that no letters of objection had been received following the statutory consultation period. However, the owners of the application site had also sent out a proforma letter to their neighbours (the total number of letters delivered was not known) and as a result 11 letters supporting the retention of the escape stairway and platform/walkway, including one from the original complainant, had been received.

The original complainant was now supporting the proposal as the applicants had confirmed in writing that they did not intend to use the platform for sitting out either now or in the future.

The report recommended that permission should be refused and that Officers should be authorised to carry out enforcement action to secure removal/adaption of the ground floor platform terrace area and also the installation of a 'Juliet' balcony to cover the existing doors.

RESOLVED: (Unanimous) 1) That permission be refused on the grounds that the proposed walkway, at ground floor level, by reason of its scale, massing and position, would adversely affect the amenity enjoyed by neighbouring residential occupiers by being overbearing in appearance, outlook and privacy and reduces light to the lower ground floor of No. 10 Blackwater Road. The proposal is contrary to policies B1, C1, D5 & D10 of

the Eastbourne Local Core Strategy (2026), UHT4, UHT16, HO20 of the Eastbourne Borough Plan (Saved Policies 2007), the guidance outlined in the National Planning Policy Framework (2012) and Supplementary Planning Guidance – Areas of High Townscape Value 2) Authorise Enforcement Action to secure removal/adaptation of the ground floor platform terrace area (true fire escape and to mirror arrangement to upper floors) and also the installation of a 'juliet' balcony to cover the existing doors.

Appeal:

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

133 20 Albert Parade. Application ID: 141594 (PPP).

Enlarged extension to the rear of 20 and 23 Albert Parade, together with repositioning of entrance staircase to existing maisonette (no.21). (Previously approved under reference 140057) – **OLD TOWN**. One letter of objection had been received.

The relevant planning history for the site was detailed within the report.

The observations of the Local Highway Manager were summarised within the report.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) Time Limit 2) Approved Drawings 3) Materials – 4) Hours of Construction 5) Positioning of external flue vents – 6) Flat roof area not for amenity/recreation space 7) No new windows / doors – 8) Permanent access maintained for residential property on upper floors of 20 Albert Parade 9) Obscure glazing to rear window of food prep area (facing 1 Chamberlain Rd) non-opening below 1.7m above finished floor level 10) Fire exit to the rear of food preparation to remain closed except when being used for emergency access 11) Details of Bin Storage area.

Informative:

Pre Commencement conditions

134 Ocklynge County Junior School. Application ID: 141600 (CCC).

Permanent use of the Multi Use Games Area (MUGA) between the hours of 0800 and 2100 Monday to Friday and between the hours of 0900 and 1700 Saturday, Sunday, Bank and Public Holidays – **OLD TOWN**. A copy of an objection to ESCC has been received.

The committee was advised that they were being consulted on the application before its submission to East Sussex County Council's planning committee. The original permission restricted the hours the MUGA could be used to 0800 to 2000 hours on Mondays to Fridays and between 0900 and 1700 hours on Saturdays, Sundays and bank holidays. Following a year of

trialling a finish time of 2100 hours, permission was now sought to make this a permanent finishing time for Mondays to Fridays.

The relevant planning history for the site was detailed within the report.

The committee had mixed views regarding the MUGA querying whether residents were aware of the time extension trial period. The Planning Committee expressed concerns that nearby residents were subject to noise and disturbance every day of the week through the use of the MUGA, and that, whilst there was no objection to one extra hour of use in the evenings on Mondays to Fridays, they would not wish to see any further applications to extend the hours.

NB: Councillor Ungar withdrew from the room whilst this item was considered.

RESOLVED: That delegated authority be given to the Senior Specialist Adviser, in consultation with the Deputy Chair of the Planning Committee, to write to the County Council expressing the range of views on this matter expressed by members of the committee.

135 Adoption of the Eastbourne Community Infrastructure Levy (CIL) - Charging Schedule.

The committee considered the report of the Senior Head of Development advising members of the intention to adopt the Council's Community Infrastructure Levy (CIL) which allowed local authorities in England and Wales (defined as Charging Authorities) to raise funds from developers undertaking new building projects. It replaced much of the existing process of planning obligations commonly known as 'Section 106' agreements. The primary use of CIL was to gain financial contributions from certain types of viable development to help fund new or improved strategic infrastructure required to support the growth identified in Eastbourne's Core Strategy Local Plan.

The Council had prepared a Community Infrastructure Levy (CIL) Charging Schedule which was proposed for adoption at appendix 1 to the report. This document had undergone extensive public consultation in line with the CIL Regulations, and had been through the relevant Examination stages. The Examination was dealt with via written representations, and the production of Matter Statements in November/December 2014. The Council received the Examiners Final Report on 12 January 2015 which concluded that the Charging Schedule, subject to one modification, was sound and should be adopted by the Council.

The Charging Schedule stated the types of development that would be liable for a CIL charge and the relevant charge (£) per sq m. of development. It was supported by a comprehensive evidence base which included a detailed viability assessment. The viability assessment document examined the levels of CIL that could be achieved across the Borough without affecting the overall viability of development identified in the

Eastbourne Core Strategy Local Plan. Only developments that were shown to be viable had been charged CIL, therefore the charges were fully justified by the evidence.

The Charging Schedule was also supported by a revised Infrastructure Delivery Plan and a Funding Gap Analysis document, to demonstrate that there was a funding deficit between the total cost of required infrastructure and the infrastructure already agreed for delivery and to be financed by the Council, external partners and agencies. The funding gap analysis justified the position of the Council to move forward with CIL as an appropriate tool for collecting developer contributions.

Members noted that it was in the interest of the Council to adopt the Charging Schedule on 1 April 2015, at which date further significant restrictions were placed on Section 106 agreements.

The committee noted that Cabinet were recommended to endorse The CIL Charging Schedule in line with the recommendations of the Examiner's Report and recommend its adoption at the next Full Council on 18 February 2015. The CIL Charging Schedule would come into operation on 1 April 2015.

Members discussed the CIL and raised concerns that flats/ apartments were not included within the Charging Schedule. The committee was advised that a Member Briefing for the CIL would be held in February 2015.

NOTED.

136 Local Validation List.

The committee considered the report of the Senior Specialist Advisor (Planning) outlining the Council's Local Validation List. Members of Planning Committee requested at its September Committee that the results of the public consultation into the Councils Local Validation List be reported to Planning Committee so that any changes could be ratified prior to formal adoption.

The committee was advised that there had been very few comments (2 emails) received from interested parties in relation to the Local Validation List consultation, these responses related to clarification of elements of the List. In conversations with the Council's regular planning agents however, there had been overwhelming support for the proposed Local Validation List as it was seen as reducing the requirements for supporting documentation and thereby reducing the burden upon applicants.

The main change made from the initial draft List identified the changes to the requirements in relation to Affordable Housing following Government advice published in December 2014. This guidance as part of the National Planning Policy Guidance (NPPG) raised the threshold for seeking affordable housing contributions on proposed developments to the creation of 11 or more units.

Members requested a copy of the list and were advised that this would be provided following the meeting.

RESOLVED: 1) That the Local Validation List be adopted and used for validation purposes incorporating the changes to the affordable housing thresholds as referred to within the report 2) That the Senior Specialist Advisor (Planning) in consultation with the Chair of Planning Committee be authorised to make changes to the Local Validation List if required by the changes to National and Local Policy in the interim, prior to the documents formal re-ratification in two years' time at Planning Committee.

137 Summary of Planning Performance - Quarter 3 (October to December) 2014/2015.

The committee considered the report of the Senior Specialist Advisor (Planning) which provided a summary of performance in relation to key areas of the Development Management Services for the second quarter (October – December) 2014.

Given the many varied types of planning application received Central Government required that all Councils report the performance in a consistent and coherent manner. Therefore the many varied applications were grouped together into three broad categories Major, Minor and Others. Applications falling into each category were outlined within the report.

In analysing the performance for the processing of these differing types of application the Government allow 13 weeks for processing Major applications and 8 weeks for processing the Minor and Other categories. The figures detailed within the report highlighted the development control performance figures against these categories for the calendar year 2013 and the first three quarters of 2014/15.

In addition the report also included information about the recent appeal decisions. The Council for the calendar year 2014 had received 14 appeals, not all of which had been decided, however all appeals received were detailed within the report.

Officers considered that in granting planning permission for 92% of all application received, planning services of Eastbourne Borough Council had supported and stimulated the local economy and had also helped to meet the aspirations of the applicants.

The assessment of the performance of planning services showed that the team were performing at or over the National PI threshold and that there were at this time no special measure issues.

Notwithstanding this for the first nine months of 2014 Eastbourne had one major application going through to an appeal decision and this was overturned resulting in 100% of cases being overturned. In common with other years the Council refused less than 10% of the applications received

Appendix 1 to the report included further application data by ward and also the number and types of pre-application requests received.

NOTED.

138 South Downs National Park Authority Planning Applications.

None received.

The meeting closed at 8.55 pm

Councillor Ungar (Chairman)

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Cabinet



Minutes of meeting held on Wednesday, 4 February 2015 at 6.00 pm

Present:-

Councillors **David Tutt** (chairman and leader of the council), **Gill Mattock** (deputy chairman and deputy leader of the council), **Margaret Bannister**, **Troy Tester** and **Steve Wallis**.

(An apology for absence was received from councillor Carolyn Heaps).

50 Minutes of the meeting held on 10 December 2014

The minutes of the meeting held on 10 December 2014 were submitted and approved and the chairman was authorised to sign them as a correct record.

51 Declarations of interests by members.

Declarations of disclosable pecuniary interests (DPIs) by members as required under section 31 of the Localism Act and other interests as required by the council's code of conduct and regulation 12(2)(d) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

No declarations were made.

52 Future arrangements for the council's building control services.

52.1 Cabinet considered the report of the senior head of community. In April 2011 Eastbourne Borough Council and Wealden District Council had entered into a 5 year partnership agreement for the joint provision of building control services across the respective districts. The partnership had worked successfully for the past 4 years, however the building control market had grown rapidly and with increased competition from private companies providing building control services and pressures on budgets, councils were facing a reduction of their market share as well as increasing costs.

52.2 To assist in reducing current and future financial pressures it was proposed that the partnership set up a wholly owned local authority company. Taking advantage of recent developments in public procurement law, this company would then be able to operate more fully in the building control market by offering additional services such as new house warranties, and warranties for extensions and other works, sound resting, fire risk assessments, access audits, energy performance certificates and standard assessment procedure calculations for energy use. The revenue raised by offering these additional services could be used to off-set the increasing financial burden of the non-chargeable

work the council was obliged to undertake to meet its statutory obligations.

52.3 Current costs of delivering the non-chargeable aspects of the service were in the region of £199,000 split (£127,000/£72,000 Wealden/ Eastbourne). Without mitigating the threats coming from the private sector, both councils were at risk from increased costs in performing their statutory building control duties. The objective would be for costs to remain at the current level and for a reduction over time.

52.4 Resolved (key decision): (1) That the principle of setting up a wholly owned local authority company for building control services subject to a business case, legal advice and proposed governance arrangements be endorsed.

(2) That the senior head of community be given delegated authority to work with Wealden District Council to develop the business case, for consideration at a future Cabinet meeting

53 Corporate performance - Quarter 3 2014/15.

53.1 Cabinet considered the report of the deputy chief executive and chief finance officer and senior head of corporate development and governance reviewing the council's performance against corporate plan priority indicators and action targets; financial performance of general fund revenue expenditure, housing revenue account and capital programme; and treasury management activities for the third quarter of 2014/15. Throughout the year, performance against these key indicators and milestones was reported to cabinet on a quarterly basis and to scrutiny committee members each month.

53.2 Devolved budget scheme progress was highlighted; with a record 80 projects funded and a total spend to date of £81,537. The projected general fund revenue outturn showed an underspend of £187,000. This was within 1.1% of the net budget and was within an acceptable tolerance level. The contingency allowance currently stood at £112,950; £40,000 of which had been earmarked for use leaving a balance of £72,950 for funding any future unforeseen one off areas of expenditure during the remainder of the year. The projected outturn for the housing revenue account indicated a surplus of £104,000. Actual expenditure on the capital programme, at 47% of the budget, was lower than expected as a number of schemes had been delayed. The 2014/15 programme would be re-profiled to reflect start dates and planned works.

53.3 Other performance matters highlighted included:

- Time taken to process housing and council tax benefit claims where migration to a new system had necessitated a close down period and resultant backlog of work.
- Good collection fund and investment performance.
- The impact of tenant refusals on the decent homes programme.
- The increase in the number of fly-tipping reports being received as a result of the new report-it app.

52.4 Resolved (key decision): (1) That the performance against national and local performance indicators and actions from the 2010/15 corporate plan (2014 refresh) be agreed.

(2) That the general fund, housing revenue account and collection fund financial performance for the quarter ended December 2014, as set out in sections 3, 4, 5 and 6 of the report be agreed.

(3) That the transfer to and from reserves as set out in appendix 3 to the report be approved.

(4) That the amended capital programme as set out in appendix 4 to the report be approved.

(5) That the treasury management performance as set out in section 7 of the report be agreed.

54 * General fund revenue budget 2015/16 and capital programme 2014/18.

54.1 Cabinet considered the report of the deputy chief executive and chief finance officer setting out the general fund revenue budget proposals for 2015/16 and a 3-year capital programme 2014/18. The medium term financial strategy (MTFS) had been revised in July 2014 and the cabinet had agreed a draft 2015/16 budget proposal last December. The MTFS and resulting draft budget had been subject to extensive consultation and previously reported to cabinet and members of the scrutiny committee. Scrutiny committee, at their meeting on 2 February 2015, made no comments and noted the report.

54.2 The budget was the product of various plans and strategies as part of an integrated and corporate planning process and was linked principally to:

- The medium term financial strategy
- Asset management plans
- The corporate plan
- Workforce strategy
- Treasury management strategy
- Service plans
- Housing revenue account business plan
- DRIVE corporate transformation programme
- Sustainable service delivery strategy

54.3 The chief finance officer had a legal responsibility to give positive assurances on the robustness of the estimates used in the budget and the level of reserves. He commented that if the recommendations in his report were agreed then these assurances would prevail.

54.4 The budget proposals included:

- No increase in the council tax in 2015/16.
- Overall savings totalling £1.5m (9% of the net budget).

- Efficiency savings of £1 (6% of the net budget).
- Inflation of £0.6m (4% of the net budget).
- Other recurring service growth of £0.4m.
- Non recurring service investments of £0.5m.
- General reserves averaging in excess of £4m (against a minimum recommended of £2m).
- Capital receipts of £0.8m invested in new capital schemes.

54.5 The budget represented management of financial risks by:

- Building on a favourable outturn position.
- Balancing the base budget requirement without needing to use reserves for recurring expenditure.
- Identifiable and deliverable savings with accountability and no general unidentified targets.
- Reserves well above the minimum level.
- Zero basing of minor reward grants.
- Providing the funding required for the DRIVE change programme to deliver the future savings required by the MTFs via the strategic change fund.

54.6 The underlying methods of local government financing were changing significantly from 2013/14 and 2014/15 onwards and included the wrapping up of grants in the base "Start Up Funding" notably:

- The localisation of council tax grant (previously £1.2m).
- The council tax freeze grants.
- Some new burdens grants.

For Eastbourne the headline figures of the government settlement were:

- A reduction in revenue support grant (RSG) of £1.2m (30%).
- Partially offset by new homes bonus (NHB) (additional £0.2m in 2015/16).

54.7 The national non-domestic business rate base had increased slightly (£0.2m), largely as a result of the inflationary increase which had been capped at 2%. In addition to the formula grant, the government was financing the cost of a 1% increase in council tax (£86,000) which it had confirmed would be put in the base for 2016/17 and beyond. The government had announced that Eastbourne would receive £1.1m in total of NHB due to the growth in housing in the area and the further reduction in empty properties.. The grant was paid in tranches for six years. The 2015/16 figure included five tranches. The funding was not guaranteed beyond a 6 year horizon for each tranche. The projected award for 2016/17 was £1.3m. The government was financing the additional NHB from reductions in RSG, therefore, whilst volatile, it was currently the preferred method of distribution of resources.

54.8 No increase in council tax for 2014/15 was proposed and this would result in an unchanged band D rate of £224.19. The council was required to give an indication of likely future council tax rises. It was still expected that council tax would rise by no more than 2% per annum for each of the next three years. This was the government's target for inflation and also the current ceiling on rises that would otherwise require a referendum in order to exceed. Within this context, for

2015/16, the council would raise £7.3m from its share of the council tax. This was determined by multiplying the council tax base of band D equivalent dwellings by the band D tax rate of £224.19. This was unchanged from the tax base setting report submitted to cabinet on 10 December last. In addition, there was a distribution of £24,000 payable by the council to the collection fund due to a small collection fund surplus.

54.9 A summary of the resources available was given, as shown below:

Source:	£'m
Government formula grant	(2.7)
Retained business rates	(4.0)
New homes bonus	(1.1)
Council tax freeze grant	(0.1)
Council tax	(7.3)
Total resources available (rounded)	<u>(15.2)</u>

In order to achieve a balanced budget without using reserves, the council would need to set a net expenditure budget for 2015/16 of £15.2m.

54.10 In addition to the general grant distributed through the new formula grant system, which was given towards financing the council's net expenditure, the government also provided some specific grants. These specific grants would fund in part or in full, service costs.

Grant	2014/15 £'m
Housing benefit subsidy	(c.50)
Housing benefit administration	(0.8)

53.11 Housing benefit subsidy was intended to reimburse the Council for the awards of benefit it made to eligible tenants in both the private and public rented sector. Not only is this by far the largest single specific grant that the council received, but it was performance related. The council had improved its performance in recent years. A new system of universal credits was due to be completed in October 2017 which would see the caseload moved to the Department for Work and Pensions. Responsibility for council tax benefit had now devolved to a local level. Housing benefit administration grant funded the cost of administering the national housing benefit and local council tax support schemes (a reduction of 15% from the 2013/14 funding) It was noted that the former homelessness grant (to assist with prevention and to find alternative accommodation other than bed and breakfast) had now been subsumed into the main grant system.

54.12 In December, cabinet had put forward their draft budget proposals, the main movements since then were detailed in appendix 1 to the report as summarised below:

Movement from 2014/15 base budget	£m	£m
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Change in resources:

Revenue support grant and new homes bonus	0.8	
Weekly refuse collection grant	1.3	
Retained business rates	(0.5)	
Council tax – increase in tax base	(0.1)	

Cost increases:

Inflation	0.5	
Other unavoidable costs increases and changes in income	<u>0.4</u>	2.4

Savings:

Efficiency savings	(1.0)	
Increased Income/other changes	(0.5)	
Reduced contributions to reserves	<u>(0.9)</u>	<u>(2.4)</u>

54.13 Details of proposed growth and savings were given in full in appendix 2 to the report. The proposals set out in the report would allow full council on 18 February to approve a balanced budget in line with available resources and without the need to use reserves.

54.14 The council now followed a rolling 3-year financial planning cycle and the service and financial plans had been set out in detail for 2015/16. The next MTFS was due in July and would project forward a further 3 years and continue to provide the basis of service and financial planning for the medium term. It was noted that the significant level of the savings required for the next MTFS had already been identified. Further reports to cabinet would detail the business plans under the council's transformation programme (DRIVE). The government had set out a revised 4-year programme of reductions in funding and the Council's current MTFS already took this into account. The change programmes in place, such as the agile working programme and the sustainable service delivery strategy (SSDS) and the rest of the DRIVE programme, would deliver savings over and above the minimum in order to create headroom for investment in priority services.

54.15 The council sought to set an operational budget with careful consideration of known risks, but accepted that this could not cover every eventuality. As a consequence the council sets a contingency budget and holds a minimum level of general reserve as a hedge against additional and significant financial turbulence.

54.16 The report detailed the principal financial risks the council was likely to face, as follows:

- Housing benefit subsidy performance.
- Inflation on goods and services.
- Income from services linked to customer choice (theatres, tourism; sports centres, car parking).
- Demand led services.
- Legal challenges.
- Savings being delayed.

On an exception basis, information on each of the risk areas identified above, together with any new and significant risks that might emerge over the course of the year, would be included in each financial

performance report to cabinet and scrutiny during the 2015/16 financial year. A corporate contingency budget of £152,000 for unbudgeted expenditure or reductions in income had been allowed. This was in addition to the known inflation that had been built into service budgets.

54.17 The chief finance officer was obliged to report on the adequacy of the proposed financial reserves, and determine the minimum level required. There was no statutory minimum requirement, but reserves must be set at a prudent level given the activities of individual councils and potential liabilities that they faced or might face in the future i.e. a risk based approach. The council's earmarked reserves were reviewed at least annually for adequacy. If at any time the adequacy was in doubt the chief finance officer was required to report on the reasons, and the action, if any, that he considered appropriate. The council would always seek to contain any unforeseen additional costs within allocated annual budgets, including the contingency budget. However, it was proposed that in addition the minimum level of general reserves be set at £2m (as detailed in paragraph 6.5 of the report).

54.18 The following reserves had been set aside in addition to the general reserve in order to facilitate projects under the DRIVE programme. The available balances at 31 March 2015 were projected to be:

Reserve	Purpose	£'m
Strategic change	To fund internal projects under DRIVE	0.6
Economic regeneration	To promote economic growth	0.5

The council had followed a process of consolidating its reserves into the corporate reserves above. This better facilitated corporate priority planning. The only other reserves that the council held had specific obligations attached (e.g. Section 106/partnership contributions).

54.19 The principles for formulating the capital programme were set out in the budget report to cabinet last December and the updated programme was given in appendix 3 to the report (proposed new schemes were shown in bold text) and showed a projected outturn for 2014/15 of £7.394; a total budget for 2015/16 of £16.548m; £13.089 for 2016/17; and £4.271m for 2017/18. The council had a policy of only using borrowing for schemes that were 'invest to save' and could generate enough savings or additional income to service the financing costs. In addition to schemes that qualified for borrowing, the council had a further £800,000 of capital receipts to apply to the programme. No uncertain future capital receipts had been factored into the available resource so there would be opportunities to supplement the programme as the 3-year period progressed. Potential disposals would be identified through the asset management plans.

54.20 The HRA capital programme was set out in another report on the agenda (minute 56 below) and was financed entirely from HRA

resources. Once approved it would be amalgamated with the general fund programme.

54.21 Councillor Mattock commented that the steps taken by the council in previous years had ensured the making of significant efficiency savings allowing the council to adjust to the continuing reduction in government funding, the impact of inflation and growth in demand for services, with no increase in the borough's proportion of the council tax for the sixth year running and increased spending in a number of priority areas.

***54.22 Resolved (budget and policy framework):** That full council, at their meeting on 18 February 2015, be recommended to approve the following:

- (a) A general fund budget for 2014/15 (revised) and 2015/16 (original) as set out in appendix 1 to the report, including growth and savings proposals for 2015/16 as set out in appendix 2 to the report.
- (b) No increase in the council tax for Eastbourne Borough Council resulting in an unaltered 'Band D' charge of £224.19 for 2015/16.
- (c) A general fund capital programme and financing 2014/18 as set out in appendix 3 to the report.

55 * Treasury management and prudential indicators 2015/16.

55.1 Cabinet considered the report of the deputy chief executive and chief finance officer seeking approval to the council's borrowing and investment strategies in line with legislative and other regulatory requirements as described in the report. The council was required to receive and approve, the prudential and treasury indicators and treasury strategy as part of the budget setting process each year. This covered:

- the capital plans (including prudential indicators);
- a minimum revenue provision policy (how residual capital expenditure was charged to revenue over time);
- the treasury management strategy (how the investments and borrowings were to be organised) including treasury indicators; and
- an investment strategy (the parameters on how investments were to be managed).

***55.2 Resolved (budget and policy framework):** That full council, at their meeting on 18 February 2015, be recommended to approve the following:

- (a) The treasury management strategy and annual investment strategy as set out in the report;
- (b) the methodology for calculating the minimum revenue provision set out at paragraph 2.3 of the report;
- (c) the prudential and treasury indicators as set out in the report; and
- (d) the specified and non-specified investment categories listed in appendix 3 to the report.

56 * Housing revenue account (HRA) revenue budget and rent setting 2015/16 and HRA capital programme 2014/17.

56.1 Cabinet considered the report of the senior head of community and deputy chief executive and chief finance officer in respect of the rents, service and other charges to be set for all of the council's housing tenants. The report outlined the revenue account budget proposals for 2015/16 and housing capital programme 2014/17 and arrangements for agreeing Eastbourne Homes Limited's (EHL) management fee and delivery plan.

56.2 From the 1 April 2012 the way that council social housing was financed was changed and the HRA became self financing. This meant that expenditure had to be entirely supported from rental and other income. The main tool for the future financial management of the HRA was the 30 year business plan which had been approved by cabinet on 8 February 2012. The introduction of HRA self financing did not end the requirement to maintain a statutory ring fenced HRA and the council was still required to maintain a separate account for the income and expenditure on council housing. The report reflected the recommendations made by Eastbourne Homes in relation to the increases in rent levels, service and other charges.

56.3 The HRA revenue budget (appendix 1 to the report) had been produced based on the policies set out in the HRA 30 year business plan and showed an overall surplus of (£296,130) for 2015/16. This was mainly due to a number of favourable factors including the rent and service charge review, the change in requirement for the provision of bad debts and the savings from treasury management activities on borrowing.

56.4 The council had been following the government's guidance for rents for social housing since December 2001. Under the HRA self-financing settlement the government had assumed that rent convergence would be achieved in 2015/16. In May 2014, the government issued new guidance setting out its policy on rents for social housing from April 2015. The new guidance simplified the approach to setting the rent for each property. The government recognised that some properties would not have reached their formula rent by April 2015 and recommended that rent only moves up to formula rent when the property was re-let following vacancy. It was noted that most the council's properties had reached convergence; those remaining properties below would now achieve convergence at a slower rate. The new guidance suggested an increase of 2.2%. In order to reduce the number of properties trying to reach their formula rent, it was recommended that council rents were set at a slightly higher level with an average increase of 2.28%. This would leave 5.87% of housing rents outstanding to converge.

56.5 Service charges, heating and water charges were fixed weekly amounts set at a level to recover the expected actual cost to be incurred for the respective properties in the forthcoming year. Garage rents were

recommended to increase in line with the average increase in housing rents 2.28%.

56.6 Total budgeted expenditure on the HRA capital programme was planned at £9,668,512 for 2015/16. The major works element of the programme was in line with the asset management plan and the self financing business plan model with funding from the major repairs reserve. Cabinet had previously agreed a total budget of £12.1m for the housing and economic development programme (HEDP) out of the total allowance of £20m. This had now been profiled to reflect the expected spending timetable and will be funded from borrowing and HCA grant.

56.7 The proposed Eastbourne Homes Ltd. base management fee was recommended to remain at the 2014/15 level of £6,714,000, however an additional £520,000 had been proposed to meet the current pressure on the maintenance budget. The fee of £140,000 to support the work of the HEDP team had now been amalgamated into the management fee. The total proposed fee for 2015/16 was £7,375,000.

56.8 Scrutiny committee, at their meeting on 2 February 2015, noted the report and asked for further information regarding opportunities to support local companies through investment and local labour agreements.

***56.9 Resolved (budget and policy framework):** That full council, at their meeting on 18 February 2015, be recommended to approve the following:

- (a) The HRA budget 2015/16 and revised 2014/15, as set out in appendix 1 to the report;
- (b) that rents are set in line with the rent convergence target of 2016 set by government resulting in an average increase in rents of 2.28%;
- (c) that void HRA properties which are due for re-let are moved to target rent automatically;
- (d) that service charges for general needs properties are increased by 2.31%;
- (e) that service charges for older persons' sheltered accommodation currently available for let are increased by 2.57%;
- (f) that heating costs are set at a level designed to recover the estimated actual cost;
- (g) that water charges are set at a level designed to recover the estimated cost of metered consumption;
- (e) that garage rents are set to increase by 2.28% in line with the average increase in housing rent;

(f) that delegated authority be granted to the senior head of community, in consultation with the lead cabinet members for community services and finance and the chief finance officer to finalise Eastbourne Homes' management fee and delivery plan; and

(i) the HRA capital programme as set out in appendix 2 to the report.

57 * Adoption of the Eastbourne community infrastructure levy (CIL) - charging schedule.

57.1 Cabinet considered the report of the senior head of regeneration, planning and assets. The community infrastructure levy (CIL) allowed local authorities in England and Wales to raise funds from developers undertaking new building projects. It effectively replaced much of the existing process of planning obligations commonly known as 'section 106' agreements. The primary use of CIL was to gain financial contributions from certain types of viable development to help fund new or improved strategic infrastructure required to support the growth identified in a local authority's core strategy. CIL placed a charge per square metre on development. It would not be the sole funding source for all infrastructure delivered, but would supplement other public sector revenue streams.

57.2 The council had prepared a community infrastructure levy (CIL) charging schedule which is proposed for adoption. This document had undergone extensive public consultation in line with the CIL regulations, and had been through the relevant examination stages. The examination was dealt with via written representations, and the production of matter statements in November/December 2014. The council received the examiners final report on 12 January 2015 which concluded that the charging schedule, subject to one modification, was sound and should be adopted by the council.

57.3 The council had proposed rates of £50 per square metre for residential (C3) development, and £80 per square metre for retail (A1-A5) development. All other uses would be subject to no charge. The rates would be charged in all parts of the borough excluding those that were within the South Downs National Park.

57.4 The examiner's report recommended a modification, now made, to exempt residential apartments from CIL liability. It was felt that the evidence demonstrated that the CIL charge would affect the viability of apartment development, which would in turn prevent that type of residential development coming forward for development.

57.5 The proposed rates were justified by evidence and ensured that they did not compromise the ability for the council to deliver its spatial development strategy. It was in the interest of the council to adopt the charging schedule on 1 April 2015, at which date further significant restrictions are placed on Section 106 agreements.

57.6 Planning committee, on 3 February 2015, had also received a report on this matter and had noted the contents.

***57.7 Resolved (budget and policy framework):** That cabinet endorse the community infrastructure levy charging schedule in line with the recommendations of the examiners final report and recommend full council to adopt and come into force as from 1 April 2015.

58 Exclusion of the public.

Resolved: That the public be excluded from the remainder of the meeting as otherwise there was a likelihood of disclosure to them of exempt information as defined in schedule 12A of the Local Government Act 1972. The relevant paragraph of schedule 12A and description of the exempt information are shown in minute 59 below. *(The requisite notices having been given under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.)*

59 Small grants to voluntary organisations 2015/16.

59.1 Cabinet considered the report of the senior head of community on the small grants element of the community grants programme. It was proposed that a budget of £60,000 be made available. Given the financial constraints on the Council at present, the proposed budget continued to protect the voluntary and community sector as a whole from significant reductions in spending on their activities by this Council.

59.2 In addition to the small grants programme, cabinet had previously agreed major grants for the three years from 2013/14 to 2015/16 as follows:

Citizen's Advice Bureau	£115,000
East Sussex Credit Union	£ 15,000
Salvation Army	£ 19,000
Eastbourne & Wealden YMCA	£ 40,000
3VA	£ 14,000
Total	£203,000

59.3 It was reported that the council also supported voluntary and community organisations in a variety of other ways including:

- The award of rent support grants to some organisations occupying Council properties to the value of £148,250.
- Discretionary rate relief awards to voluntary and community sector occupying premises in the town with a budget in 2013/14 of £41,671.
- the council's housing service awards grants totalling £58,500 for work to prevent homelessness using funds provided for this purpose by the Department of Communities and Local Government.
- Allocation of £90,000 each year to the council's devolved ward budget scheme, with ward councillors were able spend up to £10,000 on quick fix one-off works or initiatives to improve the

lives of local residents. Local residents could make suggestions on how this money should be spent by contacting their local councillor.

In total the council's direct support to voluntary and community organisations amounted to over £541,521.

59.4 Fifty two expressions of interest were submitted totalling £322,924. Thirty three organisations had submitted eligible applications and were therefore invited to apply in full. Twenty eight full applications were received then requesting £144,733, more than twice the amount of grant funding available. Of these, two were found to be ineligible for funding under the small grants programme.

59.5 The current community grants policy agreed by cabinet in 2012 set out the eligibility criteria for applications. These were designed to reflect the limited budget available and the wide demand for funding within the voluntary and community sector. The aim was to ensure that resources were spent where services were most needed and that robust arrangements were in place for managing any grant. Applications for large capital items could not be considered. Similarly applications for services which duplicated existing services and were available and funded elsewhere were ineligible. There must also be a clear financial need for funding and organisations with large unrestricted reserves or which made a significant surplus could not be funded. The policy also excluded any organisation which itself awarded grants to other organisations. Applicants were also required to have adequate governance and equality policies in place.

59.6 Sixteen expressions of interest with a total value of over £133,000 were deemed to be ineligible this year and a further two applications with a total value of £16,000 were deemed to be ineligible at the second stage of the process. Details were given in the report.

59.7 The following recommendations were made by the Grants Task Group:

Act on It	£2,460
Age Concern	£1,970
Bespoke	£2,000
Bridgemere Centre	£3,500
Community Stuff	£3,137
Defiant Sports	£ 880
Diversity Resource International	£4,950
Duke of Edinburgh Open Award Centre	£2,700
Eastbourne and Wealden MS Society	£2,000
Eastbourne Access Group	£1,060
Eastbourne Street Pastors	£1,500
Eastbourne Survivors Group	£2,500
Eastbourne Swimming Club	£ 750
Eastbourne Voluntary Lifeguards	£1,000
Edible Eastbourne	£3,000
Foodbank	£2,000
Friends, Families and Travellers	£4,250
Leaf Hall	£5,000
Low Carbon Trust	£4,800

Managing Bipolar	£3,600
Mediation Plus	£3,800
SASBAH	£1,875
Shinewater Shaftesbury Centre	£1,268

Total value of grants recommended **£60,000**

The recommended allocations reflected the relevance of the application to the priorities agreed and the quality of the application itself.

59.8 The following organisations would not be awarded a small grant in 2015/16:

- Mobile Memories
- Friends of Seaside Recreation Ground
- The Eastbourne Ethnic Minority Society

59.9 Cabinet noted that some of the applications recommended for approval were from organisations that had also been successful in receiving additional grant funding from other sources. However, it was noted that, as part of the community grants process, organisations were encouraged to seek other forms of grant in order to reduce the pressure on the community grants fund. Nevertheless, it was considered prudent to ensure that, in future years, the community grants application process should include a requirement for applicants to declare any other grants being sought or having been awarded in that financial year and the details of those applications, so that the Grants Task Group would have the fullest possible picture when considering applications. It was also noted that grants were awarded subject to the condition that they were used for the purposes as set out in the applications and that officers would continue to liaise with recipients to ensure that was the case.

59.10 Resolved (key decision): (1) That the proposals for the award of small grants as recommended by the Grants Task Group and detailed in paragraphs 59.7 above be approved.

(2) That the reasons given by the Task Group for the allocation of funding based on an assessment against the criteria set out in the council's community grants policy be endorsed.

(3) That the remaining eligible applications as detailed in paragraph 59.8 above be refused.

(4) That the process for considering community small grants in future years incorporate the requirement for applicants to declare details of other grant applications in the same financial year.

(5) That it be noted that the foregoing resolutions are subject to the approval by full council at their meeting on 18 February 2015 of the council's budget for 2015/16.

(Notes: (1) Exempt information reason 3 (information relating to the financial or business affairs of any particular person (including the authority) holding that information).

(2) The above minute and associated report to cabinet was made public following the cabinet's decision.)

The meeting closed at 6.45 pm

**Councillor David Tutt
Chairman**

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