



Published 3 May 2016

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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, 11 May 2016 at 6.45pm*** to transact the following business.

(* Note: The annual meeting is due to start at 6.00pm. The ordinary meeting will therefore commence following the conclusion of that meeting and no earlier than 6.45pm.)

Agenda

1. 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).

2. Notification of apologies for absence.

3. 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.

4. 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.

5. Pay policy statement - update 2016/17. (Pages 1 - 18)

Report of Deputy Chief Executive.

6. Matters referred from Cabinet or other council bodies.

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

(a) Corporate plan 2016/20 (Pages 19 - 64)

Report of Councillor Tester on behalf of the Cabinet.

7. 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 11 May 2016. A list of such items (if any) will be circulated prior to the start of the meeting.

(a) Minutes of meeting of Conservation Area Advisory Group held on 16 February 2016. (Pages 65 - 68)

(b) Minutes of meeting of Planning Committee held on 1 March 2016. (Pages 69 - 76)

(c) Minutes of meeting of Audit and Governance Committee held on 9 March 2016. (Pages 77 - 82)

(d) Minutes of meeting of Planning Committee held on 22 March 2016. (Pages 83 - 86)

(e) Minutes of meeting of Cabinet held on 23 March 2016. (Pages 87 - 98)

(f) Minutes of meeting of Conservation Area Advisory Group held on 29 March 2016. (Pages 99 - 102)

(g) Minutes of meeting of Planning Committee held on 19 April 2016. (Pages 103 - 112)

8. Exclusion of the public.

The remainder of the business of the council concerns the consideration of the confidential proceedings of council bodies. As such, discussion is likely to disclose exempt information within the categories specified within the open summary of the relevant minute. Furthermore, in relation to paragraph 10 of schedule 12A, it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. The public, therefore, should be excluded from the remainder of the meeting.

9. Discussion of confidential minutes of council bodies.

See note at item 7 above). A list of items raised by members (if any) will be circulated prior to the start of the meeting.

The following are appended to this agenda:-

10. Confidential minutes of Cabinet held on 23 March 2016. (Pages 113 - 114)



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, 9 May 2016. 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, 11 May 2016.

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

Agenda Item 5

Body: Council
Date: 11 May 2016
Subject: Pay Policy Statement Update
Report of: Deputy Chief Executive

Ward(s): All

Purpose: To ask Members to approve updates to the Pay Policy Statement produced in accordance with the requirement in the Localism Act 2011

To ask members to approve the Employee Volunteering Scheme

Contact: Becky Cooke, Head of Organisational Development – 01323 415106

Recommendations: That Council

- (1) **Notes and recommends the updated Pay Policy Statement for publication on the Council's website**
 - (2) **Approves the implementation of the Employee Volunteering Scheme**
-

1.0 Introduction

The Localism Act 2011 places an obligation on local authorities to be more accountable to the communities they serve.

Chapter 8 of the Act requires the Council to adopt and publish a Pay Policy Statement. The statement drafted for Eastbourne Borough Council is appended to this report (Appendix One). We are required to keep the Statement up to date and it has now been reviewed to take account of the latest statistical data.

The revised version is presented to Council for consideration and recommendation for its approval. It will then replace the current version on the Council's website to meet the requirements of the Localism Act.

Appendix Two is the draft volunteering scheme, which has recently been reviewed by the Joint Staff Committee who have recommended it for approval by Council.

2.0 Changes to the Pay Policy Statement

There have been some minor changes to reflect the current statistical position in relation to pay relationships at point 4 of the Pay Policy Statement. The

increase in the pay multiple can be explained by the new and significantly enhanced Shared Chief Executive role, the increased responsibilities of which have been reflected in a higher salary range (albeit significant reduction when compared to the two previous individual Chief Executive roles).

In addition information has been added at point 2.4 of the Pay Policy Statement regarding current sharing arrangements across EBC and LDC, and the payment of those salaries.

3.0 Employee Volunteering Scheme

The draft Employee Volunteering Scheme is attached at Appendix Two. Volunteering is an enjoyable way to meet people, learn new skills and gain useful experience. The Council aims for a high level of community volunteering and involvement in our neighbourhoods, and we want to support our staff to be part of this.

In drawing up this scheme, consideration has been given to striking a balance between what is a reasonable timeframe to allow someone the opportunity to undertake voluntary work, and ensuring that the day-to-day business is not adversely impacted. The draft scheme has recently been reviewed at the Joint Staff Committee who have recommended it for approval by Council.

4.0 Financial and other implications

None

5.0 Consultation

UNISON has been consulted on both the revised Pay Policy Statement and Employee Volunteering Scheme.

6.0 Conclusion

Council is asked to approve the revised Pay Policy Statement and recommend for it to be published on the Council's website.

Council is asked to approve the new Employee Volunteering Scheme.

Alan Osborne
Deputy Chief Executive

PAY POLICY STATEMENT FOR THE FINANCIAL YEAR 2016/2017

Version Control

Version number	Date	Review date	Owner	Reason for new version
01	March 2016	March 2017	Becky Cooke Head of Organisational Development	Statement required by the Localism Act 2011

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1 OPENING STATEMENT

1.1 Transparency and autonomy

The Council recognises and welcomes the aim behind this pay policy statement to ensure that its approach to pay is open and accessible for residents and to enable local taxpayers to take an informed view of whether local decisions on all aspects of remuneration are fair and make the best use of public funds.

It also welcomes the government's recognition that each local authority remains an individual employer in its own right, and, as such, has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers.

This policy statement has been produced in accordance with Sections 38 to 43 of the Localism Act 2011 (the Act).

The Secretary of State has produced guidance on the Act's provisions relating to openness and accountability in local pay, which local authorities must have regard to in preparing and approving their annual pay policy statements, and the Council's statement takes account of this guidance as well as the provisions of the Act.

1.2 Status of policy statement

The pay policy statement will be reviewed on an annual basis and revisions adopted for implementation by the Council at the start of each subsequent financial year.

The pay policy statement can also be amended during the course of any financial year by a resolution of the full Council. If it is amended during the year to which it relates, the revised version of the statement will be published as soon as reasonably possible after the amendment is approved by the Council.

2. REMUNERATION OF STATUTORY AND NON-STATUTORY CHIEF OFFICERS, MONITORING OFFICER AND DEPUTY CHIEF OFFICERS

2.1 Remuneration of Chief Officers (Statutory and Non Statutory) and Deputy Chief Officers

This section covers the Council's policies in relation to the remuneration of its senior employees, including:

- Its Chief Executive and Head of Paid Service;
- Its first tier managers (i.e. the Chief Officers who report to and are directly accountable to the Chief Executive) – this includes both statutory Chief Officers and non-statutory Chief Officers;
- Its Monitoring Officer (i.e. the officer responsible for ensuring the Council's compliance with the law in all its activities);
- Its second tier managers (i.e. the Deputy Chief Officers and senior staff who report to a first tier manager).

2.2 Overall Policy on Remuneration for Senior Roles

The Council's overall approach to remuneration for its senior employees is based on:

- a) Compliance with equal pay, discrimination and other relevant employment legislation and
- b) ensuring that its overall remuneration packages align broadly with market norms for relevant local government and public sectors, taking account of:
 - pay levels in the local area, including neighbouring public sector employers;
 - the relative cost of living in the local area, including housing costs;
 - the responsibilities and accountabilities of specific posts which may be very demanding

The Council seeks to maintain this overall approach by monitoring pay data provided by the Joint National Councils (JNCs) for Chief Officers and Chief Executives, the Local Government Association/Employers, Local Economy database resources and other pay surveys.

In terms of pay differentials, the Council recognises that:

- the role of Chief Executive/Head of Paid Service (HoPS) leads the organisation's workforce and has the greatest level of accountability, and so warrants the highest pay level in the organisation;
- the Deputy Chief Executive, furnished with a level of accountability and leadership obligation second only to the Chief Executive/HoPS, warrants the second highest pay level in the organisation.
- At Chief Officer level the Council recognises that all its Chief Officers have a collective and corporate responsibility for contributing to and delivering

the overall strategy of the organisation. Therefore, it offers the third highest level of remuneration to Chief Officers.

At deputy chief officer level, the Council recognises that the demands on and accountabilities of different management roles vary considerably, and seeks to align pay levels with the relative importance and responsibilities of roles using a process of job evaluation. Remuneration package details are published on the Council's website at: <http://www.eastbourne.gov.uk/about-the-council/information-requests/open-data/>

2.3 The Remuneration Offered to Senior Employees

At Chief Executive/Chief Officer/ Deputy Chief Officer level, the Council offers an annual salary and access to the Local Government Pension Scheme (LGPS). Any other benefits are set out below.

The Council does not offer performance related payments or bonuses to its Chief Officers. Remuneration package details are published on the Council's website at: <http://www.eastbourne.gov.uk/about-the-council/information-requests/open-data/>

2.4 Annual salaries

Annual salary levels for senior employees are set in accordance with the overall principles set out in section 2.2 above. At Chief Executive/Chief Officer/Deputy Chief Officer/Monitoring Officer level Officers are paid on a spot salary.

Consideration of future progression for the Chief Officer roles will focus on:-

- The robust performance appraisal of the deliverables of the strategy and commissioning team
- Regard to the JNC annual pay offer
- And yearly scrutiny of relevant market data

Other senior managers are paid on a grade, the spot salary and the grade is determined locally by the Council. The grade range consists of a number of incremental salary points, through which employees may progress until the top of the grade is reached.

Where sharing arrangements exist across EBC and LDC, postholders are employed by one Council and the other Council contributes to the cost of the salary.

2.5 Remuneration upon appointment

The Council's policy is to appoint new employees at the lowest point on the scale for the post unless, exceptionally, a higher pay point is needed to secure the recruitment. In the case of Chief Officers, a decision to pay in excess of the previous spot salary point will be subject to the endorsement of a panel/committee nominated by the Council to act on its behalf.

2.6 Pay progression

Pay progression for senior officers paid on a grade is normally by annual increment, payable from 1 April annually.

Pay progression is based on the period of time the employee has served in that grade, subject to satisfactory performance as evidenced through the Council's performance appraisal scheme.

The Council's performance appraisal scheme sets out the standards/criteria which must be met in order for an employee to receive any pay progression, the roles and responsibilities of managers and employees in this process and the monitoring and review arrangements to ensure this is applied fairly and equitably across the Council.

2.7 Pay awards

The level of any increase will be determined by the Council, and will take into account a number of factors including that agreed by Joint National Councils (JNCs) for Chief Executives/Chief Officers or National Joint Council (NJC) for Local Government Services (as appropriate for the category of senior manager), the prevailing economic conditions, Government public sector pay policy and the Council's financial position and consultation with the Trade Union.

2.8 Market Supplements

The Council recognises that pressures in the national or regional labour market can mean that pay levels for a particular category of manager in a particular function (e.g. Chief Finance Officer) can be such that the Council's normal pay level would not be sufficiently competitive to enable it to recruit or retain a manager in that function. In that case, the Council is prepared to review the remuneration package and to pay salary points at a level commensurate with the market in order to secure the skills' set required to meet the Council's needs.

2.9 Local Government Pension Scheme (LGPS)

The Council offers its most senior employee's access to the Local Government Pension Scheme, in accordance with the statutory provisions of the scheme, on the same basis as all of its employees. Any pension payments made to its senior employees on termination of employment either on grounds of redundancy, in the interests of the efficiency of the service or on grounds of ill health will be made within the statutory terms of the LGPS.

The employer's contribution rate for senior employees who join the scheme is the same as for all other employees.

The discretions which the Council is able to apply under the scheme upon termination of employment are the same for senior employees as for all other employees who are LGPS members.

2.10 Payments on Termination of Employment

The Council's payments to managers whose employment is terminated on grounds of redundancy or in the interests of the efficiency of the service will be in accordance with the policy the Council has adopted for all its employees in

relation to the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006.

Other than payments pursuant to the LGPS (including the exercise of the Council's discretions) or payments in accordance with the Council's policies under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006, the Council's policy is not to make any other termination payments to its senior employees, other than where it has received specific legal advice to the effect that a payment may be necessary to eliminate risk of claims against the Council.

2.11 "Earn back" pay

The Council has considered the suggestions in the Hutton Review of Fair Pay in the Public Sector, published in March 2011, about the introduction of "earn back" pay. The introduction of "earn back" pay within the Council's current systems as a way of relating pay levels to performance and contribution will not be progressed at the present time but may be given further consideration in the future.

2.12 Re-engagement of Chief Officers

Re-engagement of Chief Officers who have left Eastbourne Borough Council with a severance or termination payment:

2.12.1 Re-engagement as employees

- (1) Subject to any relevant provisions in employment and equalities legislation, the Council's policy is not to re-employ [as a Chief Executive or Chief Officer/ in any capacity] any former Chief Executive or Chief Officer who left the Council for any reason other than compulsory redundancy, and was in receipt of a severance or termination payment, for a period of three years from the date of termination of employment. This policy may be varied in exceptional circumstances which are approved by a delegated panel/committee of Council Members acting on behalf of Full Council and advised by appropriate persons including the Monitoring Officer, except where the Council's Monitoring Officer is a Chief Officer.
- (2) Where a Chief Executive/ Chief Officer's employment has been terminated compulsorily on grounds of redundancy, they will not be re-employed in the same or a similar post for a period of one year following the date of termination of employment. If they are re-employed in another post within four weeks after the effective date of redundancy, they will lose their right to a redundancy payment, including any enhancements under the provisions of the LGPS or the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006. Any re-employment will be subject to the Council following the strict application of the normal process of competitive selection for employment.
- (3) Any former Chief Executive or Chief Officer who is employed by Eastbourne Borough Council and who has previously received a severance, termination or redundancy payment from this or any other

Council or related body will not have previous service counted when determining any further entitlements to notice periods, sickness payments, annual leave or other benefits/entitlements based on continuous service.

2.12.2 Re-engagement under a contract for services

The Council's policy is not to re-engage under a contract for services any former Chief Executive or Chief Officer who left the Council for any reason and was in receipt of a redundancy, severance or termination payment, for a period of three years from the cessation of employment. This policy may be varied in exceptional circumstances which are approved by a panel/committee convened by the Council to act in this matter and advised by persons including the Council's Monitoring Officer, except where the Monitoring Officer is a Chief Officer.

2.12.3 Employment of those in receipt of an LGPS pension

General:

In the unlikely event that the Council employs as a Chief Executive or Chief Officer a person who is in receipt of a pension under the LGPS, the rules on abatement of pensions adopted by the Council's Administering Authority for the LGPS, pursuant to Regulations 70 and 71 of the the Local Government Pension Scheme (Administration) Regulations 2008 must be applied. Such persons would only be employed following strict application of the normal process of competitive selection for employment.

Flexible retirement:

The LGPS regulations permit the Council to offer flexible retirement to employees (including Chief Officers) aged 55 or over, so that they can reduce their hours of work, and receive a pension in respect of accrued years in the scheme.

2.13 Publication of Details of Employee Remuneration

In accordance with 39 (5) of the Localism Act, this policy will be published on the Council's website. It will also be published on the Council's intranet, known as InSite. The Council is also required to publish information about the remuneration of senior officers under The Accounts and Audit (Amendment No. 2) (England) Regulations 2009 and the Code of Recommended Practice for Local Authorities on Data Transparency, issued under Section 2 of the Local Government Planning and Land Act 1980. This information can be obtained from the Council's Statement of Accounts.

3. REMUNERATION OF LOWEST PAID AND OTHER EMPLOYEES

This section sets out the Council's policies in relation to:

- The remuneration of its lowest-paid employees, as defined in this pay policy statement;

3.1 Definition of Lowest Paid Employees

The definition of the "lowest-paid employees" adopted by the Council for the purposes of this statement is as follows:

The lowest paid employees within the Council are those permanent workers who are paid on the Council's lowest hourly pay rate.

The Council considers this to be the most appropriate definition as this is the lowest pay point/pay level on its substantive pay structure and which normally applies to new entrants to the lowest graded jobs within the organisation.

The current annual full-time equivalent value of this pay level, based on a 37 hours' standard working week as at 31 March 2016, is £13,886.00.

The Council has had regard to guidance issued by the Local Government Association and JNC for Local Authority Chief Executives in agreeing this definition.

The Council has consulted with the recognised trade unions on this definition and has had regard to any comments made by them.

3.2 Remuneration of Lowest Paid Employees

For the purposes of this policy statement, remuneration includes the employee's basic annual salary and any allowances or other similar payments, benefits in kind, any increases or enhancements to any pension entitlement and any termination or other severance payments.

3.2.1 Pay structure

The basic pay of the Council's lowest paid employees comprises a core grade extrapolated from the national pay spine as set out in the National Joint Council for Local Government Services National Agreement on Pay and Conditions of Service. This grade range consists of a number of salary points through which employees may progress until the top of the grade is reached.

3.2.2 Pay Progression

Pay progression is normally by annual increment, payable from 1 April annually.

Pay progression is based on the period of time the employee has served in that grade, subject to satisfactory performance and as evidenced through the Council's performance appraisal scheme

The Council's performance appraisal scheme sets out the standards/criteria which must be met in order for an employee to receive any pay progression, the roles and responsibilities of managers and employees in this process and the monitoring and review arrangements to ensure this is applied fairly and equitably across the Council.

3.2.3 Annual Pay Review

The basic pay of the Council's lowest paid employees is reviewed annually, with any adjustment, cost-of-living, or other, increase normally applied on 1 April in each year. The level of any increase will be determined by the Council, and will take into account a number of factors including that agreed by the National Joint Council for Local Government Services, the prevailing economic conditions,

Government public sector pay policy and the Council's financial position and consultation with the Trade Union.

3.2.4 Market Supplements

Where the Council considers that pay rates for specific posts are insufficient to enable it to recruit and/or retain staff with the required knowledge, skills and expertise, it may authorise the use of market supplements (Recruitment and Retention uplifts to pay within the extended grade band for the relevant post), in accordance with the terms of the relevant Council policy

3.2.5 Pension provision

In common with all other employees, the Council's lowest paid employees may participate in the Local Government Pension Scheme in accordance with the statutory terms of that scheme.

Any increases in or enhancements to the pension entitlement of the Council's lowest paid employees will be made in accordance with the discretions available to it under the statutory provisions of the Local Government Pension Scheme, as exercised by the Council and set out in the relevant policy statement

3.2.6 Termination or Severance Payments

Any termination or severance payments made by the Council to its lowest paid employees, either on grounds of redundancy, in the interests of the efficiency of the service or on grounds of permanent ill-health, will be made in accordance with the statutory terms of the Local Government Pension Scheme, as applicable, and/or in accordance with the discretions available to it under that Scheme or under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006, as set out in the relevant policy statement.

Other than payments pursuant to the LGPS (including the exercise of the Council's discretions) or payments in accordance with the Council's policies under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006, the Council's policy is not to make any other termination or severance payments to its lowest paid employees, other than where it has received specific legal advice to the effect that a payment may be necessary to eliminate risk of claims against the Council.

Any proposal to offer a severance payment of £100,000 or more to a member of staff leaving the organisation will be referred to full Council for approval. The information presented to full Council will clearly set out the components of the particular severance package. This may include salary paid in lieu of notice, statutory redundancy compensation, enhanced compensation paid in accordance with the Council's policies under Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006, pension entitlements (including those resulting from the exercise of the Council's policies on Local Government Pension Scheme discretions), payments in lieu of untaken holiday and any bonuses, fees or allowances paid.

4 PAY RELATIONSHIPS

This section sets out the Council's overall approach to ensuring pay levels are fairly and appropriately dispersed across the organisation, including the current pay multiple which applies within the Authority, and its policy toward maintaining or reaching a specific pay multiple in the future.

Under the provisions of the Code of Recommended Practice for Local Authorities on Data Transparency, issued by the Department for Communities and Local Government under Section 2 of the Local Government Planning and Land Act 1980, the Council is required to publish its "pay multiple", i.e. the ratio between the highest paid salary and median average salary of the whole of the local authority's workforce. The pay multiple, based on base salary for the financial year ending 31 March 2016, using the median is: **5.74**.

The median salary is defined in the following paragraph:

The median average salary is the salary value at which 50% of the salaries which apply to the whole of the local authority's workforce are below that salary value and 50% of the salaries are above it. The lowest pay point in the overall salary range which has been used by the Council in calculating the median average salary is that which applies to its lowest paid employees, as defined in section 2 of this pay policy statement.

The Council also calculates a pay multiple using a mean salary. For the financial year ending 31 March 16, this is **5.00**.

The Council considers that the pay multiples, as identified above, represent an appropriate, fair and equitable internal pay relationship between the highest salary and that which applies to the rest of the workforce and will monitor and have regard to these multiples in future reviews of salary, both post specific and corporate, to ensure these are maintained.

The reasons for this are:

- It reflects the aspirations of Eastbourne Borough Council to promote and maintain a more egalitarian organisational structure than that of many public and private sector peer organisations
- It continues to enable this Council to recruit and retain high calibre employees to meet the changing needs of the local community.

5 DECISION MAKING ON PAY

The provisions of this pay policy statement will apply to any determination made by the Council in the relevant financial year in relation to the remuneration, or other terms and conditions, of a chief officer of the Authority and of its lowest paid employees, as defined in this statement, and other employees who are paid more than the lowest paid employees but who are not chief officers.

The Council will ensure that the provisions of this pay policy statement are properly applied and fully complied with in making any such determination.

This pay policy statement has been approved by the full Council of the Authority.

Any proposal to offer a new chief officer appointment on terms and conditions which include a total remuneration package of £100,000 or more, including salary, bonuses, fees or allowances which would routinely be payable to the appointee and any benefits in kind to which the officer would be entitled as a result of their employment (but excluding employer's pension contributions), will be referred to the full Council for approval before any such appointment is advertised or before any such offer is made to a particular candidate.

6 AMENDMENTS TO THIS PAY POLICY STATEMENT

This pay policy statement relates to the financial year 2016 – 2017.

The Council may agree any amendments to this policy statement during the financial year to which it relates in accordance with the decision-making arrangements set out within Section 7 of this policy statement.

7 PUBLICATION OF AND ACCESS TO PAY POLICY INFORMATION

The Council will publish this pay policy statement on its website at www.eastbourne.gov.uk and on its intranet, known as InSite, as soon as is reasonably practicable after it has been approved by the Council. Any subsequent amendments to this pay policy statement made during the financial year to which it relates will be similarly published.

The information required to be published by the Council in accordance with the requirements of the Code of Recommended Practice for Local Authorities on Data Transparency, issued under Section 2 of the Local Government Planning and Land Act 1980, and in accordance with the requirements of the Accounts and Audit (Amendment No. 2) (England) Regulations 2009, is available on its website at www.eastbourne.gov.uk and via InSite.

The Council's policies in relation to the exercise of discretions under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 and under the Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2007, as referred to in this policy statement, are available on request from the Strategic Organisational Development Manager.

For further information about this pay policy statement, please contact the Council as follows:

Appendix One

Head of Organisational Development
Eastbourne Borough Council
1 Grove Road
Eastbourne
BN21 4TW

01323 410000.

Employee Volunteer Scheme

This Scheme applies to all contracted Eastbourne Borough Council employees.

Volunteering is an enjoyable way to meet people, learn new skills and gain useful experience. Many people in the borough already volunteer, but many more are needed. The Council aims for a high level of community volunteering and involvement in our neighbourhoods, and we want to support our staff to be part of this.

In drawing up this scheme, consideration has been given to striking a balance between what is a reasonable timeframe to allow someone the opportunity to undertake voluntary work, and ensuring that the day-to-day business is not adversely impacted. It also ensures that the member of staff demonstrates their commitment to the voluntary and community sector by contributing an equivalent amount of their own time using annual leave, flexi or time off in lieu. It is important to clarify that any voluntary activity undertaken should not contravene the council's Code of Conduct.

The scheme is intended to provide support for staff wishing to try a new voluntary placement and does not apply to existing volunteering commitments. The scheme is intended to encourage placements within local organisations or groups and not to provide individual support arrangements such as shopping for a neighbour. Activities such as these should be co-ordinated through a local group or charity. The scheme will provide time off to support volunteering activities within normal working hours within the Borough.

Time Commitment

Eastbourne Borough Council will support its employees to volunteer for up to a maximum of 3 days per year, which can be broken down into smaller blocks of time. For each hour that is given by Eastbourne Borough Council, the employee will be expected to contribute half an hour of their own time using either annual leave, flexi or time off in lieu. So effectively each member of staff will be given up to 2 days per year (pro-rata for part-time staff), paid time off for voluntary work, with the expectation that they will provide up to 1 day off in their own time using flexible leave arrangements.

The release of employees from work to participate in voluntary work must be balanced against the other demands and priorities of the council and as such, time-off for this purpose is not an entitlement.

Process

If you would like to spend time helping a local voluntary organisation, you should speak to your line manager.

Once you have agreed the time off with your line manager, you should complete The Employee Volunteer Scheme Application Form.

Further Information

Further information about Volunteering is available by visiting

<http://www.vces.org.uk/>

<https://www.3va.org.uk/>

Part A - Applicant details (To be completed by employee)

Name	
Post	
Department	

Part B - Volunteer Placement Details (To be completed by employee)

Name of Organisation			
Address			
Type of voluntary work to be undertaken			
Date of placement		Hours requested	
Date & Details of annual, flexi leave or TOIL booked			

Authorisation

I confirm that I have read the Employee Volunteer Policy and confirm that this is a new voluntary placement and agree to commit to contributing 1 days leave (or equivalent if part-time) as detailed above.	
Applicant's signature	
Dated	

Part C - To be completed by line manager

<p>I have considered the application for the Employee Volunteer Scheme</p> <p>The request is APPROVED / NOT APPROVED*</p> <p><small>*please delete</small></p> <p>If not approved please provide the reasons below:</p> <p>Service Manager Signature _____</p> <p>Date _____</p>
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Meeting: Council
Date: Wednesday 11 May 2016
Subject: Corporate plan 2016/20
Report of: Councillor Troy Tester on behalf of the Cabinet

The Council is asked to note the minute and resolution of the Cabinet meeting held on 23 March 2016, as set out below, and consider the updated version of the plan appended to this report.

The main changes to the plan document as originally submitted to Cabinet are as follows:

- Updated list of Devolved Budget projects to show 2015/16 activity (p11).
- Additional page on "Dementia Friendly" project (p33).

Also some minor typo fixes, formatting, photo and wording tweaks throughout.

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/ieDocHome.aspx?bcr=1>

The Council is recommended to:-

Approve the corporate plan 2016/20.

***71 Corporate plan 2016/20**

71.1 Councillors Jenkins and Freebody addressed the cabinet. Councillor Jenkins suggested the addition of Councillors Wallis to those named as responsible for the prosperous economy theme. Councillor Freebody made a general observation on the need for the plan to be more forward looking noting that much of the plan document detailed current and recent achievements. He also asked that additional detail be provided in relation to the application of modern technology.

71.2 Cabinet considered the report of the senior head of corporate development and governance and senior corporate development officer. The corporate plan was a key strategic document that set out the council's ambitions for Eastbourne over a five year period. The plan was refreshed on an annual basis to update actions and targets and ensure that activities continued to reflect local priorities.

71.3 The council remained committed to supporting the delivery of its' 2026 partnership Vision for the town:

"By 2026, Eastbourne will be a premier seaside destination within an enhanced green setting. To meet everyone's needs, Eastbourne will be a safe, thriving, healthy and vibrant community with excellent housing, education and employment choices, actively responding to the effects of climate change."

71.4 A copy of the current working draft of the 2016-20 corporate plan was appended to the report. The content and layout aligned with the previous version for continuity but was still subject to updating and editing as further information became available. Once the final version was completed and approved, work would start on developing ways of communicating the key messages to stakeholders and the public in accessible ways.

71.5 The new plan continued with the same 4 priority themes as the previous version: Prosperous economy, quality environment, thriving communities and sustainable performance. These continued to be important areas of focus both locally and nationally and this approach would also add a degree of continuity to the projects and targets set within the plan.

71.6 Prosperous economy: The 2020 aims for this area were:

- A great destination for tourism, arts, heritage and culture
- Supporting employment and skills
- Providing opportunities for businesses to grow and invest
- Investing in housing and economic development
- Supporting investment in infrastructure

Priority actions proposed were:

- Vibrant events programme
- Increase number of conference delegates
- New museum
- Refurbish the Redoubt
- Seafront/Tourism strategy
- Extension to Arndale shopping centre
- Devonshire Park redevelopment
- Wish Tower restaurant
- Sovereign Harbour innovation park (SHIP)
- Marketing – EB Now (Pier grant project)

71.7 Quality environment: The 2020 aims for this area were:

- A clean and attractive town
- Less waste and a low carbon town
- A range of transport opportunities
- High quality built environment
- Excellent parks and open spaces

Priority actions proposed were:

- Joint venture for energy and sustainability
- Hampden Park improvements (Green Flag)
- Old Town recreation ground improvements (Green Flag)
- Allotment improvements

- Signage re-branding (parks and open spaces)
- Manor Gardens and Gildredge Park
- Town centre improvements
- Eastbourne Park initiatives
- Enhancement of open downland
- Eastbourne safe cycling/safe walking strategy

71.8 Thriving communities: The 2020 aims for this area were:

- Keeping crime and anti-social behaviour levels low
- Meeting housing needs
- Improved health and wellbeing
- Resilient and engaged communities
- Putting the customer first

Priority actions proposed were:

- Active Eastbourne strategy
- Welfare reform
- Community facilities
- Young people
- Sovereign Harbour community centre
- Shinewater skate park
- Improving local parks and playgrounds
- Tennis Development programme
- Customer Access improvement
- Develop enhanced housing solutions service
- Eastbourne community safety Partnership

71.9 Sustainable performance: The 2020 aims for this area were:

- Making the best of our assets
- Managing people and performance
- Delivering in partnership
- Making the best use of technology
- Delivering a balanced budget

Priority actions proposed were:

- Improved asset management processes
- Joint transformation programme

71.10 In order to streamline the performance reporting and focus on the chosen priority outcomes of the corporate plan, it was proposed that a number of changes were made to the key performance indicators used. A review of indicators was taking place across the authority to ensure that the right measures were in place to enable progress updates and, where possible, benchmarking of performance against key criteria.

71.11 Key findings from a residents' survey and online survey were reported to cabinet in December and full reports on these consultations were made available online. One of the major findings from both consultations was that there was significant support for all of the proposed priority themes and visions put forward in the questionnaires.

* **71.12 Resolved (budget and policy framework):** (1) That the draft

of the new corporate plan be agreed.

(2) That the members of the council's corporate management team and other key officers of the authority be given delegated authority to finalise the proposed plan in consultation with lead cabinet members prior to seeking approval from full council to the adoption of the plan.

(Note: Councillor Wallis declared a personal (and non-prejudicial) interest in matters the subject of the above minute as he was a council appointed member and chairman of the Driving Devonshire Forward (DDF) group. He remained and participated in the discussion and decision.)

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: William Tompsett, Senior Corporate Development Officer, 1 Grove Road, Eastbourne, BN21 4TW
Tel: (01323) 415418 or internally on ext 5418
E-mail: William.tompsett@eastbourne.gov.uk

(der\P:\council\16.05.11\corporate plan 2016-20)



FUTURE **EASTBOURNE**

CORPORATE PLAN

2016-2020

This document is available in other formats on request

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Introduction

The past 5 years have seen great change in Eastbourne and at the Council. Despite challenging economic pressures, we have managed to revolutionise the way the Council is structured to deliver greater efficiencies and a more customer-focused delivery of our services. We continue to put value for money and the needs of our residents at the heart of all we do whilst supporting the town and its businesses to thrive. Evidence of this is clearly visible now with Pacific House at the Sovereign Harbour Innovation Park and the works going on with the Arndale Centre and Terminus Road. Over the next few years, we will see further development in these areas as we and our partners invest in the future success of our town.

Based on what you have told us, this Corporate Plan states the key projects and targets that will enable us to successfully deliver our longer term priorities for our residents and realise the potential of Eastbourne as the ideal place to live, work and visit. The four priorities of Sustainable Performance, Prosperous Economy, Quality Environment and Thriving Communities continue to demonstrate our commitment to creating a vibrant and successful town that is supported by a strong and efficient Council.

However, we realise that we cannot do this alone and as you will see, many of our goals can only be achieved through strong partnership working with other authorities, organisations and the residents. Together, we can realise Eastbourne's true potential.



Councillor David Tutt, Leader of the Council

Eastbourne is a Council that has seen significant change and improvement over the past years and is now leading the way in its approach to flexible working, customer-focused services and delivering through partnerships.

We have listened to local residents, businesses and stakeholders to find out what is important to you and how we as an authority can play our part in delivering those priorities. The Corporate Plan brings together what you've told us and what you want Eastbourne to be like. It identifies the important changes we need to make by 2020 and how we can work together with partners to make a real difference for residents, businesses and visitors to Eastbourne.

Eastbourne Borough Council is committed to its continuing improvement journey and helping develop the town into a thriving destination and a great place to live and work.

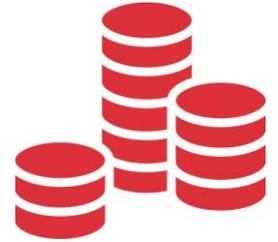


Robert Cottrill, Chief Executive

Eastbourne Borough Council Priority Themes and Aims for 2020

Prosperous Economy

- A great destination for tourism, arts, heritage and culture
- Supporting employment and skills
- Providing opportunities for businesses to grow and invest
- Investing in housing and economic development
- Supporting investment in infrastructure



Quality Environment

- A clean and attractive town
- Less waste and a low carbon town
- A range of transport opportunities
- High quality built environment
- Excellent parks and open spaces



Thriving Communities

- Keeping crime and anti-social behaviour levels low
- Meeting housing needs
- Improved health and wellbeing
- Resilient and engaged communities
- Putting the customer first



Sustainable Performance

- Making the best of our assets
- Managing people and performance
- Delivering in partnership
- Making the best use of technology
- Delivering a balanced budget



Our 2026 Partnership vision for Eastbourne

By 2026 Eastbourne will be a premier seaside destination within an enhanced green setting. To meet everyone's needs Eastbourne will be a safe, thriving, healthy and vibrant community with excellent housing, education and employment choices, actively responding to the effects of climate change

Sustainable Community Strategy Eastbourne Priority Themes

- **Regeneration and Economy**
- **Housing**
- **Culture and Sport**
- **Environment**
- **Community Safety**
- **Communities Working Together**
- **Health and Social Care**
- **Learning and Skills**
- **Children, Young People and Families**

Principles

We commit to:

Valuing all people

Being sustainable

Being efficient

Eastbourne Borough Council is committed to delivering the priorities of the East Sussex Integrated Sustainable Community Strategy. For minutes of meetings and more details visit www.essp.org.uk

2010-2015 Corporate Plan Headline Achievements

Prosperous Economy

- Town Centre Local Plan adopted
- Sovereign Harbour Innovation Park
- Arndale Centre and Terminus Road Improvements started
- Consistently strong Town Centre retail void rate
- Driving Devonshire Forward project
- Strong events provision including the 20th anniversary Airbourne, International Tennis tournaments, Olympic torch route and cycling Tour of Britain stage hosting
- Over 50 properties improved in “secondary shopping areas”



Quality Environment

- Solarbourne – Panels on over 280 buildings
- Joint Waste Contract
- Around 200 “Grot Spots” and difficult properties tackled since 2010
- Green Flag awards for Hampden Park and Princes Park
- 20 QE2 protected fields protected in perpetuity
- Over 1,000 new allotment plots created
- Adoption of borough-wide cycling strategy and completion of new cycle routes
- Council’s carbon footprint reduced by 27% since 2010



Thriving Communities

- Devonshire Park redevelopment planned
- Neighbourhood First team established
- Youth Strategy delivered with YMCA
- Benefits processing times down from 20.3 days (2008/9) to 9.9 days (Q3 2015/16)
- Tennis development plan
- Introduction of new Sports Festival
- Overall reductions in crime
- First programme of Council House building for 20 years
- Local Authority mortgage assistance scheme
- Homeless in temporary accommodation reduced



Sustainable Performance

- Agile working
- Future Model
- Customer First
- Improved financial process and management
- Revised service planning and corporate performance management processes
- GoSE peer Review, iESE “Council of the Year”, LGA Peer Challenge, Local Government Transformation Award and UK IT Industry Awards runner up
- Adopted Corporate Landlord Model for asset management



For more details visit www.eastbourne.gov.uk/performance

The Wider Economic Context

This Plan has been prepared during a continuing period of significant economic uncertainty. The economic downturn over the last few years is affecting Councils across the country. We are already seeing a continued and increasing demand for some services. The Government has indicated that it will withdraw Revenue Support Grant altogether by 2019. There are also material challenges which will affect the Housing Revenue Account and services to tenants via the Housing and Planning legislation due to be enacted in 2016.

The medium term financial strategy to 2020 will be refreshed and updated in July 2016 to reflect the projected reduction in resources as set out in the Autumn Statement in December 2015 and confirmed in the settlement in January 2016. The budget, capital programme and corporate plan will be monitored on a quarterly basis and will be reviewed formally on an annual basis.

While this document focuses on the things we want to change during the period 2016-20, it also identifies many of the services we already provide to assist the residents, visitors and business community of Eastbourne. This is important, as we need to have an appropriate balance between our ambitions for change, the resources available to deliver them and our desire to continue to provide good day to day services at an affordable cost.

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Affordability and value for money are therefore principal considerations and we must ensure that we can balance short and long-term pressures and ambitions. Delivering efficiency savings, generating income, and managing our use of capital and reserves - remain paramount.

Strong service and financial planning will allow us to identify the compromises that are required. While we will continue to ensure the delivery of statutory services along with a range of discretionary services, the method of delivery may change. Some services may expand or contract in response to either the financial environment or the expectations of our residents and visitors. In doing this, we will seek to maximise the use of available funds, such as grants and new income streams, to deliver specific projects or initiatives. Our strategic partnership with Lewes District Council will see service delivery brought together over the life of this plan and aid with efficiency effectiveness and resilience.



**Councillor Gill Mattock
Council Spokesperson for Finance**

97% of residents say that "improved job and career opportunities generally" should be a priority over the next 5 years.

**Residents
Survey 2015**

Equality in Eastbourne

When people, whether they are our citizens or our employees, feel included and listened to they are more inclined to participate and work with others in solving problems and achieve a sense of belonging and identity. This is why equality and fairness lies at the heart of everything we do.

We know that by providing equality of opportunity in our service provision and our work in fostering good relations between people who share different backgrounds, will help us to build an inclusive community for Eastbourne. Over the past few years we have taken the time to build strong relationships with a number of our diverse communities, communities who previously felt that they did not have a voice, or were not confident that their voice would be listened to. These relationships have resulted in meaningful conversations, helping us to change the way we deliver our services and prioritise our actions. We are committed to these relationships and to expanding our work in this area, creating new opportunities for involvement and establishing effective dialogues within neighbourhoods.

We welcome the Equality Act and the opportunities it creates for people who experience disadvantage. We know that Eastbourne has pockets of deprivation that create inequalities for some people and we know that as a Council we cannot address these issues in isolation. We need to continue our work with our communities, our partners and with voluntary organisations to create opportunities for all our residents to fully participate in community life, improve their life chances and reach their full potential.

Our citizens and our employees are important to us and it is only through our continued commitment to equality and fairness, to listening and to fostering good relations that we will achieve our ambitions.



79% of residents agree that their local area is a place where people from different backgrounds get on well together.

**Residents
Survey 2015**

About Eastbourne

Our environment

Eastbourne is a large town in East Sussex and is a gateway to the eastern end of the South Downs National Park, with approximately 7km (over 4 miles) of outstanding coastline. For an urban borough it has significant natural environment, a high proportion of which is downland. This natural environment with its panoramic views, areas of outstanding natural beauty and sites of special scientific interest, has 485 hectares (1,200 acres) of open access land and is highly valued by our residents and visitors. Eastbourne is primarily a seaside resort with natural shelter provided by Beachy Head.

Within its built environment, Eastbourne has a wide range of parks and gardens and significant areas of historic interest, including 250 listed buildings and almost 10 per cent of the built up area protected with Conservation Area status. Eastbourne also has a range of sport and leisure facilities including: an international, high quality tennis centre developed in partnership with the Lawn Tennis Association; a number of community and borough sporting facilities; theatres; a modern art gallery; and a number of smaller venues act as centres of local memory and heritage. It has an outstanding seafront destination offering miles of unspoilt coast, with a preserved Victorian promenade, extending to a modern, high quality marina and berthing facility at Sovereign Harbour. The borough has a diverse range of restaurants, retail and hospitality accommodation adding to the visitor and community offer.



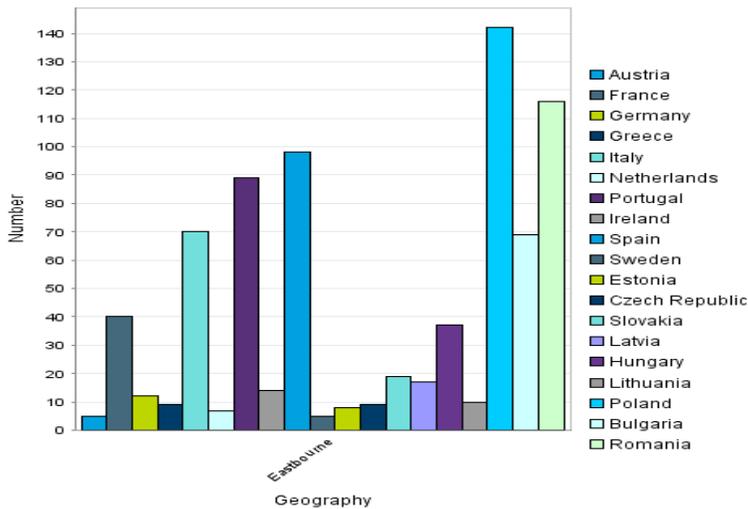
83% of residents are satisfied with Eastbourne's Parks and Open Spaces. An increase from 79% in 2008.

Residents Survey 2015

Our community¹

Eastbourne has an estimated population of 101,547. Historically, it has attracted older people to come and live in the town. Compared to the county, region and nation as a whole, Eastbourne has a higher percentage of the population of pensionable age, 22.7 per cent aged over 65 years old against a national average of 16.4 per cent. However, this is changing and although Eastbourne still provides an attractive location for retirement, the town has also experienced considerable housing and economic development that has attracted a younger age group, leading to an increasingly more balanced community. We now have 34.2 per cent of our population below the age of 30.

Eastbourne has a high proportion of people with a long-term health problem or disability at 21 per cent (8.5 per cent are between the ages of 16 and 64 years). The national average is 17.9 per cent.



Eastbourne has a 94.1 per cent white population (Census 2011); Black, Asian and minority ethnic communities (BAME) make up 5.9 per cent of our population.

Migration in 2014 has seen 899 adult overseas nationals registered for national insurance numbers in Eastbourne including 776 from the European Union.

¹ Unless stated otherwise data is taken from [East Sussex in Figures](#)

84% of residents felt satisfied with their local area as a place to live.

We work with a range of community organisations to support development and new projects designed to improve services for local residents. This covers support for local community centres, funding through Community Grants and Rent Support Grant and general advice.

It also includes work through different partnerships such as the Community Safety Partnership, the Healthy Eastbourne Board, the Children’s Services Planning Group and the Eastbourne Youth Partnership, and specific communities of interest groups such as the Disability Involvement Group, Faiths Forum, Seniors’ Forum, BourneOut Group representing the LGBT community and Eastbourne Cultural Involvement Group.

We are also developing, coordinating and supporting Neighbourhood Management projects in several areas of the town in partnership with voluntary and community groups, social landlords, the Police and various other agencies. There are Neighbourhood Management projects now operating in Kingsmere, the Town Centre, Willingdon Trees, Shinewater & North Langney and Old Town. These projects link agencies with local communities to address their concerns and priorities and cover a range of issues such as community safety and environmental issues, youth activities, health improvement, learning and employment depending on the needs of each area. We are also working closely with Local Trust and other partners in Devonshire West to encourage residents and other stakeholders to get involved in the £1 million Big Local programme there.

31% of residents said they would like to be more involved in decisions that affect their local area with a further 60% saying it “depends on the issue”.

Residents Survey 2015



Devolved budgets

We run a scheme for councillors and their communities where each of our nine council wards has been given £10,000 per year to spend on quick fix, one-off works or initiatives to improve the lives of residents. You can make a suggestion on how this money should be spent in your ward by contacting your [local councillor](#).

In 2015/16 nearly 70 projects were supported through the devolved budget scheme including:

Devonshire	Bourne School play equipment - Campaign to increase Terminus Road footfall - Diwali event - Friends of Seaside Recreation Ground - Mural at Hippodrome Theatre – ROC - Run Wednesday - Seedy Sunday - Tables for Leaf Hall - Trees in Pevensey Road, Wellesley Road, Cavendish Place, Cavendish Avenue and Seaside Rec
Hampden Park	Academy Gardening Club – Hampden Park in Bloom – Willingdon Trees Funday – Green Flag flagpole – Messy Play equipment at Willingdon Trees Community Centre – Parkland School garden – Boat for WRAS – Multi Use Games Area at Lindfield School – Security fencing at Hampden Park Bowls Club – St Mary’s Church flooring – St Peters Church lighting
Langney	Hazel Court sensory room – Lawnmower for Shinewater Playing Field – Sevenoaks Road traffic calming – Shinewater Fun Day
Meads	Beachy Head Countryside Centre – Bench repairs and maintenance – Helen gardens planting – Heritage Centre projector – Meads Community Association banner, laptop and software - Meads Magic – Trees in South Cliff Avenue
Old Town	Community Wise refurbishment – Duke of Edinburgh Awards – Improvements to Green Street Triangle – Trees in Milton Road, Upland Road and within the ward
Ratton	Bulb planting in Willingdon area – JPK – Hazel Court sensory room – Ratton School defibrillator – ROC – Willingdon Road stream – Trees in Wrestwood Avenue, Willingdon Road and within the ward
St Anthony's	Friends of Seaside Recreation Ground – Noticeboards and environmental improvements to Seaside Recreation Ground
Sovereign	Christmas lights in Kingsmere – Kings Park Community Centre flooring – Memory Lane – Replacement Ledon Springer in Gardner Close play area
Upperton	Boarding shops in Willingdon Road – Community Wise – Duke of Edinburgh Awards – Easter Egg Hunt – Hartfield Square – Manor Garden bins and planting – St Michael and All Angels path

Retail

Eastbourne’s town centre retail void rate (the percentage of shops that are empty) remains consistently below the national average at 8.5% compared to 9.8%.

Our economy

It's an exciting time to live and work in Eastbourne. The ambitious regeneration and investment plans over the next five years will transform the town into a business destination ideally suited for the 21st century, creating local economic impacts for future generations.

Developments and Investments

- The development of Sovereign Harbour Innovation Park is a long term Council corporate priority. The Innovation Park is designed to provide companies with high quality offices to enable them to expand and generate jobs, providing an economic boost to the area. Pacific House, the first office centre on the Innovation Park, completed in 2015.
- Planning was approved for a £85 million plan to extend the Arndale Centre. The phased development should be completed by the end of 2018 along with public realm improvements.
- One of the most important projects currently in development and arguably the biggest scheme the Council has ever embarked on is the £44 million ambition to significantly improve the Devonshire Park complex to create a thriving and nationally important and recognised cultural and tennis destination.
- Eastbourne Borough Council is working in partnership to redevelop the Wish Tower Restaurant site on the seafront.
- Through strategic partnership working with the South East Local Enterprise Partnership, Eastbourne has secured a total of £40 million for integrated and sustainable transport projects.
- Driving Devonshire Forward secured £1.8 million from the Coastal Community Fund. The award will regenerate the area by developing new leisure and business facilities, improving the public realm and promoting local artists and providing training, creating 118 jobs.
- Eastbourne received £2 million to help the tourism industry recover from the loss of their pier in 2014.

Skills

Eastbourne continues to improve its skills base across all qualification levels to a more comparative benchmark to East Sussex, South East and Great Britain. Furthermore, 43% of residents are now qualified to at least Level 3 (two or more A-Levels or NVQ Level 3) suggesting that the labour supply is becoming more qualified.

There are 2 Super Output Areas (SOAs) in Old Town and Ratton Wards that are in the 10% least deprived in education, skills and training in England. There are also 3 SOAs in Hampden Park and Langney Wards which are in the 10% most deprived areas of education, skill and training in England.

86% of residents said that "support for vulnerable families" should be a priority over the next 5 years.

**Residents
Survey 2015**

Income

Between 2010-2015 resident and workplace earnings have increased in Eastbourne. They are uncompetitive compared to the South East and Great Britain but according to the latest figures are more competitive than East Sussex.

Unemployment

The local unemployment rate in Eastbourne (6.1%) is higher than in East Sussex (4.1%), the South East (4.3%) and nationally (5.3%). The rate of JSA claimants in Eastbourne (1.8%) also lies above East Sussex (1.4%) and the South East (1.0%), and the national figure (1.7%).

Data indicates high levels of worklessness (wider than unemployment and inclusive of other working benefits) in Eastbourne. The out-of-work benefit claimant rate in Eastbourne (10.9%) is higher than East Sussex (9%), the South East (6.6%) and England (9.1%).

Employment Sectors and Occupations

Human health and social activities is the largest employment sector in Eastbourne at 24% followed by wholesale and retail trade; repair of motor vehicles and motorcycles at 21.2%. Both sectors have greater concentrations in Eastbourne than East Sussex, the South East and Great Britain.

Compared to the South East and Great Britain, Eastbourne has a lower proportion of individuals employed in managerial and senior officials, professional, associate professional and technical, administrative and secretarial, skilled trades and process, plant and machine occupations but a higher concentration of caring, leisure and other service, sales and customer service and elementary occupations. The proportion of high-level professionals in Eastbourne's workforce (37.8%) is lower than the South East (43.3%) and England and Wales (40.9%).

Deprivation

There are 2 SOA's in Eastbourne in the most 10% deprived areas in England. These are found within the Devonshire and Hampden Park.

Our performance

Eastbourne Borough Council has set a balanced budget along with a Medium Term Financial Strategy. This will be managed alongside our Corporate Plan. The Council also has healthy levels of financial reserves and places a high importance on providing value for money in all that it does. We also recognise the need to think long term with regard to our sustainable performance, given the reality of our changing environment and population, and the resulting pressures on public service spending.

The Audit Commission's organisational assessment of the Council on its 2008/09 performance indicated that, whilst delivery of many of our front line services was good, there was a need for significant improvement in the effectiveness of our strategic planning, performance management, and community engagement. Following the assessment, the authority undertook a review and overhaul of its performance management systems and with support from iESE (Improvement and Efficiency South East) managed to achieve a positive peer review from GOSE (Government Office South East) which endorsed the improvements made and the sustainability of the plans in place. These improvements were further recognised and celebrated when Eastbourne Borough Council went on to win the 2011 iESE "Council of the Year" award. In 2012, the Local Government Association (LGA) undertook a peer challenge of the authority which identified many strengths including the ambition and development of our Agile and Future Model programmes. The full report and latest performance information can be found on our [website](#).



Consultation

In July 2015, Eastbourne Borough Council commissioned BMG to conduct a Residents' Survey to consult on the public's perception of Eastbourne, the council's services and local priorities. Questionnaires were sent to 4,000 randomly selected households and almost 1,000 residents completed the survey. Where possible, the results were compared to the last Place Survey held in 2008.

At the same time, a shorter version of the survey was available online and promoted to various stakeholders and involvement groups as well as the general public. This consultation received over 500 responses.

Full reports on both consultations are available online at <http://www.eastbourne.gov.uk/about-the-council/consultations/results/>

In both consultations, respondents were presented with a list of possible priority themes and activities and asked how important they felt they were. These themes were:-

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High quality and varied tourism and community events programme	Improved job and career opportunities for young people	Improved jobs and career opportunities generally
Develop town centre	Improved broadband access for all	Provision of quality entertainment and leisure facilities
Development of cultural facilities and events	Protect and enhance parks and open spaces	Improved transport links and safe cycle routes
Increased level of recycling	Reducing the carbon footprint of the council and the town	Street cleanliness and tackling unsightly buildings
Activities for young people	Support for vulnerable families	Provision of community and neighbourhood activities
Build more affordable housing		

Across both surveys, there were significant levels of support for all of the proposed themes. A summary of the headline results are on the next page.

Only 29% of residents agreed that can influence decisions affecting their local area. This is a slight increase from 28% in 2008.

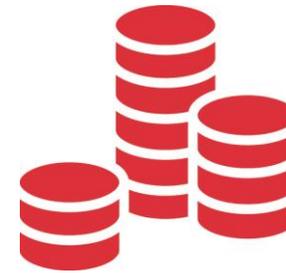
**Residents
Survey 2015**

71% of residents said that they are well informed on how their Council Tax is spent.

Residents Survey 2015

	2008 Place Survey	2015 Residents' Survey	2015 Online Consultation
Taking everything into account, how satisfied or dissatisfied are you with the way Eastbourne Borough Council run things?	45% satisfied 25% dissatisfied	58% satisfied 13% dissatisfied	53% satisfied 19% dissatisfied
To what extent do you agree or disagree that Eastbourne Borough Council provides good value for money?	38% agree 29% disagree	46% agree 19% disagree	47% agree 22% disagree
Overall, how satisfied or dissatisfied are you with Eastbourne as a place to live?	85% satisfied 6% dissatisfied	84% satisfied 7% dissatisfied	81% satisfied 10% dissatisfied
Top 5 "Top Priority" themes for the next 5 years?	N/A	<ul style="list-style-type: none"> • Improved job and career opportunities generally • Improved job and career opportunities for young people • Develop town centre • Street cleanliness and tackling unsightly buildings • Improved transport links and safe cycle routes 	<ul style="list-style-type: none"> • Develop town centre • Street cleanliness and tackling unsightly buildings • Improved transport links and safe cycle routes • Protect and enhance parks and open spaces • Improved job and career opportunities generally
Top 5 "Top Priority" and "Important" themes for the next 5 years?	N/A	<ul style="list-style-type: none"> • Improved job and career opportunities generally • Improved job and career opportunities for young people • Street cleanliness and tackling unsightly buildings • Protect and enhance parks and open spaces • Provision of quality entertainment and leisure facilities 	<ul style="list-style-type: none"> • Improved job and career opportunities generally • Street cleanliness and tackling unsightly buildings • Improved job and career opportunities for young people • Protect and enhance parks and open space • High quality and varied tourism and events programme

Priority Theme 1 – Prosperous Economy



Priority Theme Owners

Member: Councillor Margaret Bannister

Officers: Nazeya Hussain
Senior Head of Regeneration and Assets

Philip Evans
Senior Head of Tourism and Enterprise

Priority Vision:

By 2020:

- Eastbourne will be a nationally recognised outstanding seaside destination and the gateway to the South Downs National Park
- Our transformed and accessible Town Centre will provide an enhanced retail and leisure offer for residents and visitors, with high quality public spaces, attracting new investment and enabling the Town Centre to compete with neighbouring shopping destinations
- Eastbourne residents will have a wide range of skills and opportunities to help make the town attractive to employers and new businesses
- Eastbourne will have an exciting and wide range of cultural activities combining opportunities for learning, participation and shared experiences for residents and tourists
- A wide programme of events and activities will encourage opportunities for partnership and investment in the cultural economy and growth of Eastbourne as a marketable destination
- Eastbourne will have innovative conference facilities that will attract profitable conferences to the town
- The Sovereign Harbour Innovation Park will be a commercial hub of high quality, contemporary business premises
- Eastbourne will be a home of tennis, both as a destination for watching and as a town for playing
- The Town will have capitalised on the Eastbourne and South Wealden area to increase investment in highways infrastructure

88% of residents said that “Developing the Town Centre” should be a priority over the next 5 years.

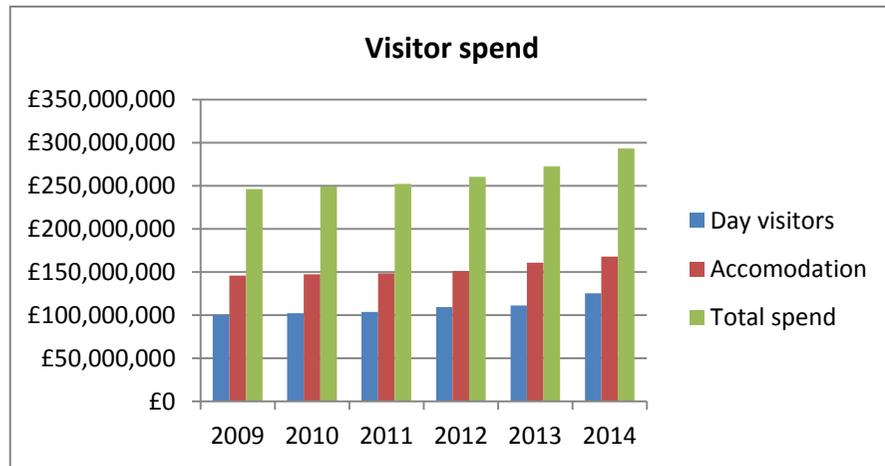
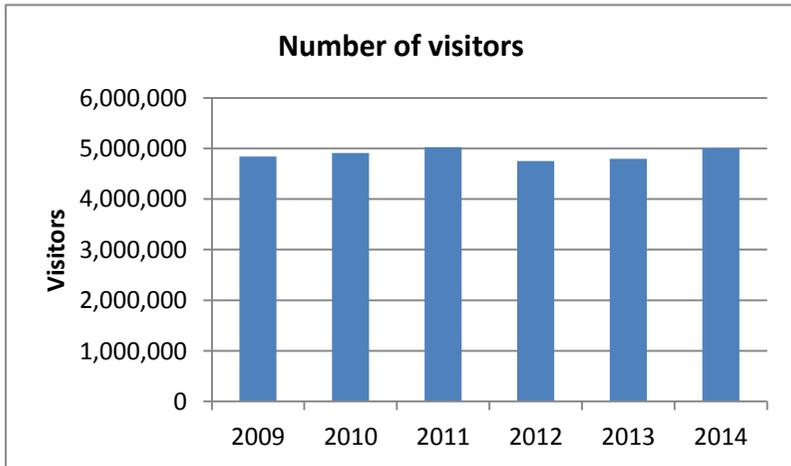
**Residents
Survey 2015**

90% of residents said that a “high quality and varied tourism and community events programme” should be a priority over the next 5 years.

Residents Survey 2015

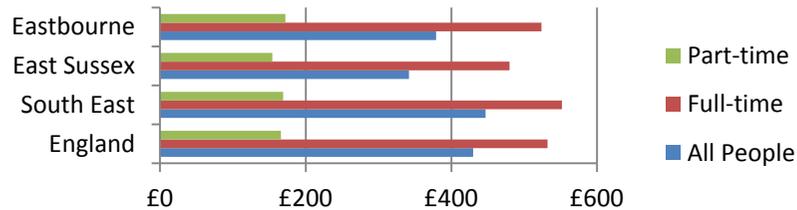
Tourism and information about Eastbourne’s economy

Every year we receive *The Cambridge Model*, which analyses the economic impact of tourism on Eastbourne. From this report we are able to analyse tourism data that shows us how many visitors we have each year and the total tourism, day visitor and accommodation spend in Eastbourne. This allows us to monitor key tourism trends annually:



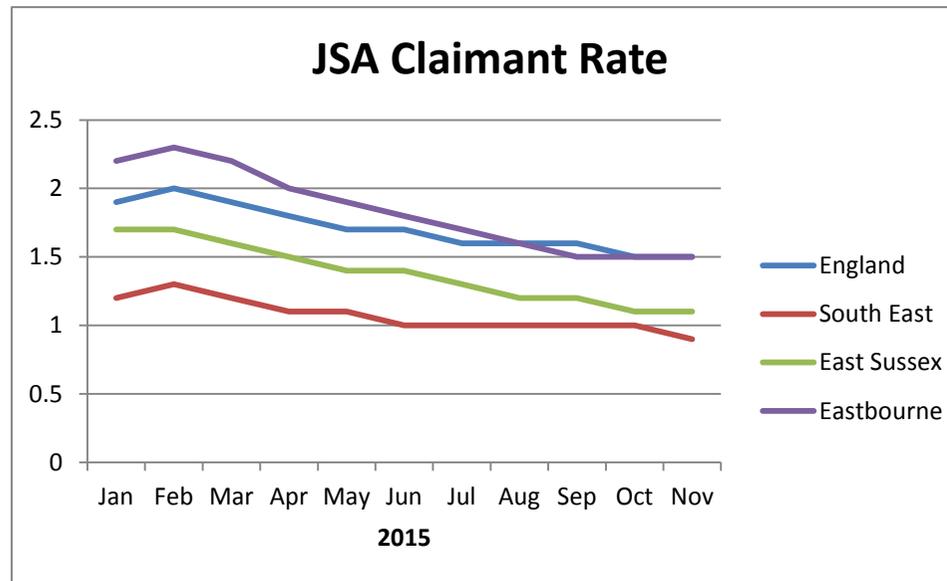
2014 (the latest data available) shows total visitor numbers for Eastbourne reaching over 5 million for only the second time in the past 6 years and steady growth over the past three years. Total visitor spend has increased consistently year-on-year reaching over £293 million in 2014.

Average (median) earnings - workplace based

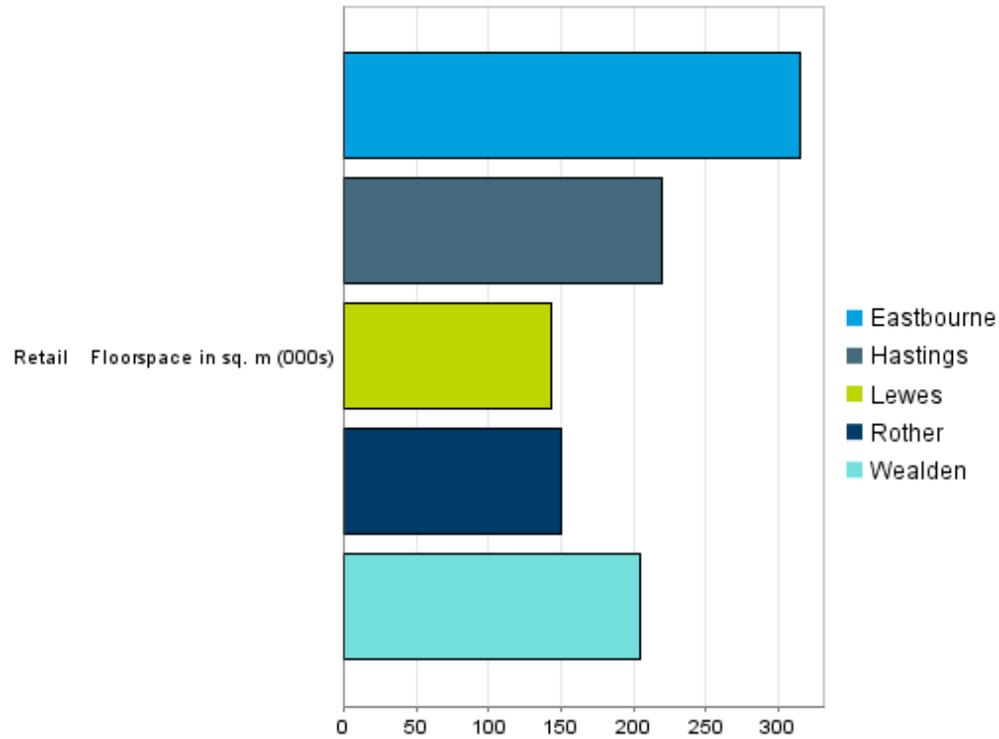


The (median) average gross weekly earnings of people working in Eastbourne are £524 (for full time) and £172 (for part time) workers. This compares to £552 and £169 for the South-East. The median is accepted as the best average to use when analysing earnings data, as the mean value is more likely to be influenced by extreme values (e.g. small numbers of very high or very low earners)

The rate of Job Seekers Allowance (JSA) claimants in Eastbourne has reduced over the course of 2015 from 2.2 in January to 1.5 in November. This brings Eastbourne level with the national rate but higher than the South East (0.9) and East Sussex (1.1) rates.



23% of residents said that "wage levels and the cost of living" need improving in Eastbourne



Eastbourne scores highly in East Sussex region for retail floorspace. This is because it is operating as a regional centre for a wide catchment area. However, there remains significant demand for new retail floorspace, particularly within the town centre.

26% of residents said that "shopping facilities" were one of the most important factors in making somewhere a good place to live.

Residents Survey 2015

Housing and Economic Development Partnership (HEDP)

An exciting new housing and regeneration initiative is being developed in Eastbourne. The Housing & Economic Development Partnership (HEDP) is a joint initiative between Eastbourne Borough Council and Eastbourne Homes Ltd (EHL).



HEDP will bring forward and deliver a programme of new housing, regeneration, community and economic development. Core commitments are to provide good quality housing and developing vibrant sustainable communities.

There's a comprehensive range of individual projects, including physical regeneration and economic initiatives such as the provision of enhanced internet connectivity, improvement of the Town's retail offer, a commitment to place shaping and increased opportunities for employment and training prospects.

The Eastbourne Context HEDP Aims

- Place local communities at the heart of the regeneration process and to ensure that maximum benefits are derived which support sustainable communities.
- Improve the built environment in key identified areas, encourage greater tenure diversity, the highest quality of supply and provide some much needed new affordable housing, through new build, redevelopment and purchase and repair initiatives.
- Establish different and innovative approaches to delivery, partnerships and funding so as to minimise reliance on external funding and support wider strategic objectives/projects.
- Commissioned the development of a Strategic Framework Urban Design Vision for the Devonshire Ward.
- Co-ordinated economic and regeneration activity with the Councils Difficult Property Group to ensure that key eye sore, empty and disused buildings are prioritised and remedied.
- Secured £1m of Lottery Funding to support work with local communities in the Devonshire West area over a 10 year period starting in April 2013.

75% of residents said that building more affordable housing should be a priority over the next 5 years

Driving Devonshire Forward (DDF)

Part of the Housing and Economic Development partnership (HEDP) programme, Driving Devonshire Forward is a community led vision to provide more housing and improve neighbourhoods; environmentally, economically and socially, with local people at its heart.

We've come a long way since the initiative started in autumn last year; it's already bringing positive change in the community, and has been driven by the steering group.

We aim to develop a vibrant social, cultural and economic community, and a commitment to provide good quality housing.



EASTBOURNE
Borough Council
www.eastbourne.gov.uk

Eastbourne Borough Council providing housing and improving neighbourhoods; environmentally, economically and socially, in Devonshire Ward with local people at its heart.

New build housing

We've built 30 new homes at the following locations:

- 1 **Coventry Court** – a mix of affordable housing and 8 shared ownership homes. *Completed.*
- 2 **Belmore Road** – providing 8 new homes – 4 at affordable rent and 4 for sale. *Completed.*

Empty Homes Programme

Refurbishment projects currently underway/completed:

- 3 **67 Langney Road** – 2 one-bed flats. *Completed.*
- 4 **3 St Aubyns Road** – 3 one-bed flats. *Completed.*
- 5 **67-69 Seaside Road** – 4 flats. *Completed.*
- 6 **51-53 Seaside Road** – 3 flats. *Completed.*
- 7 **1-4 Arch Mews** – 4 two-bed houses. *Completed.*
- 8 **1-5 Seaside** – 3 one-bed flats. *Due April 2016.*
- 9 **62a Tideswell Road** *Due April 2016.*

Commercial Units

- 10 **1-5 Seaside.** *Due April 2016.*
- 11 **67-69 Seaside Road.** *Due May 2016.*
- 12 **137-139 Seaside Road.** *Recent purchase providing 12 flats and a commercial unit.*

Training

Building Partnerships – Training skills and apprenticeships in construction.

Talent Match South East – Working in partnership with Talent Match South East mentoring 18-24 year olds who have been unemployed for more than 12 months.



Public Realm Improvements

- 13 **Princes Park.** *Starting March 2016.*
 - Cafe Refurbishment
 - New main entrance & centre plaza
 - Seafront link including new zebra crossing.
- 14 **Sea Houses Square Plaza.** *Improvements to Plaza starting March 2016.*
- 15 **Seaside Road** – improvements to upper facades of the Elms Buildings. *Completed.*

Beach Huts

- 16 **20 new traditional beach huts.** *March 2016.*
- 17 **5 new iconic beach huts.** *Designed by competition. Subject to planning permission. Due Autumn 2016.*

Driving Devonshire Forward



Part of **Autonomous**



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Devonshire Ward residents have the lowest level of satisfaction with their area as a place to live at 71% compared to an Eastbourne average of 84%.

Residents Survey 2015

Prosperous Economy: Corporate Actions

Title	Description	Desired Outcome
Vibrant Events Programme	All year round events programme that attracts visitors to Eastbourne.	Economic benefits from visitors staying and spending money in Eastbourne. The events programme to act as a key hook to gain additional visitors.
Increase number of conference delegates	Attract shorter staying but higher yield business tourism.	Economic benefit from conference delegates staying and spending money in Eastbourne.
New Museum	A purpose built museum on the site of the Pavilion which will house the "Story of Eastbourne" with a café, shop and outreach facilities.	Increase time spent by visitors in the museum, spend and overall visitor numbers.
Refurbish the Redoubt	Improvements to the Redoubt Fortress to develop its profile as a visitor attraction without the museum.	Increased visitor numbers, spend and satisfaction levels at the Redoubt.
Seafront/Tourism Strategy	Update the Seafront Strategy utilising all of the feedback received through the Seafront Plan consultation. Utilise the research achieved through the destination profiling to shape priorities for the destination.	Eastbourne retains its share of the visitor markets.
Extension to the Arndale Shopping Centre	£85m scheme to provide 22 new retail units, 7 restaurants and a 9 screen cinema.	<p>An enhanced retail and leisure offer for residents and visitors enabling the Town Centre to compete with neighbouring shopping destinations and associated increased spend and attracting new retailers and investment in the Town Centre.</p> <p>Local employment opportunities in both the construction and operation phases of development - the development will deliver 700FTE jobs in addition to construction jobs.</p> <p>A modern and attractive development with better designed, larger retail units.</p>

Devonshire Park Redevelopment	<p>£44m investment to establish Devonshire Park as a premier conference and cultural destination to include:</p> <ul style="list-style-type: none"> • New welcome building • Restoration of Congress, Winter Garden and Devonshire Park theatres • Improved accessibility • Improving tennis facilities • New conference/exhibition space and café facilities/break out rooms • Public realm improvement 	<p>Creation of new jobs:</p> <ul style="list-style-type: none"> • 114 new local construction jobs as a result of the £40 million capital expenditure • 169 FTE additional jobs supported in Eastbourne as a result of the additional visitor spending <p>Additional visitor spend:</p> <ul style="list-style-type: none"> • Projected visitor spend from visitors is £13,419,183 per annum (excluding consequential effects and across the whole economy)
Wish Tower Restaurant	Deliver a flagship restaurant	A new destination to improve the evening economy and a landmark building design in a unique location.
Sovereign Harbour Innovation Park (SHIP)	New contemporary business premises at Sovereign Harbour Innovation Park	High quality, flexible contemporary business space and new commercial hub in a prestigious location and positive effects on employment, business start-ups and wage levels.
Marketing – EB Now (Pier grant project)	30 hotels and other locations to be supplied with onscreen live information about events in Eastbourne, shopping opportunities and discounts.	Increased attendance at events from visitors and increased awareness of and spend at local shops, restaurants and leisure facilities.

Prosperous Economy : Performance Indicators

Code & Short Name	2014/15	2015/16
	Value	Latest value*
DE_004 Town centre vacant business space	8.83%	8.5%
TL_003 Bandstand patrons	34,469	36,148
TL_005 Marketing campaign value for money	£0.63	TBC
TL_041 Number of visitors (day visitors and staying trips)	4,795,000	5,007,000 (annual)
TL_042 Total tourist spend	£272,094,000	£293,066,000 (annual)
TL_043 Total day visitor spend	£111,230,000	£125,230,000 (annual)
TL_044 Total accommodation spend	£160,864,000	£167,836,000 (annual)

Priority Theme 2 – Quality Environment



Priority Theme Owners



Member: Councillor Steve Wallis

Officer: Ian Fitzpatrick, Senior Head of Community

Priority Vision:

By 2020:

- Eastbourne will have a high quality built and natural environment which highlights the cultural heritage and tourist offer of the Borough, surpassing other UK towns of a similar size
- We will have transformed the sites that are currently not used efficiently in our town centre
- Our public spaces will be distinctive, high quality, well maintained and create a sense of belonging
- Our open space will increase in quantity and quality, enabling the community to come together and enjoy its public spaces in a safe and secure way
- We will be moving towards becoming a low carbon town with a wide range of locally derived environmentally friendly initiatives, working with the Community Environment Partnership for Eastbourne
- The quantity of domestic waste will have significantly declined supported by a wide range of materials for recycling, and reducing waste
- Eastbourne will have a range of transport options including improved public transport, cycling and walking initiatives
- We will continue to develop the seafront and coastal links as a unique and outstanding natural resource for the community and tourists, in a way that ensures development enhances our cultural heritage and is beneficial to the environment

95% of residents said that “protecting and enhancing parks and open spaces” should be a priority over the next 5 years.

**Residents
Survey 2015**

87% of residents said that “improved transport links and safe cycle routes” should be a priority over the next 5 years.

Residents Survey 2015

Eastbourne maintains a high profile for natural environment amenities and connectivity due to its location and accessibility.

Eastbourne is ranked 112 out of 354 districts for its overall natural environment score (2013), putting it in the top 40% of districts nationally.

Distance travelled to work (2011)

Natural environment: score (2013)

Rank	District	Region	GB=100	Nat. Rank
1	Chichester	South East	170.36	40
2	Wealden	South East	156.67	49
3	Rother	South East	151.7	58
4	Lewes	South East	128.67	80
5	Horsham	South East	115.47	95
6	Mid Sussex	South East	114.41	97
7	Arun	South East	108.68	102
8	Eastbourne	South East	97.93	112
9	Adur	South East	91.9	121
10	Brighton and Hove	South East	73.27	155
11	Worthing	South East	60.11	185
12	Hastings	South East	55.42	199
13	Crawley	South East	48.7	225

	Work mainly from home	Less than 10km	10km to less than 30km	30km and over	Other
England and Wales	10.4	52.1	21.1	8.0	8.4
South East	11.9	46.9	20.7	11.6	8.9
East Sussex	14.1	43.9	19.8	11.8	10.4
Eastbourne	10.0	58.1	12.9	9.9	9.1

England : 100

Source: Census 2011; Road Lengths Statistics in Great Britain; Index of Multiple Deprivation; Generalised Land Use Database

	Work mainly at or from home	Private transport	Public transport	Walk or cycle	Other
England and Wales	10.3	60.7	15.9	12.6	0.5
South East	11.8	63.2	11.7	12.7	0.5
East Sussex	13.9	62.7	11.0	12.0	0.5
Eastbourne	9.9	61.2	11.4	17.0	0.5

Method of travel to work (2011)

The proportion of residents who travelled to work within Eastbourne by public transport was 11.4 % in 2011, an increase from 10.45% in 2001. By comparison the south-east figure was 11.7%. (ESiF) Eastbourne does have a significantly large proportion of people who walk or cycle to work – 17% compared to a national rate of 12.6% and an East Sussex rate of 12%.

Eastbourne has always prided itself in its maintenance and management of its parks and open spaces as well the local downland and seafront. We currently have two parks with Green Flag awards and 20 QE2 protected fields now protected in perpetuity. We have also seen a steady increase in recycling throughout the town since 2010 peaking at over 40% in some months and the successful implementation of the joint waste contract. Resident satisfaction with waste collection (97%), recycling (95%) and street cleanliness (86%) are at their highest rates since 2009.

We aim to enhance the use and appreciation of our local environment through our tourism provision and events such as the Beachy Head Marathon.



59% of resident say they use "parks and open spaces" almost every day/at least once a week.

Residents Survey 2015

Quality Environment: Corporate Actions

Title	Description	Desired Outcome
Joint venture for Energy and Sustainability	Set up a joint venture between Eastbourne and Lewes Council and a private sector organisation to deliver local energy and sustainability ambitions for the next 20 – 30 years.	Deliver sustainability ambitions i.e. local energy and local food.
Park improvements (Green Flags and signage re-branding)	Hampden Park - Improvements to the main entrances and to the path network in Ham Shaw woods as recommended through the published Hampden Park Green Flag Management Plan.	To clearly define that vehicles are entering a park and retain the Green Flag for Hampden Park as an externally accredited quality award for green space.
	Old Town Rec - Improvements to the main entrances, tree planting and pollinating/biodiversity improvements.	Creation of a “welcoming” recreation ground with vistas throughout and to retain the Green Flag as an externally accredited quality award for Green Space.
	Manor Gardens - The Green Flag Award for this area will externally validate the Corporate “Quality Environment” objective. This green space has a strong and supportive Friends of Manor Gardens and Gildredge Park and will be the strongest contender to be successful in securing the award.	To increase the number of open spaces within Eastbourne successfully achieving Green Flag status and provide quality areas for local residents and visitors to enjoy
	Create and “roll-out” standard, future proof signage throughout the parks and open spaces of Eastbourne.	Improved awareness and access to local parks and open spaces and continued success of the Green Flag Award.
Allotments improvements	Provide 2 new toilets within Manor Gardens and Marchants Field allotments and remove chain-link to install new, secure weldmesh fencing in Priory Road allotments.	To maintain reasonable security and welfare facilities for the tenants of the Council’s allotments.
Town Centre Improvements	Significant improvements to the pedestrian environment in Terminus Road and Cornfield Road to be delivered alongside the extension to the Arndale Centre	Better quality of open spaces within the town centre improving the shopping and leisure experience for residents and visitors

Eastbourne Park Initiatives	Delivery of priority initiatives identified in the Eastbourne Park Supplementary Planning Document	Conservation and enhancement of the existing environmental, ecological and archaeological characteristics of Eastbourne Park for future generations Sensitive management of the area to provide appropriate leisure and recreational uses to enhance the social and economic wellbeing of the local community and to attract more visitors to Eastbourne
Enhancement of Open Downland	To invest in a range of initiatives and improvements to the Open Downland to improve accessibility and enhance Eastbourne as the gateway to the South Down National Park	To ensure the Open Downlands is accessible to all and to provide key improvements for the benefits of residents and visitors in line with the adopted Downland Management Plan.
Eastbourne Cycling and Walking Strategy	Work with East Sussex County Council to deliver an integrated Cycling and Walking Strategy for the town.	Enhanced provision for cycling and walking, improved accessibility and improved satisfaction with the local area.

Quality Environment : Performance Indicators

Code & Short Name	2014/15	2015/16
	Value	Latest value*
DE_001a Satisfaction with street cleanliness - refuse collection	97%	TBC
DE_001b Satisfaction with street cleanliness - street sweeping	86%	TBC
DE_001c Satisfaction with recycling	95%	TBC
DE_006 EBC Carbon Footprint - Buildings	2187 tonnes	TBC
DE_007 EBC Carbon Footprint - Vehicles	31 tonnes	TBC
DE_011 Reduction in number of reported fly-tipping incidents 2014/15	2236	1351 (Q3)
DE_192 Percentage of household waste sent for reuse, recycling and composting	33.92%	37.9%
DE_194 Missed waste collections	4,608	2,043 (Q3)

Priority Theme 3 – Thriving Communities

Priority Theme Owners



Member: Councillor Alan Shuttleworth

Officer: Ian Fitzpatrick, Senior Head of Community



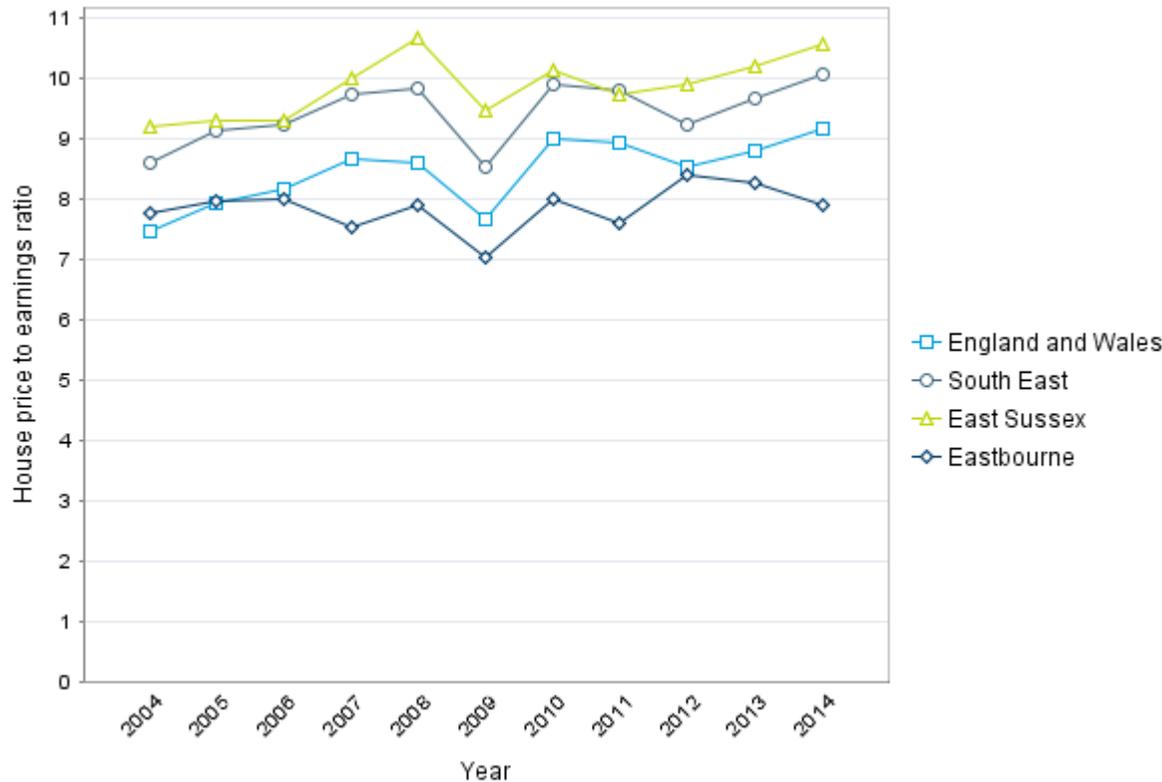
78% of residents said that “provision of community and neighbourhood activities” should be a priority over the next 5 years.

Residents Survey 2015

Priority Vision:

By 2020:

- Eastbourne will have some of the lowest levels of crime in the South East and, as a result, our communities will feel safe
- Families and young people will be supported and have access to a wide range of activities and facilities to help them reach their full potential
- Our communities will have the resources they need to achieve high levels of volunteering and involvement in managing our neighbourhoods
- The housing market in Eastbourne will provide a wide range of quality homes including affordable housing for those in need
- Our communities will be active in developing priorities for: tourism, culture and sport including being involved in managing sports, leisure, creative and artistic activities; events and festivals; ensuring greater participation and opportunities to share and enjoy the widespread cultural provision in the Borough



Housing: The average house price/earnings affordability ratio for Eastbourne appears to have gone against the national trend over the past few years and is reducing slightly. However, with average house prices still over 7 times the average earnings, affordability of homes is still an issue for many residents.

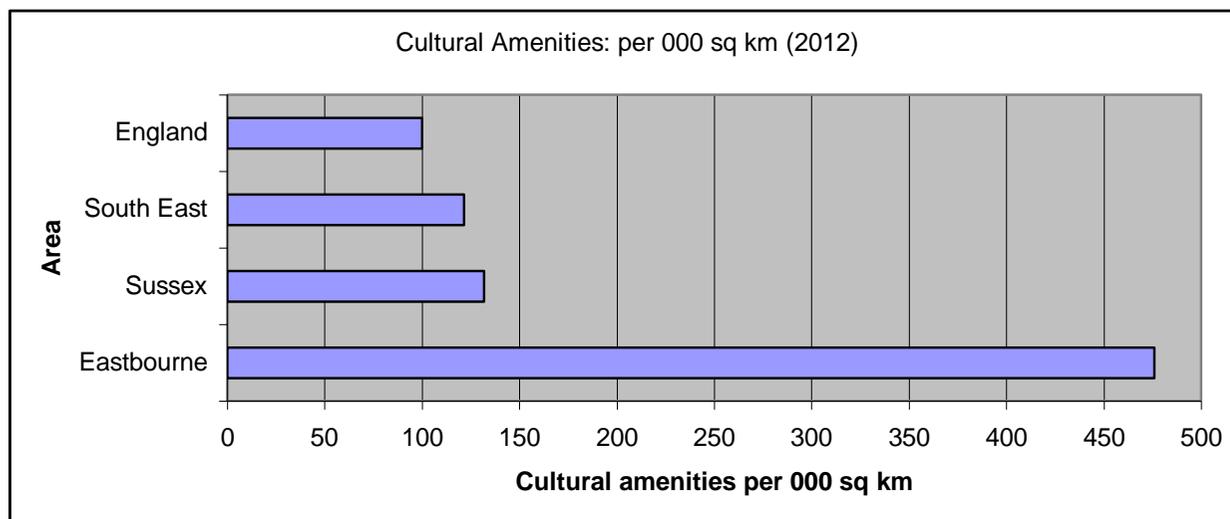
As at 2013, Eastbourne owned 7.5% of the local housing stock compared to the East Sussex rate of 4% and a National rate of 7.2%. This shows how important the Council’s role is in helping support its residents in their housing

Crime: Eastbourne is compared with a number of other peer boroughs and districts within a 'Most Similar Group' (MSG) by central government, based on geographic, demographic and socio-economic parameters. This iQuanta dataset highlights Eastbourne currently (November 2015) as having the 5th lowest overall crime rate per thousand population. At the same time, Eastbourne were in the top three for lowest rates of burglaries, vehicle crimes, theft and drug trafficking and supply. See Eastbourne Borough Council’s quarterly performance reports www.eastbourne.gov.uk/performance for progress reports on crime.

52% of residents said that “level of crime” was one of the most important things in making their area a good place to live.

76% of residents were satisfied with Eastbourne's theatres and bandstand service..

Residents Survey 2015



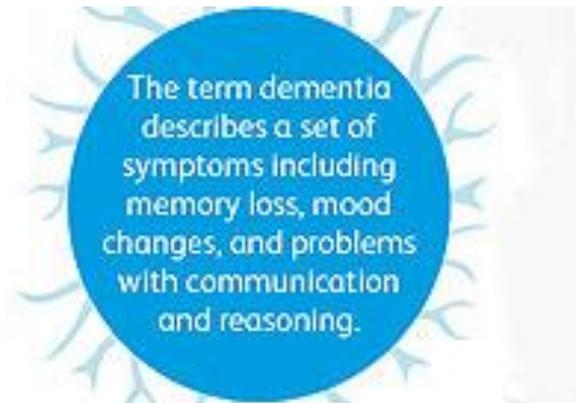
The number of cultural amenities per 1,000 sq km in Eastbourne is 476.01. This places Eastbourne in the top 20% of districts nationally and compares very strongly with the national and regional scores. The development at Devonshire Park will continue to enhance this area of local focus.

In May 2015, 13.8% of Eastbourne residents were claiming some form of benefit which is above the national and East Sussex rates. With recent changes in Welfare Reform, it remains a key priority for the Council to support vulnerable families.

	Any benefits	Out-of-work benefits	Job Seeker	ESA and incapacity benefits	Lone parents	Other out-of-work benefits	Carers
England	11.8	9.1	1.6	6.0	1.1	0.4	1.5
South East	9.0	6.6	1.0	4.5	0.9	0.2	1.2
East Sussex	11.9	9.0	1.3	6.4	1.0	0.3	1.5
Eastbourne	13.8	10.9	1.8	7.6	1.2	0.3	1.6

Dementia Friendly

The Council is a member of Eastbourne's Dementia Action Alliance (EDAA) and as such has signed up to the National Dementia Friends website. EDAA members are looking at ways in which they can help in the development of Eastbourne becoming a 'dementia-friendly' town, in support of the Prime Minister's Challenge on Dementia.



Councils can play their part in developing communities where people can live well with dementia. The LGA guidance, revised in July 2015, is aimed at those who have a role in leading, planning, commissioning and delivering services from housing, transport, advice and guidance through to leisure and cultural services and supporting community development. With this in mind it was agreed that we would run a 6 month dementia friendly services pilot within our housing teams and living well services (STEPS etc.)

EBC and EHL are committed to raising awareness to ensure we are delivering services that are designed with and accessible to people living with dementia and their carers enabling them to 'live well'. To raise awareness we will be holding a series of training sessions for participating staff over the coming months including 'Dementia Friends' sessions and bespoke in-depth training from Alzheimer's Society. Staff in all service areas including CMT and Cllrs will be attending a Dementia Friends session during Dementia Awareness Week – w/c 16th May.

For further details and updates please contact Kirsty.peckham@eastbourne.gov.uk 01323 415626

In 2005 there were over 850,000 people living with dementia in the UK.

Alzheimer's Society

Thriving Communities: Corporate Actions

Title	Description	Desired Outcome
Active Eastbourne Strategy	Undertake a study of all the activities that take place across Eastbourne and understand what the trends and gaps are.	A strategy that will be used to shape the services and act as a potential tool to apply for funding/grants to improve health and quality of life of local residents.
Welfare Reform	To support those vulnerable residents affected by the government's Welfare Reform programme.	Residents are able to access and retain good quality accommodation and are able to meet their Council Tax liabilities.
Community Facilities	Supporting development and management of community buildings.	Sustainable development and management of facilities for community activities such as community centres, community library and Town Hall leading to improved community engagement and satisfaction with local area.
Young People	Supporting services to children and families through funding, partnership and networks.	A wide range of activities and opportunities for young people, improving levels of engagement and satisfaction.
Sovereign Harbour Community Centre	£1.6m scheme to provide a new contemporary community centre at Sovereign Harbour.	Improved facilities for residents and increased satisfaction with local area.
Shinewater Skate Park	Upgrade existing dated, modular jumps to a bespoke, specialist design/constructed concrete skate park.	Increased use and satisfaction with facilities and engagement with young people.
Improving local parks and playgrounds	Update play area within Seaside Rec and add new all-weather paths to Seaside Rec and Tugwell Park.	Improved play facilities, accessibility, use and satisfaction with local parks and playgrounds.
Tennis Development programme	Maximise use of the tennis courts across Eastbourne through a partnership operator. Introduce the Clubspark technology which provides data around court usage and profile of tennis players.	Development of "grass roots" tennis players and increased number of people playing tennis.
Customer Access Improvement (Go Digital)	A programme of interventions to encourage take-up of online services.	Reduction in demand through face to face and telephone channels.

Develop enhanced Housing Solutions service	A new service to help people gain the most appropriate accommodation to support a healthy and independent life.	Improve accommodation to allow people to remain independent longer. Reduce cost to the public purse. Reduce unnecessary hospital admissions and bed blocking.
Eastbourne Community Safety Partnership	Support the work of Eastbourne Community Safety Partnership.	Reduced levels and perception of crime and anti-social behaviour in the town and improved satisfaction with the area as a safe place to live.

Thriving Communities : Performance Indicators

Code & Short Name	2014/15	2015/16
	Value	Latest value*
CD_004 Local percentage of Council Tax collected in year	96.13%	83.39% (Q3)
CD_006 National non-domestic rates collected	97.48%	79.62% (Q3)
CD_051 Number of difficult problem properties remedied / brought back into use by the Difficult Property Group	44	21 (Q3)
CD_056 Median average number of days for assistance with adaptations (Disabled Facilities Grants)	104 days	73 days
CD_155 Number of affordable homes delivered (gross)	70	TBC
CD_156 Number of households living in temporary accommodation	11	28
CD_181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	11.8 days	9.9 days
DE_154 Net additional homes provided	160	TBC
ECSP_002 Reduce shoplifting by 5% from 2011/12	8.52%	-12.46%
ECSP_004 Reduce Violent Crime in a Public Place by 3% from 2011/12	46.77%	31.5%
ECSP_015 To remain in the 1st to 4th lowest of our most similar group (MSG) in relation to all crime from 01/04/13 to 31/03/14.	3	5
ECSP_016 Reduce serious acquisitive crime (robbery, car crime and burglary dwelling)	12.39%	-22.89%
TL_017a Redoubt visitors - paying visitors	15,026	12,524
TL_022 Junior (age <=16) participation in sport (number)	329,470	237,205 (Q3)
TL_026 Total number of theatre users	333,980	235,995 (Q3)

Priority Theme 4 – Sustainable Performance

Priority Theme Owners



Members: Councillors Troy Tester and Gill Mattock

Officer: Alan Osborne, Deputy Chief Executive

Priority Vision:

By 2020 Eastbourne Borough Council will:

- have developed a reputation in the South East Region for service excellence and innovation
- be recognised by its residents as being more customer driven and outcome focussed, delivering the services and standards that residents need most
- be acknowledged by its staff as an excellent employer providing real professional development opportunities
- benefit from a sustainable asset base contributing effectively to the delivery of public services
- be a valued service delivery partner to a variety of organisations across the public, private and voluntary sectors
- be a high performing local authority evidenced by sustained improvement against regulatory frameworks and inspection regimes

Eastbourne Borough Council has set a balanced budget along with a Medium Term Financial Strategy to be managed in conjunction with this Corporate Plan, and has healthy levels of financial reserves. However, the Council recognises the importance of value for money and the need to think long term with regard to sustainable performance, given the reality of our changing environment and the current and future pressures on public service spending.

The effectiveness of the Future Model Programme and development of the Customer First teams has been evidenced through a number of key indicators over the past few years and continues to be a focus for setting and maintaining the highest possible standards of service to our community.

Indicator	2013/14	2014/15	2015/16 (latest value)
CS_010 Calls to 410000 answered within 30 seconds	59.79%	80.47%	86.66%
CS_011 Telephone call abandonment rate	14.03%	2.8%	2.24%
CS_012a Telephone calls handled at first point of contact	49.3%	31.62%	41.18%

72% of residents said that the council treat them with respect most of the time with only 11% disagreeing.

"I am looking forward to driving this programme of change which will achieve much-needed savings while maintaining frontline services."

**Robert Cottrill,
Chief Executive
of Eastbourne
and Lewes
Councils**

Joint Transformation Programme

Eastbourne Borough Council have already achieved significant efficiencies through its Future Model programme. The development of the Customer First and Strategy and Commissioning teams have been key in changing the way services are managed and delivered.

Towards the end of 2015, Eastbourne Borough Council and Lewes District Council agreed to adopt a strategy for the development of shared services which is now referred to as the Joint Transformation Programme. This programme will see an integration of staff and services across Eastbourne and Lewes Councils, making services more sustainable, resilient and flexible by 2020 in order to...

- **Protect services**
Protect services delivered to local residents while at the same time reducing costs for both councils to save £2.7m
- **Greater strategic presence**
Create two stronger organisations which can operate more strategically within the region while still retaining the sovereignty of each council
- **High quality, modern services**
 - Meet communities' and individual customers' expectations to receive high quality, modern services focused on local needs and making best use of modern technology
- **Resilient services**
Building resilience by combining skills and infrastructure across both councils

Both authorities now share a Chief Executive and a number of services including Human Resources and our Legal Teams with a commitment to have a shared Management team in place from early 2016. Work is ongoing to identify other areas the councils can effectively share and identify efficiencies that can be achieved by working together with a full business case and implementation plan due to go to both Cabinets in April/May. This programme will be a key element of the Sustainable Performance theme of the Corporate Plan.

Sustainable Performance: Corporate Actions

Title	Description	Desired Outcome
Improved Asset Management processes – “Corporate Landlord”	A comprehensive restructuring of property budgets and staff to ensure central control and prioritisation, combined with an asset challenge programme to ensure non-operational assets deliver a good yield or are disposed of.	A sustainable and well maintained asset base strengthening the financial management of the authority.
Customer Access Improvement (Go Digital)	A programme of interventions to encourage take-up of online services.	Reduction in demand through face to face and telephone channels.
Joint Transformation Programme	A major programme to integrate the Eastbourne Borough Council and Lewes District Council workforces, and transform the service delivery model for both organisations.	Protect services whilst delivering £2.7m savings. Create a greater strategic presence in the region. Deliver high quality, modern services. Build greater resilience across the councils.

Sustainable Performance: Performance Indicators

Code & Short Name	2014/15	2015/16
	Value	Latest value*
CS_003 Sickness absence - average days lost per employee	5.1 days	4.29 days (Q3)
CS_010 Calls to 410000 answered within 30 seconds	80.47%	86.66%
CS_011 Telephone calls abandonment rate	2.8%	2.24%
CS_012a Telephone calls handled at first point of contact	31.62%	41.18%

44% of residents said they felt well informed about local public services and 39% felt well informed about how well local public services are performing.

Residents Survey 2015

Monitoring and Management

What happens next?

In order to monitor and manage progress against our key projects and priority themes, we will produce regular reports based on the most up-to-date information available. These will be presented quarterly to Cabinet and Scrutiny Committee and made public through our website at www.eastbourne.gov.uk. These reports identify and communicate successes and also highlight any potential obstacles and issues which may need to be overcome.

Other sources of information:

[Sustainable Community Strategy](#)
[Community Safety Partnership](#)

For more information regarding the content of this plan or Eastbourne Borough Council's performance, please contact the Corporate Development team on 01323 415418, email william.tompsett@eastbourne.gov.uk or visit www.eastbourne.gov.uk

Tuesday, 16 February 2016
at 6.00 pm



Conservation Area Advisory Group

PRESENT:-

Councillor Rodohan (Chairman) and Councillors Swansborough and Smart

OFFICERS:

Mrs S Leete-Groves, Specialist Advisor (Conservation)

43 Minutes of the meeting held on 5 January 2016.

The minutes of the meeting held on 5 January 2016 were submitted and approved and the Chairman was authorised to sign them as a correct record.

44 Apologies for absence.

An apology for absence was reported from Councillor Belsey.

45 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.

46 Planning Applications - Decisions of the Borough Council.

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

NOTED.

47 Planning Applications for Consideration.

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

1) 151153, CAVENDISH HOTEL, 37-40 GRAND PARADE EASTBOURNE

Heritage Value: Town Centre and Seafront Conservation Area

Proposal: Alteration of internal layout to create further bedrooms. External door, window & dormer window alterations additions to suit new internal layout.

CAAG Comments: No objections raised.

2) 151363 (PP) & 151386 (LB), 6 CORNFIELD TERRACE, EASTBOURNE, BN21 4NN

Heritage Value: Listed Building & Town Centre and Seafront Conservation Area

Proposal: Conversion of lower ground floor and first floor to two self-contained one bedroom flats (in conjunction with Listed Building Consent ref. 151386).

CAAG Comments: The Group raised no objections to the proposal in principal. Externally it was felt that the proposal would enhance the building and character of the surrounding area, subject to the windows being double glazed and traditionally formed in timber. Internally the Group raised concerns that the insertion of an additional staircase and the loss of traditional features would result in harm to the significance associated with the listed building. It was recommended that officers negotiate with the applicant to achieve a similar proposal that complimented and enhanced the significance of the listed building.

3) 160056, REGENT HOTEL, 3 CAVENDISH PLACE, EASTBOURNE, EAST SUSSEX, BN21 3EJ

Heritage Value: Listed Building & Town Centre and Seafront Conservation Area

Proposal: Conversion of property into 5 flats 3no 2 bed flats and 2no 1 bed flats.

CAAG Comments: No objections raised.

4) 160021, 28 SEASIDE ROAD, EASTBOURNE, EAST SUSSEX, BN21 3PB

Heritage Value: Town Centre and Seafront Conservation Area

Proposal: Retrospective application for alterations to shopfront.

CAAG Comments: No objections raised.

5) 160087, ROYAL HIPPODROME THEATRE, 106-112 SEASIDE ROAD, BN21 3PF

Heritage Value: Listed Building & Town Centre and Seafront Conservation Area

Proposal: Installation of 5mx2m mural on the west elevation of the hippodrome theatre.

CAAG Comments: No objections raised.

Ms Hackney-Ring presented the mural and responded to questions from the Group.

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) 7 CAREW ROAD, UPPERTON

Location and Heritage Status: Upperton Conservation Area

Proposal: Demolition of a garage and minor alteration to the existing dwelling to facilitate the erection of a 2 bedroom detached dwelling, together with parking spaces and widening of an existing crossover.

CAAG Comments: The Group had no objections to the proposal in principle. Concerns were however raised to the scale of the proposed dwelling and partial loss of the flint and brick wall, which the Group considered would result in adverse harm to the character of the building of local interest and surrounding conservation area. It was recommended that a single storey unit would be acceptable, similar to what was proposed and approved at number 11 in 2014. The Group also supported the retention of the brick and flint boundary wall.

NOTED.

48 Seafront Window Survey.

It was agreed to defer this item to the next meeting, to allow officers time to complete the Seafront Window Survey and present to the Group.

NOTED.

49 New Listings

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

NOTED.

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

The date of the next meeting was confirmed as the 29 March 2016.

The meeting closed at 7.05 pm

Councillor Rodohan (Chairman)

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Tuesday, 1 March 2016
at 6.00 pm



Planning Committee

Present:-

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

145 Minutes of the meeting held on 2 February 2016.

The minutes of the meeting held on 2 February 2016 were submitted and approved and the Chairman was authorised to sign them as an accurate record.

146 Apologies for absence.

There were none.

147 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.

148 4 St James Road. Application ID: 151369.

Change of use from light industrial unit, to single residential unit. Installation of pitched roof to create enlarged habitable living area. New windows to front, rear, side elevations and installation of roof lights. Landscaping works and provision of parking space to front of dwelling – **DEVONSHIRE**. One letter of objection had been received.

The relevant planning history for the site was detailed within the report. A letter had been received from the applicant in support of the application responding to the issues raised and summarised as follows:

- Building regulation drawings had been commissioned which demonstrated that the heights and clearances of all spaces within the dwelling would comply with the standards of building regulations.
- The proposal would create a new dwelling in a town centre location, which was considered a sustainable location in planning policy terms.
- The outlook from the property was no different to that experienced from the neighbouring houses recently approved at 6-10 St James Road.
- It could be possible to address some of the concerns raised by reconfiguring the upstairs area to provide an enlarged bedroom and bathroom to the rear (thereby creating a one bedroom unit), or alternatively to create a single storey residence.

A further letter had been received on 1st March from the applicant which enclosed three further letters of support from adjoining residents. The following additional comments were made:

- Should the application be refused a further industrial business could be set up within the existing building within its lawful planning use thereby resulting in loss of residential amenity for surrounding occupiers.
- The continuation of the industrial use could result in additional commercial vehicular movements along St James Road creating disruption for surrounding residential occupiers.

A neighbour had commented on the guttering on the proposed development and its protrusion over the boundary line. They had suggested that the rain water gutter at the base to the new pitched roof should be located on top of the proposed external wall and not projecting across the boundary line. Their surveyor understood that the proposed development's external wall defined the boundary line.

The committee was advised that in Paragraph 15 of the officer's report it was stated that the site was located in a town centre location. Whilst the location had the characteristics of a town centre due to its proximity to shops, services and public transport; it did not fall within the town centre boundary denoted by the Town Centre Local Plan (adopted November 2013).

RESOLVED: (4 votes to 5 on the Chairman's casting vote) That permission be refused on the grounds that the size, internal layout and poor outlook the proposed residential dwelling is considered to provide substandard living accommodation that would not protect the residential amenity of future residents. This is contrary to policy B2 of the Core Strategy Local Plan 2013.

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.

149 9 Willowfield Road. Application ID: 151334.

Proposed change of use from a single dwelling into a 7 roomed HMO – **DEVONSHIRE**. Two objections had been received.

The relevant planning history for the site was detailed within the report. The observations of the Specialist Advisor for Waste were also summarised.

The observations of the East Sussex County Council Highways department had been received and were summarised as follows:

- The proposed change of use from a single dwelling (currently licenced as a 6 room HMO) to a 7 room HMO did not represent a significant increase in potential traffic generation or parking demand.
- The site was close to town, was well connected to local amenities and transport links.
- Due to property layout, off-street parking could not be provided.
- The level of car ownership associated with the site was highly likely to be lower than for privately owned accommodation.
- It was not considered that a recommendation for refusal could be justified as there would be no severe impact, therefore the proposal was in accordance with NPPF.
- The applicant may wish to include cycle storage to promote alternative transport.

The Specialist Advisor for HMO Licencing stated that:

- The property was well managed
- The council had not received any complaints with regards to the property.

A further objection had been received and was summarised as follows:

- There were many HMOs in the area, with accommodation let to non-students and students.
- There had been numerous problems associated with HMOs were evident in the area, e.g. noise, anti-social behaviour, poorly managed refuse issues, car parking issues and "studentification".
- There had been two past instances of residences in Willowfield Road being used for the supply of drugs, both requiring police intervention.
- A survey of local owner residents would confirm the above issues and that the area could not cope with further HMO properties.

A statement had been received from the applicant in support of the application responding to the issues raised by objectors and was summarised as follows:

- The landlord had the managed property since 2010 and took great pride in providing tenants with decent and affordable accommodation, which enhanced the local area and community. Prior to this the property had been badly managed and neglected. It had been on the market for many months, there was no interest from family purchasers.
- Considerable investment in renovation had been made in the property which required significant maintenance. As well as on-going maintenance and repair works the landlord wished to make further improvements to ensure they could keep the dwelling up to current day standards.
- The landlord actively managed the property, working with tenants to ensure they were comfortable and satisfied with their accommodation whilst ensuring they recognised their role and impact within the immediate neighbourhood.
- Over the last 6 years the landlord had assisted dozens of people to establish themselves in the local labour and housing markets.

Typically tenants stayed between 1-3 years and moved on to self-contained living, renting or purchase their own homes.

- The landlord had never knowingly had any behavioural problems amongst tenants.
- The landlord regularly talked to immediate neighbours to ensure there were no issues, making sure the property was kept clean and tidy, bins properly managed, etc.
- The minority of 'landlords' did not take the same proactive approach and create a bad name for decent landlords.

For clarification the accommodation schedule for the approximate floor space available for each room (including the proposed room) at 9 Willowfield Road was as follows:

- Bedroom 1, 9.6m²
- Bedroom 2, 13.4m²
- Bedroom 3, 11.5m²
- Bedroom 4, 10.2m² + 1m² built-in cupboard space
- Bedroom 5, 13.7m²
- Bedroom 6, 8.8m²
- Bedroom 7 (proposed room), 11.3m²

RESOLVED: (By 7 votes with 1 abstention) That permission be refused on the grounds that the proposal by reason of the creation of the 7th bedroom within the property would result in an over-concentration of independent living rooms and a consequent reduction in communal space. It is considered that this arrangement would provide (in planning terms) a poor quality living environment.

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.

150 35 Compton Drive. Application ID: 151315.

Loft conversion with dormer and three roof lights to front elevation, and dormer to rear elevation – **OLD TOWN**. Three objections had been received.

This application was deferred at Planning Committee on 2 February 2016 to enable Members to visit the site and the adjoining properties.

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

RESOLVED: (By 7 votes with 1 abstention) That permission be granted subject to the following conditions: 1) Time Limit 2) Approved drawing 3) Materials to match 4) PD windows.

151 Site 1, Off Martinique Way, Reserved Matters. Application ID: 151056.

Application for approval of reserved matters (Access, Appearance, Landscaping, Layout and Scale) together with discharge of conditions 2(part), 3(part), 9(part), 16, 19, 22, 24, 28, 29, 39, 40, 41 and 47 following outline approval (Ref: 131002) for the development of Site 1, Sovereign Harbour for 72 Residential Units, consisting of 62 Apartments over two blocks, and 10 houses – **SOVEREIGN**. 67 letters of objection had been received. Columbus Point Residents Association and the Management Company and Sovereign Harbour Residents Association had also objected.

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

The observations of the Specialist Advisors for Arboriculture and Conservation, East Sussex County Council Highways department, Strategy and Commissioning - Planning Policy, the Design Review Panel, the Environment Agency, Historic England, the County Ecologist and Southern Water were summarised within the report.

The committee was advised that the Lead Local Flood Authority's (East Sussex County Council) comments were summarised as follows:

'Further information and an additional condition was requested in relation to the maintenance and management of the proposed SUDs Scheme.

Additional comments received from five neighbouring properties were reported and broadly covered the same objections that had already been received. The committee was advised that although not yet formally received by the Council, it was understood that an online petition against the development had received over 500 signatures following a Facebook campaign.

Columbus Point Residents Association had made further comment summarised as follows:

- The amendments during the course of the application did not overcome concerns raised.
- The development impacted on existing properties from increased activity in terms of noise/disturbance.
- The gap between apartment blocks would create a wind tunnel.
- The proposed plans serious impact on the ability to move shingle on the site.
- With regard to the play area was there sufficient parking and toilet facilities?

Mr Levy addressed the committee in objection stating that the development would impact on residential amenity and the maintenance of the shingle on the adjacent beach.

Mr Cameron addressed the committee in objection stating that the site could not cope with a development of this size, the open space was needed for the community and that the development would cause parking and traffic issues in and around the site.

Mr Gregory addressed the committee in objection stating that the development was not in keeping with the surrounding area and contrary to Council policy. He also felt that the development would affect the visual amenity of residents and affect the amount of daylight to neighbouring properties. Mr Gregory also agreed that the development would cause parking and traffic issues in and around the site.

Ms Scudder addressed the committee in objection stating that a petition of 559 signatures had been collected in objection to the development within the last two weeks. She also stated that many residents used the recreation land. Ms Scudder also agreed that the development would cause parking and traffic issues in and around the site, a reduction in daylight and noise issues.

Mr Weeks addressed the committee in objection stating that site did not have the necessary social infrastructure due to the lack of community facilities at the Harbour.

Mrs Weeks addressed the committee in objection to a perceived conflict with the Sovereign Harbour Supplementary Planning Document.

Ms Nagy, agent for the applicant, addressed the committee in response stating that all technical requirements for the site had been met in line with the original approval for development on the site. The design parameters had been consulted on. Parking controls for the site would be developed in consultation with the local community. Ms Nagy also stated that the separation between buildings meant that there would be a break in the view for adjacent homes, light and shade had also been assessed. The appearance of the development was deliberately different from the surroundings to create a landmark development, with landscaping protecting the open spaces. The Environment Agency and Premier Marina were aware that they would need to find an alternative solution to the shingle replacement programme currently in place.

The committee discussed the application in detail and requested that the East Sussex County Council parking review be carried out at the earliest opportunity.

RESOLVED: (By 7 votes with 1 abstention) That the reserved matters application be granted subject to 1) a S106 agreement:

The Heads of Terms for the S106 to cover:

- Highway contribution and parking review
- Specification for refurbishment of Martello Tower to include services heads and conduits to provide independent services to the Martello Tower and method statement for marketing of the tower for/to a new end user of the Martello Tower
- Refurbishment of the Martello Tower to be in accordance with the approved specification and be completed before the commencement of the third phase/block of development
- Linkages between the existing legal agreement from the outline planning application and the new/revised play space (if approved).

2) And subject to the following conditions 1) Highways – Accesses for houses 2) Highways – shared space shall be available for pedestrians and cycle access 3) No plant or machinery to be installed to roofs of any houses or flats 4) Approved drawings 5) Prior to the first occupation of any of the residential units hereby approved a plan shall be submitted identifying residential demarcation (assigned plot boundaries). This plan shall endorse that the residential demarcation shall end at the seaward end of the proposed decking 6) The soft landscaping hereby approved shall be implemented in full prior to the first occupation of phase of the development to which it relates. The soft landscaping as implemented shall be protected (Barrier fencing) from the construction of later phases of the development 7) Once implemented the soft landscaping areas to the seaward side of the development (outside of the residential demarcation zone) shall be maintained by the applicant (or a management company assigned by them) and at no time shall the areas be supplemented (planted) by species selected by the home owner 8) Details of Sustainable Drainage to include the maintenance and management regime for the proposed sustainable drainage.

Informative:

Highways – need for a licence for construction of accesses.

152 Site 1, Access Spur, Martinique Way. Application ID: 160007.

Proposed amendments to the roundabout access spur into Site 1, off Martinique Way, Sovereign Harbour – **SOVEREIGN**.

The relevant planning history for the site was detailed within the report. The observations of East Sussex County Council Highways department and the Environment Agency were also summarised. Southern Water made no comment.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) Time for commencement 2) Approved drawings 3) The works hereby approved shall be implemented in accordance with the details hereby approved before the substantial completion of any of the residential units approved under reserved matter application 151056.

153 Site 1, Play Space, Martinique Way. Application ID: 160009.

Application for outline planning permission (all matters reserved) for proposed location of equipped play zone linked with the development of Site 1 Sovereign Harbour – **SOVEREIGN**. Two general observations had been received.

The relevant planning history for the site was detailed within the report. The observations of Parks and Gardens, the Specialist Advisor for Engineering and Southern Water were also summarised. Sovereign Harbour Residents Association made no comment.

RESOLVED: (By 3 votes with 5 abstentions) That outline planning permission be granted subject to revisions to existing S106 agreement to control the delivery and ownership of the play space and the following

conditions: 1) Submission of reserved matters 2) Time frame for commencement 3) Details of layout shall include details of equipment and materials of surfacing and railings.

154 Upwick Road Drainage. Application ID: 161192.

Variation of condition 11 of permission EB/2011/0193(FP) for the demolition of the garages to the rear of 2-8 Upwick Road and the erection of 6 houses and garages, parking spaces, landscaping and amendments to vehicular access from Upwick Road, and external alterations to 2/ 4 Upwick Road to remove the entrance door at the side and form a new entrance door at the front. Variation sought: the disposal of foul water from the site into the existing drain at the rear of 7 Dillingburgh Road – **OLD TOWN.**

This application was reported to Planning Committee in February 2016 and proposed the retention of the relocated pumping chamber. Members resolved to defer determination of this item in order that officers could seek clarification from the developer in terms of the foul sewer connection to Upwick Road. Members view was that the sewer connection should follow that previously approved by the appeal Inspector and by Eastbourne Borough Council via the discharge of conditions.

The developer has heeded the advice of members and has re-dug a new sewer trench/line such that the connections now accord with the approved details.

Members were advised that the occupiers of No2 Upwick Road expressed their thanks to Planning committee for ensuring compliance with the previously approved scheme.

RESOLVED: (Unanimous) That permission be granted and the condition discharged.

155 Tree Preservation Order No.176. Land at 63 Carlisle Road.

The Committee considered the report of the Senior Head of Community seeking confirmation of a tree preservation order on the above land. One objection had been received and the officer's response was detailed within the report.

RESOLVED: That the Eastbourne Borough Council Tree Preservation Order - Land at 63 Carlisle Road, Eastbourne, East Sussex No. 176 (2016) be confirmed without modification.

156 South Downs National Park Authority Planning Applications.

There were none.

The meeting closed at 8.35 pm

Councillor Murray (Chairman)

Wednesday, 9 March 2016
at 6.00 pm



Audit and Governance Committee

Present:-

Members: Councillor Swansborough (Chairman) Councillors Sabri, Choudhury, Di Cara, Dow, Holt, Smart and Taylor

22 Minutes of the meeting held on 2 December 2015.

The minutes of the meeting held on 2 December 2015 were submitted and approved and the Chairman was authorised to sign them as a correct record.

23 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.

24 Urgent items of business.

Councillor Smart requested that an item relating to the budget process be added to the agenda and this was agreed by the Committee. The item was placed at the end of the agenda.

25 Planning Report 2015/16.

The Committee considered the planning report of BDO relating to the audit for the year ending 31 March 2016. The report highlighted and explained the key issues which BDO believed were relevant to the audit of the financial statements and use of resources of the authority for the year ending 31 March 2016.

Detailed in the report were BDO's engagement timetable, audit scope and objectives, authority materiality, overall audit strategy, key audit risks and other matters, BDO's independence and proposed fees in relation to last year.

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

The Committee discussed BDO's proposed set materiality of 2% of gross expenditure, which equated to £2 million. Any financial errors discovered during the audit above this standard level set by BDO would need to be amended by the Council in its financial statements in order to keep a clean audit opinion. It was clarified that BDO did look at errors below this level as part of their audit process, which would be part of the report considered

by the Audit and Governance Committee. The Financial Services Manager added that in previous years any errors identified during BDO's audit, regardless of their materiality level, had been amended in the accounts accordingly.

It was proposed by Councillor Smart and seconded by Councillor Sabri that BDO report back to the Committee relating to the impact on their audit if the materiality level was set at £1 million. This was agreed unanimously by the Committee. Ms Combrinck stated that the official report would be considered at the September 2016 meeting. Any information related to this issue prior to the meeting would be circulated to the Committee.

In response to a question from the Committee relating to control of Welbeing, the Financial Services Manager clarified that treasury management advisors were currently being consulted on whether this fell under the group accounting rules. If it was considered to fall under these rules, the accounts would be grouped accordingly.

Ms Combrinck detailed the narrative reporting risk, which would require the Council to replace their Explanatory Foreword in the financial statements with a 'Narrative Report'. This would require the Council to include additional information not previously included.

The Committee queried the reconciliations between the figures contained in the 'Narrative Report' and the accounts. The Financial Services Manager responded that there was a note to the accounts that attempted to complete this reconciliation and added that there was an upcoming change in the accounting code that altered the way income and expenditure was reported and that specific reconciliation note. This would allow the Council to produce its income and expenditure accounts in accordance with its management structure and provide a clearer link. Although not a statutory requirement until 2016/17, the Committee was advised that once the accounts were closed in June 2016, a revised income and expenditure account would be produced and brought to the September 2016 meeting with the Statement of Accounts to provide the requested reconciliation. A draft copy of this would be circulated to the Committee prior to the meeting.

Ms Combrinck added that the note to the accounts, referenced by the Financial Services Manager was audited by BDO and should provide the reconciliation between the management accounts and statement accounts. This would be highlighted at the September 2016 meeting.

The Committee was advised that the proposed fee for 2015/16 totalled £67,781, which was significantly lower than last year's fee but covered the same amount of audit work.

In response to a question from the Committee regarding the statutory engagement team rotation, detailed in the report, Ms Combrinck responded that whilst in theory a project manager's involvement with the audit process could cover up to 10 years, this was highly unlikely in practice. The Committee was advised that after 3 years the market would open and the Council would be able to select their next auditors.

RESOLVED: (Unanimous) (1) That BDO report back to the September 2016 meeting of the Audit and Governance Committee, relating to the impact on their audit of setting the materiality level of gross expenditure at £1 million.

(2) That the report be noted.

26 Internal Audit Report to 31st December 2015.

The Committee considered the report of the Internal Audit Manager regarding a summary of the activities of Internal Audit for the third quarter of the financial year 2015/16.

A list of all final audit reports issued from 1 April to 31 December 2015 and the level of assurance attained were detailed in the report. The Committee was advised that during this quarter, one report on procurement had been issued with an assurance level of inadequate and this was detailed in appendix B.

Audit work carried out to date against the audit plan was set out in appendix A. Main points from the appendix were summarised in the report.

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. The Committee was reassured that this status was the assurance level given at the time the final report was issued and did not reflect recommendations that had been addressed.

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 was set out in appendix C. The Internal Audit Manager advised that at this stage follow up reviews had been paused so that annual audits could be undertaken. Since the report had been published, follow ups had been completed for Conferences and Group Travel (1 high and 1 medium recommendation outstanding), Licences (Entertainment and Taxi), (4 high and 2 medium recommendations outstanding) and Leasing and Licensing (1 high and 1 medium recommendation outstanding).

The Committee discussed IT inadequacies, detailed in appendix B, that was raised at the last meeting. The Internal Audit Manager reiterated that work was ongoing on creating a joint Disaster Recovery Plan and Business Continuity Plan with Lewes District Council, where each authority would host each other's IT system.

The Committee remained concerned about the IT inadequacies. It was proposed by Councillor Swansborough and seconded by Councillor Holt that the Council's Head of IT (Eastbourne and Lewes) be invited to the next meeting of the Committee to talk through the work ongoing with the joint Disaster Recovery Plan and Business Continuity Plan with Lewes District Council. This was unanimously supported by the Committee.

Events remained the only audit detailed in appendix D as an outstanding high risk. The Senior Head of Tourism and Enterprise had provided

comments at the bottom of the appendix. Appendix D was designated as confidential to reduce the risk of opportunities to commit fraud. The Internal Audit Manager had proposed not to continue following up the recommendations, made when the report was issued in April 2014, considering the robustness of the approach to address the issues and that a full audit of the area would be conducted at a later date. The Committee requested that Events remain as an outstanding audit.

Work undertaken by the Corporate Fraud team was detailed in the report. Appendix E outlined the work and savings acquired by the team.

Work undertaken by the East Sussex Counter Fraud Hub and its performance figures was detailed in the report. The projected savings for the Hub in 2015/16 was detailed in Appendix F and also included the actual savings for the first three quarters of the year.

An update on the Single Fraud Investigation Service was outlined in the report.

RESOLVED: (Unanimous) (1) That the Council's Head of IT (Eastbourne and Lewes) be invited to attend the next meeting of the Audit and Governance Committee, regarding the Council's joint Disaster Recovery Plan and Business Continuity Plan.

(2) That the report be noted.

27 Draft Internal Audit Plan for 2016/17.

The Committee considered the report of the Internal Audit Manager regarding the draft internal audit plan for 2016/2017.

The internal audit plan for each year began with a calculation of the number of audit days available. Twelve "managed" audits were required to be undertaken this year to satisfy the external auditors and these were detailed in the report.

In addition to the core audits, days were also set aside for verifying the Benefits Subsidy Claim, special investigations, follow ups, advice and National Fraud Initiative activity. The days necessary to carry out this work was calculated and taken from the auditor time available. The remaining figure was the days available to carry out other audits specifically for the Council. Appendix A detailed these calculations.

A risk assessment was carried out on all areas listed in the "Audit Universe" in order for the annual internal audit plan to be produced. The "Audit Universe" was a list of all the areas and systems across the Council which could be audited. The completed risk assessment, included at appendix B to the report had been arranged by the level of risk and by the date the last audit review was undertaken.

The draft plan had been submitted to Corporate Management Team (CMT) on the 9 February 2016. CMT had proposed adding a review of Prevent and Protect, in conjunction with Lewes District Council.

At the time of the report, Lewes District Council had planned to carry out a review of the use of agency staff and consultants. The Committee was advised that this was now being undertaken by the Head of Human Resources. This had now been replaced in the plan with a cross authority review of the Leisure Trust, with 5 days being marked down in both authorities' plans.

The proposed plan was included at appendix C to the report.

The Committee was advised that given the shared services agreement with Lewes District Council, it was likely that the audit plan for 2017/18 would be a joint one with Lewes.

The Committee discussed the days available to undertake the audits, taking into account staffing levels. The Internal Audit Manager clarified that of the 859 days available, 522 were spent carrying out the audits. Working in partnership with Lewes District Council would increase resilience to cope with the volume of work and staff absences.

The Committee was advised that in terms of resource assurances, the Council's Section 151 Officer had a statutory responsibility to ensure that the Council's internal audit function was sufficiently resourced to meet the requirements of the Council. BDO were also required to be satisfied with the resources in order to give a clean audit opinion.

The Committee discussed whether the audit plan should focus more on the high risk areas but acknowledged the risk of neglecting low risks areas. The Internal Audit Manager stated the audit plan was a balancing act in order to give an overview of the whole authority.

The Committee suggested that key performance indicators be set for the low risk areas identified, for managers to report back and raise any issues, instead of internal audit using resources to undertake a full audit. The Internal Audit Manager responded that this could be considered.

The Committee commented on the high risk area of Procurement (purchasing and contracts) and the information detailed in appendix B of the Internal Audit Report to 31st December 2015, relating to no contracts being put in place for 65 suppliers with annual expenditure and there being no up to date contracts database. The Internal Audit Manager clarified that a contracts database was in the process of being constructed and implemented.

RESOLVED: (Unanimous) That the proposed internal audit plan for 2016/17 be adopted.

28 Budget Process.

Councillor Smart commented on the role of the Audit and Governance Committee in terms of scrutinising and monitoring the budget process. The Financial Services Manager advised that she would be circulating the Committee's terms of reference and responsibilities, set out in the Council's constitution, in addition to guidance from the Chartered Institute of Public Finance and Accountancy (CIPFA) and slides from a previous member training session.

The Senior Head of Corporate Development and Governance clarified the remit of the Audit and Governance Committee which was the operation of the Council's constitution and processes that govern how it conducts its financial affairs. This did not include operational activities such as the construction of a budget, which was a responsibility of the Cabinet and required ratification by Full Council. The budget was also open to scrutiny and monitoring by the Scrutiny Committee, who received quarterly financial performance reports.

Councillor Smart proposed that it be confirmed that the independent scrutiny and examination of the council's budget process, procedures and practices fall within the terms of reference of the Audit and Governance Committee. The Senior Head of Corporate Development and Governance advised it was not within the Committee's remit to determine the content of its constitutional responsibilities.

Given the different interpretations of the committee's terms of reference, it was agreed that the matter be discussed further between the Chairman and Councillor Smart outside of the meeting.

NOTED.

The meeting closed at 7.24 pm

Councillor Swansborough
(Chairman)

Tuesday, 22 March 2016
at 6.00 pm



Planning Committee

Present:-

Members: Councillor Murray (Chairman) Councillor Sabri (Deputy-Chairman)
Councillors Jenkins, Miah, Robinson, Taylor, Ungar and Smethers
(as substitute for Murdoch)

157 Minutes of the meeting held on 1 March 2016.

The minutes of the meeting held on 1 March 2016 were submitted and, subject to an amendment to minute 151 to now read 'Mrs Weeks addressed the committee in objection to a perceived conflict with the Sovereign Harbour Supplementary Planning Document', approved and the Chairman was authorised to sign them as an accurate record.

158 Apologies for absence.

Councillor Murdoch.

159 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.

160 Cedar House, 29 Bedfordwell Road. Application ID: 151295.

Demolition of existing building and erection of a three storey block of six flats with parking at the front (Outline application with access, layout and scale to be considered, with appearance and landscaping reserved for subsequent approval) – **UPPERTON**.

The relevant planning history for the site was detailed within the report. The observations of the East Sussex County Council Highways department were also summarised.

RESOLVED: (By 7 votes with 1 abstention) That permission be refused on the grounds that 1) the scale and siting of the proposed building would be an overdevelopment of the site resulting in an incongruous and visually intrusive development that fails to create a sense of place and as such would adversely impact on the character and appearance of the area and the amenities of adjacent residential occupiers, contrary to policies B2 and D10A of the Eastbourne Core Strategy Local Plan 2013, policies UHT1, UHT4, HO6 and HO20 of the Eastbourne Borough Plan Saved Policies 2007 and paragraph 56 of the National Planning Policy Framework 2) As submitted, the proposal does not provide a satisfactory mechanism for the

off-site highway works necessary to enable the development to deliver a new access and the number of parking spaces shown on the revised plans.

Informative:

The following plans have been taken into consideration in determining this application:

201501 120 Revision C received on 8 January 2016

201501 123 Revision f received on 8 January 2016

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, was considered to be written representations.

161 Land at Sumach Close, Sumach Close. Application ID: 151170

Erection of a three storey building consisting of 13 flats (8 x 2 bed and 5 x 1 bed). Amended Description – **HAMPDEN PARK.**

Members were reminded that this item was referred to Planning Committee in January 2016 where it was resolved to grant planning permission subject to conditions and a s106 legal agreement to cover local labour initiatives and the payment of the required monitoring fee associated with these initiatives.

The committee was advised that the monitoring payments had been received and as such there was now no longer a requirement for a formal s106 legal agreement to be entered into.

It was therefore recommended that the 'Local Labour Initiatives' could now be satisfactorily handled via a planning condition.

RESOLVED: (Unanimous) That planning permission be granted subject to the following conditions: 1) Time for commencement 2) Approved drawings 3) Samples of proposed materials 4) Refuse/recycling storage (details submitted and to be provided prior to occupation) 5) Landscaping/planting 6) Wheel Washing 7) Surface Water drainage (Highways) 8) Parking provision (laid and provided before occupation) 9) Cycle Parking (details submitted and to be provided prior to occupation) 10) SUDS 11) The residential units hereby approved shall be retained in perpetuity as affordable rented accommodation unless previously agreed in writing by the Local Planning Authority 12) Local Labour Initiatives.

162 Local Training and Employment Supplementary Planning Document.

Members considered the report of the Senior Head of Regeneration, Planning and Assets regarding the Local Employment and Training Supplementary Planning Document (SPD) due to be reported to Cabinet on 23 March 2016.

The report requested that Cabinet approve the proposed Local Employment and Training Supplementary Planning Document (SPD) for publication for a

12 week period to receive representations from stakeholders and the local community between 1 April 2016 to 24 June 2016. It was anticipated that a further report would be submitted to Cabinet in the autumn prior to adoption by Full Council.

NOTED.

163 Appeal Decisions.

2-4 Queens Gardens - The committee noted that the appeal was allowed and planning permission was granted for the erection of six terraced two bedroomed houses together with access drive and ancillary parking at land to the rear of 2 to 8 Queens Crescent, Eastbourne, East Sussex, BN23 6JU in accordance with the terms of the application, Ref 150070, dated 22 January 2015, subject to the conditions set out in Appendix A of the Appeal Decision Notice.

Rear of 48 St Leonards Road - The committee noted that the appeal was allowed and planning permission was granted for new build 2 storey residential accommodation consisting of seven dwelling and seven parking spaces at land to the rear of 48 St Leonards Road, Eastbourne, East Sussex, BN21 3UF, in accordance with the terms of the application, Ref PC 150141, dated 9 February 2015, subject to the conditions set out in the attached schedule of the Appeal Decision Notice.

NOTED.

164 South Downs National Park Authority Planning Applications.

There were none.

The meeting closed at 6.35 pm

Councillor Murray (Chairman)

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Cabinet



Minutes of meeting held on Wednesday, 23 March 2016 at 6.00 pm

Present:-

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

68 Minutes of the meeting held on 3 February 2016.

The minutes of the meeting held on 3 February 2016 were submitted and approved and the chairman was authorised to sign them as a correct record.

69 Declarations of interests by members.

Councillors Tutt and Shuttleworth both declared personal (and non-prejudicial) interests in matters the subject of minutes 74 and 76 (in the confidential part of the meeting) (Housing and economic development partnership (HEDP) delivery programme as they were council appointed non-executive directors of Eastbourne Housing Investment Company (EHIC). Councillor Tutt chose to withdraw from the meeting and take no part in order that he could participate in this matter at EHIC's board meeting. Councillor Shuttleworth chose to remain and participate on the basis that he would withdraw and not participate at EHIC's board meeting.

Councillor Wallis declared a personal (and non-prejudicial) interest in matters the subject of minute 71 (corporate plan 2016/20) as he was a council appointed member and chairman of the Driving Devonshire Forward (DDF) group. He remained and participated in the discussion and decision.

70 Corporate performance - Quarter 3 2015/16 (KD).

70.1 Cabinet considered the report of the 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 2015/16.

70.2 Appendix 1 gave detailed information on non-financial performance indicators and highlighted those giving cause for concern as well as the best performing indicators at paragraphs 2.9 and 2.10. Councillors highlighted improved and above target performance in relation to call answering, fly tipping and catering and theatres income. Also noted were additional schemes added to the devolved ward budget scheme

since the report had been prepared; funds were now largely spent or committed.

70.3 The general fund performance at the end of December showed a positive variance of £56,000 on net expenditure (a movement of £127,000 compared to the position reported at the end of the second quarter in September). Service expenditure (shown in appendix 2) had a favourable variance of £257,000, mainly as a result catering income (£64,000); additional crematorium abatement income (£64,000); underspends on council tax (£46,000); theatres income above target (£35,000); change in provision of bad debts on loan deposit scheme (£28,000); events improved performance against targets (£27,000); reduction against budget of housing benefit administration grant (£40,000); and shortfall in rental income from various properties (£45,000).

70.4 The contingency fund currently stood at £165,000, which was being set aside to offset against the profile of the savings target elsewhere in the budget. The projected outturn showed a favourable variance of £3,000. Members' approval was also sought for the transfer from reserves totalling £65,539 as set out in appendix 3. These transfers were in line with the approved financial strategy.

70.5 Housing revenue account performance was currently above target by £118,000; mainly due to increase in rents from the number of void properties being at a lower level than budgeted for plus a quicker turnaround (£50,000), a reduction required for the provision for bad debts (£46,000) and the slow take up of the under occupation scheme (£46,000). These favourable variances were offset by an overstatement in the budget for service charges of £40,000. The projected outturn showed a surplus of £104,000 due to the full year effect of the issues highlighted above.

70.6 The detailed capital programme was shown in appendix 4. Actual expenditure was low compared to the programme. This was due to schemes that would be delivered over more than one year. Expenditure was expected to increase as schemes progressed and had been re-profiled into the 2016/17 year where appropriate. The senior head of community was asked to provide members with information about when capital funding of £10,000 (carried forward from previous years) for digitisation of burial records would be spent.

70.7 Council tax collection was currently showing a £1,359,000 surplus; a variance of 2.48% of the total debit due for the year. This was due to a combination of factors including better performance against the collection allowance within the council tax base and a reduction in the council tax reduction scheme caseload.

70.8 The business rates deficit of £1,711,000 was as a result of the ongoing risk from the number of backdated appeals outstanding. The total number of appeals outstanding as at 31 December 2015 was 245 with a total rateable value of £22m. The deficit represented 5% of the

total debit for the year. Members noted the chancellor's budget announcement that small businesses would continue to benefit from rate relief and raised concern as to whether the government would make good the loss of income to local councils.

70.9 The annual treasury management and prudential indicators for 2016/17 had been considered by cabinet and council in February. During the quarter to 31 December 2015 the council had operated within all the treasury limits and prudential indicators set out in the council's treasury management strategy statement and in compliance with the council's treasury management practices.

70.10 The report sought cabinet approval for the write off of irrecoverable debts totalling £84,421.98 where all other methods of recovery had been unsuccessful and it was not deemed appropriate to pursue the debts further. Details of the write offs were listed in a confidential appendix, together with brief explanations of the circumstances (exempt information reason: 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information)). The senior head undertook to inform members of the detailed circumstances of one of the write-offs relating to an overpayment of benefits.

70.11 Resolved (key decision): (1) That 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 2015, as set out in sections 3, 4 and 6 of the report, be agreed.

(3) That the transfers from/to reserves as set out in appendix 3 be agreed.

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

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

(6) That the write offs as set out in the exempt appendix be approved.

(7) That members record their thanks and appreciation for the work of the different council teams in achieving the performance noted in the report.

71 * Corporate plan 2016/20 (BPF).

71.1 Councillors Jenkins and Freebody addressed the cabinet. Councillor Jenkins suggested the addition of Councillors Wallis to those named as responsible for the prosperous economy theme. Councillor Freebody made a general observation on the need for the plan to be more forward looking noting that much of the plan document detailed current and

recent achievements. He also asked that additional detail be provided in relation to the application of modern technology.

71.2 Cabinet considered the report of the senior head of corporate development and governance and senior corporate development officer. The corporate plan was a key strategic document that set out the council's ambitions for Eastbourne over a five year period. The plan was refreshed on an annual basis to update actions and targets and ensure that activities continued to reflect local priorities.

71.3 The council remained committed to supporting the delivery of its' 2026 partnership Vision for the town:

"By 2026, Eastbourne will be a premier seaside destination within an enhanced green setting. To meet everyone's needs, Eastbourne will be a safe, thriving, healthy and vibrant community with excellent housing, education and employment choices, actively responding to the effects of climate change."

71.4 A copy of the current working draft of the 2016-20 corporate plan was appended to the report. The content and layout aligned with the previous version for continuity but was still subject to updating and editing as further information became available. Once the final version was completed and approved, work would start on developing ways of communicating the key messages to stakeholders and the public in accessible ways.

71.5 The new plan continued with the same 4 priority themes as the previous version: Prosperous economy, quality environment, thriving communities and sustainable performance. These continued to be important areas of focus both locally and nationally and this approach would also add a degree of continuity to the projects and targets set within the plan.

71.6 Prosperous economy: The 2020 aims for this area were:

- A great destination for tourism, arts, heritage and culture
- Supporting employment and skills
- Providing opportunities for businesses to grow and invest
- Investing in housing and economic development
- Supporting investment in infrastructure

Priority actions proposed were:

- Vibrant events programme
- Increase number of conference delegates
- New museum
- Refurbish the Redoubt
- Seafront/Tourism strategy
- Extension to Arndale shopping centre
- Devonshire Park redevelopment
- Wish Tower restaurant
- Sovereign Harbour innovation park (SHIP)
- Marketing – EB Now (Pier grant project)

71.7 Quality environment: The 2020 aims for this area were:

- A clean and attractive town
- Less waste and a low carbon town
- A range of transport opportunities
- High quality built environment
- Excellent parks and open spaces

Priority actions proposed were:

- Joint venture for energy and sustainability
- Hampden Park improvements (Green Flag)
- Old Town recreation ground improvements (Green Flag)
- Allotment improvements
- Signage re-branding (parks and open spaces)
- Manor Gardens and Gildredge Park
- Town centre improvements
- Eastbourne Park initiatives
- Enhancement of open downland
- Eastbourne safe cycling/safe walking strategy

71.8 Thriving communities: The 2020 aims for this area were:

- Keeping crime and anti-social behaviour levels low
- Meeting housing needs
- Improved health and wellbeing
- Resilient and engaged communities
- Putting the customer first

Priority actions proposed were:

- Active Eastbourne strategy
- Welfare reform
- Community facilities
- Young people
- Sovereign Harbour community centre
- Shinewater skate park
- Improving local parks and playgrounds
- Tennis Development programme
- Customer Access improvement
- Develop enhanced housing solutions service
- Eastbourne community safety Partnership

71.9 Sustainable performance: The 2020 aims for this area were:

- Making the best of our assets
- Managing people and performance
- Delivering in partnership
- Making the best use of technology
- Delivering a balanced budget

Priority actions proposed were:

- Improved asset management processes
- Joint transformation programme

71.10 In order to streamline the performance reporting and focus on the chosen priority outcomes of the corporate plan, it was proposed that a

number of changes were made to the key performance indicators used. A review of indicators was taking place across the authority to ensure that the right measures were in place to enable progress updates and, where possible, benchmarking of performance against key criteria.

71.11 Key findings from a residents' survey and online survey were reported to cabinet in December and full reports on these consultations were made available online. One of the major findings from both consultations was that there was significant support for all of the proposed priority themes and visions put forward in the questionnaires.

*** 71.12 Resolved (budget and policy framework):** (1) That the draft of the new corporate plan be agreed.

(2) That the members of the council's corporate management team and other key officers of the authority be given delegated authority to finalise the proposed plan in consultation with lead cabinet members prior to seeking approval from full council to the adoption of the plan.

(Note: Councillor Wallis declared a personal interest in the above matter. See minute 68 above.)

72 Local employment and training supplementary planning document (KD).

72.1 Councillor Ungar addressed the cabinet. He asked if the proposed monitoring fee would be sufficient to meet the cost of work involved in monitoring training plans. He also asked if a lower threshold should be set for scheme size. The senior head responded saying that the draft SPD had been drafted in line with government guidance. The £150 fee was the rate per day and the fee would be charged at one day per week for the length of development project.

72.2 Cabinet considered the report of the senior head of regeneration, planning and assets on the preparation of a local employment and training supplementary planning document (SPD) to assist in securing local labour agreements as part of development proposals. The level of development required in Eastbourne up to 2027 would create a significant number of jobs and this SPD would play an important role in helping to secure local employment at both construction and operational stages of this development.

72.3 The SPD would provide additional guidance on matters contained within the Eastbourne employment land local plan (ELLP). Once approved, the SPD would replace the local employment and training technical guidance note, adopted 1 April 2013.

72.4 It was considered that there was a clear case for the use of 'Section 106 Agreements' to secure local labour agreements from future developments. This would secure contributions from developments that would support and benefit the local labour market and economy. The council worked in partnership with local education and training providers

to ensure that courses relevant to industry and employment needs could be planned and provided. The contribution was financial in the form of a monitoring fee. The fee would enable the funding of personnel to undertake the monthly monitoring of employment and training during the construction phase and up to one month in the first operational phase. It also covered negotiation, co-ordination and administration of employment and training initiatives associated with a development such as meet the buyer events, extra curricula activities, sector based work academies and local promotion. If required the fee could also include drafting employment and training plans.

72.5 The following thresholds would trigger a request for a local labour agreement:

Commercial – All developments (other than C3/C4 planning use class), including change of use, that create/relate to 1,000 sq. m. (gross). This also included developments of strategic importance (e.g. essential infrastructure, development identified in council plans and strategy) and all of those that created 25 or more jobs.

Residential - Major developments (within C3/C4 planning use class) that involved 10 or more gross units.

72.6 The draft SPD would be subject to a 12 week consultation period between 1 April 2016 and 24 June 2016 to allow stakeholders and the local community to comment and make representations. It was anticipated that a further report will be submitted to cabinet in the Autumn when the local employment and training SPD was put forward for adoption by full council.

72.7 Resolved (key decision): (1) That the local employment and training supplementary planning document be approved for publication for a 12 week consultation period to receive representations and comments.

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

73 Withdrawal of East Sussex County Council funding from sheltered housing (KD).

73.1 Councillor Ungar addressed the cabinet noting that 85% of affected tenants were in receipt of housing benefit. He noted that from 1 January, social services had just two days to make arrangements for a patient under their care after being informed they were ready for release from hospital, or they faced fines of £100 per day they remained. He posited that the savings found from withdrawing support for those in sheltered accommodation could well be offset by the cost of fines.

73.2 Cabinet considered the report of the senior head of community. East Sussex County Council (ESCC) had recently approved a budget that included cuts to adult social care budgets. Savings included the removal

of all 'supporting people' funding from sheltered housing as from 9 May 2016. For Eastbourne residents this equated to approx. £137,000 per annum. This funding met the costs of the lifeline alarm service and extra support provided by Eastbourne Homes Limited (EHL) on-site co-ordinators.

73.3 The council had 314 sheltered flats at 11 schemes in and these were managed by EHL. Residents received support from a team of 8 on-site co-ordinators who managed the buildings, ensured residents were safe, promoted social activities and supported frail and vulnerable residents. Current staffing and lifeline related costs were £334,497 per annum.

73.4 When putting forward options to residents, EHL considered the need to minimise the impact on the housing revenue account (HRA), the cost rises to all residents; and the increase in non-housing benefit eligible charges to residents. Three options were put to residents:

- Option 1: Keep the service as now - total additional charge to residents of £9.49 per week including lifeline (cost to HRA £101,000).
- Option 2: Reduce staffing by 1 member of staff – total additional cost to residents of £7.96 per week including lifeline (cost to HRA £84,500). Achievable without impact on service level and ending agency staff.
- Option 3: Reduce staffing by 2 members of staff – total additional cost to residents of £7 per week including Lifeline (cost to HRA £72,000). Impact on service level and one redundancy.

It was proposed that new residents paid the full charge which would reduce the impact on the HRA over time.

73.5 All of the options involved residents having to pay more for their service and a large proportion of the costs were not eligible for housing benefit. EHL had advised residents that benefit advice would be offered to ensure that residents were maximising their incomes. EHL would also review each element of the sheltered service charge to ensure that costs were affordable. The majority of residents would have a reduction in their heating and hot water charges and their service charge from 1 April 2016 which would help mitigate the increase in support charge.

73.6 Meetings had been held with residents and the on-site co-ordinators briefed. 137 residents attended the meetings and 223 responses were received to the consultation (71% response rate). 19% of residents chose option 1, 68% chose option 2 and 13% chose option 3. EHLs board had considered the outcome of the consultation on 10 March 2016 and, having regard to the majority view of residents, recommended option 2.

73.7 Resolved (key decision): (1) That the charges for Eastbourne sheltered housing residents be increased by £7.96 per week from 1 June 2016.

(2) That delegated authority be granted to the senior head of community, in consultation with the lead cabinet members for community and finance and the chief finance officer, to finalise Eastbourne Homes' management fee ensuring an adjustment to the fee to reflect the increase in sheltered housing income.

74 Housing and economic development partnership (HEDP) delivery programme (KD).

74.1 Cabinet considered the report of the senior head of community providing an up-date on HEDP housing delivery, setting out plans for the development of a creative hub cluster as part of the Driving Devonshire Forward programme and providing an up-date on the Eastbourne Housing Investment Company (EHIC).

74.2 Future affordable housing investment plans had been presented to cabinet in October 2014 with a recommendation to release up to £10.08m of capital programme allocation for new housing. This was based on a 97 unit programme and £1.40m of secured external funding from the Homes and Communities Agency (HCA). The report also gave an up-date on how the HEDP had taken the delivery lead for new affordable housing and brought forward a ward focused neighbourhood improvement project; Driving Devonshire Forward (DDF).

74.3 The affordable housing investment delivery was now well advanced with a programme of 99 new homes (this incorporated additional capital funding of £480,000 from the HCA):

- 55 new build homes of which 35 were complete.
- 44 empty home refurbishments of which 24 were complete.

(87 affordable rent, 8 shared ownership and 4 outright sales.)

74.4 The Driving Devonshire Forward (DDF) programme had been running for almost 2 years. During this time £2.5m of new grants and investment had been secured for the ward and a range of projects underway or completed. Projects included improvements to Princes Park, new beach huts, improvements to Sea Houses Square and façade improvements to the Elms Buildings on Seaside Road. In addition, 48 of the 59 completed new homes mentioned above were in Devonshire ward. Investment in the ward had included the targeted acquisition and refurbishment of a number of properties that were identified as being a priority from a regeneration perspective (51-53 Seaside Road, 67 -69 Seaside Road and 1- 5 Seaside). Through the council's new commercial asset holding vehicle, Eastbourne Housing Investment Company (EHIC), 137-139 Seaside Road (the old Cash Converters building) had also been acquired.

74.5 A feasibility study to look at the how the buildings could be used to help support new businesses in the creative industry sector had recently been completed. The study suggested that offer across the buildings could incorporate gallery space (67/69 Seaside Road); a café (67/69 Seaside Road), makers space; studios and workshop space (137/139

Seaside Road and 1-5 Seaside); and serviced and supported central office at the Royal Hippodrome.

74.6 Funding of £275,000 had been agreed 'in principle' from:

- Devonshire West Big Local (DWBL) £80,000 (over 2 years)
- Arts Council £65,000 (over 3 years)
- Locate East Sussex £100,000 (year 1)
- East Sussex County Council £30,000 (year 1)

Alongside the already secured Coastal Communities Fund grant, this funding would pay for all capital costs, associated project management and the fit out of the buildings to a high end specification. Some of the grant would also contribute to the first operating period. It was anticipated that the project would become self-sustaining through the establishment of a new community interest company (CIC) and be fully self-financing from year 3. It was envisaged that the CIC will consist of the sponsors board organisations (DWBL, DDF, EBC) and Towner Gallery, University of Brighton, representatives from local business and the community. The hub was expected to launch in August 2016.

74.7 It was recommended that B&R Productions be engaged for 9 months as interim capital project managers to implement the cluster and set up the CIC, for a fee of £85,000. Cabinet was asked to waive the requirement that 3 quotes be obtained for this work on the grounds that B&R Productions were specialists in implementing creative hubs (e.g. the Creative School in Rye, which was cited as an exemplar model by the Arts Council and ESCC); that other organisations with the appropriate skills in the south east were scarce; and that their fee was in line with the current market rate for specialist skills at an average day rate equivalent of £350. B&R Productions had to date developed the business case and had secured in principle funding arrangements. This reputational track record would be important in ensuring that this funding was confirmed.

74.8 The Eastbourne Housing Investment Company (EHIC) was incorporated in May 2015 as an asset holding company, limited by shares issued, and a wholly owned subsidiary of Eastbourne Borough Council. The company was expected to operate at nil profit, hold property assets, act as landlord, sell property assets and offer advice to other public bodies. Since incorporation the HEDP team had been working to bring forward a new programme of housing development through EHIC with a focus on commercial opportunities outside of the housing revenue account.

74.9 The first EHIC acquisition, 137-139 Seaside Road, reflected this new focus in providing 12 homes for market rental as well as a commercial retail space and supported the councils strategic corporate objectives for sustainable communities and income generation. The next proposed two developments were the subject of a separate report in the confidential part of the agenda under exempt information reason 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information). Delegated approval was given for the acquisition of one property and provision of

corresponding loan from the council to EHIC to enable the acquisition to take place. The proposed acquisition would enable the council to develop a substantial number of new homes (some for sale and some at affordable rents) in line with the council's corporate plan aims under the theme headings prosperous economy and thriving communities. Loan proposals would be in accordance with the council's treasury management policy. Confidentiality was required pending completion of negotiations with the vendor.

74.10 The EHIC board had asked the HEDP team to look for new business opportunities to extend the development agent services already provided to Lewes District Council. This had led to the appointment of EBC by Arun District Council to provide support in developing the business case for and in the establishment of a new local housing company. The commission was for an initial 3 months with a potential follow on phase to help in the establishment of the new company and with the bringing forward of delivery.

74.11 Resolved (key decision): (1) That progress within the HEDP delivery programme be noted.

(2) That a waiver of contract procedure rules be approved to enable the appointment of B&R Productions to carry out project management work for the creative hub cluster for the reasons summarised above and set out in paragraph 2.20 of the report.

(Notes: (1) For decisions in respect of the property acquisition referred to in paragraph 74.9 above see separate confidential minute.)

(2) Councillors Tutt and Shuttleworth both declared personal interests in relation to paragraph 74.9 above. See minute 68 above.)

75 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 paragraphs of schedule 12A and descriptions of the exempt information are shown at paragraphs 70.10 and 74.9 above. *(The requisite notice having been given under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.)*

The meeting closed at 7.05 pm

**Councillor David Tutt
Chairman**

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Tuesday, 29 March 2016
at 6.00 pm



Conservation Area Advisory Group

PRESENT:-

Councillor Rodohan (Chairman) and Councillors Belsey and Smart and Swansborough

OFFICERS:

Ms Sabin, Specialist Advisor (Planning)
Mr Holdsworth, Specialist Advisor (Planning)

ADVISORS:

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

51 Minutes of the meeting held on 16 February 2016.

The minutes of the meeting held on 16 February 2016 were submitted and approved and the Chairman was authorised to sign them as a correct record.

52 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.

53 Seafront Window Survey.

The Group considered the report of the Specialist Advisor (Planning) regarding the window survey of properties on the seafront.

The report had been compiled at the request of the Group in order to establish a factual baseline for the prevalence of non-traditional windows along the seafront.

A survey was undertaken on a total of 66 properties. This area extended from the western boundary of the Town Centre and Seafront Conservation Area at South Cliff Avenue to the Langham Hotel, 43-49 Royal Parade. Appended to the report was a full survey of these properties including planning history and comments on the existing windows with pictures of the individual buildings.

Detailed in the report was an assessment of the degree of window alterations that had been made to traditional buildings within the survey area. Planning records for buildings with replica UPVC sash windows was

also detailed in the report, along with key planning decisions made by the Council. This was considered to demonstrate a consistent view by the Council in supporting the retention of either timber sash windows or UPVC sliding sash replicas along the seafront. The Specialist Advisor (Planning) presented key appeal decisions from 1990 to 2014 relating to windows on the seafront and explained their significance in terms of future decision making by the Council, alongside the impact of recent changes in planning policy including the National Planning Policy Framework (NPPF).

The survey concluded that there remained a clear pattern of traditional window design within the buildings along the seafront, with a significant majority of buildings retaining their original sash window design.

The Group expressed their thanks to the Specialist Advisor (Planning) for undertaking and producing the survey within a quick timeframe. The baseline data in the report was a material consideration in the determination of future planning and listed building consent applications along the seafront.

The Group suggested that moving forward officers develop information and guidance on window replacements to property owners and potential applicants to give greater clarity on the planning position regarding replacement windows. This information could also be made available on the Council's website and may cover alternatives to UPVC, the benefits of restoring timber windows and the option of secondary glazing.

It was also suggested that a letter be sent to property owners along the seafront to remind them of the need to obtain planning permission before replacing windows, and to encourage the use of pre-application advice in the event that replacement windows are proposed. Officers agreed to consider the recommendations of the Group.

The Group discussed whether the choice of buildings that had been listed was consistent and whether other buildings along the seafront should be nominated for listing. The Specialist Advisor (Planning) stated that any buildings nominated for listed building status are considered by the Secretary of State and that officers can offer advice should a member of the Group wish to nominate a building for listing. The Group was advised that there were policies in the Eastbourne Townscape Guide specific to buildings of local interest that protected those that were currently not listed, such as the Grand Hotel.

NOTED.

54 Planning Applications for Consideration.

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

1) 160128, WISH TOWER MESS ROOM AND YARD, KING EDWARDS PARADE, EASTBOURNE,

Heritage Value: Schedule Ancient Monument, Grade II listed building sited in the Town Centre and Seafront Conservation Area

Proposal: Installation of new war memorial at the wish tower, with associated hard landscaping.

CAAG Comments: The Group raised no objections and were fully supportive of the scheme.

It was agreed that any future proposals for the redevelopment of the Wish Tower cafe should be carefully integrated with the proposed memorial and its setting.

Mr Boyle, applicant, was present at the meeting to respond to questions from the Group. It was suggested that the applicant explore the option of using both sides of the memorial and include the names of all individuals from Eastbourne who died during armed conflicts.

2) 151073, FLAT 3, 21 ENYS ROAD, EASTBOURNE, EAST SUSSEX, BN21 2DG

Heritage Value: Upperton Conservation Area

Proposal: Installation of UPVC window and French doors on front elevation of first floor flat.

CAAG Comments: The Group raised objections to the proposed installation of UPVC windows. They supported the retention of the sash windows and recommended that the applicant discuss alternative options with planning officers, such as upgrading the existing windows with slimline double glazing. No objections were raised to the door aspect of the application.

3) 160037, DEVONSHIRE PARK THEATRE, 8 COMPTON STREET, EASTBOURNE

Heritage Value: Setting of Grade II listed building & Area of High Townscape Value

Proposal: Erection of replacement front boundary wall, demolition of existing planter and installation of new hardstanding to create x 6 disabled parking bays in front forecourt of Devonshire Park Theatre.

CAAG Comments: The Group were fully supportive of the proposal in principle. It was suggested that the applicant amend the design of the markings so that it would be unobtrusive when considered in context next to the listed building, notably smaller symbols, the use of white paint and removal of the criss-cross marking.

(NB: Mr Howell left the meeting following discussion of this item and gave his apologies for the remainder of the meeting.)

4) 160259, 15 HARTFIELD ROAD, EASTBOURNE, EAST SUSSEX, BN21 2AP

Heritage Value: Upperton Conservation Area

Proposal: Erection of detached 5 no. bed dwelling on land to the rear of 15 Hartfield Road facing Eversfield Road.

CAAG Comments: The Group raised objections to the proposal as the design would not enhance or preserve the character of the surrounding conservation area. It was felt that the principle of building on this land would be out of character with the surrounding conservation area.

NOTED.

55 New Listings

The Specialist Advisor (Planning) advised that there were no new listings.

NOTED.

56 Vote of Thanks.

As it was her last meeting before she left the authority, the Group expressed their thanks and appreciation to Jane Sabin, Specialist Advisor (Planning) for all her work and support she had provided to the Group and wished her all the best for the future.

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

The date of the next meeting was confirmed as the 24 May 2016.

The meeting closed at 7.31 pm

Councillor Rodohan (Chairman)

Tuesday, 19 April 2016
at 6.00 pm



Planning Committee

Present:-

Members: Councillor Murray (Chairman) Councillors Miah, Murdoch, Robinson, Taylor, Hearn (as substitute for Ungar) and Smethers (as substitute for Jenkins)

165 Minutes of the meeting held on 22 March 2016.

The minutes of the meeting held on 22 March 2016 were submitted and approved and the Chairman was authorised to sign them as an accurate record.

166 Apologies for absence.

Councillors Jenkins, Sabri and Ungar.

167 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.

168 Heatherleigh Hotel. Application ID: 141521.

Proposed change of use from redundant hotel into 12no. holiday flats and 16no. residential flats including demolition of 4no. garages at rear, alterations to remaining three garages to form secure cycle storage and refuse storage, together with the formation of parking spaces. Removal of front sun lounge – **DEVONSHIRE.**

This application was reported to planning committee in June 2015 and recommended that planning permission be granted subject to the necessary parties signing a legal agreement covering the Local Employment Initiatives and a restriction on occupancy of the proposed open market units until the holiday let refurbishment had been implemented.

The S106 legal agreement was nearing completion however, additional representations had been received and the case was being reported back to planning committee so that Members were aware of the additional representations prior to a formal decision being issued.

The additional representations included one letter of objection relating to parking issues and a petition signed by 36 local residents objecting to the proposal on the lack of available on-street parking and how the lack of parking would impact on local residents.

It was considered that the new information and representations received did not materially alter the conclusions drawn from the earlier reporting of this case and as such the same recommendation was offered to members to endorse and support.

The East Sussex County Highways Officer commented on the proposals stating that the existing use would require 56 spaces and the proposed change of use would require 32 spaces. The Highways Officers also stated that if the residential units were rented rather than privately owned the likely level of parking demand would be lower as occupants of rented flats had considerably lower levels of car ownership. Further the level proposed was lower than the guidance suggested but the difference was smaller for the proposed use compared to what the current consented use could be. The Highways Officer appreciated that the hotel hadn't been used for a while, however there would be some use in the future and it was unlikely that any development would be able to provide significant off street parking. Parking spaces should be allocated to the residential units and on an unallocated basis. For the holiday lets it would be useful to submit a transport statement setting out how they advise future residents about the lack of parking on site and that a public car park was close by.

Mr Trigg addressed the committee in objection stating that there were too many flats in the proposed development and that this would cause additional pressure for residents wishing to park in the area.

Mr Aggwaral, applicant, addressed the committee in response stating that development would be an annex to the neighbouring business he currently ran and at present the site was attracting antisocial behaviour.

RESOLVED: (Unanimous) That permission be granted subject to a S106 legal agreement regarding local employment initiatives and the following condition: 1) transport statement

Informative:

The S106 should cover local employment initiatives, and controls over the timing of the delivery of the refurbishment of the hotel and guest house, the S106 should express that no more than five of the residential units hereby approved shall not be sold or occupied until such time as the retained hotel and guest house had been fully refurbished in accordance with conditions.

169 22-24 Langney Road. Application ID: 141439.

Change of use of ground floor to gymnasium, change of use of first floor to provide 1no. 1 bedroom apartment and 1 x 2 bed and 2 studios together with private amenity space – **DEVONSHIRE**. One letter of objection had been received.

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

A further representation from Cameo's planning consultant stated that 'the concerns raised were in relation to the proposed residential units and the impact that the nightclub could have on these in terms of noise levels and general disturbance that could give rise to noise complaints against the established nightclub use. It was stated that neither the applicant nor the Council's noise reports provided sufficient evidence that the site was suitable for residential use. There was no assessment of L_{Amax} (instantaneous noises like shouting and or singing etc.) of noise people whilst Cameo was operating. There had been no assessment of the potential for structure-borne re-radiated music noise in the residential building as a result of vibration transfer from the adjacent Cameo building. By its own admission, the Acoustic Associates report did not provide a full assessment of the predicted noise levels in the apartments, and whether they met the NR15 criterion. Concerns were also raised in relation to the loss of retail in the town centre and the impact on the adjacent heritage asset'.

Cameo's noise consultant also stated 'The noise report failed to demonstrate that the noise from either amplified sound or other noise such as patron noise would be inaudible in the properties when the windows were open and that the predicted noise levels seemed unrealistically low in some cases. In addition the Council's report and conditions relied on the need for windows to be closed to achieve the required internal noise levels in the apartments. This was not the same as having a sealed façade, the conclusion being that occupiers of the residential units could still open windows to attain purge ventilation. The provision of mechanical ventilation would not necessarily over-ride the natural instinct to open windows for extra ventilation. In doing so, the residents may then be exposed to higher-than-acceptable levels of noise from Cameo and passing patrons. There was concern that if the local authority investigated for statutory nuisance and concluded it was reasonable for the occupant to open their windows for additional ventilation, they may then find against Cameo. The report also only dealt with airborne noise transmission and not structure borne re-radiated noise caused by vibrations created by the nightclub transferring into the adjacent building'.

The applicant had also provided a further statement 'the description of development on the application referred to 2x studios 1x 1bed and 1x2bed. The applicant's plans showed the 2 bed to be a one bed with study which had assessed the application on the basis that this was used as a 2 bed flat in terms of the floor space and standard of accommodation. Given the applicant would have little control over the resulting use of this second room. The report referred to treble glazing, this was an error as the noise assessment requires a thermal double glazing.

Ms Maccoughlan addressed the committee in objection stating that the proposal may damage the neighbouring nightclub business, with unreasonable restrictions being placed on the nightclub should future residents complain about noise. The site was not suitable for a residential development.

Mr Thomas, agent for the applicant, addressed the committee in response stating that the scheme was supported by planning policy and that the noise aspect had been considered. The noise survey complied with the

Council's requirements and any required mitigation requirements would be controlled by condition and would be tested prior to occupation.

RESOLVED: (By 6 votes with 1 abstention) The permission be granted subject to the following conditions: 1) Time for commencement 2) Approved drawings 3) Development shall be carried out in accordance with the Noise Impact Assessment 4) Submission of a mitigation and control scheme to address noise emitted from the mechanical plant 5) Submission of a building noise mitigation scheme 6) Submission of a scheme of mechanical ventilation requirements of the proposed dwellings that enables adequate airflow without the need to open windows or doors 7) Prior to occupation a written report of the results of acoustic tests undertaken to confirm the adequacy of attenuation achieved 8) Submission of a scheme for the installation and management of any electrically amplified music, public address and media reproduction within the ground floor gym 9) Submission of details in relation to refuse storage and how provision for the commercial unit and residential units shall remain separate 10) Submission of details in relation to the provision of cycle storage for the residential use shall be submitted.

170 Ridgelands - 2 Uplands Road. Application ID: 151314.

Erection of a two and a half storey building containing 10 two bedroom flats and 12 parking spaces with a new vehicular access from Upland Road. AMENDED SCHEME – **OLD TOWN**. 39 letters of objection were received and one letter of support.

The relevant planning history for the site was detailed within the report. The observations of the Specialist Advisors for Arboriculture and Planning Policy, East Sussex County Council Highways department and East Sussex County Council SUDS were also summarised.

Further representations had been received from the Specialist Advisor for Arboriculture who stated that there were no objections subject to the tree protection conditions being extended to prohibit excavations, including service trenches, within the tree protection zones and also no burning of materials or stockpiling of construction materials within the tree protection area.

East Sussex County Highways department stated that 'in line with East Sussex County Council (ESCC) policy a Transport Report had been submitted as part of this application. This had considered the application in terms of the existing situation, sustainability, access, parking and trip generation. The area around the site had been considered in terms of walking & cycling as well as access to public transport. The site was reasonably well served by bus with the routes that pass along East Dean Road linking to Eastbourne Town Centre as well as Brighton. There were also shops, etc. within walking distance. However, the topography in the area would put off some from walking and/or cycling. The report used the industry standard TRCIS database to assess the likely trip generation of the development. This had shown that approximately 30 additional trips would take place per day, with 2-3 in each peak hour. This had been checked

using a larger data set which had obtained the same result. This level of additional vehicle movement could be accommodated by the local highway network without significant issue.

A total of 12 parking spaces were proposed to serve the site. Using the ESCC parking calculator a development of 10 no. 2 bedroom flats in the Old Town ward were likely to create a demand for 14 spaces based on census data and including for likely car ownership growth up to 2027. Whilst the development would not cater for all the likely demand within the site which was not ideal it was not always necessary to do so. The national guidance, *Manual for Streets*, stated that parking provision could be catered for on street where the local roads were easily able to accommodate the additional parking. It was noted that parking in Uplands Road was well used in between the site and East Dean Road but further along Uplands Road there was sufficient space to accommodate two extra vehicles without causing any significant problems. The submitted transport report included details of parking surveys carried out which accord with observations that had been made on site visits. It was noted that the junction of Uplands Road and East Dean Road had been mentioned in objections as a cause for concern. Normally when considering junctions, accidents for the last three years were taken into account. In this case, given the level of concern, accident records for the last 15 years had been considered. In this time there had been two recorded incidents at the junction, both of which were the result of driver error rather than road layout, etc. The transport report included details of speed and vehicle count surveys that were carried out over seven days which had shown that Uplands Road had low vehicles flows and average speeds below 30mph. This data had been used to determine the appropriate visibility splays in accordance with national design guidance. Although it would be preferable for 2.4m x 43m visibility splays to be provided (30mph standard) given the evidence the proposed splays were acceptable. The visibility to the east would also be greater than shown on the submitted plan. As noted in the transport report it was acknowledged that parking did currently take place in the visibility splays which although not ideal was acceptable and in accordance with the *Manual for Streets* guidance. A 'plateau' would be provided at 1in40 adjacent to the back edge of the footway to prevent vehicles potentially surging out into the highway and the remainder of the site would have a gradient of 1in10 which was acceptable. The access proposed was 4.1m wide, this should be widened to 4.5m to allow two vehicles to pass each other. It was noted that the access arrangements had also been subject to independent safety audit which identified a few issues all of which had been satisfactorily dealt with. Although not ideal in highway terms the proposal was acceptable as it was not considered that a severe impact would be created on the highway network and therefore it was in accordance with the NPPF.

Ms Adams addressed the committee in objection stating that the development would alter the character of the street and would be a dominant feature, which would result in overcrowding and overlooking.

Councillor Coles, Ward Councillor, addressed the committee in objection stating that the scheme would be an overdevelopment.

Mr Newton-Brown addressed the committee in objection stating that the proposals were out of keeping and an overdevelopment which would affect

the privacy of neighbouring properties. The scheme would also increase the potential for accidents at the access to Uplands Road.

Ms Biston addressed the committee in objection stating that the proposal would increase traffic and parking issues in and around the site.

Mr Cole addressed the committee in objection and referred to the number of objectors to the application.

Mr Begeman, agent for the applicant, addressed the committee in response stating that highway survey had been undertaken, that the principle for development had been established, that the site was a large site in a sustainable location, and the scale and mass of the proposed building was not out of keeping with the East Dean Road frontage.

RESOLVED: (By 4 votes to 2 with 1 abstention) That permission be refused on the grounds that 1) The proposed building, by reason of its design, bulk, mass, siting, orientation and would be out of character with the prevailing pattern of development in the area and would also have an overbearing and unneighbourly relationship to the occupiers of the nearby residential properties. It would therefore fail to comply with policies B2 and 10A of the Eastbourne Core Strategy Local Plan 2013, policies UHT1, UHT2 and HO20 of the Eastbourne Borough Plan (Saved Policies) 2007 and paragraphs 56 -66 of the National Planning Policy Framework 2) The proposal by reason of the size of some of the proposed residential flats being below the 'National Housing Space Standards' is considered to provide substandard accommodation for the future occupiers contrary to Policy B2 of the Core Strategy Local Plan.

171 Wish Tower Memorial. Application ID: 160128.

Installation of new war memorial at the wish tower, with associated hard landscaping – **MEADS**. One letter of objection had been received.

The planning history for the site was detailed within the report. The observations of the Specialist Advisor for Conservation, County Archaeologist and the Eastbourne Civilian Memorial Trust were also summarised. Historic England had not responded.

At their meeting on 29 March 2016 the Conservation Area Advisory Group raised no objections and was fully supportive of the scheme.

Members discussed the application and agreed that where possible the architects for the development of the Wish Tower and Wish Tower memorial should work together to ensure the two designs should compliment each other.

RESOLVED: (Unanimous) That permission be granted subject to the following conditions: 1) Development in accordance with the approved plans 2) Development within 3 years 3) Submission of a programme of Archaeological works prior to with details of any findings submitted within 3 months of completion 4) Details of foundations, piling configurations,

drainage and service to include detailed design and method statement showing preservation of surviving archaeological remains prior to commencement of development 5) Provision of a methodology statement detailing any necessary works of repair and reinstatement to the moat wall 6) Samples of materials to be used in construction of the monument 7) No works or development shall take place until full details of both hard and soft landscape proposals have been submitted to and approved by the Local Planning Authority. These details shall include, appropriate:

- (i) proposed finished levels or contours;
- (ii) hard surfacing materials;
- (iii) minor artefacts and structures (eg furniture, play equipment, refuse or other storage units, signs, lighting) including proposed seating;
- (iv) retained historic landscape features and proposals for restoration, where relevant;
- (v) any proposed planting plans

Informative:

This approval did not specifically permit the illumination of the memorial in question. The method of illumination would require careful consideration as it had the potential to have a significant impact on views of this building of historic importance.

172 Woods Cottages. Application ID: 160150.

Outline planning application with all matters reserved for the demolition of two derelict cottages and construction of fifteen residential houses on 0.39 Ha land at Woods Cottages, Swanley Close, Langney Rise – **LANGNEY**. Six letters of objection and one of support had been received.

The relevant planning history for the site was detailed within the report. The observations of the Specialist Advisor for Arboriculture, East Sussex County Council Highways and Ecology departments, Southern Water, the Environment Agency, Lead Local Flood Authority (East Sussex County Council SUDS) and County Archaeologist were also summarised.

Members noted that some of the application details suggested that the site could accommodate 15 3-4 bedroom dwelling houses; given the site constraints such as Tree Preservation Orders (TPO's), access requirements for refuse and emergency vehicles and the parking requirements, officers did not agree with this capacity assessment. The layout submitted did not accommodate sufficient parking spaces and East Sussex County Council Highways department had stated that the site should not cause overspill in terms of parking onto the surrounding streets. Therefore sufficient parking had to be provided within the site for the number and type of units proposed. This was constrained by the location of TPO trees which would restrict the developable area.

For the sake of clarity all matters were reserved on this application and officers had assessed the development potential of the site to accommodate 15 dwellings at 1 – 2 bedrooms size. The applicant should note that if at the reserved matter stage they promote larger dwellings then they would

need to demonstrate that the site could be developed without adversely impacting on the TPO trees as well as complying with the requirements of East Sussex County Council Highways in terms of the number of parking spaces.

Ms St Clare addressed the committee in objection stating that the site had a very narrow access road and that any future development of the site would be detrimental to the residents if used as the main access route and would be dangerous to the school children who walked through the site twice a day. Ms St Clare also expressed concern regarding future access for emergency and construction vehicles.

Mr Jenden, agent for the applicant, addressed the committee in response stating that the site was in disrepair and the development would enable the site to be brought back to its original state.

RESOLVED: (By 6 votes to 1) That permission be refused on the grounds that the applicant had failed to demonstrate that the proposed 15 dwellings could be accommodated on the site with the required level of parking provision and suitable access and the development would likely lead to the loss of five trees which were protected by a Tree Preservation Order (86) contrary to saved policy T11, UHT4 and UHT5 of the Borough Plan 2007 and Policy B2 of the Core Strategy Local Plan 2013.

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.

173 Update on Housing Delivery for 2015/2016.

The committee considered the report of the Senior Head of Regeneration, Planning and Assets providing Members with an update on housing delivery and the current position in relation to the five year housing land supply.

The committee noted that the National planning policy placed considerable weight on the delivery of new housing. Housing delivery rates in Eastbourne had been falling over recent years, and the annual delivery targets were not being achieved. This trend was expected to continue. The Council was required to identify sufficient land to accommodate the next five years' worth of annual housing target. At present this would equate to land for 1,264 units.

The committee was advised that the status of the five year housing land supply was a material consideration in the determination of planning applications. Currently the Council could only identify a 3.5 year supply of housing (equating to 846 units), and the lack of a five year supply would mean that decisions to refuse applications for residential development had the potential to be overturned on appeal.

Members would continue to be provided with an update on the latest position in relation to housing delivery and the Five Year Housing Land Supply on a quarterly basis.

NOTED.

174 Customer Satisfaction Survey - January - March 2016.

Members considered the report of the Specialist Advisor for Planning which provided a summary of responses to the Customer Satisfaction Survey for the period January to March 2016. The purpose of the report was to update the committee on the subsequent responses and improvements which had been implemented to the planning service following survey responses.

The improvements, recommendations and new comments from the last quarter that been raised in a previous update were summarised in the report.

NOTED.

175 Planning Performance - Quarter 1 - January - March 2016

The committee considered the report of the Senior Specialist Advisor for Planning which provided a summary of performance in relation to key areas of the Development Management Services for the period January – March 2016. The report included information regarding recent appeal decisions.

The majority of applications received were granted planning permission, however for those that were refused and challenged through to an appeal it was considered important to analyse the appeal decisions in order to determine and evaluate whether lessons needed to be learned, or interpretations needed to be given different weight at the decision making stage. Five appeal decisions and the decision letters were appended to the report. The Committee was advised that in granting planning permission for 90% of all application received, the Council's planning service had supported and stimulated the local economy and had also helped to meet the aspirations of the applicants. Only where there were substantive material planning considerations was an application refused.

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.

With regard to enforcement, Members noted some of the data placed high volumes in the Devonshire ward, which reflected the focus given by the Difficult Property Group through S215 (Untidy Sites) legislation and also emphasised the support for the 'Driving Devonshire Forward' policy document.

NOTED.

176 Appeal Decisions.

1 Samoa Way - The appeal is allowed and planning permission is granted for a new boundary fence at No 1 Samoa Way, Eastbourne, East Sussex

BN23 5BA, in accordance with the terms of the application, reference PC/150804.

19 the Coombe – The appeal was dismissed.

41 Pevensey Road – The appeal was dismissed.

145 Burton Road – The appeal was dismissed.

199 Seaside – The appeal was dismissed.

258 Sevenoaks Road - The appeal was dismissed.

NOTED.

177 South Downs National Park Authority Planning Applications.

There were none.

The meeting closed at 8.25 pm

Councillor Murray (Chairman)

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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