

Published 1 November 2016

Agenda for meeting of the Cabinet to be held at 6.00 pm on Wednesday, 9 November 2016 in the Town Hall, Eastbourne

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Members of the Cabinet:

Councillor David Tutt (Leader and Chairman of Cabinet): Responsibilities aligned with Chief Executive and including the Community Strategy, Local Strategic Partnership, the Corporate Plan and economic development.

Councillor Gill Mattock (Deputy Leader and Deputy Chairman of Cabinet): Financial services including accountancy, audit, purchasing and payments.

Councillor Margaret Bannister: Tourism and leisure services.

Councillor Alan Shuttleworth: Direct assistance services including revenues and benefits, housing and community development, bereavement services and the Crime Reduction Partnership.

Councillor Troy Tester: Core support and strategic services.

Councillor Steve Wallis: Place services including cleansing and recycling, parks and downland, engineering, building and development control, planning policy and strategy, environmental health and licensing.

[KD] against an item indicates that the matter involves a Key Decision and that the item has been listed in the Council's Forward Plan for at least 28 clear days.

[BPF] against an item indicates that the matter is part of the Council's Budget and Policy Framework and as such will require the approval of the Full Council.

Publication of this agenda also constitutes notice (or confirmation that such notice has previously been given) to the Chairman of the Scrutiny Committee and members of the public as appropriate:

(1) Under regulation 10(3) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in respect of any key decision not included in the Council's Forward Plan of Key Decisions within 28 days of this meeting. Such items (if any) are marked **[KDGE]** and the reasons why compliance with regulation 9 (publicity in connection with key decisions) was impracticable are given.

(2) Under regulation 5(4) of the above mentioned regulations that certain matters listed on this agenda (if any) may need to be considered in private. (This notice is given further to the earlier notice given under regulation 5(2)). The reasons for private consideration are given at the relevant item, together with details of representations received (if any) about why the meeting should be open to the public.

1 Minutes of the meeting held on 19 October 2016. (Pages 1 - 8)

Circulated separately with agenda for council meeting on 16 November.

2 Apologies for absence.

3 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 and regulation 12(2)(d) of the 2012 Access to Information Regulations. (Please see note at end of agenda).

4 Questions by members of the public.

On matters not already included on the agenda and for which prior notice has been given (total time allowed 15 minutes).

5 Urgent items of business.

The Chairman to notify the Cabinet of any items of urgent business to be added to the agenda.

6 Right to address the meeting/order of business.

The Chairman to report any requests received to address the Cabinet from a member of the public or from a Councillor in respect of an item listed below and to invite the Cabinet to consider taking such items at the commencement of the meeting.

7 Employment land local plan (BPF). (Pages 9 - 76)

Report of Director of Regeneration and Planning.
Lead cabinet member: Councillor Steve Wallis.

8 Local training and employment supplementary planning document (BPF). (Pages 77 - 130)

Report of Director of Regeneration and Planning.
Lead cabinet member: Councillor Steve Wallis.

9 Exclusion of the public.

The Chief Executive considers that discussion of the following item is likely to disclose exempt information as defined in Schedule 12A of the Local Government Act 1972 and may therefore need to take place in private session. The exempt information reasons are shown within the open section of the minutes. 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 requisite notices having been given under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.)*

(Note: Exempt papers are printed on pink paper).

10 Confidential minutes of the meeting held on 19 October 2016.
(Pages 131 - 134)

Inspection of background papers – Please see contact details listed in each report.

Public right of address – Requests by members of the public to speak on a matter which is listed in this agenda must be **received** in writing by no later than 12 Noon, 2 working days before the meeting (e.g. if the meeting is on a Wednesday, received by 12 Noon on the Monday before). The request should be made to Local Democracy at the address listed below. The request may be made by, letter, fax, or electronic mail. For further details on the rules about speaking at meetings or for asking a question on a matter not listed on the agenda please contact Local Democracy.

Public questions – Members of the public may ask a question on a matter which is not on the agenda. Questions should be made in writing and by the same deadline as for the right of address above. There are rules on the matters on which questions can be asked. Please ask Local Democracy for further information

Councillor right of address - Councillors wishing to address the meeting who are not members of the Cabinet must notify the Chairman in advance (and no later than the immediately prior to the start of the meeting).

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).

Implementation of decisions - Implementation of any key decision will take place after 5 working days from the date notice is given of the Cabinet's decision (normally on the day following the meeting) unless subject to "call-in". Exceptions to this requirement are allowed when the decision is urgent.

Further information – The Forward Plan of Key Decisions, Councillor contact details, committee membership lists and other related information are available from Local Democracy. To receive regular e-mails alerting you to the publication of Cabinet agendas (or other meeting agendas) please send an e-mail to:

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Cabinet



Minutes of meeting held on Wednesday, 19 October 2016 at 6.00 pm

Present:-

Councillors **David Tutt** (Chairman and Leader of the Council), **Gill Mattock** (Deputy Chairman and Deputy Leader of the Council), **Margaret Bannister**, **Alan Shuttleworth** and **Troy Tester**.

(An apology for absence was reported from Councillor Steve Wallis.)

31 Minutes of the meeting held on 14 September 2016.

The minutes of the meeting held on 14 September 2016 were submitted and approved and the chairman was authorised to sign them as a correct record.

32 Declarations of interests by members.

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

Councillor Tutt declared personal (and non-prejudicial interest) in matters relating to minute 35 (housing management services) as he was a council appointed non-executive director of Eastbourne Housing Investment Co. Ltd. He chose to leave the meeting for this item.

Councillor Tutt declared personal (and non-prejudicial interest) in matters relating to minute 38 (joint transformation programme) as he was a council appointed non-executive director of iESE Ltd.

33 * Eastbourne community safety plan.

33.1 Bob Gough, Eastbourne crime reduction officer, and chief inspector Emma Brice, Eastbourne district commander, Sussex Police, were invited to address the Cabinet. Bob Gough, as well as outlining current performance, made mention of the merger of local community safety partnerships proposed by the police and crime commissioner and a focus on on-line crime and scams which it was expected would become a major part of the partnership's work in the future with the particular need to protect the elderly and vulnerable. Emma Brice highlighted the close working relationship with local councils which was greatly appreciated.

33.2 Cabinet considered the report of the director of service delivery on the current performance of the Eastbourne Community Safety Partnership (ECSP) under the updated Eastbourne community safety plan

and to outline issues that might potentially impact future crime and anti-social behaviour (ASB) performance.

33.3 Cabinet had previously endorsed the successful crime reduction performance of the partnership. Whilst overall crime had substantially reduced from 2005/06 to 2013/14, due to Sussex Police changing recording procedures in response to national guidelines, a substantial increase in overall crime had been experienced in 2014/15 performance year. However, this increase had now levelled out and performance compared favourably when compared to similar towns.

33.4 The current plan (2014/17) had been developed in consultation with key partners including the police and other members of the ECSP. A copy of the action plan was appended to the report to cabinet (appendix A), Priorities for 2016/17 and measurement criteria were attached as appendix C. Plan targets were reviewed at the end of each performance year and key performance targets had been incorporated into the relevant sections of the Council's corporate plan.

33.5 Reference to the Home Office iQuanta data, which compared numerous categories of crime with other towns similar to Eastbourne (appendix B) indicated Eastbourne compared favourably. June 2016 quarterly data showed:

- 3rd lowest – overall crime
- 1st lowest – burglary
- 5th lowest – robbery
- 5th lowest – shoplifting
- 1st lowest – vehicle crime
- Below median – violent crime

33.6 In late 2015 the police and crime commissioner for Sussex had recommended that merging options be investigated to reflect the new policing district boundaries and make efficiency savings. Eastbourne, Lewes and Wealden CSPs had supported establishing a new strategy group encompassing all three whilst enhancing and maintaining the district joint action groups to deliver a local focus. A soft merger would be run within performance year 2016/17 with a business case for full merger to be presented in 2017/18.

33.7 Cabinet praised the work of the CSP and the value of partnership working with the police. They expressed concern at the prospect of reductions in the numbers of police community support officers (PCSOs).

***33.8 Resolved (budget and policy framework):** (1) That cabinet notes the community safety partnership's achievements and future risks/opportunities to performance and endorses the updated 2014/17 community safety plan with continued delegated implementation authority to director of service delivery.

(2) That full council be asked to approve the plan.

34 * Local council tax reduction scheme 2017/18.

34.1 Cabinet considered the report of the director of service delivery. The council was under a duty to review its local scheme each year and any changes to the scheme must be adopted by 31 January preceding the start of the new financial year.

34.2 On 20 November 2015 the council had adopted a revised scheme for 2016/17 (following recommendations of the cabinet on 21 October 2016) that:

- Limited a council tax reduction to 80% of the council tax liability.
- Assumed a minimum income for claimants who have been self-employed for more than 12 months

The current scheme, which was similar to the schemes adopted by Lewes, Rother and Wealden councils, followed the principles of protecting the most vulnerable, incentivising individuals into work and took into account and meeting the financial pressures on the council and the major preceptors. The changes made to the 2016/17 scheme had reduced the cost of the scheme by c£1.2m to c£8.0m against the cost of the scheme in 2015/16. No changes to the current scheme were proposed.

34.3 An exceptional hardship fund of £47,499 had been established for 2016/17 to provide additional support to those most affected by the 20% reduction in liability and the change to the way self-employed claims were assessed. The council contributed £6,426 to the fund with the remainder coming from the major preceptors in proportion to their share of the council tax. The scheme was intended to mitigate the impact of the changes that severely affected someone's ability to pay the tax due. As at the 31 August 2016 17 awards totalling £2,876.84 had been made. It was hoped that the major preceptors would agree to continued support for the fund in 2017/18.

***34.4 Resolved (budget and policy framework):** (1) That full council be recommended to adopt the 2016/17 scheme as the local scheme for 2017/18.

(2) That the exceptional hardship fund continues for 2017/18 subject to continued support by the major preceptors.

35 Housing management services - working together.

35.1 Cabinet considered the report of the director of service delivery. Eastbourne Borough Council (EBC) and Lewes District Council (LDC) had agreed to share services through a joint transformation programme (JTP) in order to ensure the long term resilience of both councils. Government funding for Eastbourne and Lewes councils was expected to fall a further 30% over the next parliamentary cycle to 2020. Considerable savings needed to be made in order to protect front line services.

35.2 EBC's housing was managed by Eastbourne Homes Ltd (EHL) and LDC's managed in-house by the council through a management agreement. There were a number of ways in which the two

organisations could benefit by greater joint working on housing management including greater resilience, economies of scale and a greater strategic presence. It was proposed that LDC and EBC, in partnership with EHL, embark on discussions with key stakeholders regarding new ways of working for the benefit of all housing residents. Together, EBC and LDC had a housing stock of nearly 7,500 homes.

35.3 Officers had begun preliminary discussions with residents, EHL's board and councillors regarding ways of working together. It was proposed that a project group be established, with representation from residents, officers and housing portfolio holders, as the next step in establishing the business case for change. This work would take into account the views of tenants and residents and the emerging shape of EBC and LDC's overall corporate service delivery strategy, being developed under the JTP.

35.4 Advantages of sharing housing services included:

- Value for money for both organisations through reduced overheads and joint procurement.
- Opportunities to integrate services and make efficiencies.
- Longer term resilience for both councils' individual housing revenue accounts.
- Opportunities to improve customer services.
- Enhanced resilience through growth in number of homes jointly managed.

35.6 Resolved (key decision): (1) That the chief executive be granted delegated authority, in consultation with the lead cabinet member for community, to enter into discussions with interested parties, including Eastbourne Homes Limited, on joint working arrangements between Eastbourne Borough and Lewes District councils.

(2) That the establishment of a project group to oversee the activity be approved.

(3) That the drawing down of funds from the housing revenue account of up to £10,000 to support this work be approved.

(Notes: (1) Councillors Tutt declared a personal (and non-prejudicial) interest in relation to the above minute. See minute 32 above.)

(2) Councillor Mattock took the chair for this item.

(3) Ian Fitzpatrick, director of service delivery advised members that he was managing director of Eastbourne Homes Ltd.

36 Updated covert surveillance policy.

36.1 Cabinet considered the report of the deputy chief executive seeking approval to an updated covert surveillance policy. The council could only carry out certain types of covert surveillance if it had complied with the relevant provisions of Part II of the Regulation of Investigatory Powers Act 2000 ('RIPA'). This was to ensure that investigations involving covert surveillance were exercised in a manner compatible with the

European Convention on Human Rights. The current policy, approved in March 2013, had been reviewed.

36.2 There were no significant differences between the previous and updated policies, but the new version recognised that covert surveillance might be physical or on-line; included a specific provision on the investigation of social networking sites; and required reports to be submitted to the council's audit and governance committee every 12 months (on any required changes to the policy, how the policy had been implemented and any RIPA activity authorised during the preceding 12-month period).

36.3 The views of the audit and governance committee had been sought and at their meeting on 21 September 2016 the committee endorsed the updated policy and requested training for committee members on the legal framework for covert surveillance and the potential use of such measures in the context of the council's operations.

36.4 Resolved (key decision): That the updated covert surveillance policy appended to the report be approved.

37 *New human resources policies: shared parental leave and social media.

37.1 Cabinet considered the report of the assistant director of human resources and organisational development. Human resources had been a shared service since 1 April 2015 and as part of the joint transformation programme to align all HR policies across Eastbourne and Lewes councils in the coming years. Lewes District Council already policies for shared parental leave and social media and their introduction for Eastbourne was now sought. The council's joint staff committee had agreed these policies at a meeting in September 2016.

37.2 The assistant director advised the cabinet that minor text amendments would be made to the social media policy prior to presentation to full council to reflect best practice.

***37.3 Resolved (key decision):** That full council be recommended to approve the new policies covering shared parental leave and use of social media by council employees.

38 "Stronger Together" Joint transformation programme - update.

38.1 Cabinet considered the report of the assistant director for business transformation updating cabinet on the mobilisation of the joint transformation programme and key decisions taken by the programme board following the decision last May by the cabinets of Eastbourne and Lewes councils to deliver the majority of council services via shared teams adopting new ways of working.

38.2 The four strategic objectives of the programme were:

- To protect services delivered to local residents while at the same time reducing costs for both councils to together save £2.8m annually.
- Create two stronger organisations which could operate more strategically within the region whilst still retaining the sovereignty of each council.
- Meet communities and individual customers' expectations to receive high quality, modern services focused on local needs and making best use of modern technology.
- Build resilience by combining skills and infrastructure across both councils.

38.3 Over the past 4 months, officers had been working to establish the programme, including programme planning, recruitment of project managers and teams, procurement and communications. Details given in the report covered governance arrangements, procurement of information and communication technology (ICT) and change management services, the restructured corporate management and ICT teams, staff recruitment to the programme team and communication with staff.

38.4 The programme had been structured into 7 work streams for delivery across 3 phases. Each phase would have a clear scope and would deliver a proportion of the overall savings required:

- Phase One – Sept 2016 to March 2017 - £1m
- Phase Two – April 2017 to March 2018 - £1m
- Phase Three – March 2018 to March 2019 - £0.8m

38.5 The phases would overlap to a degree and the above timescales were subject to change:

- Phase one was the current focus and would include most management activity as well as key strategy and corporate activity, such as corporate planning, governance, communications, performance management and policy/strategy development and co-ordination.
- Phase two would include most of the major public services (e.g. housing, revenues, benefits, environmental health, licensing, planning) and would primarily focus on establishing the joint teams delivering customer contact and mobile activity for those services. However, new joint casework and specialist teams would also be established during this phase.
- Phase three would build on phase two and would see the casework and specialist teams more fully established, as new technology and business processes became available.

Support services would continue to be the subject of ongoing review through the 3 phases and it was expected that all support services would be shared and integrated by phase three at the latest, with any changes made under the chief executive's delegated powers.

38.6 A further update report would be made to cabinet towards the end of phase one (anticipated March 2017).

38.7 Resolved (key decision): That the significant progress made since May be noted and that the three phase delivery of the programme be endorsed.

Note: Councillor Tutt declared a personal (and non-prejudicial) interest in relation to the above minute. See minute 32 above.)

39 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 within the open section of the minutes or beneath the items below. *(The requisite notice having been given under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.)*

40 Review of waste, recycling and street cleaning contract.

40.1 Cabinet reviewed the operation of the waste, recycling and street cleaning contract. The contract with Kier was procured jointly with Hastings, Rother, Wealden and Eastbourne councils and implemented in Eastbourne in April 2013. Ongoing management of the contract was conducted through a joint committee comprising representatives from the 4 local authorities. Decisions were taken relating to the commercial (and confidential) terms for the future operation of the contract.

Notes: (1) The full minute of the above item is set out in the confidential section of these minutes. The report remains confidential.

(2) Exempt information reasons: 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information) and 5 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings).

41 Redundancy and redeployment policy - update.

41.1 Cabinet noted that 3 employees were currently subject to the procedure at present. They noted the actions taken to manage implications of change for displaced individuals through support, redeployment and assistance with self-marketing under the redundancy and redeployment procedure and the use of the procedure in managing the change resulting from implementation of the joint transformation programme.

Notes: (1) The full minute of the above item is set out in the confidential section of these minutes. The report remains confidential.

(2) Exempt information reasons 1 and 2 – Information relating to an individual or likely to reveal the identity of an individual.

The meeting closed at 6.45 pm

Councillor David Tutt
Chairman

COMMITTEE	CABINET
DATE	9 November 2016
SUBJECT	Employment Land Local Plan
REPORT OF	Director of Regeneration and Planning

Ward(s)	All
Purpose	To seek Cabinet endorsement of the Eastbourne Employment Land Local Plan in order to allow formal adoption at Full Council on 16 November 2016
Contact	Matt Hitchen, Senior Strategy & Commissioning Officer (Planning Policy) 1 Grove Road, Eastbourne Tel no: (01323) 415253 E-mail: matt.hitchen@eastbourne.gov.uk
Recommendations	<ol style="list-style-type: none">1. That Cabinet endorse the Eastbourne Employment Land Local Plan and recommend that at Full Council it is approved for adoption along with the revised Policies Map.2. That any minor or technical adjustments found necessary in the Employment Land Local Plan are delegated to the Director of Regeneration and Planning in consultation with the Cabinet portfolio holder.

1.0 Introduction

- 1.1 In May 2012, the Eastbourne Core Strategy Local Plan was subject to Public Examination by a Planning Inspector. The Inspector expressed concerns over the evidence that supported Core Strategy Policy D2: Economy, particularly relating to the employment land supply. In order to address this issue without delaying the adoption of the Core Strategy, the Inspector recommended that Core Strategy Policy D2: Economy be the subject of an early review, leading to its replacement with an additional Local Plan to deal specifically with the employment land supply.
- 1.2 In order to meet this requirement, an Employment Land Local Plan (ELLP) has been produced. The ELLP will guide job growth and economic development in Eastbourne up to 2027 by identifying an appropriate supply of land to meet project needs for future employment development, in order

to achieve a sustainable economy and make Eastbourne a town where people want to live and work. It specifically relates to land and buildings within the B1 (Offices and Light Industry), B2 (General Industry) and B8 (Storage and Distribution) Use Classes.

- 1.3 In order to enable the adoption of the ELLP by Eastbourne Borough Council, it must have been found 'sound' by a Planning Inspector through Public Examination. Once adopted, the ELLP will be used alongside the Core Strategy and other adopted planning policy to assist in the determination of planning applications relating to employment development.

2.0 Background

- 2.1 The Employment Land Local Plan was prepared and subjected to consultation in December 2013 (Proposed Draft), December 2014 (Proposed Submission) and December 2015 (Revised Proposed Submission). It was subsequently submitted to the Secretary of State for Examination in February 2016.
- 2.2 The Examination into the ELLP considered whether the Plan is 'sound' and whether it is compliant with legal requirements. In order to be found sound, a Local Plan should be: positively prepared; justified; effective; and consistent with national policy.
- 2.3 The Examination hearings took place on 12 and 13 May 2016, with an additional hearing session taking place on 30 June 2016.
- 2.4 Objections to the ELLP were maintained by Sovereign Harbour Ltd (SHL) and Richard Maile, and both parties appeared at the Examination Hearings.
- 2.5 The ELLP was supported by SeaChange Sussex, who appeared at the Examination Hearings, and the Eastbourne Chamber of Commerce and Locate East Sussex, both of whom submitted written representations to the Inspector.
- 2.6 The main issues that the Inspector identified as being key to soundness and were investigated through the Examination were:
- Whether the ELLP strategy is sound in that it is likely to meet an objectively assessed need for office development.
 - Whether Policy EL2 is likely to meet an objectively assessed need for non-office business development, and whether the Policy is clear about the development of other B1 employment uses.
 - Whether Policy EL3 Town Centre is likely to be effective in securing the delivery of office floorspace.
 - Whether the allocation of the Policy EL4 Sovereign Harbour sites is justified and would be effective as worded.

- Whether the EELLP strategy is sound without the allocation of additional employment land.
- Whether the proposed monitoring and review arrangements would be effective.

3.0 Inspector's Report

3.1 The Inspector's Report was formally received by the Council on 24 October 2016, and publicised in line with regulations on 25 October 2016.

3.2 The Inspector concluded that the ELLP provides an appropriate basis for the planning of employment land provisions in the Borough, provided that a number of modifications are made to it, and that with the recommended modifications the Employment Land Local Plan satisfies the requirements of Section 20(5) of the 2004 Act and meets the criteria for soundness in the National Planning Policy Framework.

3.3 In summary, the Inspector found that:

- The overall requirement for employment floorspace has been adequately justified;
- The provision of 3,000 sqm (NIA) of office space in the Town Centre is appropriate, and additional provision is unlikely to be deliverable;
- Although there remains uncertainty about how much office floorspace will be delivered at Sovereign Harbour during the lifetime of the Plan, the lack of alternative locations in Eastbourne means that Sovereign Harbour retains strategic importance in order to deliver a type of employment for which there is an identified need;
- There is a lack of evidence of a greater need for alternative employment generating uses (e.g. hotel or care home uses) on Site 7a than for the employment sought by the ELLP, and therefore it would be premature to allocate Site 7a for alternative uses, nor logical to delete the office allocation of Site 7a on viability grounds whilst maintaining that allocation on Site 6;
- The requirement for industrial and warehouse uses can be met through the intensification and redevelopment of existing industrial estates, and there is a lack of evidence to justify an overriding need to allocate additional sites.

3.4 Modifications

3.4.1 The modifications recommended by the Inspector all concern matters that were discussed at the examination hearings. Following the hearings, the modifications were subject to consultation before the Inspector finalised them.

3.4.2 The Modifications can be summarised as follows:

- A change to use of Gross External Area (GEA) for the office floorspace requirement instead of Net Internal Area (NIA), based on a GEA to NIA conversion rate of 80%, to ensure consistency in how the employment floorspace requirement is quantified. This modification does not affect the actual amount of floorspace that should be provided.
- Changes to Policy EL2: Industrial Estates to accommodate the 1,500 sqm (NIA) of office space within the Industrial Estates, re-allocated from Sovereign Harbour as a result of the need to accommodate the Alternative Community Hall Site on Site 7a, and to make the criteria for consideration of non-business development within Industrial Estates more effective.
- Changes to Policy EL3: Town Centre to make provision of 3,750 sqm GEA (3,000 sqm NIA) a mandatory requirement for Town Centre Site DO2 (land adjoining the railway station and Enterprise Centre) as part of a mixed use development but with added flexibility on layout, and to remove Town Centre Site DO3 (land between Upperton Road and Southfields Road) from any mandatory requirement to provide office floorspace.
- Changes to Policy EL4: Sovereign Harbour to reduce the allocation from 20,000 sqm NIA to 18,500 sqm NIA as a result of the Alternative Community Hall Site, and to remove Site 4 from the Policy to avoid prejudicing the delivery of a mixed use development on that site.

4.0 Summary of ELLP for Adoption

4.1 Following the incorporation of the modifications, the Employment Land Local Plan strategy to meet an employment land requirement of 48,750 sqm GEA is:

- 20,000 sqm (GEA) of Industrial and Warehouse use and 1,875 sqm (GEA) of Office use to be provided within the existing Industrial Estates through redevelopment and intensification
- 3,750 sqm (GEA) of Office use to be provided in the Town Centre on Development Opportunity Site 2 (land adjoining the railway station and the Enterprise Centre)
- 23,125 sqm (GEA) of Office use to be provided at Sovereign Harbour, predominantly on Sites 6 and 7a.

4.2 The Policies Map identifies the areas of the Borough that are subject to policies and proposals contained within the Core Strategy, Town Centre Local Plan and saved policies from the Eastbourne Borough Plan. The Policies Map was first adopted in February 2013, and then revised in November 2013 following the adoption of the Town Centre Local Plan.

4.3 As a result of policies contained in the Employment Land Local Plan there will be some changes to the Policies Map. The revised Policies Map will need to be

adopted alongside the ELLP.

- 4.4 A Local Employment & Training Supplementary Planning Document (SPD) has been prepared alongside the ELLP to provide additional detail on how local labour agreements will be secured as part of development. The Local Employment & Training SPD will need to be adopted alongside the ELLP.

5.0 Next Steps

- 5.1 In order for the ELLP to be adopted, it must be 'sound', which means incorporating the Inspector's modifications into the ELLP. It is not considered that there is any reason why the Inspectors modifications should not be accepted.
- 5.2 If approved by Cabinet, the ELLP (incorporating modifications) and the revised Policies Map will be presented to Full Council on 16 November for formal adoption.
- 5.3 Once adopted, the policies in the ELLP can be used in the determination of planning applications. The ELLP will replace Core Strategy Policy D2: Economy and other specific policies in the Eastbourne Borough Plan identified in the appendix of the ELLP, which will be deleted and no longer used.

6.0 Implications

6.1 Legal Implications

- 6.1.1 If adopted, The ELLP will become a Development Plan Document. Local Authorities (Functions and Responsibilities) (England) Regulations 2000 require that the creation of Development Plan Documents are a function of Full Council, therefore the ELLP cannot be adopted until it is approved by Full Council.
- 6.1.2 Following adoption, there is a 6 week period where any person aggrieved by the decision to adopt the Eastbourne Employment Land Local Plan may make an application to the High Court for Judicial Review on the grounds that the document is not within the appropriate powers or that a procedural requirement has not been complied with. Any application for Judicial Review should be made not later than 6 weeks after the date of adoption (i.e. Wednesday 28 December 2016).

6.2 Financial Implications

- 6.2.1 There are no direct financial implications to the Council of this report. The cost of the publication and publicity for the formal adoption of the ELLP will be met from within the existing service budget.

6.3 Human Resource Implications

6.3.1 There are no direct human resource implications to the Council of this report. Officers will manage the publicity arrangements for the publication of the ELLP, which will include an Adoption Statement.

6.4 Equalities and Fairness Implications

6.4.1 An Equalities and Fairness Impact Assessment was undertaken during the scoping stage in the production of the Employment Land Local Plan, and the assessment demonstrates that the Employment Land Local Plan is unlikely to have any significant impacts on equalities and fairness.

7.0 Conclusion

7.1 The Employment Land Local Plan has been through the Examination process and has been found 'sound' by the Planning Inspector.

7.2 Cabinet are requested to recommend to Full Council that the Eastbourne Employment Land Local Plan and revised Policies Map are formally adopted.

Background Papers:

- Inspector's report on the Eastbourne Employment Land Local Plan (October 2016)
- Employment Land Local Plan Submission Version (February 2016)
- Employment Land Local Plan Revised Sustainability Appraisal Report (November 2015)
- Revised Policies Map (November 2016)
- Employment Land Local Plan Adoption Statement (October 2016)
- Employment Land Local Plan Post Adoption Sustainability Appraisal Statement (October 2016)

To inspect or obtain copies of the background paper, please refer to the contact officer listed above.

Appendix 1 – Eastbourne Employment Land Local Plan

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Eastbourne EMPLOYMENT LAND Local Plan



November 2016



EMPLOYMENT LAND LOCAL PLAN

**To be adopted by Full Council on Wednesday
16 November 2016**

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1.0 Introduction

What is the Employment Land Local Plan?

- 1.1 The Eastbourne Employment Land Local Plan (ELLP) is a planning policy document that will guide job growth and economic development in Eastbourne up to 2027 as well as identifying an appropriate supply of land for future employment development, in order to achieve a sustainable economy and make Eastbourne a town where people want to live and work. It will specifically relate to land and buildings within the B1 (Offices and Light Industry), B2 (General Industry) and B8 (Storage and Distribution) Use Classes.
- 1.2 The need to produce an Employment Land Local Plan results from concerns raised by the Planning Inspector during the Public Examination of the Eastbourne Core Strategy Local Plan, which was adopted in February 2013. The Inspector concluded that the evidence on the employment land supply does not demonstrate that the Core Strategy policy relating to employment land (Policy D2: Economy) is the most appropriate strategy for supporting job growth and economic prosperity in Eastbourne. In order to address this issue without delaying the adoption of the Core Strategy, the Inspector recommended that Core Strategy Policy D2 should be the subject of an early review, leading to its replacement with an additional Local Plan to deal specifically with employment land supply.
- 1.3 The Employment Land Local Plan identifies the future requirements for employment land in Eastbourne and how the future needs for employment are to be met. It will also be used alongside the Core Strategy and saved policies from the Eastbourne Borough Plan 2001-2011 (adopted 2003) to determine planning applications relating to employment development.
- 1.4 It should be noted that although the National Planning Policy Framework (NPPF) defines economic development as being development within the B Use Classes, public and community uses and main town centre uses, employment land in the context of the Employment Land Local Plan only relates to development of Class B Uses. Other uses are dealt with through the Eastbourne Core Strategy Local Plan 2006-2027 (adopted 2013).

Format of the Employment Land Local Plan

- 1.5 The Employment Land Local Plan presents the strategy and policies relating to the employment land supply over the Core Strategy plan period up to 2027.
- 1.6 The Employment Land Local Plan takes into account representations that were received through pre-production stakeholder engagement, via consultation on the Proposed Draft Employment Land Local Plan that took place between December 2013 and March 2014, and representations received between December 2014 and February 2015, and December 2015 and January 2016 following the publication of the Proposed Submission and Revised Proposed Submission versions.
- 1.7 The Employment Land Local Plan has also been informed by:
- Employment Land Review (GVA, 2013)
 - Employment Land Strategy and Distribution Options Report (EBC, 2013)
 - Supplementary Employment Land Evidence (GVA, 2014)
 - Employment Land Review Viability Briefing Note (GVA, 2014)
 - Revised Sustainability Appraisal (JAM Consult, 2015)
 - Eastbourne Office Deliverability Assessment (GVA, 2015)
 - Eastbourne Office Market Report (GVA, 2016)
 - Eastbourne Town Centre Viability Report (Cushman & Wakefield, 2016)

Relationship with Other Plans and Strategies

Eastbourne Core Strategy Local Plan

- 1.8 The Eastbourne Core Strategy Local Plan was adopted in February 2013 following Public Examination in May 2012. It sets out the key planning policies for the future development of Eastbourne up to 2027 and overall spatial development strategy, including the level of housing development required and the broad locations where it will be developed. It also sets out a vision and policy for each of the 14 neighbourhoods in the town, and contains a number of policies for topic areas, including sustainable development, tourism, shopping, natural environment and historic environment.
- 1.9 The Employment Land Local Plan will replace Core Strategy Policy D2: Economy, but will otherwise have to conform to other policies set out in the

Core Strategy Local Plan, and is therefore a plan with the same timeframe as the Core Strategy. It will also replace some of the existing saved policies in the Eastbourne Borough Plan 2001-2011.

Sovereign Harbour Supplementary Planning Document (SPD)

- 1.10 The Sovereign Harbour SPD, which was adopted in 2013, has been prepared to provide more detail on the implementation of Core Strategy Policy C14: Sovereign Harbour Neighbourhood Policy. The SPD identifies the issues that need to be addressed through future development in Sovereign Harbour. It identifies that the main uses of Sites 6 and 7a should be a Business/Office Park of a high quality design to provide a distinctive gateway into the town and Sovereign Harbour, and that office use could also be provided on Site 4.

Town Centre Local Plan

- 1.11 The Town Centre Local Plan, adopted in 2013, set out a strategy and proposals for the regeneration of the Town Centre, in order to create a place that attracts more shoppers, workers, residents and visitors to increase investment in the town, which will bring wide-ranging benefits to Eastbourne.
- 1.12 Alongside enhanced shopping and leisure facilities, the Town Centre Local Plan aims to deliver a minimum of 450 net residential units across five Development Opportunity Sites, along with a quantum of office development that will be determined through the Employment Land Local Plan.

Sustainable Community Strategy and Corporate Plan

- 1.13 The East Sussex Integrated Sustainable Community Strategy was adopted in 2008. Eastbourne has a dedicated chapter within the strategy, which sets objectives to meet the developing needs of the community up to 2026.
- 1.14 The Regeneration and Economy priorities for Eastbourne within the Sustainable Community Strategy include:
- Providing high quality and sustainable economic infrastructure by unlocking and assembling strategic sites to support inward investment, support and retain local businesses and encourage provision of high quality well paid jobs;
 - Nurturing a Culture of Entrepreneurship by promoting and increasing the number of start-up and micro businesses; and

- Supporting Smart, Sustainable Enterprises by encouraging competitiveness, creativity and enterprise, particularly amongst small and medium sized enterprises, and modernising the local economy to enable diversification into new growth areas.

1.15 The Council's Corporate Plan is prepared annually and it identifies priority themes for the five year period to 2015. It is intrinsically linked with the Sustainable Community Strategy and aims to translate the Community Strategy Vision into corporate action. The Employment Land Local Plan should contribute to the achievement of the key themes of the 2010-2015 Corporate Plan, particularly: Prosperous Economy; Quality Environment, and Thriving Communities.

1.16 Some of the key priorities that the Employment Land Local Plan should assist with include:

- Regeneration of the Town Centre
- Development of a Business Park at Sovereign Harbour

National Planning Policy Framework

1.17 The Revised Proposed Submission Employment Land Local Plan has been prepared having regard to the National Planning Policy Framework (NPPF) and specifically the presumption in favour of sustainable development. The Employment Land Local Plan is in conformity with the NPPF. The Employment Land Local Plan has also been prepared having regards to the National Park purposes (under Section 62 of the Environment Act 1995).

South East Local Enterprise Partnership – Strategic Economic Plan

1.18 The South East Local Enterprise Partnership (SELEP) Strategic Economic Plan sets out proposals to drive economic expansion over the next six years. The bid for the Government's Local Growth Fund is supported by businesses, local authority and education leaders across the area. To date, funding has been awarded for the development of Pacific House at Sovereign Harbour (via the Growing Places Fund), and funds have been committed from the Growth Deal to deliver site infrastructure on the Sovereign Harbour Innovation Park site, transport schemes for the 'Hailsham, Polegate and Eastbourne Sustainable Corridor', 'Town Centre access and improvements', and an Eastbourne and South Wealden walking and cycling package.

1.19 EU Structural Investment Funds 2014-20 will enable the SELEP to combine resources from both Europe and national government to deliver economic

growth in the South East. Funding themes include improving employability, enterprise growth, business support, innovation, export and new technologies.

Stages in the production of Plan

1.20 The timetable for the preparation of the Employment Land Local Plan is outlined in Table 1.

Table 1 - Timescale for the production of the Employment Land Local Plan

Stage	Timescale
Pre-production engagement	June 2013 – August 2013
Proposed Draft ELLP (Regulation 18 consultation)	December 2013 – March 2014
Publication of Proposed Submission Version for representation period	December 2014 – February 2015
Publication of Revised Proposed Submission Version for representation period	December 2015 – January 2016
Submission to Secretary of State	February 2016
Examination	May – October 2016
Adoption	November 2016

2.0 Context

Existing situation

- 2.1 Eastbourne is a large town and tourist resort located on the south coast in East Sussex between the South Downs National Park and the Pevensey Levels, approximately 20 miles from Brighton and 50 miles from London. As a seaside town, Eastbourne's economy has relied heavily on tourism and the town continues to compete as a premier seaside destination in the United Kingdom.
- 2.2 Eastbourne has a population of 99,412 (2011 Census) and approximately 60% of the population is of working age. 80% of the working age population is economically active, and the latest unemployment estimates (April 2012-March 2013) indicate that 7.8% of economically active people are unemployed, which is similar to the average for East Sussex.
- 2.3 Eastbourne residents are mainly employed within 'professional occupations', 'elementary occupations' and 'sales and customer service activities', which reflects the strong presence of public administration and retail/visitor economy related employers. However, there is some strength in manufacturing activities, particularly related to particular mechanical products. There is also a strong concentration of employment within key parts of the 'media' sector in terms film and TV production and production of recorded media¹.
- 2.4 Eastbourne's economic output is below average when measured by Gross Value Added (GVA) per capita, however Eastbourne has seemed to cope well with the recession and performed well in terms of the short term change in number of employees compared to national average, and has experienced an overall increase in GVA per capita since 2001.
- 2.5 Eastbourne has a business stock of approximately 3,100 business enterprises although the overall number has declined in recent years. Business stock is dominated by micro-businesses, and the most common industry for business enterprises is the Professional, Scientific and Technical sector.
- 2.6 There are approximately 2,900 commercial premises in Eastbourne, and it is estimated that there is approximately 404,000 sqm of class-B use floorspace

¹ Employment Land Review (GVA, 2013)

in the town. There were a total of 43,000 jobs across all sectors in Eastbourne in 2011, including retail, tourism and healthcare.

- 2.7 Eastbourne has seven Industrial Estates located in three broad areas (Hampden Park, Lottbridge Drove and Courtlands Road). The Industrial Estates cover a total of approximately 72 hectares. The Town Centre also contains a number of office developments and other employment uses, and there are a number of smaller estates scattered around the town.
- 2.8 Over recent years, there has been an overall net increase in employment floorspace in Eastbourne. A significant amount of this growth has been due to redevelopment of areas of the Courtlands Road and Brampton Road Industrial Estates to provide an increased amount of higher quality employment space. There has been an overall increase in the amount of class B8 (Storage and Distribution) uses, however there has been a net loss of all other employment use classes. There has been a significant loss in class B1a (Office) uses in the last two years, particularly to residential use due to the recent changes to Permitted Development rights.

Strengths and Weaknesses of Economy

- 2.9 Eastbourne's position on the A22-A27 corridor means that it plays a key role in the wider sub-regional property market, and values compare favourably with East Sussex averages, reflecting Eastbourne's competitive position as one of the largest markets in the county.
- 2.10 Eastbourne has a relatively diverse economy with representation across a range of sectors, and this diverse base has helped protect the Borough from some of the major impacts of the recession in recent years. Eastbourne's stock of commercial space comprises a range of sizes, ages and types, which offers a degree of choice for occupiers both in terms of the stock itself and the potential rent levels. Low reported vacancy levels and a consistent level of activity outside the Town Centre are healthy signs for the market.



Picture 1 - Gardners Books

- 2.11 There are some strong businesses located in Eastbourne that trade nationally and internationally, including major employers such as Gardners Books, Veritek, Brewers, TEVA, HMD Kontro, Alpha Laval and West End Studios.
- 2.12 The resident population accommodates a significant proportion of highly skilled workers, and the 'quality of life' factor has potential to attract workers as the town combines economic opportunities with a high quality environment providing a desirable place to live as well as work.
- 2.13 However, Eastbourne's economy does experience some challenges. There are some underlying socio-economic issues, and there are parts of the town where levels of economic activity and the proportion of unskilled residents are high, which is an issue for a number of coastal towns. In addition, many of the higher skilled workers commute out of the Borough for work, meaning the town loses valuable skills that could be harnessed by businesses locally.
- 2.14 Despite the presence of a range of commercial space, much of the large scale office stock provided in Eastbourne is no longer fit for purpose and does not provide an attractive offer to new occupiers. Eastbourne has a lack of flexible, 'mixed' units that allow businesses to have combined office, workshop and production space within one building. Future provision should encourage flexibility within buildings to enable businesses to adapt their operations as technology develops or processes/products change.
- 2.15 In addition, Eastbourne is relatively peripheral within the wider South East economy, and it is over-shadowed by better connected locations. Eastbourne suffers from its distance from the major economic hubs of the South East and the poor quality of the road and rail network. Broadband connectivity is also weak, although improvements are being prioritised.

Recent developments and future projects

- 2.16 There are a number of significant economic development projects that are being undertaken in Eastbourne. Recently, the South East Local Enterprise Partnership (SELEP) via the Growing Places Fund allocated £6m towards the development of a state of the art business park (Sovereign Harbour Innovation Park) at Sovereign Harbour. The first building, known as Pacific House, was completed in summer 2015 and has the potential to provide up to 300 new jobs.
- 2.17 Other important planned projects include:
- £70m extension and transformation of the Arndale Centre;

- £35m Devonshire Park Project to create a cultural destination, including new conferencing facilities, major renovation of 3 listed leisure buildings and extensive upgrade of international tennis facilities; and
- £1.5m purchase of 3.5ha of strategic land for the Council to take direct action in delivering new employment space

Key Issues

2.18 There are a number of key issues affecting Eastbourne that the Employment Land Local Plan should seek to address through the employment land strategy and policies for its implementation. The key issues are separated between demand issues and supply issues, and are set out below:

Demand Issues

- 2.19 **Requirement for additional employment land** - The Employment Land Local Plan needs to provide an appropriate and realistic requirement for additional employment land over the Core Strategy Plan Period up to 2027, differentiated by B-class. These requirements need to take into account changes and flexibility in work practices and particularly changes to more efficient job to floorspace densities. This trend is exemplified by Eastbourne Borough Council's Agile Working scheme, which enables staff to occupy less floorspace. In addition, premises with super-fast broadband connectivity are a requirement for businesses aiming to grow and expand their markets, and improvements in broadband connectivity may influence the requirement for additional employment land in the area.
- 2.20 **Need for sustainable job creation and diversification** - There is a need to create sufficient jobs for the changing population, based on robust and realistic growth assumptions and allowing for expected shifts in age profiles, economic activity rates and the impact of changes to the 'statutory' retirement age. Although Eastbourne is represented across a range of employment sectors and activities, the Town's economy is still heavily reliant on tourism, and employment diversification will increase choice for local jobseekers and reduce reliance on the service industry sector. Expanding skills and education provision could help attract younger, skilled workers to the area. Also, by encouraging existing key businesses and their supply chains, there is an opportunity to grow existing specialisms and 'clusters'. This might include manufacturing activities, particularly related to mechanical products, and parts of the 'media' sector, such as film and TV production and

production of recorded media, which are sectors that have been identified as being particularly strong in Eastbourne.

- 2.21 **Development that provides for start-up businesses** – The nature of economic growth has changed over recent years and Eastbourne has seen lower levels of inward investment, mainly due to the age and quality of existing stock, and has instead been more reliant on local investment from indigenous businesses. Future demand and growth in the market is still likely to be driven from local investment, either through expansion, changing space requirements or new business start-ups. However, as the economy grows, it is important to encourage inward investment by making provision for attracting like-minded new activities to the area. The Employment Land Local Plan needs to ensure it provides the right space in the right locations for inward investment but also provide the range of sites and premises required to ensure existing businesses are retained and can grow. This will also include the provision of a range of sites, including new, high quality floorspace alongside sites and premises to help increase the business start-up and survival rate and ensure indigenous businesses are retained and can grow.

Supply Issues

- 2.22 **Suitability of current commercial premises** - The majority of the buildings on the Industrial Estates were built during the 1960s and 1970s, and they do not necessarily meet the needs of existing and future businesses. Much of the existing building stock on Industrial Estates will come to the end of their life over the plan period, and this offers the opportunity for redevelopment to provide higher quality and more suitable stock at higher densities, similar to redevelopments that have already occurred at Brampton Road and Courtlands Road. Similarly, a significant amount of the office stock, especially in the town centre, is dated and does not tend to meet the needs of modern office occupiers. In many cases refurbishment is not possible to create "Grade A" space as floor to ceiling heights are not sufficient to allow modern servicing and infrastructure to be incorporated.
- 2.23 **Loss of employment land to other uses** - Employment land is coming under increasing pressure for redevelopment to alternative, higher value, uses across the UK, particularly residential use. This pressure is particularly high in Eastbourne due to the constrained nature of the Borough and the requirement to provide 3,428 net additional residential units between 2012 and 2027 to meet Core Strategy targets. There is also pressure from retail development within Industrial Estates. If losses of key sites continue within existing employment locations they have the potential to undermine the B class nature of these sites.

2.24 **Identification of sites** - Eastbourne suffers from some considerable constraints and there is a very limited supply of developable land. The urban area is tightly confined by the South Downs National Park, the sea and the Pevensey Levels. In addition, a significant area of the Borough is subject to flood risk and there is a strong commitment to retain Eastbourne Park as a 'green heart' to the town. This means that there is limited opportunity for development of employment land. Sites for additional employment development should be in the most appropriate and sustainable locations.

2.25 **Requirements for Office space in the Town Centre** - The Town Centre Local Plan identifies the Employment Land Local Plan as the mechanism for determining the appropriate amount of office space to be provided in the Town Centre. Some businesses would prefer town centre locations, whilst other would prefer out of centre locations. A balance needs to be struck between in town and out of town provision to maintain the role of offices as a key town centre use but also broaden the stock types available within the Borough to offer choice and accommodate and attract greater levels of demand over the plan period.



Picture 2 - Sovereign Harbour employment sites

2.26 **Suitability and Viability of land at Sovereign Harbour** - Land at Sovereign Harbour was identified in an outline application for the development of Sovereign Harbour in 1988. This allocation for 30,000 sqm (GEA) of office space across two sites (known as Sites 6 and 7) was retained through the Eastbourne Borough Plan 2001-2011 (adopted 2003). Despite being a Council priority, the sites have not been developed for this quantum of office space and the Employment Land Local Plan should consider the suitability and viability of land at Sovereign Harbour for office development. An outline planning application for land at Sovereign Harbour (ref: 131002) was approved in December 2014. This grants outline permission for employment uses on Sites 4, 6 and 7a, with the quantum to be determined by the Employment Land Local Plan.

2.27 **Eastbourne and South Wealden area** - Eastbourne has close linkages with the south of the Wealden District, particularly Polegate and Hailsham. A masterplan for the area was prepared in 2008 by the South East England Development Agency (SEEDA), in conjunction with East Sussex County Council, Wealden District Council and Eastbourne Borough. The area is identified as a key strategic location on the Sussex Coast with considerable potential for economic and sustainable development. The future commercial challenge will therefore be to broaden the economic base of the Eastbourne and South Wealden area, and to enable innovation and entrepreneurship to flourish.

2.28 The Wealden Core Strategy was adopted in February 2013 and makes provision for 25,540 sqm of employment floorspace in South Wealden. In addition, around 5,000 new homes are allocated or committed in the South Wealden area. This will have implications for the local markets and demand for employment floorspace across the Eastbourne and South Wealden area.

Employment Land Requirements

2.29 An Employment Land Review² was prepared in 2013 to review, assess and update the Borough's position in relation to the future supply and demand for employment floorspace, in order to inform the preparation of the Employment Land Local Plan.

2.30 The Employment Land Review forecasts the need for additional employment floorspace up to 2031. It is based on the key sectors within the Borough forming the basis of future growth that leads the Borough out of the recession, and increases in employment participation rates as economic activity rates and the working age population grows. This forecast would create an additional 1,263 jobs within the class-B uses up to 2031.

2.31 The job creation forecast is translated into additional floorspace requirements using employment density assumptions. The following densities assumptions have been used:

- B1a/b – 12 sqm per employee (NIA)
- B1c/B2 – 36 sqm per employee (GEA)
- B8 – 70 sqm per employee (GEA)

² Eastbourne Employment Land Review (GVA, 2013)

- 2.32 In order to ensure that the employment forecasts are based on more than economic growth 'predictions', additional allowances have been made.
- 2.33 An allowance for windfall losses has been made to take into account unexpected losses of employment land to other uses. This takes into consideration the loss of existing employment land to residential and other uses, particularly considering the extension of Permitted Development rights to allow change of use from office to residential, and the fact that employment land may be used for other land uses that are not compatible with residential areas, such as recycling, waste management and transport depots.
- 2.34 An allowance has also been made for 'churn'. This is made for the fact that locational and premises needs of businesses change over time, which may require businesses to move. For this to happen smoothly there is a need for certain level of available vacant land. This 'churn' also helps to free up sites for redevelopment, and sufficient floorspace provision should be made to allow this to happen.
- 2.35 The forecast over the plan period to 2027 shows little difference to 2031. The employment floorspace requirements over the plan period that the Employment Land Local Plan should meet are shown in Table 2.

Table 2 - Employment Land Requirements

Type	Floorspace Demand 2012-2027 (m ²)	Allowance for windfall losses (m ²)	Allowance for Churn (m ²)	Change in floorspace (m ²)
Office (B1a/b)	15,977	4,095	694	20,766
Industrial (B1c/B2)	-5,478	14,085	2,860	11,467
Warehouse (B8)	5,890	900	549	7,339
Total	16,389	19,080	4,103	39,572

- 2.36 In addition to the requirement, a contingency reserve of floorspace should be added to ensure that, should sites not come forward for redevelopment, there will still be an appropriate supply and mix of sites to meet needs. This is known as 'Headroom'.

2.37 The Employment Land Review recommends a 6% headroom capacity for Industrial and Warehouse uses, and a 10% headroom capacity for Office uses.

2.38 In order to allow for employment floorspace requirements to be consistent, the office requirement has been converted from a Net Internal Area (NIA) figure to a Gross External Area (GEA) figure, using a conversion rate of 80%. This means that the total employment land requirement for Eastbourne over the plan period to 2027 is 48,750 sqm (GEA).

Vision and Objectives

2.39 The vision for the Core Strategy is closely aligned to the vision from the Sustainable Community Strategy. The Core Strategy vision is:

"By 2027 Eastbourne will be a premier coastal and 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".

2.40 A vision for the Employment Land in Eastbourne should be more specific and relevant to the economy and employment land within the class-B uses. The Employment Land Local Plan vision is:

"By 2027, Eastbourne will be making a strong contribution to the sustainability of the local economy, not just in the town but also in south Wealden, by providing a range of business premises in sustainable locations and offering a range of job opportunities, making the town a place where people want to live and work".

2.41 The Core Strategy identifies a series of spatial objectives in order to address the issues identified in the Core Strategy and achieve the Core Strategy vision. The Core Strategy spatial objectives that are most relevant to the Employment Land Local Plan are:

- **Key Spatial Objective 2: Sustainable Growth** - To deliver new housing, employment and shopping opportunities by planning positively and proactively to meet the needs of all sections of the local community and sustainable growth within environmental constraints.

- **Key Spatial Objective 3: Town Centre Regeneration** – To strengthen Eastbourne’s Town Centre as a leading sub-regional shopping and leisure destination.
- **Key Spatial Objective 4: Local Economy** - To give support to a strong and growing local economy built on innovation, creativity and entrepreneurship.
- **Key Spatial Objective 8: Sustainable Travel** – To reduce the growth in car-based travel by reducing the need to travel and by promoting alternative travel choices including walking, cycling and public transport.
- **Key Spatial Objective 10: Sustainable Neighbourhoods** – To ensure that the diverse needs of local communities are delivered, having regard to the sustainability and capacity of each neighbourhood, the infrastructure needed and the opportunities to meet requirements.

2.42 In addition to the relevant Core Strategy Spatial objectives, the Employment Land Local Plan sets out a new series of objectives that the Local Plan should achieve. The Employment Land Local Plan Objectives are:

- **ELLP1 - Stimulate Economic Growth** - To stimulate sustainable economic growth to meet the needs of the community within environmental constraints and encourage economic competitiveness through attracting increased investment and new and innovative businesses
- **ELLP2 - Encourage Small and Start-up Businesses** - To deliver a variety of new employment opportunities by providing a range of flexible employment spaces that can be used by existing businesses and new start-up businesses
- **ELLP3 - Diversify the Local Economy** - To diversify the local economy and support job growth, and broadening the economic base to enable innovation and entrepreneurship to flourish
- **ELLP4 - Support Existing Businesses** - To support existing businesses in staying in the town by allowing them to relocate to premises in the town that better meet their needs and help them to flourish’.
- **ELLP5 - Promote Sustainable Employment Locations** - To promote the delivery of employment space in sustainable locations to accommodate an appropriate amount of additional employment floorspace by 2027.

3.0 Strategy

Employment Land Strategy and Distribution

- 3.1 The Employment Land Local Plan vision and objectives seek to ensure that the requirement for employment land in Eastbourne over the plan period is delivered in sustainable locations. A number of different strategic options for the distribution of employment land within the town were considered as part of the production of the Proposed Draft Employment Land Local Plan.
- 3.2 The options for employment land were considered through the Sustainability Appraisal, and this determined that the most sustainable and effective way of meeting the employment land requirement is through intensifying development in existing employment locations and directing development toward the Sustainable Centres at Town Centre and Sovereign Harbour that have been identified in the Eastbourne Core Strategy Local Plan 2006-2027.
- 3.3 This approach will allow all sites within the Borough to 'work together' to meet future requirements, providing a functioning supply of sites that are deliverable and provide sufficient choice to support indigenous businesses and inward investment.

Sustainable Centres

- 3.4 The 'Sustainable Centres' are neighbourhoods in which housing growth will be balanced by significant improvements in the provision of employment opportunities and community services and facilities. The designated Sustainable Centres are the Town Centre and Sovereign Harbour. They are identified through Policy B1: Spatial Development Strategy and Distribution in the Core Strategy.
- 3.5 Directing employment development to the Sustainable Centres will allow the Town Centre to sustain its projected high level of housing growth and will improve the Sovereign Harbour neighbourhood by addressing issues such as site access, linkages and contributions to additional community infrastructure.

Intensification of Industrial Estates

- 3.6 There are 7 Industrial Estates in Eastbourne, located within three broad areas (Hampden Park, Lottbridge Drove and Courtlands Road) and covering approximately 72 hectares. The Industrial Estates contain a number of uses

that would be incompatible with residential use, and their location on the periphery of the built up area makes them an ideal location for such uses.

- 3.7 Within these Industrial Estates, there are a number of existing vacant sites, sites that are currently under-utilised or sites where the occupier is seeking to vacate or contract activities. In addition to this, many of the buildings on the Industrial Estates were built 30-40 years ago and are likely to come to the end of their economic life during the plan period. These provide the opportunity to deliver new floorspace through redevelopment at higher density, intensifying and diversifying the offer of employment space provision within the existing Industrial Estates.

Economy and Employment Land

Policy EL1 – Economy and Employment Land

Job growth and economic prosperity in Eastbourne will be supported in order to enable the achievement of a sustainable economy and make Eastbourne a town where people want to live and work. This will be achieved by:

- Taking a positive approach that reflects a presumption in favour of sustainable economic development;
- Meeting the requirement for 48,750 sqm (GEA) of additional employment floorspace over the plan period through employment development within the Sustainable Centres (Town Centre and Sovereign Harbour) and through maximising the use of land in existing employment locations;
- Promoting development which provides units for new start-up businesses and small enterprises;
- Encouraging key businesses and their supply chains to grow existing specialisms;
- Encouraging development which supports improvements in the local jobs market through creation of additional jobs and employment diversification;
- Seeking Local Labour Agreements on all development of 1,000sqm or more, including change of use, to secure local employment and training measures as part of development proposals; and
- Supporting the Education and Training sector of the Eastbourne economy through a flexible approach to expansion proposals.

- 3.8 When considering proposals for employment development, the Council will take a positive approach that reflects the “presumption in favour of sustainable development” set out in paras 14 and 15 of the NPPF. It will work with applicants to find solutions that address concerns raised by local residents and community groups, which mean that proposals that accord with policies in the ELLP can be approved wherever possible, and to secure development that improves the social, economic and environmental conditions of the area.
- 3.9 The requirement for 48,750 sqm of employment land will be delivered through intensification of Industrial Estates and development within the Sustainable Centres. However, each location identified is not necessarily capable or suitable to accommodate each of the identified B-class uses. The delivery of B2 or B8 space would not be appropriate in residential areas or locations where the environment is high quality, and provision of high quality office space is unlikely to be attractive to occupiers if it is located in older employment locations where the quality of the environment is poorer. Therefore, different types of employment development needs to be located in a location that is appropriate to its use, which means the more industrial uses being located within the Industrial Estates, and office development being located in high quality environments.
- 3.10 Taking this into account, the employment requirement will be distributed in the following way:
- Intensification of Industrial Estates – 20,000 sqm (GEA) of B1c/B2/B8 floorspace and 1,875 sqm (GEA) of B1a/B1b floorspace
 - Town Centre – 3,750 sqm (GEA) of B1a/b floorspace
 - Sovereign Harbour – 23,125 sqm (GEA) of B1 floorspace
- 3.11 The majority of economic activity in Eastbourne is undertaken by small businesses within a broad range of sectors. In order to encourage such businesses and encourage local ‘home grown’ employment growth, it is important to provide new units suitable for small and start-up businesses. This could be in the form of good quality managed



Picture 3 - Small units at Southbourne Business Park, Courtlands Road

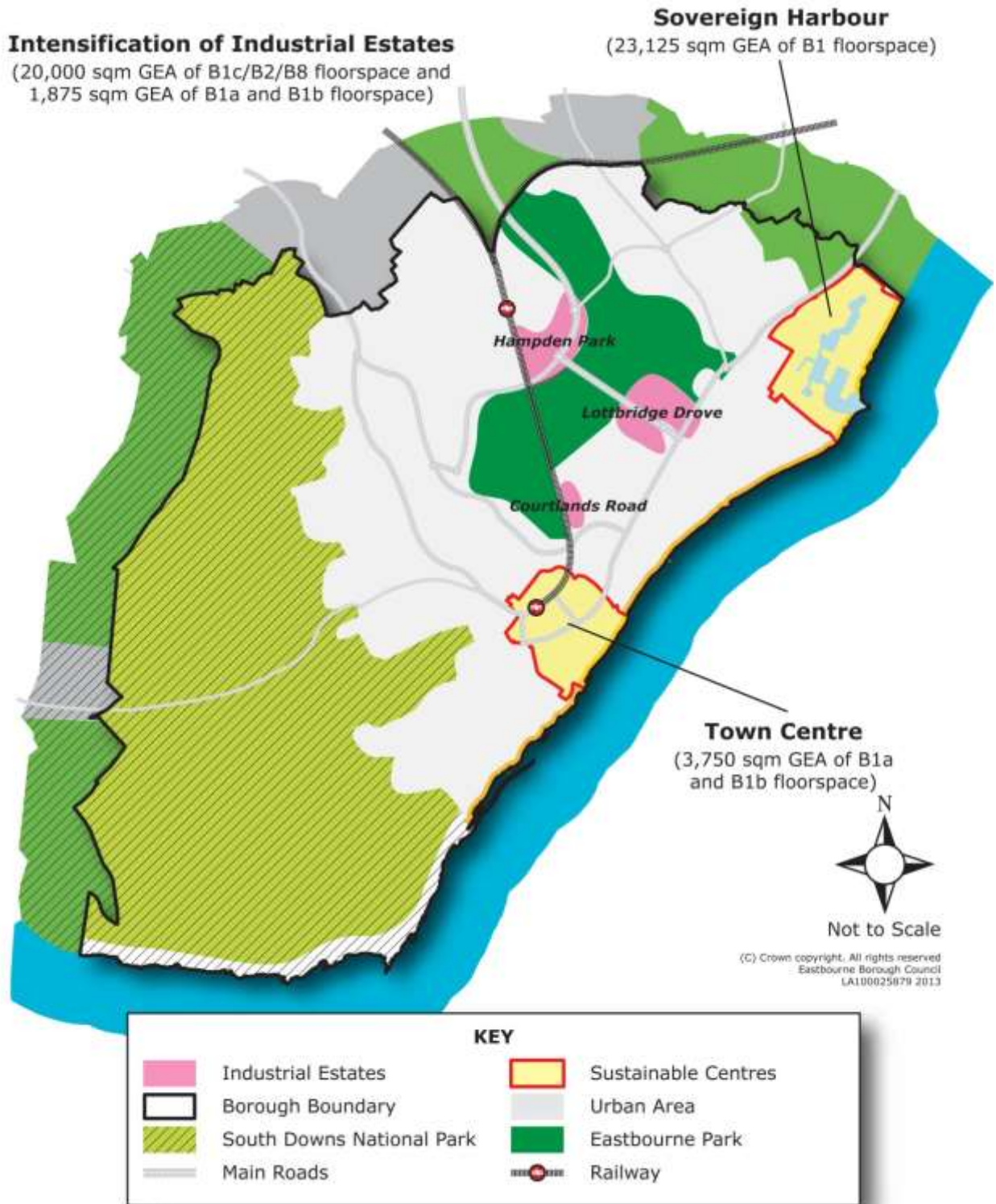
workspace and 'hybrid units' that cater for a range of innovative business activities, and have proved highly successful and driven economic and business growth in other parts of East Sussex. Examples of this type of development in other parts of East Sussex include the Priory Quarter and North Queensway Innovation Park in Hastings, and the Basepoint Enterprise Centre in Newhaven.

- 3.12 Eastbourne should further the development of 'clusters', including but not limited to mechanical manufacturing and film and TV production, by using existing key businesses and their supply chains as an opportunity to grow existing specialisms through promotion and provision of appropriate space. The role of these clusters should be enhanced in the Borough both as a 'selling point' to attract occupiers and through the development of links to suppliers locally.
- 3.13 Although Eastbourne's economy is relatively diverse, a significant amount of employment opportunities are still provided by tourism and other service related activities. Employment diversification will increase choice for local jobseekers and reduce reliance on the service industry sector. Growth in skilled jobs will be sought as part of the change identified in the Eastbourne-Hailsham Triangle study. This also provides an opportunity to reduce out-commuting and engage local highly skilled people into local employment rather than losing skills to neighbouring areas.
- 3.14 The level of development required in Eastbourne will create a significant number of jobs and there is opportunity to create local employment at both construction and operational stages of this development. Eastbourne Borough Council will seek to secure Local Labour Agreements and associated contributions on developments of 1,000sqm or more (including change of use) in order to secure local employment and training measures as part of development proposals, with the objective of improving training and skills in the town for the future economic development of the Borough. This will be achieved through Section 106 Agreements related to specific development proposals, which will secure contributions from development that will support and benefit the local labour market and economy, enabling employment growth, raising skills and giving local people opportunities generated by new developments. A Local Employment and Training Supplementary Planning Document (SPD) has been prepared to guide the implementation of this policy.
- 3.15 The University of Brighton and Sussex Downs College both have campuses in Eastbourne, and the introduction of new further and higher education courses could help attract and retain younger residents within the area. Eastbourne



Borough Council will work with the existing education and skills institutions to enhance provision, in order to address skill shortages, increase the working age population and improve the 'economic catchment' of the Borough.

Key Diagram



4.0 Policies

These Policies are designed to help with the implementation and delivery of the Policy EL1: Economy and Employment Land.

Industrial Estates

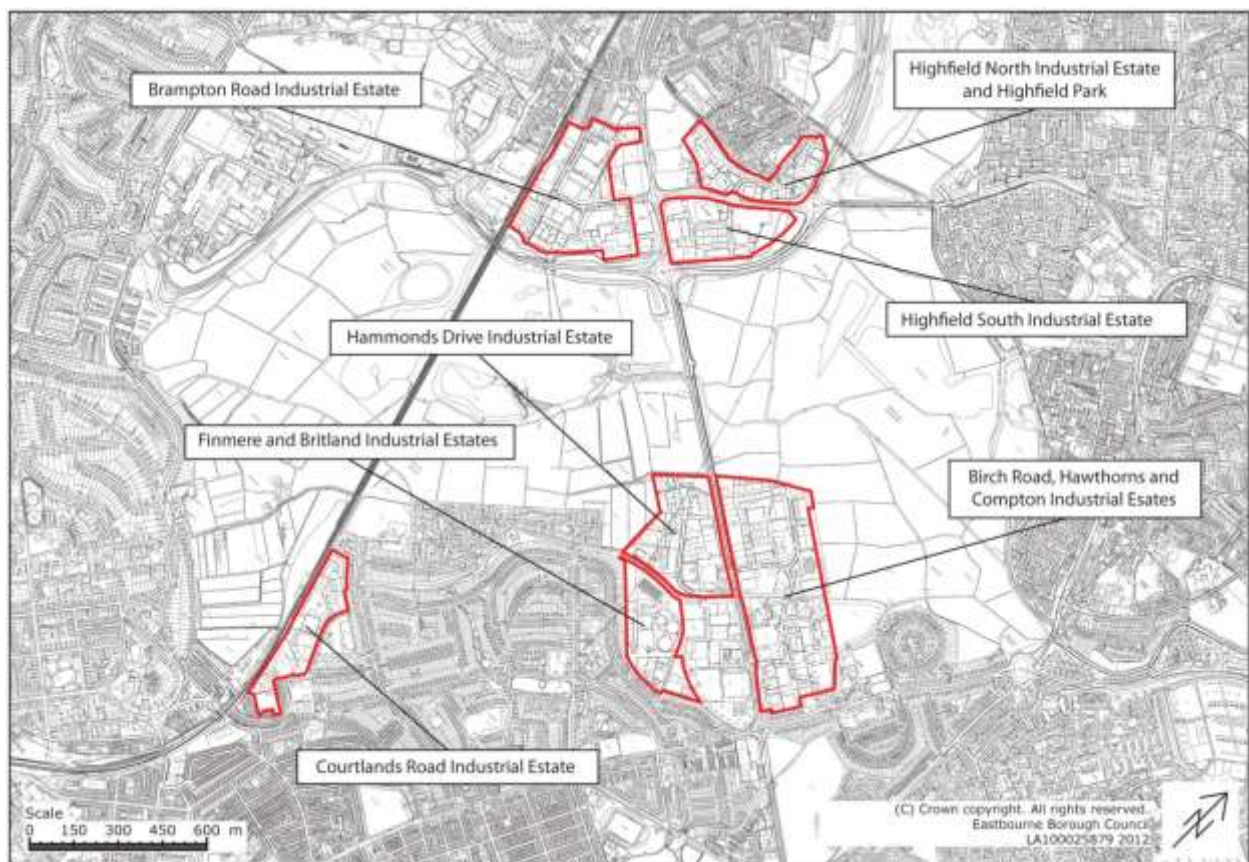
- 4.1 Industrial Estates are key locations for class-B use and are significant employment locations. They are also important locations to accommodate other non B uses that are incompatible with other uses.
- 4.2 There are seven designated Industrial Estates within three areas of the town, which are identified in Figure 1, and plans of each designated Industrial Estate are provided in Appendix 2. The designated Industrial Estates are:
- Brampton Road Industrial Estate
 - Highfield South Industrial Estate
 - Highfield North Industrial Estate and Highfield Park
 - Birch Road, Hawthorns and Compton Industrial Estates
 - Hammonds Drive Industrial Estate
 - Finmere and Britland Industrial Estates
 - Courtlands Road Industrial Estate
- 4.3 The Industrial Estates are identified as locations for the provision of 20,000 sqm (GEA) of additional B1c (Light Industry), B2 (General Industry) and B8 (Storage & Distribution) use floorspace, as well as 1,875 sqm (GEA) of additional B1a (Office) and B1b (Research & Development) floorspace, over the plan period through the intensification of existing sites.



Picture 4 - Birch Road and Hawthorns Estates

- 4.4 Due to the physical constraints within the Borough, it is of critical importance to the future economy that class B uses are retained within the Industrial Estates as they can be incompatible with other uses and cannot be located elsewhere. In addition, as there is little opportunity to deliver new sites, existing sites should maximise their capacity and contribution to the economy. Therefore, key sites in B use should be retained and redeveloped to provide additional class B floorspace.

Figure 1 - Designated Industrial Estates



Policy EL2: Industrial Estates

Within the designated Industrial Estates, redevelopment and intensification of vacant and under-utilised sites to provide class B use floorspace will be supported in order to meet the target of providing a net additional 20,000 sqm (GEA) of B1c, B2 and B8 floorspace and a net additional 1,875 sqm (GEA) of B1a and B1b floorspace over the plan period. Where development proposals require the demolition or extension of existing class B floorspace, only the uplift in provision within the site will be considered to contribute towards the target. Proposals for the refurbishment of existing class B floorspace will also be supported.

Industrial and warehouse uses are the key priorities for the designated Industrial Estates. However, the provision of new class B1a and B1b (office) floorspace within the designated Industrial Estate will be supported, where it can be demonstrated that:

- The amount of non-ancillary office space provided within the Industrial Estates over the plan period does not exceed a maximum of 1,875 sqm (GEA).

The redevelopment or change of use of sites and premises within the designated Industrial Estate from class B use to alternate non-B class employment generating uses will only be supported where:

- a) the proposed alternative use is an employment generating use that cannot be located elsewhere due to its un-neighbourliness and, by being located within a designated industrial estate, will not have a significant adverse impact on adjacent land uses; or
- b) the applicant can demonstrate:
 - Why the existing site/premises are no longer considered fit for purpose, drawing on evidence of marketing of the site in its current form and analysis of its relationship to neighbouring activities;
 - That there is evidenced demand and need for the proposed alternate employment generating use(s);
 - Why the site/premises is suitable for the proposed use(s)
 - That the development accords with the policies set out in the adopted Core Strategy, including the sequential test for main town centre uses; and
 - That, once delivered, the proposed use would not compromise the wider functioning of the Industrial Estate for B class uses.

- 4.5 Significant potential has been identified for intensification and redevelopment on existing sites within Industrial Estates where the land use is already established and a more efficient and sustainable use of land can be provided. In order to achieve the target of 20,000 sqm of additional B use floorspace within the Industrial Estates, the redevelopment and intensification of sites within Industrial Estates to provide additional class B use floorspace at higher densities will be encouraged.
- 4.6 The policy requires the delivery of 20,000 sqm (GEA) of net additional industrial and warehouse floorspace and 1,875 sqm (GEA) of office floorspace over the plan period, meaning an increase in provision over and above what is currently provided within the industrial estates. Where a development proposal includes the redevelopment of an existing class B site, the amount of existing floorspace will be deducted from the proposed floorspace with the difference between the two contributing towards the target. For example, if a development requires the demolition of 1,000 sqm of floorspace and results in the delivery of 1,500 sqm a contribution of 500 sqm is made towards the target (1,500 sqm [new floorspace] minus 1,000 sqm [existing floorspace]).



Picture 5 - White Knight Laundry site, Hammonds Drive

- 4.7 Since 2012/2013, a total of 6,900 sqm of class B floorspace has been delivered within the town's industrial estates (at 1 April 2016). This includes the redevelopment of an existing site that has been vacant for a considerable amount of time to provide new, high quality class B2 floorspace, and the intensification of an existing site to provide nine new class B1a and B8 units totalling 1,755 sqm (Picture 5). In addition, there is 1,102 sqm of employment floorspace within the Industrial Estates that has permission but development has yet to start. Table 3 shows the position at 1 April 2016 in terms of completed employment developments within the designated Industrial Estates.

Table 3 - Employment Land Delivery within Designated Industrial Estates

	Net additional industrial and warehouse floorspace (sqm)
Completed 2012-2016	6,900
Average Annual Delivery	1,725
Residual Requirement	11,998
Years of Plan Remaining	11
Expected Windfall Delivery	18,975
Committed	1,102

- 4.8 In addition, over the plan period a number of buildings on the Industrial Estates are expected to reach the end of their economic life and these will offer opportunities for redevelopment. This will enable the intensification of B uses within these sites, enabling them to use space more efficiently and accommodate greater levels of activity.
- 4.9 Any redevelopment within the Industrial Estates should seek to maximise the amount of B use floorspace provided. A comprehensive approach to redevelopment should be taken to provide a choice of stock that can accommodate a greater number of businesses and enhance quality of floorspace to meet occupier demands. This will have wider positive impacts by raising the quality of the environment in the Industrial Estates so they are able to successfully attract new occupiers. This is consistent with and supported by the Core Strategy policies for the neighbourhoods in which the Industrial Estates are located.
- 4.10 In addition, the refurbishment of existing B class space to meet occupier needs will be supported, as long as it does not result in a net loss of class B floorspace. This will ensure that the quality of employment floorspace within the Industrial Estates is enhanced and that floorspace in these locations continues to meet occupier market demands to support economic growth. It is recognised that the arrangement of floorspace may need to be altered to enhance the quality and efficiency of the site overall. Redevolutions and refurbishments should meet sustainability and renewable energy requirements that are set out in the Core Strategy Policy D1: Sustainable Development and the associated Sustainable Building Design Supplementary Planning Document.

- 4.11 The existing industrial estates are the most appropriate locations to make provision for the requirement for industrial and warehouse floorspace, and therefore industrial and warehouse uses should be the main priority in these locations. However, it is considered that there is scope for a limited amount of new office provision to be accommodated within the industrial estates. The provision of new office space within the Industrial Estates will be supported where the new provision does not prejudice the future delivery of industrial and warehouse floorspace. To that end, the provision of non-ancillary office floorspace is limited to 1,875 sqm (GEA). It is recognised that existing employment sites in industrial and warehouse use may require the provision of some ancillary office space to support their existing operation, and these proposals will be supported.
- 4.12 'B-class' employment floorspace is coming under increasing pressure for redevelopment to alternative uses. A large collection of non B uses can erode the business nature of a location, which will have an adverse effect on occupier and investor perceptions of the Industrial Estates. The continued removal of key sites from B uses will undermine capacity and functionality and limit the long term potential for employment and economic growth. This could have an adverse effect on the integrity of the Industrial Estates by undermining the B class nature of the Industrial Estates.
- 4.13 In order to protect the integrity of the Industrial Estates as locations for B use and to deliver the requirement for 20,000 sqm of additional class B use floorspace within the Industrial Estates, it is necessary to prevent large sites with redevelopment potential from being redeveloped for non B uses. It is important that Industrial Estates can accommodate class B uses that are incompatible with other uses and the loss of key sites within Industrial Estates to non B uses will compromise the ability to meet the employment land requirement. The loss of B class uses on key sites within Industrial Estates will be resisted in order to help to protect the integrity of the Industrial Estates.
- 4.14 Therefore, it is necessary to protect large, key sites that have redevelopment potential by restricting any redevelopment or new build within the Industrial Estates to class B uses only. However, the redevelopment or change of use of sites and premises to alternative non-B class employment generating uses will be supported in exceptional circumstances where the proposed use cannot be located elsewhere due to its un-neighbourliness, such as a waste facility or recycling processing plant, or where it is demonstrated that the site and/or premises is genuinely redundant and the proposed use is compatible with the industrial estate. In demonstrating the compatibility of the proposed

non-B Class use with the primary industrial and warehouse functions of the designated industrial estates the Council will expect consideration to be given to:

- The impact of the proposed use on neighbouring properties and businesses in terms of bad neighbour effects and operational hours;
- The impact of changes/increases in vehicle movements, parking and wider accessibility on the ability for existing businesses to continue to function efficiently and their premises to be adequately serviced;
- The impact of the proposed development on the visibility and prominence of the B class uses within the Industrial Estate, ensuring non-B class uses do not dominate key gateway locations at entrance points to the estates or on sites highly visible from the highway or rail network; and
- The impact that the proposed development will have on enhancing the image and quality of the Industrial Estate in terms of its built form and in providing complementary amenities.

Town Centre

4.15 Traditionally Eastbourne town centre has been the main focus for office floorspace provision within the Borough. The existing stock consists of a mix between purpose-built office blocks, predominantly built in the 1960s, 1970s and 1980s, and late-Victorian residential properties that have been converted to office use.

4.16 The Town Centre has been identified as a Sustainable Centre in the Core Strategy. It benefits from good public transport accessibility, and current areas of office stock are located in close proximity to the railway station.

4.17 A Town Centre Local Plan (TCLP) was adopted in November 2013 to set out a strategy and proposals for the regeneration of the Town Centre. The TCLP requires that the quantum of office space that should be provided within the Town Centre should be specified in the Employment Land Local Plan.

4.18 The Town Centre remains an important location for office provision, Office use is defined as a main town centre use in the National Planning Policy Framework and therefore it is appropriate for additional office development to be located there. Other types of B floorspace are likely to be inappropriate within a town centre location due to amenity issues.

Policy EL3: Town Centre

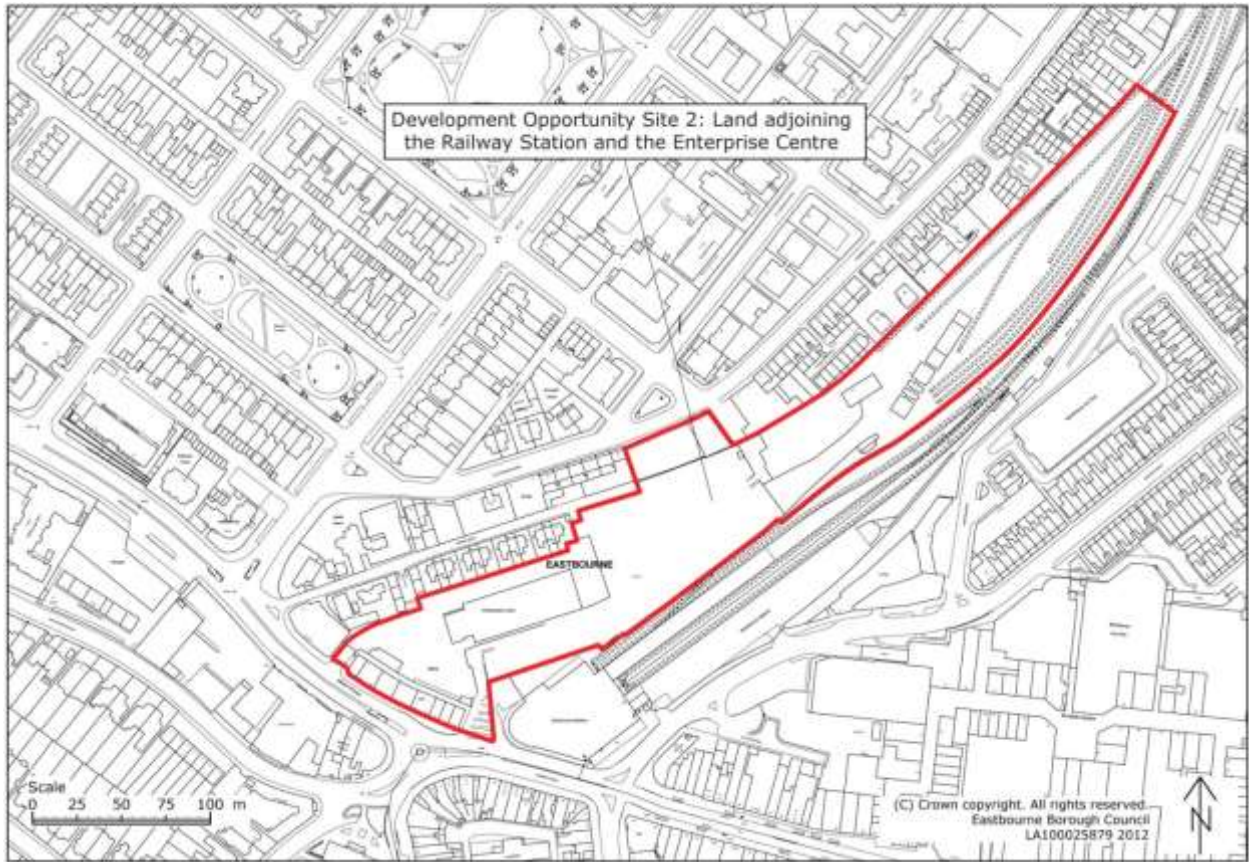
Within the Town Centre, a total of 3,750 sqm (GEA) of office (class B1a and B1b) floorspace shall be provided on Development Opportunity Site 2 as identified in the Town Centre Local Plan. This mandatory requirement for office development on Development Opportunity Site 2 supersedes the optional requirement in Policy TC19 of the Town Centre Local Plan. Office development should be high quality class B1a/b floorspace that is flexible to meet multi-occupier needs.

Proposals for the refurbishment of existing office stock to meet modern occupier demands will be supported.


- 4.19 The office market within Eastbourne is relatively static and is dominated by older, outmoded stock within the town centre. In its current state, much of the office stock in Eastbourne does not meet occupier demand as it would be difficult to accommodate the IT and servicing infrastructure needed by office occupiers, and is expensive to refurbish to meet modern standards.
- 4.20 Businesses are seeking higher quality office accommodation that is unlikely to be met by the existing stock, which means that new office floorspace will need to be provided. However, there are some instances where older stock has been refurbished to meet occupier needs, such as Ivy House in Ivy Terrace, which demonstrates that good quality conversion of properties already within the town centre can be viable. Therefore, proposals for the refurbishment of existing office stock within the Town Centre will be supported, to meet modern occupier demands where they come forward.
- 4.21 Demand for new office space has become increasingly polarised, with occupiers either preferring 'in town' locations due to the vibrancy and wider amenity offered by a town centre location, or 'out of town' locations due to the perceived lower costs, fewer traffic and parking restrictions, and better security. These different locations are likely to attract different types of development and occupier interest, and in order for Eastbourne to maximise its attractiveness to investors and retain businesses within the town, a choice of office locations needs to be provided.
- 4.22 A balance needs to be struck between the amount of 'in town' and 'out of town' office provision in order to maintain the role of offices as a key town centre use and sustain the vibrancy and vitality of the town centre, but also to broaden the stock types available and attract greater levels of demand over the plan period.

- 4.23 As a main town centre use, sufficient provision of office space should be made within the town centre to provide new, high quality accommodation. However, it would be undesirable to direct all office development to the town centre as this would not provide choice or flexibility.
- 4.24 The provision of 3,750 sqm of office space in town centre will help to maintain a healthy office provision and avoid adverse impact on the vitality of the town centre. It should be provided as additional modern space and should complement the existing and refurbished stock. It should provide smaller, flexible, multi-occupier floorspace in the form of good quality managed workspace that is suitable for small and start-up businesses, and is closely aligned to the nature of demand in the Borough. It is recognised that commercial office development is unlikely to be viable on its own. Therefore the delivery of office space in the Town Centre will require cross subsidy from other higher value uses as part of a mixed use development.
- 4.25 The Town Centre Local Plan identifies that the office development could be capable of being provided on the following sites in the Town Centre:
- Development Opportunity Site 2: Land adjoining the Railway Station and the Enterprise Centre
 - Development Opportunity Site 3: Land between Upperton Road and Southfields Road
 - Development Opportunity Site 4: Land South East of the Arndale Centre
 - Transition Area 1: Seaside Road and Terminus Road East
 - Transition Area 2: Station Street and Mark Lane
 - Potential Area of Change 2: Land at Langney Road and Pevensey Road
- 4.26 The 3,750 sqm (GEA) of office space shall be provided on one site in order to create a critical mass of office floorspace. Development Opportunity Site 2 has the best potential to create a critical mass of offices in a position close to and with good visibility from the railway station, making provision more attractive for office occupiers. Therefore, 3,750 sqm (GEA) of office floorspace is a mandatory requirement for development on Development Opportunity Site 2, which is identified in Figure 2. This supersedes Town Centre Local Plan Policy TC19 where it states that B1(a) offices are acceptable additional uses above ground floor level. However, office provision will also be acceptable on other sites identified in the Town Centre Local Plan as being suitable for office development.

Figure 2 - Town Centre sites



- 4.27 Office development on Development Opportunity Site 2 should be provided to the south of the site as part of a mix of uses to maximise frontage potential and links to the Station.
- 4.28 Although Policy TC19 of the Town Centre Local Plan requires that the development of Development Opportunity Site 2 provides retail uses on the ground floors of development and residential and office uses are only provided above ground floor, it is considered that this could unreasonably restrict the development potential of the site. The Employment Land Local Plan encourages the mixed use development of Development Opportunity Site 2 in order to secure the mandatory provision of 3,750 sqm GEA of office floorspace, which is likely to be delivered through cross-subsidy. In order to achieve this, it is accepted that additional flexibility in design and layout would be required than allowed by the Town Centre Local Plan, in order to allow uses such as office or residential to occupy ground floor areas and retail uses to be provided on upper floors. Therefore it is considered that the Employment Land Local Plan supersedes Town Centre Local Plan Policy TC19 in this respect.

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- 4.29 As the delivery of office space in the Town Centre is likely to be reliant on cross-subsidy from other forms of development as part of a mixed use site, planning applications on Development Opportunity Site 2 that do not provide the full allocation of office development or the full affordable housing provision required by policy should be supported by a viability assessment, carried out in accordance with the National Planning Policy Framework and RICS guidance.
- 4.30 Existing office stock in the town centre is coming under increasing pressure for conversion to other uses, particularly due to the extension of permitted development rights that allow a change of use from office to residential without the need to apply for permission. This may result in the loss of some of the office stock within the Town Centre.
- 4.31 The loss of office stock within the Town Centre will be monitored closely. If significant losses occur and it begins to impact upon occupied, higher quality office accommodation, approaches to mitigate the losses will be considered. This could be in the form of Article 4 directions to remove permitted development rights, or through increasing the amount of office floorspace that should be provided in the Town Centre. The situation and need for action will be monitored in the Local Monitoring Report using the Employment Land Local Plan Monitoring Framework.
- 4.32 Contingency options in the case that the employment space requirements for the Town Centre are not delivered are set out in the Town Centre Local Plan.

Sovereign Harbour

- 4.33 The development of employment space at Sovereign Harbour has been a long standing ambition for Eastbourne.
- 4.34 Over the last 20 years, Sovereign Harbour has provided high quality residential and leisure development for Eastbourne. Two sites in Sovereign Harbour (known as Sites 6 and 7a) were identified in an outline application in 1988 for the provision of 30,000 sqm of office space. However this has not been delivered and the viability of this quantum of B1a floorspace has been questioned.

4.35 Sovereign Harbour has been identified as a Sustainable Centre in the Core Strategy. The Core Strategy also contains a vision and policy for the Sovereign Harbour neighbourhood, which is supported by a Supplementary Planning Document (SPD) that provides additional detail to guide development and ensure that new and improved community facilities are at the heart of future building plans.



Picture 6 - Pacific House at Sovereign Harbour Innovation Park

- 4.36 The sites at Sovereign Harbour offer a significant opportunity to deliver high quality employment space within an existing high quality environment. These sites provide an available and deliverable opportunity that can be achieved over the short term. This will offer something different for occupiers, and should encourage a range of business activities and building types.
- 4.37 Eastbourne Borough Council has been active in promoting the delivery of business space in Sovereign Harbour. In 2013, the Growing Places Fund confirmed the allocation of £6 million to deliver a new “Innovation Mall” at Sovereign Harbour. Completed in 2015, Pacific House has provided 2,350 sqm NIA of serviced employment floorspace, and will help to establish Sovereign Harbour as a business location, which will help to attract future occupiers. The commitment from the Growing Place Fund highlights the potential for Sovereign Harbour to accommodate high quality employment space that is not available elsewhere in the area.

Policy EL4: Sovereign Harbour

Within Sovereign Harbour, a total of 23,125 sqm (GEA) of B1 floorspace shall be provided. This shall be delivered predominantly on Site 6 and Site 7a, although office floorspace delivered in other locations within Sovereign Harbour will count towards the target. Site 6 is suitable for all types of class B1 development, whilst Site 7a is suitable for class B1a and B1b development. Site 7a shall also include a site of at least 1,500 sqm in order to accommodate a community centre.

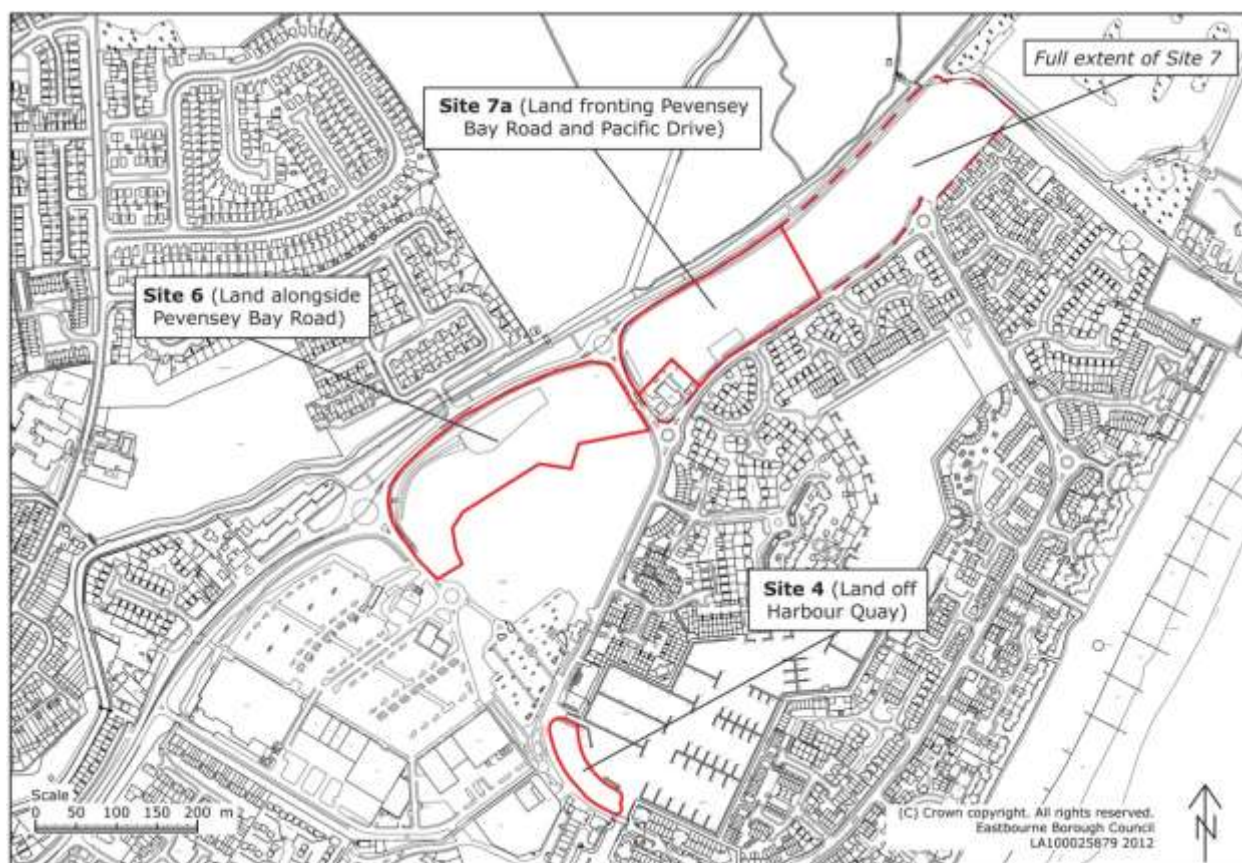
The B1 floorspace should be provided in a flexible format that will allow businesses to adapt their operations depending on circumstances.

Other employment generating uses that are compatible with the residential area (with the exception of class A1, A3 and A5 uses) will be acceptable on any remaining land on Sites 6 and 7 following the delivery of the 23,125 sqm (GEA) of B1 floorspace.


- 4.38 Given the high quality environment and the surrounding housing, any employment development in Sovereign Harbour would need to be compatible with residential use.
- 4.39 In order to accommodate the changing requirements of business and the need to undertaken a number of different activities in one unit, employment floorspace should be provided through the development of modern 'hybrid' units that incorporate elements of office, research and light manufacturing workshops within the B1 use classes. This is exactly the type of space that will be provided by the Innovation Mall. This flexibility will enable businesses to adapt their operations as technology develops or processes change.
- 4.40 Sovereign Harbour also provides an opportunity to deliver office provision in an 'out of town' location that broadens the type of space available to provide choice to occupiers and investors. By delivering a mix of B1 space and flexible units, Sovereign Harbour will complement the office space delivered in the town centre, and any light industrial space delivered in the Industrial Estates.
- 4.41 The quantum of B1 space that should be provided in Sovereign Harbour is 23,125 sqm (GEA), with a focus on delivery of high quality space that is in keeping with the overall design standards of the area. The requirement for 23,125 sqm (GEA) is considered to equate to 18,500 sqm (NIA) based on an 80% conversion factor.

- 4.42 This is a reduction from the previous allocation of 30,000 sqm, and reflects the changing demand for flexible floorspace that can provide for a higher number of employees within a smaller area.
- 4.43 The Employment Land Review considers that there is sufficient evidence of demand within the Eastbourne market to indicate that the development of 23,125 sqm (GEA) of B1 space at Sovereign Harbour is deliverable. The delivery of the Innovation Mall will help establish Sovereign Harbour as an employment location and will assist further development by providing some on-site servicing, improving the attractiveness and desirability of the sites.
- 4.44 Additional employment land in this location will provide alternative locations for indigenous businesses that are constrained on their current sites, and prevents them from re-locating outside of the Borough. It would also provide more choice within the market that would help attract new businesses.

Figure 3 - Sovereign Harbour sites



- 4.45 Site 6 (Land alongside Pevensey Bay Road) and Site 7 (Land fronting Pevensey Bay Road and Pacific Drive) have been identified as the locations for where the majority of the B1 development should be delivered. These



sites provide a 'gateway' into the town and are at the entrance to the Harbour. Therefore it is important that development should be of a high quality design. The sites are identified in Figure 3.

- 4.46 The employment development on Site 7 should be provided on the south-western part of the site (to be known as Site 7a), with other uses including open space and residential to be provided on the north-eastern parts of the site (Sites 7b and 7c) in line with the Sovereign Harbour SPD.
- 4.47 Site 7a is required to accommodate a new Community Centre with a site area of at least 1,500 sqm. In accordance with the Section 106 agreement for the Sovereign Harbour Outline Permission (Planning ref: 131002), the overall floorspace allocation at Sovereign Harbour has been reduced from 25,000 sqm GEA (20,000 sqm NIA) to 23,125 sqm GEA (18,500 sqm NIA) in order to accommodate the Community Centre. The Community Centre will share parking provision with the B1 development on Site 7a. As the community centre is a local facility that will mainly be used by local residents, and the peak hours of use of the community centre and office development will be complementary, it is considered that this parking arrangement would be acceptable and would allow for the best use to be made of the site.
- 4.48 In order to support the creation of a Sustainable Centre at Sovereign Harbour, any remaining space on Sites 6 and 7a that is not used to deliver the 23,125 sqm (GEA) of B1 floorspace could be developed for other employment generating uses that are compatible with the residential area, with the exception of A1 (Retail), A3 (Restaurants & Cafes) and A5 (Hot Foot Takeaway) uses. It is not considered that these Class A uses would be appropriate outside the defined Sovereign Harbour District Centre.
- 4.49 A small amount of office development could also be accommodated on Site 4 (Land off Harbour Quay). The design and layout considerations that should be taken into account in any B1 development are set out in the Sovereign Harbour SPD.

5.0 Implementation and Monitoring

Infrastructure

- 5.1 The provision of strategic infrastructure is important in helping to deliver development and implement the Employment Land Local Plan. Core Strategy Policy E1: Infrastructure sets out the different mechanisms through which the Council will ensure the necessary social and physical infrastructure is provided alongside new development. The policy should be read in conjunction with the Infrastructure Delivery Plan, which identifies the key infrastructure priorities needed to support development.
- 5.2 There is no significant strategic infrastructure required to support development identified within the Employment Land Local Plan, although there may be site-specific infrastructure required in order to deliver development in certain locations.
- 5.3 A South Wealden and Eastbourne Transport Study was undertaken to test the transport impacts of the proposed development within the Core Strategy. The Transport Study tested a higher quantum of employment land through the Core Strategy than is proposed in the Employment Land Local Plan, and concluded that a package of transport measures would be required in order to accommodate development. These transport measures have been taken into account through the Infrastructure Delivery Plan. This means that there is no additional requirement for additional highway infrastructure or transport measures in order to accommodate the quantum of employment land identified in the Employment Land Local Plan.
- 5.4 Whilst not mandatory for the delivery of employment development, improvements to electronic communication infrastructure could assist businesses. The Infrastructure Delivery Plan identifies that broadband improvements are being prioritised to improve the level of connectivity, ensuring that existing and future areas for business and residential premises have adequate access to broadband connections, especially within the Sustainable Centres.
- 5.5 The Community Infrastructure Levy (CIL) allows local authorities to raise funds for infrastructure to support an area's development by way of a charge per square metre of development. In April 2015, Eastbourne Borough Council adopted a CIL Charging Schedule, which sets out a table of charges that calculates how much development is required to pay.

- 5.6 Employment development is identified as 'zero rated' in the CIL Charging Schedule, which means that it is not liable for a CIL charge as it is considered that it would make development financially unviable. However this may change in the future as the Charging Schedule will be reviewed regularly.

Monitoring Framework

- 5.7 The Monitoring Framework is used to assess the performance of the Employment Land Local Plan over the course of the plan period up to 2027. It will provide the key mechanism for ensuring that the objectives and policies stemming from it are successfully delivered.
- 5.8 The effectiveness of the Employment Land Local Plan will be monitored annually through the Local Monitoring Report using the Monitoring Framework. The Monitoring Framework sets out a series of key targets, which will be used to measure the Employment Land Local Plan's performance. They have related indicators in order to assess whether policies are working effectively or whether they need to be reviewed or replaced. Where it becomes evident that policies not performing as initially envisaged or intended, the Local Monitoring Report will identify the actions that need to be taken to address the issues. Contingency arrangements are outlined in the Core Strategy.
- 5.9 The Monitoring Framework is set out in Table 4 below.

Table 4 - Employment Land Local Plan Monitoring Framework

Policy	Objective	Targets	Indicators	Sources
EL1: Employment Land Strategy	ELLP1: Stimulate Economic Growth	Meet the requirement for additional employment land	Total amount of employment floorspace provided against requirement	Commercial Monitoring (EBC)
	ELLP2: Encourage Small and Start-up Businesses	Increase the number of businesses in Eastbourne	Change in the number of businesses over the year	East Sussex in Figures (Business Demography)
	ELLP3: Diversify the Local Economy	Increase the number of business start-ups	Change in the number of business start-ups over the year	East Sussex in Figures (Business Demography)
	ELLP4: Support Existing Businesses	Increase job creation for local people	Number of people employed via Local Employment and Training SPD	Commercial Monitoring (EBC)
	ELLP5: Promote Sustainable Employment Locations	Increase job diversification	Change in numbers of people employed by sector over the year	East Sussex in Figures (Employment by Industry)
		Enhance the existing education and skills provision	Change in participation and achievement rates in Further Education	East Sussex in Figures (Further Education: learners, skills and achievements)
		Ensure amount of office space lost does not exceed the allowance in the ELLP forecast	Total amount of office (class B1a and B1b) floorspace lost to non-B uses compared to allowances in ELLP forecast	Commercial Monitoring (EBC)
		Ensure amount of industrial	Total amount of industrial (class	Commercial Monitoring (EBC)

Policy	Objective	Targets	Indicators	Sources
		space lost does not exceed the allowances in ELLP forecast	B1c and B2) floorspace lost to non-B uses compared to allowances in ELLP forecast	
		Ensure amount of warehouse space lost does not exceed the allowances in ELLP forecast	Total amount of warehouse (class B8) floorspace lost to non-B uses compared to allowances in ELLP forecast	Commercial Monitoring (EBC)
EL2: Industrial Estates	ELLP2: Encourage Small and Start-up Businesses	Delivery of 20,000 sqm of Industrial (class B1c and B2) and Warehouse (class B8) floorspace and 1,875 sqm of Office (class B1a and B1b) floorspace in Industrial Estates	Total amount of net additional class B floorspace completed in Industrial Estates in sqm	Commercial Monitoring (EBC)
	ELLP4: Support Existing Businesses		Total amount of net additional office (class B1a and B1b) floorspace completed in Industrial Estates in sqm	Commercial Monitoring (EBC)
			Total amount of net additional industrial (class B1c and B2) floorspace completed in Industrial Estates in sqm	Commercial Monitoring (EBC)
			Total amount of warehouse (class B8) floorspace completed in Industrial Estates	Commercial Monitoring (EBC)

Policy	Objective	Targets	Indicators	Sources
			in sqm	
		Resist the loss of B floorspace within Industrial Estates	Amount of class B floorspace lost to non-B uses in sqm within each industrial estate	Commercial Monitoring (EBC)
EL3: Town Centre	ELLP1 - Stimulate Economic Growth	Delivery of 3,750 sqm of office (class B1a/B1b) floorspace in the Town Centre	Total amount of office (class B1a/B1b) floorspace completed in the Town Centre	Commercial Monitoring (EBC)
	ELLP5 - Promote Sustainable Employment Locations	Resist the loss of office (class B1a/B1b) floorspace to other uses	Amount of office (class B1a/B1b) floorspace lost to other uses in the Town Centre	Commercial Monitoring (EBC)
			Amount of office (class B1a/B1b) floorspace lost to residential use in the Town Centre	Commercial Monitoring (EBC)
			Amount of office (class B1a/B1b) floorspace lost to residential through 'Permitted Development'.	Commercial Monitoring (EBC)
EL4: Sovereign Harbour	ELLP1 - Stimulate Economic Growth ELLP5 - Promote Sustainable Employment Locations	Delivery of 23,125 sqm of B1 floorspace in Sovereign Harbour	Total amount of class B1 floorspace completed at Sovereign Harbour	Commercial Monitoring (EBC)

Appendices

Appendix 1: Glossary

Term	Definition
B-use	Land and buildings in the B use class, which includes B1a (offices), B1b (research & development), B1c (light industry), B2 (heavy industry) and B8 (storage and distribution).
Biodiversity Assessment	The Eastbourne Biodiversity Assessment is an evidence document that was produced by the Ash Partnership in 2008. It establishes a comprehensive database on biodiversity and geological interests within the Borough, to enable the impact of development to be assessed.
Churn	Churn is the movement of businesses within the market and sufficient floorspace provision should be made to allow that. An allowance for churn is made for the fact that locational and premises needs of businesses change over time, which may require businesses to move. For this to happen smoothly there is a need for certain level of available vacant land. This type of demand has been called 'churn' demand or 'frictional vacancy'.
Cluster	A geographic concentration of interconnected businesses, suppliers, and associated institutions in a particular field. Sometimes known as an agglomeration economy.
Commitment	A site that already has planning permission for development.
Community Infrastructure Levy (CIL)	The Community Infrastructure Levy will be a new charge which local authorities in England and Wales will be empowered to charge on new development in their area. The proceeds of the levy will be spent on local and sub-regional infrastructure to support the development of the area.
Core Strategy	The Eastbourne Core Strategy Local Plan was adopted in February 2013. It sets out the key direction and planning framework for Eastbourne, and provides the strategic policies which are to be used to determine planning applications.

Term	Definition
Corporate Plan	The Corporate Plan is a 5 year plan that summarises the Council's vision, objectives, values and improvement priorities. It sets the direction for services and brings together key actions and performance indicators to measure progress against priority projects.
Development Plan	A set of documents that set out the local authority's policies and proposals for the development and use of land in their area. This includes adopted Local Plans and neighbourhood plans, and is defined in section 38 of the Planning and Compulsory Purchase Act 2004.
Eastbourne Borough Plan	The Eastbourne Borough Plan 2001-2011 was adopted in 2003 and selected policies were 'saved' in 2007. These policies form part of the Development Plan for Eastbourne and are used in the determination of planning applications. Borough Plan policies will eventually be replaced as new Local Plans are adopted.
Eastbourne and South Wealden area	An overlapping area covering Eastbourne, Polegate and Hailsham. The Triangle is recognised as a key strategic location along the Sussex coast, which offers considerable potential for additional economic and sustainable development; but at the same time is an area of economic need and opportunity.
Eastbourne Strategic Partnership (ESP)	A non statutory body made up of a wide range of representatives from the public, private and voluntary sector. The ESP is responsible for producing, monitoring and reviewing the Eastbourne Community Strategy, reducing duplication in the provision of services and developing joint projects.
Employment Land	Employment land in the context of the Employment Land Local Plan means land and buildings that are in the B use classes.
Employment Land Review (ELR)	An evidence document produced by consultants GVA on behalf of Eastbourne Borough Council in 2013. The purpose of the ELR is to review, assess and update the Borough's position in relation to the future supply and demand for

Term	Definition
	employment floorspace, the role of employment sites and their suitability to support economic growth objectives.
Examination in Public (EIP)	The process for the independent assessment of the soundness of Local Plans. All Local Plans must be examined before an independent Planning Inspector, who will consider all representations made in writing or at a public inquiry. Following the examination the Inspector will report his/her findings to the Council.
Gross External Area (GEA)	The total floor area contained within the building measured to the external face of the external walls
Gross Internal Area (GIA)	The floor area contained within the building measured to the internal face of the external walls
Gross Value Added (GVA)	A measure of the value of goods and services produced in an area, industry or sector of an economy.
Headroom	A contingency reserve of floorspace to ensure that, should sites not come forward for redevelopment, there will still be an appropriate supply and mix of sites to meet needs.
Industrial use	Uses that fall within B1c (Light Industry) and B2 (General Industry) classes within the Use Class Order.
Infrastructure Delivery Plan (IDP)	Detailed assessment of the infrastructure required to deliver the spatial development strategy and how this will be delivered.
Local Development Document (LDD)	A generic term for documents prepared by local planning authorities for the use and development of land or containing environmental, social and economic objectives relevant to the development and use of land which are intended to guide the determination of applications for planning permission.
Local Enterprise Partnership (LEP)	A body, designated by the Secretary of State for Communities and Local Government, established for the purpose of creating or improving the conditions for economic growth in an area. For Eastbourne the LEP is the South East Local Enterprise Partnership, which covers East Sussex, Essex, Kent, Medway, Thurrock and Southend.

Term	Definition
Local Monitoring Report (LMR)	Authorities are required to produce LMRs to assess the implementation of the Local Development Scheme and the extent to which policies in the Local Development Documents are being achieved
Local Plan (LP)	The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community. This can be one single Local Plan or a collective of Local Plans such as Core Strategies etc.
Monitoring Framework	A list of indicators to monitor the effects of the Employment Land Local Plan policies
National Planning Policy Framework (NPPF)	The NPPF sets out the Government’s planning policies and how these are expected to be applied. It was published on 27 March 2012.
Neighbourhood	The Core Strategy divides Eastbourne into 14 neighbourhoods, based on resident’s perceptions and an analysis of the built environment. The Core Strategy sets a policy for future development in each of the neighbourhoods.
Net Internal Area (NIA)	The usable floor area, which is the Gross Internal Area (GIA) less the floor areas taken up by lobbies, enclosed machinery rooms on the roof, stairs and escalators, mechanical and electrical services, lifts, columns, toilet areas, ducts, and risers
Office use	Uses that fall within B1a (Office) and B1b (Research & Development) classes within the Use Class Order.
Planning & Compulsory Purchase Act 2004	The legislation that introduced a new development planning system, with the aim of speeding up the planning system. The provisions also introduce powers which allow for the reform and speeding up of the plans system and an increase in the predictability of planning decisions, the speeding up of the handling of major infrastructure projects and the need for simplified planning zones to be identified in the strategic plan for a region. The Act commenced 28th September 2004.
Previously	Land which is or was occupied by a permanent structure,

Term	Definition
developed land	including the curtilage of the developed land (except gardens) and any associated fixed surface infrastructure.
South Downs National Park (SDNP)	England's newest National Park, covering the South Downs and Western Weald, situated in the counties of Hampshire, and West and East Sussex. Planning responsibility within this area falls to the South Downs National Park Authority.
South Wealden & Eastbourne Transport Study (SWETS)	A transport study carried out in 2010, commissioned by East Sussex County Council, which looked at the travel implications of development proposals in the Eastbourne and South Wealden area.
Sovereign Harbour Supplementary Planning Document (SPD)	The Sovereign Harbour SPD provides additional detail on the implementation of Core Strategy Policy C14: Sovereign Harbour Neighbourhood Policy, to guide the development of the remaining sites.
Strategic Environmental Assessment (SEA)	The term used internationally to describe the environmental integration of policies, plans and programmes. The SEA Directive (2001/42/EC) requires a formal 'environmental assessment' of plans and programmes that are to be adopted by a public authority including those in spatial planning. This assessment is often combined with the Sustainability Appraisal.
Sustainability Appraisal (SA)	Assessment of the social, economic and environmental impacts of proposals in Local development documents.
Sustainable Centre	A neighbourhood designated in the Core Strategy where housing growth will be balanced by significant improvements to the provision of employment and community services and facilities. The Town Centre and Sovereign Harbour are both designated as Sustainable Centres.
Sustainable Community Strategy	A sustainable community strategy is a long-term plan which sets out the priorities for an area, and how local organisations will work towards them. 'Pride of Place' is the sustainable community strategy for East Sussex, setting out the key tasks needed to improve the quality of life in East Sussex by 2026.

Term	Definition
Sustainable Neighbourhood Assessment	An evidence study produced in 2011 that analyses the sustainability of each of the Borough's 14 neighbourhoods against locally relevant sustainability criteria.
Town & Country Planning (Local Planning) (England) Regulations 2012	Regulations made in 2012 following the publication of the Localism Act that make provision for the system for local development planning, established by Part 2 of the Planning & Compulsory Purchase Act 2004.
Town Centre Local Plan	A LDD providing a framework for the future development and regeneration of Eastbourne Town Centre.
Use Class	The Town and Country Planning (Use Classes) Order 1987 (as amended) puts uses of land and buildings into various categories known as 'Use Classes'. A change of use of a building or land does not need planning permission when it falls within the same class.
Warehouse use	Uses that fall within the B8 (Storage & Distribution) class within the Use Class Order.
Windfall	Windfall sites are those which have not been specifically identified as available in the local plan process. They comprise previously-developed sites that have unexpectedly become available.



Appendix 2: Designated Industrial Estates



Brampton Road Industrial Estate



Scale: 1:2500 @ A4

Scale
0 20 40 60 80 m



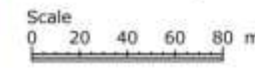
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Highfield South Industrial Estate






Scale: 1:2500 @ A4



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Highfield North Industrial Estate and Highfield Park

 <p>EASTBOURNE Borough Council www.eastbourne.gov.uk</p>	<p>Scale: 1:2500 @ A4</p> <p>Scale 0 20 40 60 80 m</p> 		<p>(C) Crown copyright. All rights reserved. Eastbourne Borough Council LA100025879 2012</p>
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Birch Road, Hawthorn and Compton Industrial Estates



Scale: 1:4500 @ A4

Scale
0 25 50 75 100 m



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LA100025879 2012



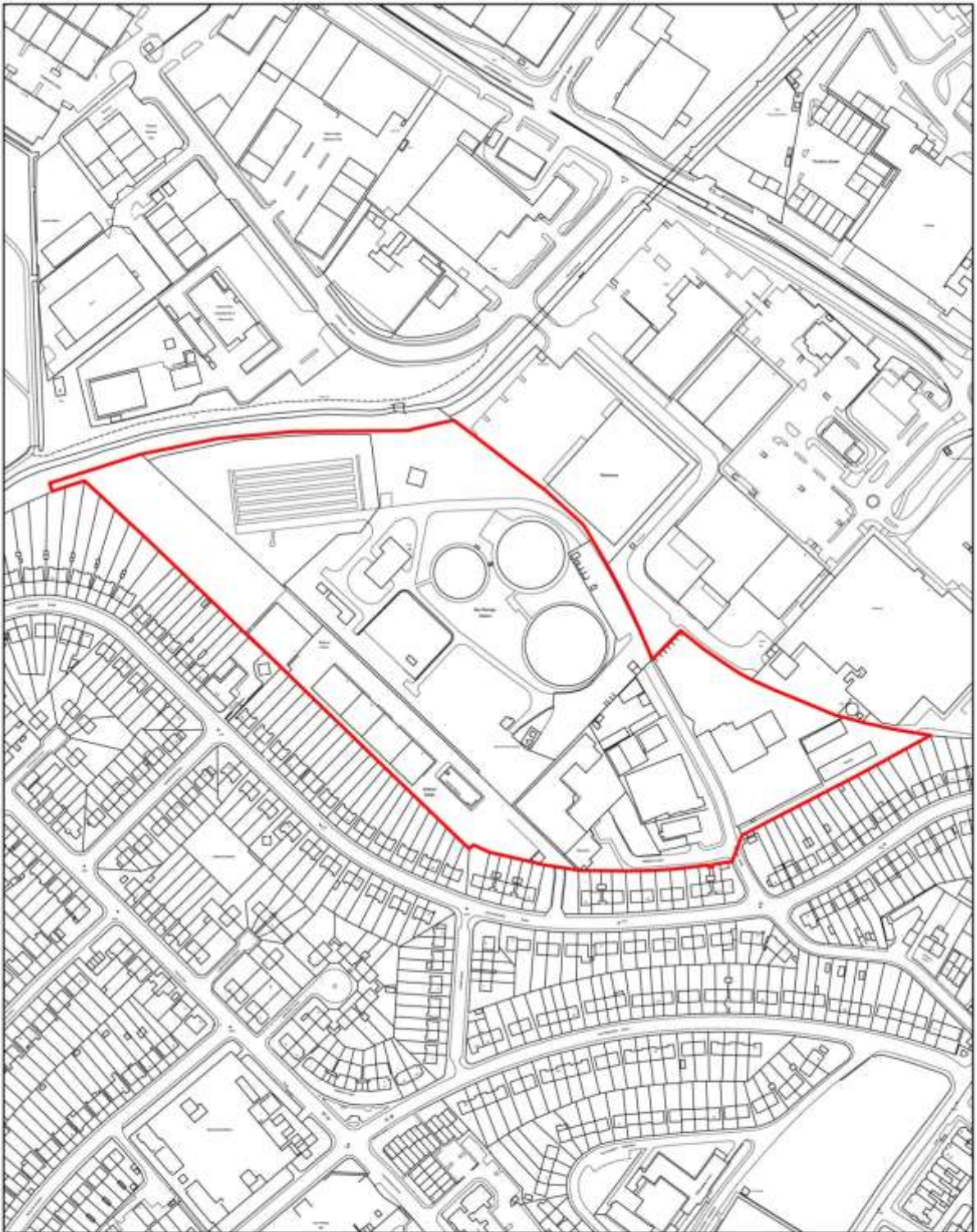
Hammonds Drive Industrial Estate



Scale: 1:3000 @ A4
Scale
0 25 50 75 100 m



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Finmere and Britland Industrial Estates



Scale: 1:3000 @ A4

Scale
0 25 50 75 100 m



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Courtlands Road Industrial Estate



Scale: 1:3000 @ A4

Scale
0 25 50 75 100 m



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Appendix 3: Policies Proposed for Deletion

Existing policies that are proposed to be deleted on adoption of the Employment Land Local Plan are:

Eastbourne Core Strategy Local Plan 2006-2027

- Core Strategy Policy D2: Economy

Eastbourne Borough Plan 2001-2011 (Saved Policies)

- Borough Plan Policy BI2: Designated Industrial Areas
- Borough Plan Policy BI4: Retention of Employment Commitments

COMMITTEE	CABINET
DATE	9 November 2016
SUBJECT	Local Employment and Training Supplementary Planning Document
REPORT OF	Director of Regeneration and Planning

Ward(s)	All
Purpose	To seek Cabinet endorsement of the Local Employment and Training Supplementary Planning Document (SPD) in order to allow formal adoption at Full Council on 16 November 2016.
Contact	Sara Taylor, Strategy & Commissioning Officer (Regeneration) 1 Grove Road, Eastbourne Tel no: (01323) 415609 E-mail: sara.taylor@eastbourne.gov.uk
Recommendations	<ol style="list-style-type: none">1. That Cabinet endorse the Local Employment & Training SPD and recommend that at Full Council it is approved for adoption.2. That any minor or technical adjustments found necessary in the Local Employment & Training SPD are delegated to the Director of Regeneration and Planning in consultation with the Cabinet portfolio holder.

1.0 Introduction

- 1.1 Eastbourne Borough Council has prepared 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 will create a significant number of jobs and this SPD will play an important role in helping to secure local employment at both construction and operational stages of development.
- 1.2 The Local Employment and Training SPD was published for consultation from 1 April to 24 June 2016. Following representations amendments have been made. The SPD requires adoption in order that it may be implemented.

2.0 What is a Supplementary Planning Document?

- 2.1 A Supplementary Planning Document (SPD) is a planning policy document that adds further detail on a policy within a Local Plan. They are used to provide additional information on how a policy should be implemented or what is required in order to satisfy the policy.
- 2.2 Supplementary Planning Documents are material planning considerations in the determination of planning applications and provide additional guidance on matters contained within Local Plans. In respect of this SPD, the Local Plan is the Eastbourne Employment Land Local Plan (ELLP).
- 2.3 This Local Employment and Training SPD has been prepared to provide detail to the Eastbourne Employment Land Local Plan Policy EL1 in order to provide a framework as to how local labour agreements (including employment and training measures) will be secured and how to maximise local employment opportunities at both the construction and first operational phase of the development.
- 2.4 Following public consultation, the Employment Land Local Plan was submitted to the Secretary of State for Public Examination in February 2016. The Public Examination took place in May and June 2016, and the Planning Inspectorate considered it to be sound in October 2016. The Employment Land Local Plan has been recommended for endorsement and adoption by Full Council in conjunction with this Local Employment and Training SPD.

3.0 Local Employment and Training SPD

- 3.1 The Council and its local partners are committed to working in partnership with the developer and operator to assist in the delivery of this in order to maximise the opportunities available to all parties. Developers and operators that support this SPD and achieve the measures identified within will be recognised by local residents, business and key stakeholders as major contributors towards the growth and success of the local economy.

4.0 Why is it important to have a Local Employment and Training SPD?

- 4.1 Construction falls in eighth place within the top ten most popular apprenticeships¹, and a mechanism needs to be put in place to preserve and maintain a trained workforce, particularly in construction. This can be achieved by dedicated measures such as local labour agreements. Employment and training targets, particularly those associated with apprenticeships, work experience and NVQ start and completions during the construction phase will encourage employers to invest in their workforce and raise the profile of the construction industry.

¹ SFA data, National Audit Office, Ancestry: the Centre for Economics and Business Research

- 4.2 In considering the points outlined, Eastbourne Borough Council believes that there is a clear case to use a Section 106 Agreement to secure local labour agreements from future developments. This will secure contributions from developments that will support and benefit the local labour market and economy, enabling employment growth, raising skills and giving local people opportunities generated by new developments.
- 4.3 The contribution is financial in the form of a monitoring fee. The fee enables 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 covers 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 will also include drafting Employment and Training Plans.
- 4.6 The following thresholds will 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 includes developments of strategic importance (eg essential infrastructure, development identified in Council plans and strategy) and all of those that create 25+ jobs.
 - **Residential** - Major developments (within C3/C4 Planning Use Class) that involve 10 or more gross units.

5.0 Consultation

- 5.1 On 9 February 2016, the Local Plan Steering Group endorsed and gave authority to take the Local Employment and Training SPD to Cabinet for authority to publish for consultation.
- 5.2 Following Cabinet approval, the Local Employment and Training SPD was subject to a 12 week consultation between 1 April 2016 and 24 June 2016 to allow stakeholders and the local community to comment and make representations.
- 5.3 Notice of the consultation was published in an advertisement in the Eastbourne Herald on Friday 1 April 2016. Articles were also published in the Eastbourne Independent newspaper on 1 April 2016, April's edition of the Council's e-business newsletter and the consultation portal on the Council's website.
- 5.4 Specific and general consultation bodies, other organisations, residents and businesses and stakeholders on the Local Plan Mailing List were informed of the consultation and invited to participate.

- 5.5 In total 512 consultees were invited to participate in the consultation. Thirty-five consultees joined the consultation. Six consultees submitted a total of ten representations.
- 5.6 All the representations were considered and the Local Employment and Training SPD was amended to reflect the responses. Details of the consultation responses, response and amendments are provided as Appendix 1 to this report. The final version of the Local Employment and Training SPD is provided as Appendix 2.
- 5.7 The proposed Local Employment and Training SPD will replace the Local Employment and Training Technical Guidance Note (TGN), which was adopted 1 April 2013.

6.0 Implications

7.1 Legal Implications

- 6.1.1 The Local Employment and Training SPD has been prepared in order to comply with Regulation 12 of the Town & Country Planning (Local Planning) (England) Regulations 2012, and with regard to the requirements of the National Planning Policy Framework.
- 6.1.2 Following adoption, there is a 3 month period where any person aggrieved by the decision to adopt the Local Employment and Training SPD may make an application to the High Court for Judicial Review. Any application for Judicial Review should be made not later than 3 months after the date of adoption (i.e. Wednesday 8 February 2017).

7.2 Financial Implications

- 7.2.1 There are no financial implications to the Council as a direct result of this report.

7.3 Human Resource Implications

- 7.3.1 There are no direct human resource implications to the Council of this report. Officers in the Regeneration & Planning Policy team manage adherence to the Local Employment and Training SPD as part of their day to day duties.

7.4 Equalities and Fairness Implications

- 7.4.1 The Local Employment and Training SPD supports and adds further detail to the Employment Land Local Plan (ELLP). An Equalities and Fairness Impact Assessment was undertaken during the scoping stage in the

production of the ELLP and the assessment demonstrates that the ELLP was unlikely to have any significant impact on equalities and fairness.

8.0 Conclusion

- 8.1 The Local Employment and Training SPD was published for consultation from 1 April 2016 to 24 June 2016. A total of 512 consultees were invited to participate; 35 consultees joined the consultation and six consultees responded with ten representations.
- 8.2 The representations were reviewed and where appropriate amendments have been made to the Local Employment and Training SPD. Details of the representations, responses and amendments are documented in the Local Employment and Training SPD Statement of Consultation and Representations (August 2016).
- 8.3 Following the consultation and an analysis of representations and revision of the Local Employment and Training SPD, Cabinet are requested to recommend to Full Council that the Local Employment & Training SPD be formally adopted at the Full Council meeting on 16 November 2016.
-

Background Papers:

- Local Employment and Training Technical Guidance Note (April 2013)
- Local Employment and Training SPD Sustainability Appraisal Screening Report (February 2016)
- Employment Land Local Plan Submission Version (February 2016)
- Local Employment and Training Statement of Consultation and Representations (August 2016)

To inspect or obtain copies of the background paper, please refer to the contact officer listed above.

Appendix 1 – Table of Responses to consultation on Local Employment and Training SPD

Rep ID	Consultee	Section	Summary of Representation	Officer Response	Recommended Change
LETSPD/ 01	Patricia Palmer	General	<p>I believe the council should involve local schools in the setting up of a local skills agency - getting employers to visit pupils about to leave school who maybe undecided about their future career. It is imperative that employers invest in young people, especially in plumbing, electrical and building careers, so that we have skilled workers for the future. Investing means training in required manual skills of course, but also in all the peripheral duties required in construction - girls too!</p> <p>I also believe that employers, or the local skills agency, should offer further education that is directly related to the prospective employee's chosen career. Many young people slip through the educational net whilst at school, only realising the qualifications and skills they need once confronted with the job requirements. We MUST invest in education alongside employment skills. To turn someone down because he/she failed to obtain GCSEs of 'C' or above is not good enough. We will only get more people in employment by helping them train for the job whilst helping them get the right qualifications and paying them a decent wage - as part of the same apprentice package.</p> <p>There are also older people (aged 25+) who face the same dilemma of having left school without the required qualifications and find themselves without the skills/qualifications required by employers and no chance of now gaining them because of financial restraints. We need to invest in them too, giving them the chance to earn a living whilst learning the job both practically and academically.</p> <p>Eastbourne needs to invest in our young people</p>	<p>East Sussex County Council (ESCC) has established a Construction Ambassador Programme developed by CITB where representatives from industry have been trained to deliver careers sessions in schools. The programme includes supporting training material.</p> <p>ESCC has also recruited two Enterprise Co-ordinators to work with schools. One project is the recruitment of industry based Enterprise Advisors (EAs). The project aims to match businesses with schools to improve the quality and relevance of careers advice and guidance activities delivered by the schools. The project started in November 2016 and is due to run until July 2016 in the first instance. It is then likely to be extended until July 2017.</p> <p>Across East Sussex a number of employers have been engaged to become EAs with some already being matched to schools. Once all 24 EAs have been engaged and matched, they would be supported in producing a bespoke Careers Strategy for each school involved in the project. It is also intended that each EA will have a support pack.</p> <p>Employment and Training Plans are negotiated at the construction and operation (where appropriate) stages of development. These are monitored regularly and opportunities for local people of all ages to undertake work experience and/or apprenticeships are explored and encouraged. Both of these options enable on the job learning. Main contractors are also invited to participate in careers talks and offer site visits.</p> <p>The Council is also a sponsor in the Big Future</p>	None

Rep ID	Consultee	Section	Summary of Representation	Officer Response	Recommended Change
			BIG TIME. Local businesses need to follow suit and be strongly encouraged by the council to commit whole-heartedly.	Show which is an opportunity for years 10 and 11, young people, parents and family to meet with further education, training providers and prospective employers.	
LETSPD/02	Stuart Bannerman	Chapter 7 Appendix 1	Excessive use of the phrase " to use reasonable endeavours". This is hard to define and hard to enforce. Such a vague term should only be deployed where there is no possible alternative. Whilst there may be instances where such text could be acceptable in a planning context, more precise and enforceable obligations should always be preferred. Otherwise the less scrupulous developers are likely to gain unfair advantages over those who take their public obligations more seriously. Such a result leads to a breakdown in respect for the Council's policies and, ultimately, the Council itself. A far more rigorous approach to policy drafting is needed here please.	Agree - revisited legal agreement and reviewed the use of 'reasonable endeavours'.	Legal advice has been sought. Appendix 1 has been revised and reference to 'reasonable endeavours' has been reduced to a minimum.
LETSPD/03	Clare Westbrey-Tong	Chapter 2, Page 6	Use of the descriptor 'encouraging' How will encouraging be defined and measured? Could bullet points 4 &5 be more specific and measurable?	Narrative has been extracted from Policy EL1 – Economy and Employment Land, therefore, it would be inappropriate to amend the wording.	None
LETSPD/04		Chapter 7, Page 13	Consider the provision of Traineeships as a measure and activity – Traineeships can be a useful pre-employment/pre Apprenticeship activity.	Measured activity has been taken from the CITB's Client Based Approach to developing and implementing an Employment and Skills Strategy on construction projects through on site training. The CITB is the recognised construction industry expert for education and training. It has set benchmarks dependent on the type of development and build value. The Local Employment and Training SPD based the training and education commitment on the benchmarks. At the time of drafting the SPD the benchmarks did not set targets for traineeships. However in June 2016 V2 of the documentation was released incorporating traineeships. In light of this revision traineeships will be encouraged and supported.	Revision to include reference to traineeships.

Rep ID	Consultee	Section	Summary of Representation	Officer Response	Recommended Change
				It is envisaged that further education and training provider representatives will meet with contractors to discuss work experience and apprenticeship opportunities. At this stage exploration of traineeship opportunities would be welcomed.	
LETSPD/05		Page 23	Residential benchmark standards – consider x1 Apprentice start for £1-3.5m projects	The benchmarks are set by CITB and accepted within the industry. The introduction of an apprenticeship commitment for builds up to £3.5m will affect the commitment target for larger build values and will not conform with CITB benchmarks. It is difficult for small developments, particularly those of less than 12 months duration to achieve apprenticeship requirements. However, contractors are advised of apprenticeship placements via TrAC.	None
LETSPD/06		Page 35	In the monitoring form consider collecting some information from employers regarding the impact of engaging with Work Experience or Apprenticeships. In order to meet the 'Pride of Place' objectives it will be important to collect evidence of impact for case studies etc.	Agree and recommend a Work Experience and Apprenticeship feedback/comment section be added to Appendix 5 – Monitoring Form.	Appendix 5- Monitoring Form updated to incorporate apprenticeship and work experience placement feedback and comments.
LETSPD/07	Geoff Johnson	Chapters 4 and 5	<p>The way in which EBC applies the requirements is contrary to the tests set out in Paras 203/4 of the NPPF and to Para 153</p> <p>That the trigger in the policy for applying the regulations to residential developments is pitched at too low a level and is too vague. Following on from this the reqs in the policy place an unreasonable burden on developers of smaller schemes eg the Heatherleigh. It should be noted that the Heatherleigh was not even a 'major application' as defined in the Management Regulations but was caught by the extension of this definition in the policy to gross increases of 10 units (whatever that means). If the trigger point is to be kept at this low level it should at least be based fairly and squarely on the statutory</p>	<p>The respondent had recently been in dialogue with the Council in the negotiation of a local labour agreement (LLA) on a local development. During the LLA negotiation, the thresholds for residential development were reviewed, updated and incorporated in the draft SPD prior to consultation. The amendments were made in light of the respondent's observations.</p> <p>Following the representation, EBC sought advice and advised the respondent that it is the Council's decision to determine the threshold at which to seek local labour/training provisions. Whilst it may be considered that the threshold should be higher, the respondent failed to show that the requirement relating to local labour</p>	None

Rep ID	Consultee	Section	Summary of Representation	Officer Response	Recommended Change
			<p>definition of 'major application' so that everyone knows where they stand.</p> <p>Personally I think that it is ok (subject to the NPPF issues) applying it to a substantial scheme like the Churchill development in Upperton Road but the Heatherleigh was simply the conversion of 55 hotel bedrooms to 28 flats , all internal work and very little new build. If the policy is to be retained the residential trigger should be looked at again.</p> <p>Going back to the NPPF tests in Para 204 what concerns me is that EBC is ignoring the guidance and applying the requirements on scale alone. The first test is the most significant. Aldi and Morrisons were clearly within the scope of this test as they were on prime employment land and the requirements could be applied in full to make the loss of the employment land more palatable in policy terms. In most other cases though the regulations have been applied purely on scale with no regard for the first test in cases where there is no possible policy objection and therefore no need to 'sweeten the pill'.</p> <p>I note that the NPPF tests are referred to briefly in passing in the policy with no real attempt to explain how they would be dealt with.</p>	<p>and training for a net increase of 10 or more residential units had had a significant effect on the viability of a scheme.</p> <p>The Council also reviewed the relevant sections of the CIL Regulations (2010 as amended) and considered that the SPD complies with the legal tests and the NPPF.</p>	
LETSPD/08		Chapters 4 and 5	<p>I don't know how much scrutiny will be given to these issues in the process of approving and adopting the SPD. Does it automatically go before an Inspector? If it does and his/her brief is to ensure compliance with the NPPF there could be a problem.</p>	<p>With regard to the process for approving and adopting the SPD, it is anticipated that a report will be presented to Planning Committee and Cabinet in November, and if agreed it will then be forwarded onto Full Council for adoption.</p> <p>There is no requirement for an Examination as the guidance expands on Policies contained within the Employment Land Local Plan that has been considered by an Inspector.</p>	None
LETSPD/09	Highways England	General	<p>No comment – interest lies in proposals impacting operation of strategic road networks.</p>	None	None
LETSPED/	Historic England	General	<p>No comment.</p>	None	None

Rep ID	Consultee	Section	Summary of Representation	Officer Response	Recommended Change
10					

Appendix 2 – Local Employment & Training SPD

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LOCAL EMPLOYMENT AND TRAINING

Supplementary Planning Document



November 2016



LOCAL EMPLOYMENT AND TRAINING

Supplementary Planning Document

**To be adopted by Full Council on Wednesday
16 November 2016**

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1.0 Introduction

- 1.1 Eastbourne Borough Council is preparing 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 will create a significant number of jobs and this SPD will play an important role in helping to secure local employment at both construction and operational stages of this development.

What is a Supplementary Planning Document?

- 1.2 A Supplementary Planning Document (SPD) is a planning policy document that adds further detail on a policy within a Local Plan. They are used to provide additional information on how a policy should be implemented or what is required in order to satisfy the policy.
- 1.3 This Local Employment and Training SPD has been prepared to provide detail to the Eastbourne Employment Land Local Plan Policy EL1 in order to provide a framework as to how local labour agreements (including employment and training measures) will be secured and how to maximise local employment opportunities at both the construction and first operational phase of the development.
- 1.3 Supplementary Planning Documents are material planning considerations in the determination of planning applications and provide additional guidance on matters contained within Local Plans. In respect of this SPD, the Local Plan is the Eastbourne Employment Land Local Plan.

Employment Land Local Plan

- 1.4 This SPD is directly linked to the requirements of Policy EL1 (Economy & Employment Land) of the Eastbourne Employment Land Local Plan (ELLP). The ELLP is currently being prepared and once adopted will be a Local Plan that guides job growth and economic development in Eastbourne up to 2027 as well as identifying an appropriate supply of land for future employment development, in order to achieve a sustainable economy and make Eastbourne a town where people want to live and work. Once adopted, the ELLP will form part of the development plan for Eastbourne together with other planning policy documents such as the Eastbourne Core Strategy Local Plan.

- 1.5 The Council and its local partners are committed to working in partnership with the developer and operator to assist in the delivery of this in order to maximise the opportunities available to all parties. Developers and operators that support this SPD and achieve the measures identified within will be recognised by local residents, business and key stakeholders as major contributors towards the growth and success of the local economy.

Consultation

- 1.6 The Draft Local Employment and Training SPD will be subject to consultation with key stakeholders including planning agents, developers, consultants and those with an interest in development matters, between Friday 1 April 2016 and Friday 24 June 2016.
- 1.7 The SPD can be viewed and commented on via the Council's on-line consultation portal, which can be accessed via the Eastbourne Borough Council website (www.eastbourne.gov.uk). Representations can also be submitted by email or via post.

Email: planning.policy@eastbourne.gov.uk

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- 1.8 Following the 12 week consultation period, the Council will consider and summarise the representations received, and these will be an important source of information which will be used to refine the SPD in preparing the final version. This will be formally adopted at the same time as the Employment Land Local Plan, scheduled for autumn 2016.

2.0 Strategic Context

- 2.1 There are a number of national, regional and local strategic policy goals and objectives that provide a strong justification for this document. These policies and objectives are critically important to Eastbourne Borough Council. In summary the key objective is to identify opportunities to improve employment opportunities, training and skills in the town for the future economic growth of the Borough.

National Planning Policy Framework (NPPF)

- 2.2 A key policy direction of the NPPF is to deliver sustainable development, by building a strong and competitive economy. There is a national commitment to securing economic growth in order to create jobs and prosperity. The NPPF identified that local planning authorities should plan proactively to meet the development needs of business and support an economy fit for the 21st century.

National Skills Academy

- 2.3 The National Skills Academy Construction has produced a Client-Based Approach to developing and implementing an Employment and Skills Strategy on construction projects through on-site training. This reiterates the Government's commitment to enhance the delivery of apprenticeships and workplace training. It is recognised that there are opportunities for local government to lever a significant amount of training and employment opportunities through their powers under planning policy and development management. The document provides good practice guidance on how to incorporate employment and skills requirements into the planning and procurement of construction projects. This document¹ has provided key guidance for this.

Local Enterprise Partnership

- 2.4 In March 2014 the South East Local Enterprise Partnership (SELEP) set out priorities in the Growth Deal and Strategic Economic Plan. There are a number of ambitions such as focussing on supporting priority sectors and skills gaps, employability skills, opportunities for young people, supporting people in work to sustain their employment through raising skill levels.

¹ <https://www.runnymede.gov.uk/CHttpHandler.ashx?id=13824&p=0>

Productivity in the SELEP economy is lower than the national average and a low proportion of residents are employed in skilled occupations. The labour market when compared with the South East, as a whole, has fewer residents with NVQ4+ skills and cites skills gaps in technical, practical or job specific skills. Companies in the region are finding it hard to recruit due to skills shortages².

- 2.5 The East Sussex Growth Strategy Implementation Plan identifies 'skills' as one of its priorities along with measures to maintain employment rates at a higher rate than the national rate and reduce the percentage of residents with no qualifications or qualifications equivalent to an NVQ 1. Pre-employment training is also seen as a priority.

Eastbourne Sustainable Community Strategy

- 2.6 Eastbourne's Sustainable Community Strategy is part of a wider East Sussex Integrated Sustainable Community Strategy called 'Pride of Place'. The Community Strategy is developed by the local community focusing on what is important to people who live, work and visit the town in order to make positive changes. The objectives of 'Pride of Place' indicate that by 2026 the town will aim to provide:

- Well paid jobs for local people with a workforce skilled to match employment opportunities
- A broad economic base with diverse employment opportunities available
- A population with skills and education levels needed to be successful both personally and in the local economy
- Fully effective engagement with employers, providing them with access to high quality learning and training to improve economic development
- Providing all young people with high quality work-related learning and work based experiences; and
- Encouraging apprenticeships and jobs with training

Eastbourne Core Strategy Local Plan

- 2.7 The Eastbourne Core Strategy Local Plan is the strategic planning policy document for the Borough covering the period 2006 - 2027. A key spatial objective of the Plan is to give support to a strong and growing local economy

² SELEP Growth Deal and Strategic Economic Plan, pages 32-33.

built on innovation, creativity and entrepreneurship. Within the spatial portrait there is also an appreciation of the need to grow a better skilled labour force in order to realise the town's economic objectives.

- 2.8 The Core Strategy currently contains Policy D2 'Economy', which recognises the important role that the economy plays in Eastbourne's prosperity. However, this Policy will be superseded following the adoption of the Employment Land Local Plan.

Employment Land Local Plan (ELLP)

- 2.9 The ELLP as outlined in paragraph 1.4 is a planning policy document that will guide job growth, economic development, identify employment land supply and the future needs for employment for Eastbourne up to 2027. It identifies the future requirements for employment land in Eastbourne and how the future needs for employment are to be met.
- 2.10 The Employment Land Local Plan has been subject to a number of rounds of consultation, most recently the Revised Proposed Submission Version, which was published to receive representations on issues of soundness between December 2015 and January 2016. The Employment Land Local Plan has since been submitted to the Secretary of State for Public Examination, which is anticipated to take place in spring 2016.
- 2.11 Within the Employment Land Local Plan, Policy EL1 (Economy and Employment Land) identifies the overall strategy for Eastbourne's economy, including where new employment development should be located and what types of development will be supported. This policy forms the foundation of the SPD, and is provided in full below for reference.

Policy EL1 – Economy and Employment Land

Job growth and economic prosperity in Eastbourne will be supported in order to enable the achievement of a sustainable economy and make Eastbourne a town where people want to live and work. This will be achieved by:

- Taking a positive approach that reflects a presumption in favour of sustainable economic development;
- Meeting the requirement for 43,000 sqm of additional employment floorspace over the plan period through employment development within the Sustainable Centres (Town Centre and Sovereign Harbour) and through maximising the use of land in existing employment locations;

- Promoting development which provides units for new start-up businesses and small enterprises;
- Encouraging key businesses and their supply chains to grow existing specialisms;
- Encouraging development which supports improvements in the local jobs market through creation of additional jobs and employment diversification;
- Seeking Local Labour Agreements on all development of 1,000sqm or more, including change of use, to secure local employment and training measures as part of development proposals; and
- Supporting the Education and Training sector of the Eastbourne economy through a flexible approach to expansion proposals.

2.12 The Employment Land Local Plan identifies that Eastbourne Borough Council will seek to secure Local Labour Agreements and associated contributions on developments of 1,000sqm or more (including change of use) in order to secure local employment and training measures as part of development proposals, with the objective of improving training and skills in the town for the future economic development of the Borough. This will be achieved through Section 106 Agreements(or Unilateral Undertaking) related to specific development proposals, which will secure contributions from development that will support and benefit the local labour market and economy, enabling employment growth, raising skills and giving local people opportunities generated by new developments.

2.13 The Employment Land Local Plan also highlights that a Local Labour Agreement Supplementary Planning Document (SPD) will be prepared to guide the implementation of Policy EL1.

3.0 Evidence

- 3.1 This section provides evidence to support the justification and continuation of this Supplementary Planning Document.
- 3.2 Eastbourne's resident population is 101,455 (2015)³. In 2014 total employee jobs for Eastbourne were 39,000 with 1,400 in construction⁴.
- 3.3 In December 2015 Eastbourne's Job Seekers Allowance claimant rate for ages 16 – 64 years was 1.5% compared with 0.9% for the South East and 1.5% for Great Britain⁵.
- 3.4 The Index of Multiple Deprivation (IMD)⁶ 2015 has seven domains namely: income, employment, health and disability, education, training and skills, barriers to housing and services, living environment and crime. People may be counted in one or more of the domains. The IMD provides an overall score of multiple deprivation based on a weighted combination of the seven domains. IMD scores are recorded by Super Output Areas (SOAs) and ranked across England from 1 most deprived to 34,844 least deprived. Two SOAs in Devonshire ward (2071 and 3330) and one SOA in Hampden Park ward (2882) have IMD scores within the top 10% of deprived areas in England.
- 3.5 The qualification table overleaf demonstrates that Eastbourne has lower levels of educational achievement at all levels when compared with those for the South East. Additionally, with the exception of NVQ 1, Eastbourne also has lower achievement levels than those for Great Britain.

³ NOMIS, Population Estimates in 2015 - wards

⁴ East Sussex in Figures, Employment by industry UK SIC(2007), 2009-2014 - districts

⁵ NOMIS, JSA claimants by age duration (December 2015)

⁶ East Sussex in Figures, ED 2015, Index of Multiple Deprivation – Super Output Area

Table 1 - Qualifications (Jan 2014-Dec 2014)

	Eastbourne (level)	Eastbourne (%)	South East (%)	Great Britain (%)
Individual levels				
NVQ4 and above	20,300	34.8	39.1	36.0
NVQ3 and above	32,500	55.7	60.5	56.7
NVQ2 and above	43,800	75.1	77.1	73.3
NVQ1 and above	51,200	87.9	89.2	85.0

3.6 Construction falls in eighth place within the top ten most popular apprenticeships⁷; a mechanism needs to be put in place to preserve and maintain a trained workforce particularly in construction. This can be achieved by dedicated measures such as local labour agreements. Employment and training targets, particularly those associated with apprenticeships, work experience and NVQ start and completions during the construction phase will encourage employers to invest in their workforce and raise the profile of the construction industry.

3.7 Since 1996 there has been a gradual increase in apprenticeship starts in England and Wales. Between 2009/10 and 2010/11 there was a large increase in the number of apprenticeship starts, much of it driven by apprentices aged 25+. The take up rate for those aged 19 – 24 has increased marginally and has been fairly static for those aged under 19 years. From 2012/13 to 2013/14 start rates declined by 14% with most of the fall being in the 25+ age range due to changes in funding arrangements. Apprenticeship achievements follow similar reporting patterns, reaching a peak in 2011/12 and subsequently maintaining achievement levels⁸.

⁷ SFA data, National Audit Office, Ancestry: the Centre for Economics and Business Research

⁸ House of Commons Library, Briefing Paper 06113, June 2015, Apprenticeship Statistics: England

- 3.8 Starts by qualification level for 2013/14 were 65% intermediate (NVQ level 2), 33% advanced (NVQ level 3) and 3% higher (NVQ level 4). These levels have minor fluctuations since 2009/10. In 2013/14 apprenticeship starts in construction, planning and the built environment were 16,000 compared to 105,000 in the highest sector, business, administration and law. This sector together with health, public services and care, retail and commercial enterprise and engineering and manufacturing reports increases in start rates since 2009/10 compared with a decline in construction, planning and the built environment⁹.
- 3.9 New legislation, phased in from 2013, requires all 16-18 year olds to remain in education or training until aged 18. In 2013 over 80% of 16-18 year olds were in further education, however, 7.6% were not classified as NEET, (Not in Education, Employment or Training)¹⁰. This change in legislation is an opportunity to attract new entrants to the construction sector.
- 3.10 The 2015 Summer Budget confirmed the Government's ongoing commitment to apprenticeships by introducing an apprenticeship levy to encourage large companies to set up training schemes, in addition to creating 3 million new apprenticeships.
- 3.11 As outlined earlier, the East Sussex Growth Strategy Implementation Plan has identified 'skills' as a key measure with the objective of meeting the needs of business and supporting residents to reach their potential. Action areas include:
- the use of business appropriate apprenticeships to improve residents' employability and facilitate employee succession planning, i.e. identify and develop internal personnel to fill future key leadership positions
 - support people to gain business relevant soft skills
 - increase the number of employers providing work tasters, internships and work placements.

⁹ House of Commons Library, Apprenticeship Statistics: England, June 2015

¹⁰ NAO/DfE, 16 to 18 year old participation in education and training, September 2014

4.0 Use of Planning Obligations and Section 106 Agreements

4.1 Section 106 Agreements can be used to secure planning obligations related to new developments including improving employment opportunities, training and skills. The Government has guidelines when a Section 106 Agreement can be used. This document complies with Regulation 122 of the Community Infrastructure Levy regulations 2010 (as amended) which requires the planning obligation to be:

- Necessary to make the development acceptable in planning terms
- Directly related to the development and
- Fairly and reasonably related in scale and kind to the development.

4.2 In considering these points the Borough Council believes that there is a clear case to use a Section 106 Agreement (or Unilateral Undertaking) to secure local labour agreements from future developments. This will secure contributions from developments that will support and benefit the local labour market and economy, enabling employment growth, raising skills and giving local people opportunities generated by new developments. Specific measures could include training (pre-employment and vocational), apprenticeships, employment advice, interview guarantees and work placements. Developers will need to discuss particular measures with the Council and in some instances a financial contribution may be taken in lieu of providing specific measures.

5.0 Thresholds and Definitions

5.1 This Supplementary Planning Document will apply to residential and commercial developments, including those of strategic importance to the Council as outlined in the 'Thresholds for Development' detailed below. For residential development this applies to the construction phase, however, if there are operational jobs associated with the residential development, then both the construction and operational stages will apply. For commercial developments this applies to both construction and operational stages. The Council has set the following thresholds:

Thresholds for Development

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 includes developments of strategic importance (eg essential infrastructure, development identified in Council plans and strategy) and all of those that create 25+ jobs.

Residential - Major developments (within C3/C4 Planning Use Class) that involve 10 or more gross units.

5.2 Appendix 2 provides a table for each type of development and indicates the number of work experience placements and apprenticeships that should be provided at the construction stage. This provides the benchmark standards for new developments.

6.0 Local Employment and Training Framework

- 6.1 Where proposed developments reach the thresholds set out, the Borough Council will negotiate and seek a commitment to a local labour agreement detailing employment and training deliverables and a financial contribution.
- 6.2 If there is a commercial end use of the site, a financial contribution will be sought from the developer and not from the operator, which may or may not be the same. Furthermore, employment and training measures and a separate Employment and Training Plan (ETP) for both phases of the development – construction and operation (starting workforce only), who may or may not be the same entity, will be sought recognising the differing labour market needs. If the operational phase of the development has multiple operators, separate and appropriate employment and training measures will be negotiated and sought independently with each operator through their own separate ETP's.
- 6.3 The complexities of multi-site and multi-phase developments are recognised and will be negotiated on a case by case basis in order to achieve a balance between meeting the needs of the Supplementary Planning Document and the employment and training needs of the construction supply chain and operator/s.
- 6.4 It is intended that the financial contribution will fund the monitoring of employment and training and the economic impacts of the development and co-ordinate the deliverability of the ETP. Furthermore, the funding will assist towards the co-ordination of recruitment campaigns and pre-employment training for local residents to prepare them for vacancies generated by the development.
- 6.5 It is intended where appropriate that the Council would work to develop an ETP in partnership with the developer and operator to outline a delivery plan on how to meet the measures negotiated and the additional labour market obligations in the Section 106 Agreement (or Unilateral Undertaking).

7.0 Local Employment and Training Measures to be Secured

7.1 It is intended that developments could achieve the following types of measures and activities:

- NVQ training for sub-contractors (construction phase only)
- Traineeships in conjunction with work experience placements or as a preparatory phase for progression to an apprenticeship
- Apprenticeships
- Work experience placements for those unemployed
- Work experience placements for those aged 14-18 years in education
- Work based activities for those Not in Education, Employment or Training (NEET)
- Delivering workshops within educational establishments or on site with students from schools, colleges and universities
- Targeted recruitment and training campaign including promotion of vacancies locally, pre-employment training, work trials and guaranteed interviews
- Job Fairs to promote new operational vacancies and opportunities
- In larger developments, development of traineeships to help new entrants in the industry to assist with shortages of staff in researched skills shortfall areas

7.2 The Council will use reasonable endeavours to process Section 106 (or Unilateral Undertaking) negotiations and agreements. However, it is a complicated legal process and ample time needs to be available to complete the process. To this end, the Council has drawn up a standard local labour agreement template to assist in the processing of applications. Developers are encouraged to contact the Council at the earliest opportunity and will need to brief their own legal advisors early in the pre-application process.

8.0 Mechanism for Securing Local Employment and Training Measures

- 8.1 At the pre-planning application stage, prospective developers whose development would exceed the thresholds are encouraged to contact the Council to discuss a potential local labour agreement and employment and training measures that are appropriate to the size of the proposal. If the planning application is approved the applicant will be required to enter into a Section 106 Agreement (or Unilateral Undertaking) with Eastbourne Borough Council to secure the financial contribution, agree the employment and training measures and develop an ETP.

Employment and Training Plan (ETP)

- 8.2 There are two key areas of employment and training for which Section 106 (or Unilateral Undertaking) planning obligations will be sought. The first is the construction phase for all large developments and the second at the operational phase (starting workforce) for all large commercial/employment generating developments. The Section 106 (or Unilateral Undertaking) measures will seek to ensure that local people can better access job opportunities arising from developments focusing on helping unemployed people back into work; as well as matching motivated and skilled local people to new vacancies.
- 8.3 For both the construction and operational phases, developers and occupiers will need to be committed to working with the Council to develop a site specific ETP. The Section 106 (or Unilateral Undertaking) local labour agreement will contain key employment and training measures and the implementation of an approved ETP.
- 8.4 In order to formulate an ETP, completed Pro-formas for the construction (Appendix 3) and operational (Appendix 4, if relevant) need to be submitted by the developer with the planning application. If the operator is unknown at this stage, the operator will need to repeat this process for the starting workforce (Appendix 4) as soon as this information is available. Where there are multiple operators, each will be required to complete a Pro-forma.

- 8.5 Following an initial discussion regarding the content of the Pro-forma between the developer and operator and the Council and their relevant partners, the Council and its partners will respond with a draft ETP for consultation and approval. The ETP will outline a bespoke employment and training plan detailing what relevant measures need to be achieved and how, and what employment support and training will be delivered, by whom and when, in order to meet the employment and training requirements of the developer and operator whilst maximising any government financial incentives available. The ETP will also entail tailored support to prepare local unemployed people for the recruitment of new vacancies. The development cannot commence until the ETP has been approved by the Council.
- 8.6 Following the approval of the ETP by the Council, the developer and operator will implement the approved ETP which will be centrally coordinated by the Council to ensure that so far as is reasonably practicable the measures are met and regularly monitored. The ETP is valid throughout the supply chain (e.g. building supply merchants, sub-contractors, etc.) of the construction phase and for all tenants in the operational phase of the development.
- 8.7 The developer needs to include a written statement in their contracts with the contractor and sub-contractors and inform the freeholder or lease holder of the operational phase of the development, encouraging them to liaise with the Council to discuss, agree and implement the arrangements as set out in this Note and the site specific Section 106 Agreement (or Unilateral Undertaking) to ensure the successful and consistent application.
- 8.8 The contractor and sub-contractors in the construction phase shall provide to the Council on a monthly basis a Monitoring Form (Appendix 5) outlining the achievements against the ETP and Section 106 Agreement (or Unilateral Undertaking). The operator shall provide this information once, one month after opening (Appendix 6).
- 8.9 The developer and operator shall attend a meeting with the Council after the completion of the development or one month after opening to review performance against the ETP and Section 106 Agreement (or Unilateral Undertaking) to formulate an evaluation report to consider the scope for improvement on future developments and to maximise promotional activities of the outcomes of the specific development.

Financial Contribution

8.10 A financial contribution will be required to:

- Fund the monitoring of the ETP and Section 106 (or Unilateral Undertaking) obligation and to co-ordinate and deliver the ETP with the Council and its partners.

8.11 The Council may also seek to negotiate additional contributions if the employment and training requirements identified in the Pro-forma are out of the financial scope of local providers funding arrangements and are greater than the monitoring fee.

8.12 (Contribution towards monitoring and co-ordination equivalent to 7.5 hours a week at £20 per hour (inclusive of on costs) x the length of the development in weeks + 4 weeks) = financial contribution

Example:

If the length of the development is 52 weeks

Contribution towards S106 monitoring - £150 x 56 (52 + 4 weeks) =
£8,400¹¹

8.13 One month in advance of tendering, the contractor shall provide a detailed programme and an up-to-date schedule of works. All sub-contracting and tendering opportunities need to be advertised locally to make local businesses aware of the opportunities, timescales and procedures to be adopted in tendering for available work.

8.14 The number of apprentices, work experience placements and NVQ training starts and completions agreed and written into the approved ETP and Section 106 Agreement (or Unilateral Undertaking) are themselves non-negotiable. Appendix 2 outlines the minimum measures to be achieved. They are based on construction benchmarks from the National Skills Academy for Construction – Client-Based Approach. This defines employment and training based benchmarks for developments based on build cost and type. The benchmarks have been set as a result of experience from the National Skills Academy for Construction projects and an analysis of labour patterns in the industry. The entry benchmarks have been amended to reflect Eastbourne's local priorities and to simplify the process.

¹¹ The monitoring fee will be subject to index linking.

- 8.15 For developments under 52 weeks, the Council understands that it is difficult for employers to engage with apprenticeships where shorter time bound projects are contracted. The use of the independent Apprenticeship Training Agency (ATA) is one option. The Council works with Training and Apprenticeships in Construction (TrAC), our local ATA, which allows contractors to demonstrate and strengthen their support for the apprenticeship employment agenda. (This is under constant review.)
- 8.16 For developments expected to last for at least 52 weeks, the Council seeks that a Modern Apprenticeship is facilitated. The developer is responsible for ensuring the relevant number of apprenticeship places are created on site – either directly or through the developer’s managing agents and their supply chain. The developer is responsible for all associated costs. The Council can help facilitate apprenticeship activity if necessary.
- 8.17 The Council encourages the contractor and supply chain to access sector specific training support and grants through CITB - Construction Skills. The Council can broker this support.

Monitoring at Construction Phase

- 8.18 Provide regular monitoring and information to the Council on:
- The achievements against the ETP and Section 106 Agreement (or Unilateral Undertaking) obligation, numbers of local businesses contracted and numbers of local people employed on a monthly basis via completion of a Monitoring Form (Appendix 5)
 - Traineeships combined with work experience or as a preparatory phase to an apprenticeship
 - Apprentices’ work experience placements and NVQ starts and completions progress on site including number of weeks engaged on site and skills attained
 - A monthly site monitoring meeting
 - Any other relevant information as directed by the Council
- 8.19 The Council will also identify the economic impact of the development on the local economy. As well as the monitoring and information identified above, the development must provide quarterly regular information to the Council on:
- Where have contractors and sub-contractors been staying overnight and if in local hotel accommodation, for how long?

- How have contractors and sub-contractors been spending their leisure time?
- Has there been any unplanned expenditure e.g. purchase of building materials locally, and at what value?
- What involvement have contractors and sub-contractors had in local community issues/events?
- Outcomes from Considerate Constructor assessments
- Plus other relevant development related initiatives.

Operational Phase

8.20 The developer is to inform the lease holder about this Supplementary Planning Document and the site specific Section 106 Agreement (or Unilateral Undertaking), who needs to complete the Pro-forma (Appendix 4) for submission to the Council as soon as possible after they are aware they are leasing the premises. Occupiers and their personnel departments shall then meet with the Council and their selected partners to discuss the Pro-forma to formulate an ETP – a bespoke and targeted recruitment and training campaign to enable local people to acquire the skills needed to gain employment.

8.21 The measures will be negotiated on a case by case basis for all appropriate developments and will seek to maximise the outcomes outlined in the section on key activities and measures. Operator are responsible for ensuring the relevant numbers of apprenticeship, work experience and NVQ training places are created and they are responsible for all associated costs.

Monitoring of Operational Phase

- 8.22 Tenants to provide monitoring and information to the Council one month after operation on:
- The achievements against the ETP and Section 106 Agreement (or Unilateral Undertaking) obligation, one month after opening via a Monitoring Form (Appendix 6)
 - Starting workforce statistics including details of number of local and unemployed residents
 - Apprentice and work experience placements progress on site including number of weeks engaged on site, and skills attained
 - Any other relevant information as directed by the Council

Appendices

Appendix 1 – Template Section 106 (or Unilateral Undertaking) Wording for Local Labour

1. Local Labour

- 1.1. The Owner shall in connection with the construction and operation of the Development ensure that:
- 1.1.1 [%] of the work during the construction phase should be for Small and Medium Sized Enterprises who are based in East Sussex.
 - 1.1.2 All new temporary and permanent vacancies including apprenticeships not identified in the Employment and Training Plan to be reported to the Council in advance of recruitment. The Council and its partners will promote vacancy details to local job seekers and are able to match suitable candidates to job specifications for consideration by the developer/contractor and sub-contractor/s.
 - 1.1.3 One month in advance of tendering, the contractor shall provide a detailed programme and an up-to-date schedule of works.
 - 1.1.4 All sub-contracting and tendering opportunities to be advertised locally to make local businesses aware of the opportunities, timescales and procedures to be adopted in tendering for available work.
 - 1.1.5 To work with the Council in the development and implementation of an Employment and Training Plan to deliver a recruitment and training campaign linked directly to the construction and operational jobs within the Development to prepare the labour market and match suitable candidates to job specifications. To include:
 - 1.1.6 Provide guaranteed job interviews for those unemployed who have undertaken specific pre-employment training related to the development. The target for which is [%] of the starting workforce.
 - 1.1.7 All new vacancies to be advertised locally.
 - 1.1.8 To use reasonable endeavours to recruit [] apprentices, provide [] work experience placements for those unemployed, [] work

experienced placements for those aged 14-18 years in education and [] NVQ training for sub-contractors associated with the construction of the Development.

- 1.1.9 To use reasonable endeavours to recruit apprentices and provide work experience placements for those unemployed and work experience placements for those aged 14-18 years in education associated with the operation of the Development.
- 1.1.10 The Owner shall provide promptly the monitoring information required.
- 1.1.11 The Owner shall issue a written statement to its prospective contractors and sub-contractors at the stage of tendering for work and contracts associated with the construction of the Development stating that any company invited by the Owner shall be given clear written details of the obligation and shall abide by the site's local labour Section 106 (or Unilateral Undertaking) obligations and subsequently include a similar term within any contract.
- 1.1.12 The Owner shall issue a written statement to its prospective operator associated with the operation of the Development stating that any company invited by the Owner shall be given clear written details of the obligation and shall abide by the site's local labour Section 106 (or Unilateral Undertaking) obligations.
- 1.1.13 The Owner shall make a single Local Labour Obligations Monitoring Fee and Employment and Training Contribution of [] towards the costs on or prior to Commencement of Development.
- 1.1.14 The Owner shall not Commence the Development until it has paid the Local Labour Obligations Monitoring Fee and Employment and Training Contribution to the Council.

Appendix 2 – Benchmark Standards for Work Experience Placements, Apprenticeships and NVQs at Construction Phase

The tables¹² in this Appendix detail the Work Experience placements, Apprenticeship and NVQ benchmarks that will apply for qualifying developments during the construction phase. The benchmarks vary dependent on the type and cost of the build.

Benchmarks have not been included for Traineeships as these will be delivered as and when appropriate in conjunction with work experience or as a preparatory phase to an Apprenticeship. The achievement of work experience or Apprenticeship benchmarks via a Traineeship route will be tracked and recorded in the summary report for the development.

Build types are classified as follows:

- Residential
- Retail, Sports, Leisure and Entertainment
- Factories
- Education (Private/Non County Council)
- Health
- Offices
- Refurbishment/Decent Homes

¹² Client-Based Approach to developing and Implementing an Employment and Skills Strategy on construction projects through on-site training (May 2012)

Residential	Up to 500K	£500K - 1m	£1 – 3.5m	£3.5 – 6m	£6 – 10m	£10 – 15m	£15 – 20m	£20 – 30m	£30 – 40m	£40- 50m	£50- 60m	£60- 70m	£70- 80m
Work Experience Placement for those Unemployed - persons	1	2	3	5	7	9	11	13	16	18	19	20	20
Work Experience Placement for those aged 14-18 yrs in Education - persons	0	0	0	1	1	2	3	3	4	4	4	5	5
Apprentice Starts - persons	0	0	0	2	4	6	7	8	9	10	11	12	13
Apprentice Completions -persons	0	0	0	0	2	3	4	5	5	6	6	6	7
<u>Construction Phase Only</u>													
NVQ Starts for Sub- contractors – persons	0	0	1	2	3	6	8	10	13	15	17	19	21
NVQ Completions for Sub-contractors – persons	0	0	1	2	3	5	7	8	11	12	14	16	17

Retail, Sports, Leisure and Entertainment	Up to 3.5m	£3.5 – 6m	£6 – 10m	£10 – 15m	£15 – 20m	£20 – 30m	£30 – 40m	£40 – 50m	£50 – 60m	£60- 70m	£70- 80m	£80- 90m	£90- 100m
Work Experience Placement for those Unemployed - persons	2	3	4	5	6	7	8	9	10	10	10	11	11
Work Experience Placement for those aged 14-18 yrs in Education - persons	0	1	1	1	2	2	2	2	2	3	3	3	3
Apprentice Starts - persons	0	1	3	4	5	5	6	7	7	8	8	9	10
Apprentice Completions -persons	0	0	1	1	1	1	1	2	2	2	2	2	2
<u>Construction Phase Only</u>													
NVQ Starts for Sub-contractors – persons	1	1	2	4	5	6	8	9	10	11	13	14	14
NVQ Completions for Sub-contractors – persons	1	1	2	3	4	5	7	7	8	10	10	11	12

Factories	Up to 3.5m	£3.5 – 6m	£6 – 10m	£10 – 15m	£15 – 20m	£20 – 30m	£30 – 40m	£40 – 50m	£50 – 60m	£60- 70m	£70- 80m	£80- 90m	£90- 100m
Work Experience Placement for those Unemployed - persons	0	1	1	1	2	2	2	3	3	3	3	3	3
Work Experience Placement for those aged 14-18 yrs in Education - persons	0	0	0	0	0	0	0	0	0	0	0	0	0
Apprentice Starts – persons	0	1	1	2	2	2	3	3	3	4	4	4	5
Apprentice Completions –persons	0	0	1	1	1	2	2	2	2	2	2	2	2
<u>Construction Phase Only</u>													
NVQ Starts for Sub- contractors – persons	1	1	2	3	4	6	7	8	9	10	12	13	13
NVQ Completions for Sub-contractors – persons	1	1	2	3	4	4	6	7	8	9	9	10	11

Education (Private/Non County Council)	Up to 3.5m	£3.5 – 6m	£6 – 10m	£10 – 15m	£15 – 20m	£20 – 30m	£30 – 40m	£40 – 50m	£50 – 60m	£60- 70m	£70- 80m	£80- 90m	£90- 100m
Work Experience Placement for those Unemployed - persons	4	6	8	11	13	16	19	22	23	24	24	25	25
Work Experience Placement for those aged 14-18 yrs in Education - persons	0	1	1	2	4	4	5	5	5	6	6	6	6
Apprentice Starts – persons	0	2	3	5	6	6	7	8	9	10	10	11	12
Apprentice Completions –persons	0	0	2	3	3	4	4	5	5	5	6	6	6
<u>Construction Phase Only</u>													
NVQ Starts for Sub-contractors – persons	1	2	3	6	8	10	13	15	17	19	21	23	24
NVQ Completions for Sub-contractors – persons	1	2	3	5	7	8	11	12	14	16	17	19	20

Health	Up to 3.5m	£3.5 – 6m	£6 – 10m	£10 – 15m	£15 – 20m	£20 – 30m	£30 – 40m	£40 – 50m	£50 – 60m	£60- 70m	£70- 80m	£80- 90m	£90- 100m
Work Experience Placement for those Unemployed - persons	2	3	4	5	7	8	10	11	11	12	12	13	13
Work Experience Placement for those aged 14-18 yrs in Education - persons	0	1	1	1	2	2	2	2	2	3	3	3	3
Apprentice Starts - persons	0	1	2	4	4	5	5	6	7	7	8	8	9
Apprentice Completions -persons	0	0	1	1	1	2	2	2	2	2	2	2	2
<u>Construction Phase Only</u>													
NVQ Starts for Sub- contractors – persons	1	2	2	5	6	8	10	12	14	15	17	18	19
NVQ Completions for Sub-contractors – persons	1	2	2	4	6	6	9	10	11	13	14	15	16

Offices	Up to 3.5m	£3.5 – 6m	£6 – 10m	£10 – 15m	£15 – 20m	£20 – 30m	£30 – 40m	£40 – 50m	£50 – 60m	£60- 70m	£70- 80m	£80- 90m	£90- 100m
Work Experience Placement for those Unemployed - persons	1	2	2	3	3	4	5	5	6	6	6	6	6
Work Experience Placement for those aged 14-18 yrs in Education - persons	0	0	0	1	1	1	2	2	2	2	2	2	2
Apprentice Starts – persons	0	1	2	3	3	4	4	5	5	5	6	6	7
Apprentice Completions –persons	0	0	1	1	2	2	2	2	2	2	3	3	3
<u>Construction Phase Only</u>													
NVQ Starts for Sub- contractors – persons	1	1	2	4	5	6	8	9	10	11	13	14	14
NVQ Completions for Sub-contractors – persons	1	1	2	3	4	5	7	7	8	10	10	11	12

Refurbishment/Decent Homes	Up to 3.5m	£3.5 – 6m	£6 – 10m	£10- 15m	£15 20m	£20 30m	£30 – 40m	£40 – 50m	£50 – 60m	£60- 70m	£70- 80m	£80- 90m	£90- 100m
Work Experience Placement for those Unemployed - persons	2	4	5	6	8	9	11	13	13	14	14	15	15
Work Experience Placement for those aged 14-18 yrs in Education - persons	0	0	0	1	1	1	1	1	1	2	2	2	2
Apprentice Starts – persons	0	1	3	4	5	6	6	7	8	8	9	10	11
Apprentice Completions –persons	0	0	1	2	3	4	4	4	4	4	5	5	5
<u>Construction Phase Only</u>													
NVQ Starts for Sub-contractors – persons	1	1	2	4	6	7	9	11	12	13	15	16	17
NVQ Completions for Sub-contractors – persons	1	1	2	4	5	6	8	8	10	11	12	13	14



Notes: The numbers in the tables refer to total amount of work experience placements and apprenticeships in each category expected by value of development. For projects in excess of the development costs listed above, targets need to be negotiated with the Council.

Source: Client-Based Approach to developing and Implementing an Employment and Skills Strategy on construction projects through on-site training (May 2012)

Appendix 3 – Sample Pro-forma for Construction Phase

Pro-forma for Construction Phase

Date	
Author	
Site name	
Developer	
Main contractor	
End user operator/s	
Estimated build value	
Planned start date	
Planned completion date	

Number of apprentices (starts and completions)	
Number of TrAC apprentices	
Number of work experience placements for those unemployed	
Number of work experience placements for those aged 14-18 years in education	
Number of NVQ starts for Sub-contractors (starts and completions)	
Additional labour market measures	
Anticipated new vacancies	

Appendix 4 – Sample Pro-forma for Operational Phase

Pro-forma for Operational Phase

Date	
Author	
Site name	
End user operator	
Planned opening date	

Number of apprentices	
Number of work experience placements for those unemployed	
Number of work experience placements for those aged 14-18 years in education	
Additional labour market measures	

Breakdown Number of Jobs

Number of jobs (e.g. 2)	Type of Roles (e.g. Retail Assistants)	Hours (eg 11 hours per week)	Skills, Qualifications and Qualities Seeking (e.g. right attitude)



Outline your own company's recruitment process and pre-employment training if applicable	
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Appendix 5 – Sample Monitoring Form for the Construction Phase

Monitoring Form – Construction Phase

Please complete and submit this form at the end of every month and email to

.....

All sub-contractors in the development chain are required to do so under the site's Section 106 Agreement.

If you need assistance in completing this form contactvia email at

.....

Date	
Company name and location of headquarters	
Company number of employees	
Company contact name	
Number of staff on site	
Number of staff previously unemployed	
Number of staff on site who live in Eastbourne and East Sussex	
Number of new apprentices on site and level of apprenticeship (intermediate, advanced or higher)	
Number of apprenticeship completions	
Number of completed work experience placements for those unemployed	
Number of completed work experience placements for those aged 14-18 in education	
Number of NVQ starts for Sub-contractors	



Number of NVQ completions for Sub-contactors	
Do you anticipate or will you be recruiting additional or replacement staff during this project? Any new vacancies need to be reported to the Council?	Yes / No
Since the last form, if you have recruited, what numbers were previously unemployed? (Not required on first completion)	
Since the last form, if you have recruited, what numbers live in Eastbourne and East Sussex? (Not required on first completion)	
Number of job interviews for those who have undertaken pre-employment training?	
Please list the contact details of any new sub-contractors to be used on site	
Apprenticeship and Work Experience feedback/comments	

Thank you

Appendix 6 - Sample Monitoring Form for the Operational Phase

Monitoring Form – Operational Phase

Please complete and submit this form after 4 weeks of opening and email to

All sub-contractors in the development chain are required to do so under the Section 106 Agreement.

If you need assistance in completing this form contactvia email at

Date	
Company name	
Company contact name	
Number of staff on site	
Number of staff employed who live in Eastbourne	
Number of staff previously unemployed	
Number of new apprentices on site and level of apprenticeship (intermediate, advanced or higher)	
Number of work experience placements for those unemployed	
Number of work experience placements for those aged 14-18 in education	

Thank you

Appendix 7 – Index Linking

Contributions shall be index linked and varied as necessary by the application of the following formula:

$$A = \frac{B \times C}{D}$$

Where:

A is the sum actually payable on the relevant specified date, eg date monitoring fee is due;

B is the original sum specified in the local labour agreement;

C is the inflation index for the month preceding the specified date;

D is the inflation index for the month preceding the date of the signed local labour agreement;

C divided by D is equal to or greater than 1

Please note: Inflation Index means the 'all items' index figure of the Retail Prices Index published by the Office for National Statistics.

Appendix 8 – Glossary

Term	Definition
B1(a)	Planning Use Class - General office use
C3	Planning Use Class - Residential self-contained unit
C4	Planning Use Class - House in multiple occupation
CSCS	Construction Skills Certificate Scheme
CITB	Construction Industry Training Board
EBC	Eastbourne Borough Council
ESCC	East Sussex County Council
ESA	Employment and Support Allowance
ETP	Employment and Training Plan
JSA	Job Seekers Allowance
IB	Incapacity Benefit
NEET	Not in Employment Education or Training
NPPF	National Planning Policy Framework
NVQ's	National Vocational Qualifications
NVQ Starts/ Completions for Sub-contactors	Target that describes NVQ starts at levels 2, 3, 4 or 5 for individuals working in the project supply chain, not directly employed by the main contractor
Operator	End user of the premises
Out-of-Work Rate	The accumulation of JSA, ESA and IB, Lone Parents and others on income related benefits with Department for Work and Pensions
Section 106	Section 106 Agreements can be used to secure planning obligations related to new developments including improving training and skills
SME's	Small and Medium Sized Enterprises
SELEP	South East Local Enterprise Partnership
TrAC	Training and Apprenticeships in Construction
Unemployed	People who are jobless, have been actively seeking work in the past four weeks and are available to start work in the next two weeks; or they are out of work, have found a job,

Term**Definition**

	and are waiting to start it in the next two weeks.
Unilateral Undertaking	This is an alternative arrangement to a Section 106 Agreement
Work Experience Placement for those Unemployed	The placements are to support those unemployed claiming a key out-of-work benefit from Jobcentre Plus, gain experience in the workplace to help them find employment. The minimum duration of a work experience placement should be 5 working days.
Work Experience Placement for those aged 14-18 in Education	The work experience placements are to support young people in education. Work placements can support those undertaking related qualifications to the build and operation of the site. The minimum duration of a work experience placement should be 5 working days.

DRAFT

By virtue of paragraph(s) 1, 2, 3, 5 of Part 1 of Schedule 12A of the Local Government Act 1972.

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