

Cabinet

11 September 2019



Working in partnership with **Eastbourne Homes**

Time and venue:

6.00 pm in the Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG

Membership:

Councillor David Tutt (Chair); Councillors Alan Shuttleworth (Deputy-Chair) Margaret Bannister, Jonathan Dow, Stephen Holt, Colin Swansborough and Rebecca Whippy

Quorum: 3

Published: Tuesday, 3 September 2019

Agenda

1 Minutes of the meeting held on 9 July 2019 (Pages 5 - 10)

2 Apologies for absence

3 Declaration of members' interests (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 Corporate performance - quarter 1 2019/20 (Pages 11 - 48)

Part A - Corporate Performance

Report of Director of Regeneration and Planning

Lead Cabinet member: Councillor Colin Swansborough

Part B - Financial Performance

Report of Chief Finance Officer

Lead Cabinet member: Councillor Stephen Holt

8 Climate emergency resolution (Pages 49 - 54)

Report of Director of Regeneration and Planning
Lead Cabinet member: Councillor Jonathan Dow

9 Pesticide policy and pollinator strategy (Pages 55 - 86)

Report of Director of Service Delivery
Lead Cabinet member: Councillor Jonathan Dow

10 Access Audit (Pages 87 - 92)

Report of Director of Regeneration and Planning
Lead Cabinet member: Councillor Rebecca Whippy

11 Sovereign Energy Centre (Pages 93 - 96)

Report of Director of Regeneration and Planning
Lead Cabinet member: Councillor Jonathan Dow

12 Housing delivery update: Bedfordwell Road (Pages 97 - 104)

Report of Director of Regeneration and Planning
Lead Cabinet member: Councillor Alan Shuttleworth

(This report contains an exempt appendix. Any discussion of this must take place at item 14 following exclusion of the public.)

13 Exclusion of the public

The Chief Executive considers that discussion of the following items 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 beneath the items listed below. 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).

14 Housing delivery update: Bedfordwell Road - Exempt appendix 1
(Pages 105 - 110)

Report of Director of Regeneration and Planning
Lead Cabinet member: Councillor Alan Shuttleworth

Exempt information reason 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information).

Information for the public

Accessibility: Please note that the venue for this meeting is wheelchair accessible and has an induction loop to help people who are hearing impaired. This agenda and accompanying reports are published on the Council's website in PDF format which means you can use the "read out loud" facility of Adobe Acrobat Reader.

Filming/Recording: This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

Public participation: Please contact Democratic Services (see end of agenda) for the relevant deadlines for registering to speak on a matter which is listed on the agenda if applicable.

Information for councillors

Disclosure of interests: Members should declare their interest in a matter at the beginning of the meeting.

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).

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

Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

Email: committees@lewes-eastbourne.gov.uk

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Cabinet

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 9 July 2019 at 6.00 pm

Present:

Councillor David Tutt (Chair)

Councillors Margaret Bannister, Jonathan Dow, Stephen Holt, Colin Swansborough and Rebecca Whippy

Officers in attendance:

Ian Fitzpatrick (Deputy Chief Executive and Director of Regeneration and Planning), Homira Javadi (Chief Finance Officer), Philip Evans (Director of Tourism & Enterprise), Peter Finnis (Assistant Director for Corporate Governance), Oliver Dixon (Senior Lawyer and Data Protection Officer), Jo Harper (Head of Business Planning and Performance), Brian Mew (Interim Deputy Chief Finance Officer) and Simon Russell (Committee and Civic Services Manager)

12 Minutes of the meeting held on 5 June 2019

The minutes of the meeting held on 5 June 2019 were submitted and approved and the Chair was authorised to sign them as a correct record.

13 Apologies for absence

An apology for absence was reported from Councillor Shuttleworth.

14 Declaration of members' interests

Councillors Tutt and Holt declared a prejudicial interest in agenda item 12 (Enabling the supply of homes for homeless families) as Non-Executive Directors on Eastbourne Housing Investment Company Limited. They both withdrew from the room whilst the item was considered. Councillor Bannister chaired the meeting for the duration of the item.

15 Medium term financial strategy

The Cabinet considered the report of the Chief Finance Officer providing an update on the process and approach to the Council's Medium Term Financial Strategy for the period of 2019/20 to 2024/25.

The strategy set out the strategic direction for the Council and was regularly updated as it evolved and developed throughout the year to form the framework for the Council's financial planning.

Several external factors were analysed in undertaking the mid-year review of the strategy including the national and local economic outlook, including the impact on Brexit, inflation, interest rates, public sector pay and factors affecting demand-led services.

Resolved (Key decision):

To note the background to the Medium Term Financial Strategy for 2019/20 and to approve the approach outlined in the report.

Reason for decision:

To progress the Medium Term Financial Strategy process and update Cabinet on the background to this.

16 Corporate performance - quarter 4 - 2018/19

The Cabinet considered the report of the Chief Finance Officer and Director of Regeneration and Planning updating them on the Council's performance against Corporate Plan priority actions, performance indicators and targets for 2018/19.

Visiting members, Councillor Ansell and Councillor Freebody addressed the Cabinet on this item.

The report detailed good news for the year including the official opening of the Beacon, Congress Theatre and significant improvements for the Town Centre including delivery of new bus shelters.

Missed targets included planning, emergency accommodation and call handling. It was acknowledged that significant external pressures such as the national housing crisis and Universal credit continued to affect the authority.

The Scrutiny Committee at its meeting on the 10 June 2019 requested the Cabinet to consider making some changes to the Council's performance indicators for 2019/20. The Cabinet unanimously agreed to support the recommendations of Scrutiny Committee.

The Assistant Director for Corporate Governance reported on the impact of the devolved budget scheme that was designed to spend on quick fix one-off works or initiative to improve the lives of residents. Since its introduction in 2008, over 700 schemes had been delivered to the community, totalling over £750,000.

Part B of the report detailed the Council's financial performance for the same quarter and included the end of year outturn.

Section 1.3 of the report detailed the main variances between the revised budget and actual net expenditure. Section 3.5 of the report detailed commentary on the council's larger capital expenditure schemes.

The Cabinet thanked officers for their work in ensuring that the Council's finances were on target and significant reserves had been secured.

Resolved (Key decision)

- (1) To note the achievements and progress against Corporate Plan priorities for 2018/19, as set out in Part A of the report.
- (2) To agree changes to the Council's performance indicators for 2019/20, as recommended by the Scrutiny Committee at its meeting on 10 June 2019.
- (3) To agree the General Fund, HRA and Collection Fund financial performance for 2018/19, as set out in part B of the report.
- (4) To approve the transfer from/to reserves as set out at appendix 4 to the report.
- (5) To approve the amended capital programme as set out at appendix 5 to the report.

Reason for decisions:

To enable Cabinet members to consider specific aspects of the Council's progress and performance.

17 Treasury management annual report 2018/19

The Cabinet considered the report of the Chief Finance Officer regarding the activities and performance of the Treasury Management services during 2018/19.

Recommended to Council (Budget and policy framework):

- (1) To agree the annual Treasury Management report for 2018/19.
- (2) To approve the 2018/19 prudential and treasury indicators detailed in the report.

Reason for decisions:

It is a duty of the Chief Finance Officer (CFO) to maintain and up to date set of Financial Procedure Rules to ensure the Council has effective governance of finances in place.

18 Financial procedure rules

The Cabinet considered the report of the Chief Finance Officer presenting them with updated Financial Procedure Rules.

Ahead of its submission to Full Council, the updated rules would be considered by the Audit and Governance Committee on 24 July 2019.

Recommended to Council (Budget and Policy Framework):

To review the draft Financial Procedure Rules in advance of them being submitted to Full Council for approval.

Reason for decision:

It is a duty of the Chief Finance Officer (CFO) to maintain an up to date set of Financial Procedure Rules to ensure the Council has effective governance of finances in place.

19 Access audit

The Cabinet considered the report of the Director of Regeneration and Planning seeking their agreement for an audit to be undertaken to determine the current levels of accessibility of public buildings and services for disabled people.

Visiting member, Councillor Freebody addressed the Cabinet on this item.

Further work was needed to fully scope the audit and to determine the resource requirements. Once this was undertaken, a report would be considered by Cabinet at a future meeting.

Councillor Whippy outlined the ambition of the project that would see Eastbourne Borough Council as a leading expert on the topic and eventually advise other Councils.

The Cabinet congratulated Councillor Whippy for completing 12 hours of professional development at the Access Audit course.

Resolved (Non-key decision):

That Cabinet agree in principle to an access audit being undertaken, subject to a detailed scope being developed including resourcing requirements.

Reason for decision:

An access audit would enable the council to determine the current levels of accessibility for disabled people of public buildings and services in the Borough. As well as raising the profile of access issues the audit could also act as a catalyst for driving improvements in accessibility. It would also help

ensure that the council is fulfilling its duties under the Public Sector Equality Duty.

20 Enabling the supply of homes for homeless families

The Cabinet considered the report of the Director of Regeneration and Planning presenting an outline of the plans to put in place a new cost-effective supply of temporary accommodation. This would provide homes for families to whom the council has accepted a duty under homelessness legislation.

The Cabinet commended the proposal as another example of improving people's lives whilst saving money for the authority.

Councillors Tutt and Holt declared a prejudicial interest in this item as Directors on Eastbourne Housing Investment Company. They both withdrew from the room whilst the item was considered. Councillor Bannister chaired the meeting for the duration of the item.

Resolved (Key decision):

(1) To note the plan set out in the report, as to how the Council proposes to reduce the increased cost of temporary accommodation.

(2) To agree delegated authority for the Director of Regeneration and Planning, in consultation with the Cabinet member for housing, to enter into Head & Underleases with Eastbourne Homes Investment Company Limited.

Reason for decisions:

To provide Cabinet with assurance that the project meets the Council's strategic objectives, by reducing the high costs of using emergency accommodation.

The meeting ended at 7.29 pm

Councillor David Tutt (Chair)

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Agenda Item 7

Body:	Cabinet
Date:	11 September 2019
Subject:	Corporate Performance Quarter 1 2019-20
Report of:	Chief Finance Officer Director of Regeneration and Planning
Cabinet member:	Councillors Colin Swansborough and Stephen Holt
Ward(s):	All
Purpose of the report:	To update Members on the Council's performance against Corporate Plan priority actions, performance indicators and targets for the year 2019-20.
Decision type:	Non Key
Recommendation:	Cabinet is recommended to : <ul style="list-style-type: none">i) Note the achievements and progress against Corporate Plan priorities for 2019-20, as set out in Part A of this report.ii) Consider whether there are any particular aspects of Council progress or performance that it wishes to comment upon or consider further as part of its work programme in 2019-20.iii) Agree the General Fund, HRA and Collection Fund financial performance for the quarter, as set out in part B of the report.iv) Approve the amended capital programme as set out in Appendix 4.
Reasons for recommendations:	To enable Cabinet members to consider specific aspects of the Council's progress and performance.

Contact: Jo Harper, Head of Business Strategy and Performance
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Homira Javadi, Chief Finance Officer
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1.0 Consultation

- 1.1 The priority themes were developed in consultation with residents via the Residents Survey and online Survey which were both conducted throughout July and August 2015 and informed the development of the corporate plan.

2.0 Financial appraisal

- 2.1 Project and performance monitoring and reporting arrangements are contained within existing estimates. Corporate performance information should also be considered alongside the Council's financial update as there is a clear link between performance and budgets/resources.
- 2.2 All the financial implications are contained within the body of the report.

3.0 Legal implications

- 3.1 Comment from the Legal Services Team is not necessary for this routine monitoring report.

4.0 Equality analysis

- 4.1 The equality implications of individual decisions relating to the projects/services covered in this report are addressed within other relevant Council reports or as part of programmed equality analysis. The equality implications of projects that form part of the Joint Transformation Programme are addressed through separate Equality and Fairness assessments.

5.0 Conclusion

- 5.1 This report provides an overview of performance against the authority's priority actions and indicators for 2019-20.
- 5.2 The General Fund shows a service variance in the quarter of £200,000 which is within 1.5% of the net budget
- 5.3 The HRA delivered a variance in the quarter of £45,000 representing 0.3% of turnover. The HRA balance is in line with the expectation and is sufficiently robust to support the housing self-financing 30 year business plan.
- 5.4 Capital expenditure is in line with budget expectations.
- 5.5 The Collection Fund forecast for Council Tax is indicating a deficit of £0.1m and a deficit for Business Rates of £0.25m for the quarter. This will be allocated to or

collected from preceptors during 2020/21 and 2021/22.

Appendices

Appendix 1 – Q1 Performance Overview

Appendix 2 – General Fund

Appendix 3 – Housing Revenue Account

Appendix 4 – Capital Programme

Background Papers:

The Background Paper used in compiling this report were as follows:

- *Corporate Plan 2016/20* <http://www.eastbourne.gov.uk/about-the-council/council-policies-plans-and-strategies/corporate-strategies/>

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

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Part A

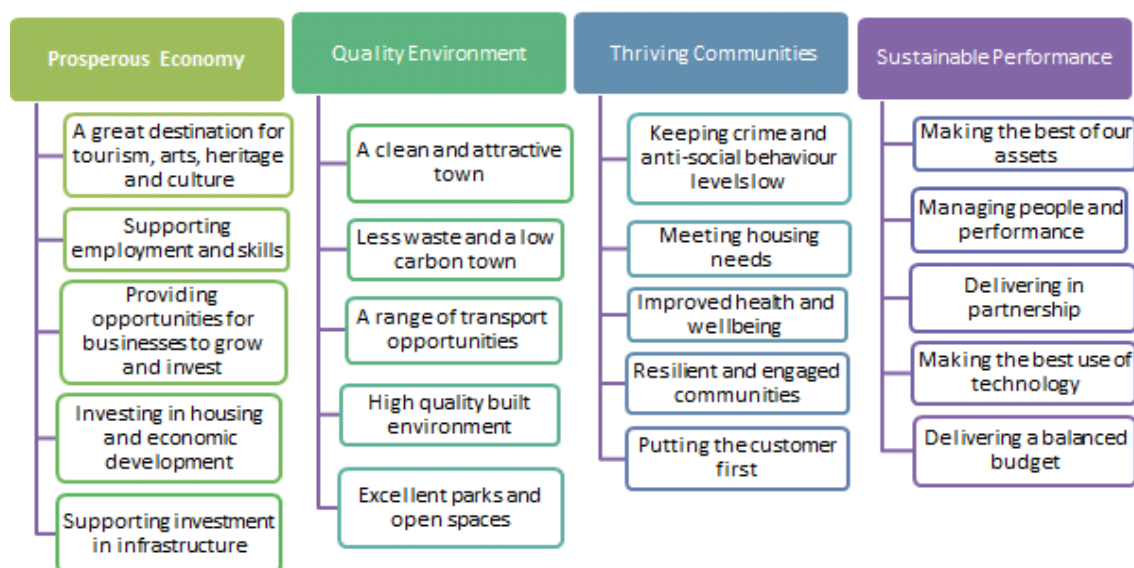
Corporate Performance Q1 2019/20

1.0 Introduction

- 1.1 The performance of the Council is of interest to the whole community. People expect high quality and good value for money services. Performance monitoring, and a strong performance culture helps us to ensure we continue to deliver excellent services and projects to our communities in line with planned targets.
- 1.2 This report sets out the Council's performance against its targets and projects for the first quarter of 2019/20 (1 April- 30 June 2019).
- 1.3 The Council has an annual cycle for the preparation, delivery and monitoring of its corporate and service plans. This cycle enables us regularly to review the Council's work, and the targets it sets for performance, to ensure these continue to reflect customer needs and Council aspirations.

2.0 Themes and Priority Visions

- 2.1 The Corporate Plan was developed with four themes to focus delivery of improvement activity for the borough. Each of these themes had its own priority vision for how the authority and its stakeholders wanted Eastbourne to develop. Performance is measured against these themes and objectives.



3.0 2018/19 Q4- Points of clarification requested by Scrutiny committee






The following points were asked for clarification during Scrutiny's review of 2018/19's Q4 Corporate Performance report:

Point of clarification	Status
a) Status of Local Plan and national, regional and local figures for housing targets/supply to be reported to the	Oral overview for Scrutiny committee at meeting.

Committee's next meeting as part of the Q1 performance report.	
b) the work of the Sovereign Centre Task and Finish Group	Report to Scrutiny 2/9/19
c) the unit occupancy in the Beacon	Provided in report
d) the Council's process for the inspection of licensed HMOs and how targets are managed;	Verbal update by Head of Homes First to be provided.
e) targets for people in emergency accommodation and homelessness/rough sleepers	Update by Head of Head of Homes First as above.
f) the improvement of recycling figures, with presentations provided by experts and relevant officers to brief the Committee	Update to be provided to committee by Head of Environment First.

4.0 2019/20 Q1 Performance Overview

- 4.1 Appendix 1 provides detailed information on progress and performance for Members' consideration. Where performance or projects have not achieved target, an explanation is provided, together with a summary of the management action that has been taken to address this.
- 4.2 The Council uses a Project and Performance Management System (Pentana - formerly known as Covalent) to record, monitor and report progress and performance. The system uses the following symbols to indicate the current status of projects and performance targets:

	Performance that is at or above target
	Project is on track
	<ul style="list-style-type: none"> Performance that is slightly below target but is within an agreed (usually +/- 10%) tolerance Projects where there are issues causing significant delay or change to planned activities
	<ul style="list-style-type: none"> Performance that is below target Projects that are not expected to be completed in time or within requirements
	Project has completed, been discontinued or is on hold

5.0 Community Ward Projects - Devolved Budget

- 5.1 The last section of Appendix 1 details the current devolved budget spend by ward and the projects that have been supported through this scheme so far this year.
Each ward has a total of £10,000 available to spend each year on schemes requested by the local community.

Appendix 1

Eastbourne Borough Council Corporate Performance Report Q1 2019-20

1. Growth & Prosperity

- 1.1 Growth & Prosperity Projects & Programmes
- 1.2 Growth & Prosperity Key Performance Indicators

2. Housing

- 2.1 Housing Projects & Programmes
- 2.2 Housing Key Performance Indicators

3. Thriving Communities

- 3.1 Thriving Communities Projects & Programmes
- 3.2 Thriving Communities Key Performance Indicators









4. Quality Environment

- 4.1 Quality Environment Projects & Programmes
- 4.2 Quality Environment Key Performance Indicators

5. Best Use of Resources

- 5.1 Best Use of Resources Key Performance Indicators

Community Projects – Devolved Ward Budgets Q1







Key			
	Performance that is at or above target Project is on track		Performance that is below target Projects that are not expected to be completed in time or within requirements
	Project has been completed, been discontinued or is on hold		Performance that is slightly below target but is within an acceptable tolerance Projects : where there are issues causing significant delay, changes to planned activities, scale, cost pressures or risks
	Direction of travel on performance indicator : improving performance		Direction of travel on performance indicator : declining performance
	Direction of travel on performance indicator : no change		Data with no performance target
N*	Nationally set target		





CPR Ebn 1 Growth & Prosperity 2019/20

1.1 Growth & Prosperity Projects & Programmes









1.2 Growth & Prosperity Key Performance Indicators

1.1 Growth & Prosperity Projects & Programmes

Project / Initiative	Description	Target completion	Status	Update
Sovereign Harbour Innovation Park (SHIP)	New contemporary business premises at Sovereign Harbour Innovation Park	Q4 2021/22		Occupancy of Pacific House remains at around 90%.
Town Centre Public Realm Improvements	Significant improvements to the pedestrian environment in Terminus Road and Cornfield Road to be delivered alongside the extension to the Arndale. Joint Partnership Project with ESCC.	Q2 2019/20		Works on site are continuing and the street furniture is beginning to be installed. The scheme is expected to be completed by the end of September.
Extension to Arndale Shopping Centre (The Beacon)	Led and financed by Legal and General. An £85m scheme to provide 22 new retail units, 7 restaurants and 9 screen cinema.	Q2 2019/20		The cinema at the Beacon officially opened on 12 July. L&G are having ongoing discussions with potential occupiers of further retail and restaurant units. Current opened units): 1 cinema 1 restaurant (Nandos) 10 retail outlets.
Wish Tower Restaurant	Scheme to deliver a flagship restaurant	Q3 2019/20		Practical completion of the building and official hand over to Bistrot Pierre was on 22 July as planned. Fit-out started in late August. The opening of the restaurant is November.
Devonshire Park Redevelopment	Significant investment to establish Devonshire Park as a premier conference and cultural destination to include: New welcome building: Restoration of Congress, Winter Garden and Devonshire Park Theatres: Improving Accessibility: Improving tennis facilities: New Conference/exhibition Space & Cafe: Public realm improvements	Q3 2020/21		Final snagging of the Welcome Building and Congress Theatre is to be completed in early autumn. Racquet Court: Storage approach has been agreed; the final design is dependent on locations of kitchens. Winter Garden: Scope of work to be redefined to consider catering and live music proposals. General: Outstanding work streams ongoing (Highways revisions, external signage, planting, etc.). Final account review to end FY 2019/20.
Sovereign Centre Review	Updated description : Construction of new leisure centre on existing Sovereign Centre car park to provide leisure, 8 lane and diving/training	Q4 2019/20		During this quarter, the business case was reviewed. The designers and project team are currently preparing documents for planning application. The proposed waste energy recovery system is under consideration. Soft market testing is currently being reviewed.

Project / Initiative	Description	Target completion	Status	Update
	pools, ten pin bowling and 'clip and climb' facilities, cafe; and children's zone. Project also includes reviewing options for site of existing facility.			
Delivery of Community Centre to serve the Sovereign Harbour Neighbourhood	EBC working with Sea Change Sussex to deliver a Community Centre at Sovereign Harbour	Q2 2019/20		Contractor has undertaken snagging work. Boilers commissioned before the autumn. Paving requested for outside emergency exits to provide level means of escape around the building. Discussions held with the John Jackson Charitable Trust to see if they can fund the Changing Places Facility. The Trust will meet to discuss the request for funding in October. Target opening date was September.
Bedfordwell Road - EBC New Build Housing	One project within the Housing and Economic Development Programme to deliver refurbished and redeveloped housing within the Borough.	Q1 2025/26		Ecology relocation is underway. Highways designs for traffic access are underway. Flood risk assessment information pending from the Environment Agency. Scheme enhancements are currently underway. (See separate Cabinet report)
Hampden Retail Park	The acquisition and development of Hampden Retail Park as part of the Property Acquisition and Investment Strategy (PAIS).	Q2 2019/20		Currently working with existing tenants on design. Looking at additional services but some relocation will be required and we are currently redesigning as a result. The redesign will look to improve yield.
Clear Futures: Joint Venture for Energy and Sustainability	A joint venture between Eastbourne and Lewes Council and a private sector organisation to deliver local energy and sustainability ambitions for the next 20-30 years. The Joint Venture will follow a programme of work.	Q1 2037/38		The Joint Venture (JV) is a procurement and delivery framework that is used to develop long term solutions to sustainability challenges. It will bring innovation and help deliver projects with Energy & Sustainability themes, faster, better, cheaper and with more certainty, by integrating the public and private sector. The framework also brings excellent opportunities for local communities and businesses. The JV between LDC, EBC, Robertson and AECOM was established in September 2017 and is a partnership for up to 30 years. Bolton Metropolitan Borough Council and the East Sussex College Group have recently become new participants. Meetings of the JV Operations Group and the Steering Board took place on 18 and 21 June.

1.2 Growth & Prosperity Key Performance Indicators



KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20				Latest Note
		Value	Value	Target	Status	Performance Trend	
Town centre vacant retail business space (compared to national figures)	10.4%	5.26%	5.35%	No more than 10.4%			<p>Vacancy reporting for Eastbourne Town Centre increased slightly for Q1 (5.35% in Q1, an increase from 5.26% in Q4).</p> <p>Please note: Eastbourne's total property count has been adjusted to reflect the redevelopment and loss of units in Terminus Road and new units in The Beacon.</p> <p>Council officers in conjunction with external partners continue to explore options for the T J Hughes and Debenhams sites. EBC submitted a bid to the Future High Streets Fund which unfortunately was unsuccessful due to the high volume of applications received. Government has offered an opportunity to bid in the next round in early 2020. An Expression of Interest (EOI) has been submitted to the Historic England's High Street Heritage Action Zone scheme. The EOI is focused on Seaside Road and we expect to find out if we have been successful by October.</p>
Increase numbers of bandstand patrons	43,000	Bandstand closed	18,555	At least 10,000			Performance in Q1 is above target.
Percentage of Council Tax collected during the year – Eastbourne (income reported quarterly to central government)	97.06%	96.63%	28.38%	Profiled target for Q1 28.75%			Collection is 0.37% below target due to circumstances beyond the council's control. The main court date for the current year was moved by Her Majesty's Court Service to early July, whereas in 2018 it was in June, having an impact on the collection rate this month. The Council Tax billing caseload has reduced by 850 since 01 April and is currently on track.
Percentage of Business Rates collected during the year – Eastbourne (income reported quarterly to central government)	98.50%	97.07%	28.68%	Profiled target for Q1 29.53%			Collection is 0.85% down on the profiled target due to circumstances beyond the council's control. Her Majesty's Court Service moved the first main court hearing which primarily is in respect of current year debt to early July 2019 whereas it was a month earlier last year.

CPR Ebn 2 Housing 2019/20

2.1 Housing Projects & Programmes

2.2 Housing Key Performance Indicators

2.1 Housing Projects & Programmes

Project / Initiative	Description	Target completion	Status	Update
Housing Development Programme	Deliver an ambitious programme of housing development and refurbishment that provides homes and makes a positive contribution to Eastbourne's economic future	Q4 2019/20		<p>The residential housing project of 12 new homes developed through Aspiration Homes is due to complete by mid-September. Members & CMT have been invited to the official opening in a few weeks.</p> <p>EHICL has exchanged contracts on the acquisition of Elm Park Mansions which is 46 homes. The completion of the transaction is due in September. However all voids which occur between then and now are being filled by the Council.</p> <p>Works at Victoria Mansions are progressing well. The temporary signage to support the commercial tenants is now installed. Officers are working with tenants and leaseholders who are affected by the works and need to be decanted.</p> <p>The residential infill schemes across the Town are being reviewed with additional procurement options being explored to ensure VFM and deliverability of the schemes. The team are working with SME's across the town to consider how best these projects can be delivered.</p>
Rough Sleeping Project	Reduce homelessness.	Q4 2019/20		<p>As of the end of June there were 39 verified rough sleepers in Eastbourne. The caseload was 10 with 13 waiting. A total of 10 cases were distributed as below:</p> <p>Temporary Accommodation 2 / Private Rented Sector 1 / Supported Accommodation 1 / Rough Sleeping 1 / Prison 0 / Housing First 2 / Merrick House 3</p> <p>Day Centre & Activities - Eastbourne</p> <p>The RSI Day Centre and Activities contract for Eastbourne has been awarded to Salvation Army. The Salvation Army provide office space to the multi-disciplinary team and Housing First officers. They have a day centre open 5x days pwk for rough sleepers to access. Under the RSI contract they will provide at least 2x activities for rough sleepers pwk. There will be flexibility within the activities budget for the centre and MDT employ a social</p>





Project / Initiative	Description	Target completion	Status	Update
				<p>prescribing based model and support individuals where specific wellbeing needs have been identified.</p> <p>Housing First - Eastbourne</p> <p>The Housing First contract for Eastbourne has been awarded to Southdown Housing. 2 Housing First officers will provide wrap-around support to rough sleepers with complex multiple needs (ratio 1:5 clients). They will also support clients identified by the MDT at the day centre and undertake street engagement sessions supported by the Rapid Rehousing Pathway twice a week</p>









CPR Ebn 2 Housing 2019/20

2.1 Housing Projects & Programmes

2.2 Housing Key Performance Indicators

2.2 Housing Key Performance Indicators

KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20				Latest Note
		Value	Value	Target	Status	Performance Trend	
DFGs - Time taken from council receiving a fully complete application to the council approving the grant	28 days	1 days	3 days	No more than 28 days			The handling of DFG applications continues to be processed well within our maximum handling times (28 days).
Number of Licensed HMO's Inspected per Quarter	50	13	13	At least 12.5			Legislation changed in October 2018 when the number of storeys for licensing was removed (pre Oct 18 the property needed to be 2 or more storeys). As long as there are 5 or more people sharing some facilities then a licence is required. There are more than 257 HMO'S in EBC but not all require a licence. The licence lasts for 5 years and only has to be inspected once.

KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20				Latest Note
		Value	Value	Target	Status	Performance Trend	
							In this quarter 10 licensed HMOs visited but an additional 3 other properties visited which are in the system of needing an HMO- hence the figure of 13.
Rent arrears of current tenants (expressed as a percentage of rent debit)	2%	3.14%	3.84%	No more than 2%			We have given the team a stretching target in Q1 of no more than 2%. In Q1 customers have been impacted by the introduction of universal credit, with delays on payments and we have been implementing a new technological solution that will improve the targeting of rent arrears, through text messages and emails as well as the usual phone calls. In Q2, we have built a new team built around rent collection, with additional staff, including two visiting caseworkers. We are profiling rent collection to improve through Q2 to Q4.
Average void relet time key to key (month & YTD)	20.0	26.7	17.8	No more than 23.0			The re-let time for the first quarter started off just above target in April. May and June figures improved, resulting in the overall figure for the whole quarter being within target. This is a marked improvement in comparison to last year. Neighbourhood Housing, Property Services and Housing Needs continue to attend weekly meetings to manage void and re-let times and this will continue in order to closely manage performance going forward.
Taking everything into account, percentage of tenants satisfied or dissatisfied with overall Homes First service (previous national ind. " Local authority tenants' satisfaction with landlord services)	100%	91%	81%	Data only			During Q1, we achieved overall tenant satisfaction of 81%. We have implemented changes in Homes First work-streams to address current challenges in service delivery and anticipate these changes to impact positively on levels of satisfaction during Q2.
Number of households living in emergency (nightly paid) accommodation (N*- based on old national ind.)		179	158	DATA ONLY			<p>The pressures on Housing Needs and Standards remained high throughout Q1.</p> <p>In June a significant review of the Housing Needs and Standards work streams was carried out and a re-alignment went live in July. Amongst other things, the re-alignment introduced six new work streams, including: Housing solutions Hub, Prevention, Assessment, Move On, Private Sector Housing and Temporary Accommodation and Commercial Property.</p> <p>From initial data the re-alignment of work streams has brought about a number of benefits for the service, most significantly making savings through the introduction of the Housing solutions Hub. The Hub aims to prevent and relieve homelessness on the day, providing a better service for customers.</p> <p>In the first month we had 115 household present to the Housing solutions Hub. 71 of these households were in Priority Need, requiring a placement into Temporary</p>

KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20				Latest Note
		Value	Value	Target	Status	Performance Trend	
							<p>Accommodation however due to the preventative and relief work of the Hub, only 31 placements were made. The remaining 40 (54%) households were either supported into a property in the private rented sector, able to remain in their property, stay with friends or family or referred directly into supported accommodation. Additionally, households that have been seen by the Hub are having shorter stays in emergency accommodation as they are provided better information on how to find accommodation in the private rented sector in the first instances.</p> <p>On 5 August our Temporary Accommodation (TA) and Commercial Property work stream went live in full. This work stream will provide intensive focus on the management of households in this type of accommodation, helping them to move more quickly out of it. A new structured team will be working to move those in emergency accommodation more quickly into settled accommodation.</p> <p>In July Eastbourne Housing Investment Company Limited (EHICL) Board gave approval for purchasing 70 properties to be used as Temporary Accommodation. This accommodation will not be on a nightly rate and will provide a cheaper alternative to existing bed and breakfast style accommodation. Discussion with other EA providers (e.g. UKRooms) is now underway to explore opportunities for them to provide a combination of nightly paid and other temporary accommodation.</p>

CPR Ebn 3 Thriving Communities 2019/20

3.1 Thriving Communities Key Performance Indicators

3.2 Projects & Programmes

3.1 Thriving Communities Key Performance Indicators

KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20	Latest Note
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		Value	Value	Target	Status	Performance Trend	
Average days to process new claims for housing/council tax benefit (N*-old national ind.)	22	21	22	No more than 22	✓	↓	Performance was steady throughout Q1 and remained so in July.
Average days to process change of circs (housing/council tax benefit) (N*-old national ind.)	8	5	9	No more than 8	⚠	↓	As performance has been above target for the last two months we have been monitoring on a weekly basis. July and August's performance was above target and have shown a marked improvement from 13.6 days to 9.0 days to 8.5 days.
Improve our ranking compared to similar authorities in relation to all crime - Eastbourne	5	1	1	Within 1-5	✓	▬	Eastbourne has maintained its ranking as the lowest area for crime per 1000 population compared with other areas in its 'most similar group'

CPR Ebn 4 Quality Environment 2019/20

4.1 Quality Environment Projects and Programmes

4.2 Quality Environment Key Performance Indicators

4.1 Quality Environment Projects and Programmes











Project / Initiative	Description	Target completion	Status	Update
Waste mobilisation programme - overarching	Programme to establish a Local Authority Controlled Company (LACC) to manage waste services at EBC.	Q4 2020/21	✓	<p>South East Environmental Services Limited (SEESL) took over from Kier on 29 June 2019.</p> <p>The new service, named Environment First, has 100 staff and increased numbers of waste and recycling vehicles, such as additional mechanical sweepers and HGVs with significantly greater capacity. A decision to change the council's recycling tipping point to Hailsham from Uckfield will save thousands of road miles every year, supporting the council's commitment to a cleaner environment.</p> <p>The latest software being used provides managers with real-time analysis of every collection round, ensuring timely and informed service delivery.</p> <p>There is also a much greater focus on customer support and ensuring any issues arising are acted upon quickly and efficiently. Teams will take rapid action on enforcement issues such as graffiti and fly-tipping and increase the understanding of residents and businesses in what their waste and recycling responsibilities are.</p> <p>The waste programme has been delivered and a project review meeting has been arranged for September, for lessons learned.</p>


CPR Ebn 4 Quality Environment 2019/20

4.1 Quality Environment Projects and Programmes

4.2 Quality Environment Key Performance Indicators





4.2 Quality Environment Key Performance Indicators




KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20				Latest Note
		Value	Value	Target	Status	Performance Trend	
Total number of reported fly-tipping incidents (N*- based on old national ind.)	480	209	127	Max number- 120			127 fly tipping incidents were reported for Q1 against a target of 120 however more positively there is a reduction in fly-tipping incidents when compared to Q4. The majority of the fly tips consisted of household domestic waste with white goods, mattresses, sofas and items of furniture featuring highly in the town centre area. Breakdown of fly-tipping locations: Council land (89); Highway (25); Back alley (11); footpath (2). Waste dumped in unadopted alleyways remains an issue in the town centre area. Investigations on the accuracy of the number of fly tips reported by partners, and whether they constitute actual fly tips is currently being undertaken.
Increase the percentage of Major Planning Applications processed within 13 weeks (N*- based on old national ind.)	65%	50%	100%	At least 65%			Performance remains above target for Q1. One major planning application processed within 13 weeks during this quarter.
Increase the percentage of minor planning applications processed within 8 weeks (N*- based on old national ind.)	75%	64%	82%	At least 75%			41 out of 50 minor planning applications were processed within 8 weeks. Q1 shows an increase in performance from Q4.
Increase the percentage of other planning applications processed within 8 weeks (N*- based on old national ind.)	75%	83%	90%	At least 75%			Good performance this quarter with performance at 90% against a target of 75%. 76 out of 84 applications were processed within 8 weeks.
Percentage of household waste sent for reuse, recycling and composting (N*- based on old national ind.)	38.00%	31.50%	34.74%	At least 38.00%			<u>This figure is only from 1 April-23 June.</u> With South East Environmental Services (SEESL) taking over waste handling, It is hoped that with more direct influence and a service under our control, we will be able to increase the borough's recycling rates.

KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20				Latest Note
		Value	Value	Target	Status	Performance Trend	
Percentage of local searches that are returned within 10 working days of receipt	80%	new	98.69%	At least 80%		new	Q1 performance is above target. 125 out of 127 searches received were returned within 10 working days of receipt.

CPR Ebn 5 Best Use of Resources 2019/20

5.1 Best Use of Resources Key Performance Indicators

KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20				Latest Note
		Value	Value	Target	Status	Performance Trend	
Number of new sign-ups to the Councils' social media channels	600	496	471	At least 150			Sign-ups show a healthy increase in numbers.
Increase the percentage of calls to the contact centre answered within 60 seconds - Ebn	80%	52.86%	47.33%	At least 80%			<p>Latest positions (July 2019): 80.9%</p> <p>Apr to Jun commentary for Q1: The Customer Advisors have been working hard on improving the performance month on month with June's percentage of calls answered within 60seconds increasing when compared to May. The percentage of calls answered for the Quarter has unfortunately gone down from 52.86% for Q4 18/19' to 47.33% for Q1 19/20'. The main reason for this is due to the increased call volumes we received in April following Annual Billing and the 250K pieces of correspondence sent out in March where calls overflowed into the new financial year. This was also on top of the 2 bank holidays and 2 Elections dates we had in May.</p> <p>We reached 92.01% of calls answered within 60seconds for June, unfortunately April and May's low percentage has pulled us down lower than anticipated for the first quarter.</p>

KPI Description	Annual Target 2019/20	Q4 2018/19	Q1 2019/20				Latest Note
		Value	Value	Target	Status	Performance Trend	
							Performance Improvement Plan: With all Temporary Agency staff now gone from Customer Contact and a change in the IVR phone system being implemented, Customer Contact will focus on ensuring robust training is cascaded to all of the team, both existing members and new starts. With March, April and the majority of Bank Holidays now behind us, we will be looking to get back to business as usual and continue improvement in SLAs across the board.
Average days lost per FTE employee due to sickness	8.0 days	2.47 days	2.2 days	No more than 2.0 days			<p>2.20 days for Q1 represents a decrease from Q4 which was 2.47 days and HR Business Partners continue to support managers in robustly managing attendance issues.</p> <p>In total 138 short-term absences and 28 long-term absences (eg more than 4 weeks).</p> <p>2 employees were off for the whole Q1 which is the same as Q4.</p> <p>If we exclude LDC Waste Services, the Q1 figure reduces to 2.08 days. Waste Services on its own is 2.96 days, again a reduction from Q4 which was 3.05 days for Waste Services.</p> <p>The average national public sector sickness absence for 2017/18 was 8.5 days (these are currently the most up to date figures published) and absence rates nationally remain considerably higher in the public sector than in the private sector (5.6 days), manufacturing and production (6.2) or non-profit (7.3).</p> <p>A detailed analysis around staff sickness is taking place.</p>
Social media responsiveness rate	80%		89.67%	At least 80%			'Response rate' is the percentage of new messages received via our Facebook page that we respond to on the day the message is received.

Devolved ward budget scheme 2019/2020 - Summary by ward up to Quarter 1 (1 April – 30 June 2019)

Ward	Project	Description	Project Spend to Date
Devonshire	Allchorn Pleasure Boat	Restoration of Allchorn Pleasure Boat	£1,250.00
	Friends of Prince Park Fun Day	Funds to provide gazebos and entertainment for the annual Friends of Prince Park Fun Day	£750.00
	Community Stuff	Funding for a gazebo during rainy days for Community Stuff's holiday activities.	£631.94
Latest spend so far			£4,631.94
Hampden Park	No schemes in Quarter 1		
Latest spend so far			£700.00
Langney	No schemes in Quarter 1		
Latest spend so far			£1,940.00
Meads	Eastbourne Heritage Centre	Funding towards the 2019 exhibition	£600.00
	Little Chelsea Traders Association	Funding towards Little Christmas 2019	£1,000.00
	ROMPA Defibrillator	External cabinet for defibrillator at ROMPA tennis club to enable public access 24/7.	£595.14
Latest spend so far			£2,395.14
Old Town	No schemes in Quarter 1		
Latest spend so far			£0
Ratton	Ratton School Garden	Funds allocated to make a garden for local residents to sit in	£400.00
Latest spend so far			£400.00
St Anthony's	No schemes in Quarter 1		
Latest spend so far			£0
Sovereign	No schemes in Quarter 1		
Latest spend so far			£0
Upperton	No schemes in Quarter 1		
Latest spend so far			£0

Number of schemes in Quarter 1	7
All wards latest spend so far	£10,067.08

Part B

Financial Performance Q1 2019/20

1.0 General Fund

1.1 General Fund performance of the quarter is shown in the table below:

Department	2018-19 Actual	Full Year Budget	Profiled Budget	Actual to 30 th June 2019	Variance to date
	£'000	£'000	£'000	£'000	£'000
SUMMARY					
Corporate Services	2,518	5,365	1,926	1,632	(294)
Service Delivery	5,072	4,947	881	936	55
Regeneration, Planning & Assets	945	(298)	(58)	179	237
Tourism & Enterprise Services	3,752	3,496	865	978	113
Total Service Expenditure	12,287	13,510	3,614	3,725	111
Contingencies, etc	0	(450)	1	-	(1)
Capital Financing and Interest	1,643	1,763	30	120	90
Other Movements	386				
Contributions to/(from) Reserves	(725)	(1,277)	(112)	(112)	-
Net Expenditure	13,591	13,546	3,533	3,733	200

Service Details are shown at **Appendix 2**.

1.2 The position at the end of June shows a negative variance of £200,000 on net expenditure. Variances at 30 June included:

Housing Benefit Payments and Subsidy -	
Shortfall in subsidy B&B accommodation	£210k
Corporate Property & Initiatives - Income target shortfall	£84k
Deposit Loan Scheme – Increase in bad debt provision	£81k
Housing enhancement services – recharge to the HRA	(£150k)

1.3 Where significant exceptional, unexpected and unavoidable expenditure is incurred the Council will rely on its reserves and working balance. At 1 April 2019 the General Fund working balance was £5.6 million.

2.0 HRA

2.1 HRA performance of the quarter is as follows:

	Full Year Budget	Profiled Budget	Actual to 30 June 2019	Variance to date
	£'000	£'000	£'000	£'000
HRA				
Income	(15,104)	(3,812)	(3,839)	(27)
Expenditure	13,069	1,906	1,978	72
Capital Financing & Interest	1,948	-	-	-
Contribution to Reserves	Nil	-	-	-
Total HRA	(87)	(1,906)	(1,861)	45

There is a small negative variance of £18,000 for the quarter. A further breakdown is shown at **Appendix 3**.

3.0 Capital Expenditure

3.1 The detailed capital programme at **Appendix 4**, provides a summary of spend for quarter 1 compared to the revised allocation for 2019/20 and the total spend for each scheme as at 30 June. Brief comments are provided for each scheme and more detailed comments are provided below for larger schemes.

3.2 Detailed comments on larger schemes:

Line No.	Comment
5	The Fort Lane scheme is planned to start in the Autumn. The tender process is currently live.
10	Disabled Facilities Grant – a verbal update will be provided.
13	The final scope of the Beach Management works this year will be decided following the results of the monitoring survey which is due to be carried out in early September. Initial thoughts are that there will not be an overspend this year but the entire budget will be required for these works. The contractor is currently checking the availability of the dredger that will be required to import shingle but it is anticipated that the works will be undertaken between October and the end of December.
16	The £450k on the Terminus Road Improvement Scheme has now been paid to ESCC. The remaining £50k was to be used to fund the bespoke signage to complement the public realm improvements and the costs associated with the signs were higher than expected.
17	Sovereign Harbour Community Centre. Work is virtually complete and the Centre

	is due to open in September. Overspend relates to costs that were associated with the original site (Site 5). These costs were largely associated with establishing whether the centre could be built on the site having regard to the ground conditions (due diligence) and the results demonstrated that as a result of the ground conditions, it was financially unviable to proceed with Site 5. Additional external funding is being sought.
47	EHIC Loans (Properties purchased from EBC) - Agreed facility of £4,173k to provide loans to purchase EBC properties. Two loans totalling £980k have been agreed of which £955k has been drawn down. The remaining facility of £2,958k is available for other properties to be identified. A loan of £235k relating to Northbourne Road was drawn down and subsequently repaid.
48	EHIC loans (Properties purchased on the open market) - Agreed facility of £15m to provide loans to purchase private properties. 26 loans totalling £5,093k have been agreed of which £4,127k has been drawn down. The remaining facility of £9,907k is available for other properties. This facility is currently allocated to various years.
49	EHIC loans (Mixed tenure properties) - Agreed facility of £20m to provide loans to purchase private mixed tenure properties. 10 loans totalling £6,838k have been agreed of which £1,201k has been drawn down. The remaining facility of £13,162k is available for other properties. This facility is currently allocated to various years.
52	Aspiration Homes LLP Loan – Agreed a facility of £10m to provide loans to build and refurbish properties. Three loans totalling £4,336k have been agreed to develop various sites and £1,201k has been drawn down. This facility is currently allocated to various years.
53	Bedfordwell Road - Designs are nearing completion ready for consultation and pre-app, planning. Highways consultation is also underway. Final phase of remediation is due to start in September following ecology relocation which is happening now. Once the remediation is complete the site will be completely clear to enable a start on site.
55	Hampden Retail Park Refurbishment – this scheme is currently under consideration for further development.
61	Devonshire Park Redevelopment - Progress currently as per construction programme agreed in main contract. Congress Theatre completed and opened in March. The Welcome Building completed and opened July 2019. This is the subject of a separate Cabinet report. Tennis player facilities construction complete.
70	Wish Tower Restaurant – The building construction is complete and fit out is in progress. This will be the subject of a separate repro to Cabinet in October.

4.0 Collection Fund

4.1 The Collection Fund records all the income from Council Tax and Non-Domestic Rates and its allocation to precepting authorities.

4.2 The Collection fund for the year is as follows:

	Council Tax £'000	Business Rates £'000
Balance B/fwd 1.4.19	(359)	2,258
(Deficit recovery)/Surplus distributed	456	(1,827)
Debit due for year	(69,080)	(35,885)
Payments to preceptors	68,318	35,154
Allowance for cost of collection		129
Transitional Relief		(42)
Allowance for appeals		281
Write offs and provision for bad debts	771	182
Estimated balance 31.3.20	106	250
Allocated to:		
CLG	-	62
East Sussex County Council	78	65
Eastbourne Borough Council	13	110
Sussex Police	10	-
East Sussex Fire & Rescue	5	13
	106	250

4.3 The allocation to preceptors reflects the operation of the Collection Fund for Council Tax and Business Rates which are distributed on different bases under regulations. The distributions for the estimated balance calculated at quarter 3 will be made in 2019/20. Any changes in quarter 4 will be made in 2020/21.

4.4 Council Tax is showing a deficit of £106k for the quarter. The Council's share of the deficit is £13k. This is due to the result of a combination of factors including higher collection rate assumptions than is considered achievable and delays to the recovery proceedings caused by rescheduling of the HMCS court dates. The performance of the service will be monitored closely and reflected in the future council tax estimates.

4.5 The Business Rate deficit for the quarter is £250k. There continues to be a significant risk associated with business rate income, with a large number of appeals still outstanding against the 2010 rating list. There is also continued uncertainty over the number of appeals against the 2017 rating list received by the Valuation Office. Limited information is available on these appeals, therefore until more detail is known and evaluated an estimated has had to be calculated based on experience from the previous appeals system.

4.6 Collection fund performance is as follows:

Cash Collection Rates	Council Tax 2018/9	Council Tax 2019/20	Business Rates 2018/19	Business Rates 2019/20
Q1 Actual	28.75%	28.38%	29.53%	28.68%
Q1 Target	29.19%	28.75%	29.90%	29.53%

5.0 Treasury Management

- 5.1 The Annual Treasury Management and Prudential Indicators were approved by Cabinet and Council in February.

5.2 Economic Background

After only tepid annual economic growth of 1.4% in 2018, growth in quarter 1 was unexpectedly strong at 0.5%. However, this was boosted by stock building ahead of the original March Brexit deadline so quarter 2 is now expected to be zero or slightly negative.

After the Monetary Policy Committee raised Bank Rate from 0.5% to 0.75% in August 2018, it is little surprise that they have abstained from any further increases since then. We are unlikely to see any further action from the MPC until the uncertainties over Brexit clear. If there were a no deal exit, it is likely that Bank Rate would be cut in order to support growth. Nevertheless, the MPC does have concerns over the trend in wage inflation which peaked at a new post financial crisis high of 3.5%, (excluding bonuses), in the three months to December before falling marginally to 3.4% more recently. Growth in employment fell to only 32,000 in the three months to April, well below the 2018 average, while the unemployment rate remained at 3.8 percent, its lowest rate since 1975. Correspondingly, the total level of vacancies has risen to new highs.

As for CPI inflation itself, this rose slightly to 2.1% in April before falling back again to 2.0% in May, and is likely to remain around this level over the next two years. If there was a no deal Brexit though, it could rise towards 4%, primarily as a result of imported inflation on the back of a weakening pound.

The rise in wage inflation and fall in CPI inflation is good news for consumers as their spending power is improving in this scenario as the difference between the two figures is now around 1.3%, i.e. a real terms increase. Given the UK economy is very much services sector driven, an increase in household spending power is likely to feed through into providing some support to the overall rate of economic growth in the coming months.

5.3 Interest Rate Forecast

Base Rate has remained at 0.75% since 2nd August 2018. Link Asset Services forecasts Base Rate increase to 1.00% in December 2020.

5.4 Annual Investment Strategy

The Treasury Management Strategy Statement (TMSS) for 2019/20 which includes the Annual Investment strategy, was approved by Council on 6 February 2019. It sets out the Council's investment priorities as being :

- Security of Capital;
- Liquidity;
- Yield.

There were no short term investments held as at 30 June. Approved limits within the Annual Investment Strategy were not breached during the quarter ending 30 June 2019, except for the balance held with Lloyds Bank, which exceeded the £10m limit for 8 days during the quarter.

Investment rates available in the market have continued at historically low levels. Investment funds are available on a temporary basis and arise mainly from the timing of the precept payments, receipts of grants and the progress of the capital programme.

5.5 Investment performance for the quarter ending 30 June is as follows:

Benchmark	Benchmark Return	Council Performance	Interest Earning
7 day LIBID	0.57%	0.65%	£8,788

The Council outperformed the benchmark by 0.08%. The budgeted investment return for 2019/20 is £50,000. Due to cash flow requirements and current low interest rates, investments held are at minimum and it is unlikely that this budget will be achieved, but this will be offset by reduced borrowing.

The continuous use of internal balances is in line with the Council's strategy and reduces the amount of interest payable on loans and investment income.

5.6 Borrowing

The following loan was taken during the quarter:

New Long Term Borrowing From PWLB During Quarter				
Date	Amount £'m	Interest Rate	Yrs	Loan Type
18-Apr-2019	4.0	1.87	14	EIP
26-Apr-2019	4.0	1.84	14	EIP
10-May-2019	4.0	1.77	14	EIP
17-May-2019	4.0	1.71	14	EIP
28-May-2019	4.0	1.66	14	EIP
30-May-2019	4.0	2.21	40	Maturity
Total	24.0			

Equal Instalment Principal (EIP) Loans are repaid in equal instalment during the term of the loan and maturity loans are repaid in full at maturity.

New Short Term Borrowing				
Start Date	Counterparty	Amount	Interest Rate %	End Date
23-May-19	Worcester CC	5.0	0.80	23-Sep-19
20-May-19	Cherwell District Council	3.0	0.84	17-Feb-20
Total		8.0		

Less Short Term Borrowing Repaid				
Repayment Date	Counterparty	Amount	Interest Rate	No of Days
14-May-19	E Northamptonshire DC	2.0	0.90	364
20-May-19	Barnsley Met Council	3.0	0.95	181
23-May-19	Greater Manchester Pension Fund	5.0	0.80	359
Total		10.0		
Net New Short Term Borrowing during quarter		2.0		

Cash flow predictions indicate that further borrowing will be required in the next quarter, depending on the timing of capital expenditure. The exact timing and nature of this borrowing will be considered at that time in light of prevailing interest rates.

5.7 Compliance with Treasury and Prudential Limits

It is a statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's approved Treasury and Prudential Indicators (affordability limits) are included in the approved TMSS.

During the quarter to 30 June the Council has operated within the treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy Statement and in compliance with the Council's Treasury Management Practices, except for temporary balances exceeding limits with Lloyds Bank.

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	Original Budget	Revised Budget	Profiled Budget	Actual	Variance
	£'000	£'000	£'000	£'000	£'000
CORPORATE SERVICES					
Corporate Management	153	153	57	(235)	(292)
Financial Services Team	682	682	252	287	35
Corporate Finance	1,254	1,254	307	308	1
Internal Audit and Corporate Fraud	211	211	77	71	(6)
Strategic Finance	2,147	2,147	636	666	30
Human Resources	462	462	131	121	(10)
Information Technology	1,662	1,662	725	729	4
Legal Services	334	334	79	73	(6)
Local Democracy	607	607	298	278	(20)
Legal and Local Democracy	941	941	377	351	(26)
TOTAL CORPORATE SERVICES	5,365	5,365	1,926	1,632	(294)
SERVICE DELIVERY					
Service Management	69	69	23	23	-
Specialist Advisory	4,027	4,027	398	495	97
Case Management	437	437	135	127	(8)
Account Management	276	276	70	97	27
Bereavement Services	(1,400)	(1,400)	(280)	(220)	60
Case Management and Specialist Services	3,340	3,340	323	499	176
Customer Contact	580	580	214	231	17
Neighbourhood First	447	447	183	158	(25)
Customer and Neighbourhood Services	1,027	1,027	397	389	(8)
Homes First	511	511	138	25	(113)
TOTAL SERVICE DELIVERY	4,947	4,947	881	936	55
STRATEGY, PLANNING AND REGENERATION					
Service Management	36	36	9	16	7
Regeneration	185	185	(55)	(68)	(13)
Planning	391	391	83	75	(8)
Group Head of Commercial Business	54	54	13	14	1
Corporate Landlord	(2,324)	(2,352)	(552)	(276)	276
Facilities Management	408	408	187	177	(10)
Estates and Property	(1,916)	(1,944)	(365)	(99)	266
Business Planning and Performance	952	952	257	241	(16)
TOTAL STRATEGY, PLANNING AND REGENERATION	(298)	(326)	(58)	179	237

	Original Budget	Revised Budget	Profiled Budget	Actual	Variance
	£'000	£'000	£'000	£'000	£'000
TOURISM AND ENTERPRISE					
Service Management	99	99	31	31	-
Towner	420	420	207	207	-
Devonshire Park Complex	1	1	(1)	(1)	-
Tourism and Enterprise	636	636	66	53	(13)
Catering	65	44	35	32	(3)
Heritage	103	103	11	15	4
Tourist Information	90	83	21	40	19
Tourism and Enterprise	894	866	133	140	7
Sports Delivery	263	330	(79)	(13)	66
Seafront	92	76	54	104	50
Events	571	584	74	63	(11)
Theatres	1,156	1,148	446	447	1
TOTAL TOURISM AND ENTERPRISE	3,496	3,524	865	978	113
TOTAL SERVICE EXPENDITURE	13,510	13,510	3,614	3,725	111

HOUSING REVENUE ACCOUNT 2019/20				
	FULL YEAR BUDGET £' 000	BUDGET TO 30-06-2019 £' 000	ACTUAL £' 000	VARIANCE £' 000
INCOME				
Gross Rents	(13,973)	(3,493)	(3,517)	(24)
Charges for Services	(1,132)	(319)	(322)	(3)
TOTAL INCOME	(15,105)	(3,812)	(3,839)	(27)
EXPENDITURE				
Management Fee (Eastbourne Homes Limited)	7,261	1,815	1,913	98
Supervision and Management	1,348	91	65	(26)
Provision for Doubtful Debts	127	0		0
Depreciation and Impairment of Fixed Assets	4,334	0		0
TOTAL EXPENDITURE	13,070	1,906	1,978	72
NET COST OF SERVICE	(2,035)	(1,906)	(1,861)	45
Loan Charges - Interest	1,961	0	0	0
Interest Receivable	(13)			0
NET OPERATING (SURPLUS) DEFICIT	(87)	(1,906)	(1,861)	45
Appropriations				
Transfer to Reserve	0	0	0	0
HOUSING REVENUE ACCOUNT (SURPLUS) / DEFICIT	(87)	(1,906)	(1,861)	45
HOUSING REVENUE ACCOUNT WORKING BALANCE				
In Hand at 1st April 2019	(5,938)			
Surplus for 2019-20	(87)			
In Hand at 31st March 2020	(6,025)			

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Summary of Capital Programme 2019 to 2022

	Estimate Total 2019/20	Estimate Total 2020/21	Estimate Total 2021/22
<u>Capital Programme</u>	£000	£000	£000
HRA	5,834	4,388	4,442
Community Services	4,813	300	-
Tourism & Leisure	13,685	15,165	-
Corporate & Core Services	48,312	11,830	2,842
Asset Management	7,058	821	500
Pier Grant & Coastal Communities Grant	498	-	-
Total Programme	80,200	32,504	7,784

Financed By:-

Capital Receipts HRA	1,179	-	-
1-4-1 RTB Receipts	1,504	-	-
Capital Receipts GF	1,393	250	342
Grants and Contributions	7,427	300	-
Major Repairs Reserve	4,166	4,388	4,442
Revenue Contribution to Capital	495	-	-
Reserves	-	-	-
Section 106 Contributions	27	-	-
GF Borrowing (Committed)	46,331	15,986	500
GF Borrowing (Uncommitted)	17,678	11,580	2,500
HRA Borrowing	-	-	-
Total Financing	80,200	32,504	7,784

Line No.	Scheme	Total Scheme Approved	Total Scheme spend 2013 to 31 Mar 2019	Spend 2019-20 to 30 June 2019	Allocation 2019/20	Allocation 2020/21	Allocation 2021/22	Remaining Allocation 2019-20	Funding	Comments
		£000	£000	£000	£000	£000	£000	£000		
1	HOUSING REVENUE ACCOUNT									
2	Major Works	-	26,939	364	4,166	4,388	4,442	- 3,802	EBC	Programme on target to complete in 2019-20
3	Managed by Eastbourne Homes	Ongoing	26,939	364	4,166	4,388	4,442	- 3,802		
4	Other Schemes									
5	Fort Lane	2,283	652	16	1,631	-	-	- 1,615	EBC/Grant	Works planned for 2019-20
6	62a Tideswell Road	734	697	-	37	-	-	- 37	EBC/Grant	Completed
7	Total HRA		28,288	380	5,834	4,388	4,442	- 5,454		
8	COMMUNITY SERVICES									
9	Ocklynge Cemetery Chapel	150	80	-	70	-	-	- 70	EBC	Work is planned for 2019-20
10	Disabled Facilities Grants		5,391	130	1,372	-	-	- 1,242	Grant	
11	BEST Grant (housing initiatives)		2,113	-	100	-	-	- 100	Grant	
12	Acquisition of Land & Property	639	-	-	639	-	-	- 639	EBC	Schemes under investigation
13	Coast Defences Beach Management		6,123	-	349	300	-	- 349	Grant	On target to complete in 2019-20
14	Cycling Strategy	41	-	-	41	-	-	- 41	EBC	Consultation on the ESCC Cycling and Walking Investment Plan is expected to take place in the Autumn
15	Play Area Sovereign Harbour	27	-	-	27	-	-	- 27	S106	
16	Terminus Road Improvements	500	60	450	440	-	-	- 10	EBC	Completed
17	Sov Harbour Community Centre	1,790	1,892	-	-	-	-	-	EBC/S106/Grant	Works almost completed. Official opening due September
18	Signage Re-branding (Parks & Open Spaces)	30	17	-	13	-	-	- 13	EBC	Completed
19	Car Parking Machines	97	84	-	6	-	-	- 6	EBC	
20	Shinewater Park - Scoping	20	1	7	19	-	-	- 12	EBC	
21	Oak Tree Lane Play Equip	35	-	-	35	-	-	- 35	EBC	
22	Mulberry Close Play Equip	30	-	-	30	-	-	- 30	EBC	
23	Lower Holywell Public Con	50	-	-	50	-	-	- 50	EBC	Options appraisal on all WCs to be completed 2019-20 to identify works required.
24	Redoubt Public Convenience	40	-	-	40	-	-	- 40	EBC	Options appraisal on all WCs to be completed 2019-20 to identify works required.

Line No.	Scheme	Total Scheme Approved	Total Scheme spend 2013 to 31 Mar 2019	Spend 2019-20 to 30 June 2019	Allocation 2019/20	Allocation 2020/21	Allocation 2021/22	Remaining Allocation 2019-20	Funding	Comments
		£000	£000	£000	£000	£000	£000	£000		
25	Refurbishment of Public Facilities	81	-	-	81	-	-	81	EBC	Options appraisal on facilities to be completed 2019-20 to identify works required.
26	Waste Fleet Procurement & IT	1,600	99	711	1,501	-	-	790	EBC	Remaining loan expected to be drawn down in Q2
27	Total Community Services		15,860	1,298	4,813	300	-	3,515		
28	TOURISM & LEISURE									
29	ILTC - Air Conditioning	87	83	10	4	-	-	14	EBC	Completed
30	Redoubt - Stair Climber	20	-		20	-	-	20	EBC	No progress
31	Colonnade Removal	500	15		485	-	-	485	EBC	Works expected to start early 2020
32	Redoubt - Asphalt Gun Platform	50	-		50	-	-	50	EBC	No progress
33	HPSC - Changing Rooms	20	-		20	-	-	20	EBC	No progress
34	Sovereign Centre	29,100	1,185		12,750	15,165	-	12,750	EBC	Initial planning work in progress.
35	Sovereign Centre Skate Park	200	-		200	-	-	200	EBC	
36	Seafront Van	13	1	9	11	-	-	2	EBC	Completed
37	Sports Park Lighting	60	-	29	60	-	-	31	EBC	No progress
38	Beach Huts - Holywell	85	-		85	-	-	85	EBC	Completed
39	Total Tourism & Leisure		1,284	28	13,685	15,165	-	13,657		
40	CORPORATE SERVICES									
41	Carbon Reduction Works	434	235		199	-	-	199	EBC	Scheme on hold
42	Invest to Save	80	-		80	80	-	80	EBC	Available for schemes to be identified
43	Investment Capital	5,600	1,235		4,365	-	-	4,365	External	Schemes to be identified
44	IT - Block Allocation		1,811		-	-	92	-	EBC	2020-21 allocation
43	Contingency		-		250	250	250	250	EBC	Available for schemes to be identified
44	Finance Transformation	200	-		200	-	-	200	EBC	Works planned for 2019-20
45	EHIC - Loan (Gowland Ct)	1,850	1,845		5	-	-	5	EBC	Property purchased 26.11.15. Full loan for works not yet drawn down
46	EHIC - Revolving Credit	250	250		-	-	-	-	EBC	Fully drawn down
47	EHIC - Loan Facility (EBC purchases)	4,173	940		2,983	-	-	2,983	EBC	Remaining facility available for schemes to be identified
48	EHIC - Loan Facility (Private Properties)	15,000	3,902	225	6,098	2,500	2,500	5,873	EBC	Further properties to be identified

Line No.	Scheme	Total Scheme Approved	Total Scheme spend 2013 to 31 Mar 2019	Spend 2019-20 to 30 June 2019	Allocation 2019/20	Allocation 2020/21	Allocation 2021/22	Remaining Allocation 2019-20	Funding	Comments
		£000	£000	£000	£000	£000	£000	£000		
49	EHIC - new mixed tenure homes	20,000	375	826	13,625	6,000	-	12,799	EBC	Further properties to be identified
50	EHIC - Victoria Mansions	4,035	3,390	412	645	-	-	233	EBC	Available for drawdown as required
51	Aspiration Homes - Credit facility	100	10	5	90	-	-	85	EBC	Available for drawdown as required
52	Aspiration Homes - Loans	10,000	1,633	1,540	5,367	3,000	-	3,827	EBC	Schemes being considered
53	Bedfordwell Road - Land & Pump House	6,100	2,799	20	3,301	-	-	3,281	EBC	Purchase completed 2016-17. Works being planned.
54	Construction Hub	478	-	2	478	-	-	476	External	Purchase expected in Q2
55	HPK Retail Refurbishment	9,000	852	7	8,148	-	-	8,141	EBC	Scheme being developed
56	The Stage Door	2,030	1,972	9	57	-	-	48	EBC	No further works currently planned
57	MOJ Site	1,100	-	1,379	1,100	-	-	279	EBC	Purchase completed 2019-20. Development being planned.
58	JTP Programme Office	8,278	6,957	151	1,321	-	-	1,170	EBC	Planned works on schedule. subject of regular update reports to Cabinet.
59	Total Corporate Services		28,206	4,576	48,312	11,830	2,842	- 43,736		
60	Asset Management									
61	Devonshire Park Redevelopment Project	53,960	47,377	1,923	6,262	321	-	4,339	EBC	On target. Subject of separate Cabinet report
62	Holiday Letting Refurbishment	30	-		30	-	-	30	EBC	Awaiting Covenant issues to be resolved.
63	Royal Hippodrome Theatre	127	14		7	-	-	7	EBC	Roof replacement works due 2019-20
64	Towner - improvements	125	129	-	-	-	-	-	EBC	Completed
65	ILTC - Improvements	60	41		19	-	-	19	EBC	Stand joints and rendering work to be complete 2019-20
66	Bandstand Renovations	100	-	22	100	-	-	78	EBC	Applying for Heritage consent to carry out more investigative work. Will need a separate bid to Cabinet. Works expected 20-21
67	Wall replacement The Point & Hardwick Rd	90	-		90	-	-	90	EBC	Works planned for 2019-20. Awaiting condition report
68	Downland Water Schemes (Pipes)	334	185	159	149	-	-	10	EBC	On target to complete in 2019-20
69	Boilers at Sports centres	32	-	32	32	-	-	-	EBC	Completed
70	Urinals 1 Grove Rd & TH	12	-		12	-	-	12	EBC	Completed
71	Asset Management - Block Allocation		-		357	500	500	357	EBC	Schemes to be identified

Line No.	Scheme	Total Scheme Approved	Total Scheme spend 2013 to 31 Mar 2019	Spend 2019-20 to 30 June 2019	Allocation 2019/20	Allocation 2020/21	Allocation 2021/22	Remaining Allocation 2019-20	Funding	Comments
		£000	£000	£000	£000	£000	£000	£000		
72	Total Asset Management		47,746	2,136	7,058	821	500	- 4,922		
73	Grant Funded Schemes									
74	Wish Tower Restaurant	1,800	1,323	424	477	-	-	- 53	Grant	
75	Statue Sculpture Installation	22	2		21	-	-	- 21	Grant	Design agreed. Location to be confirmed. Costs expected to be £50k
76	Total Grant Funded Schemes		1,325	424	498	-	-	- 74		
77	General Fund		94,421	8,462	74,366	28,116	3,342	- 65,904		
78	HRA		28,288	380	5,834	4,388	4,442	- 5,454		
79	Total		122,709	8,842	80,200	32,504	7,784	- 71,358		

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Report to:	Cabinet
Date:	11 September 2019
Title:	Climate Emergency
Report of:	Director of Regeneration and Planning
Cabinet member:	Councillor Jonathan Dow
Ward(s):	All
Purpose of report:	To agree next steps following the resolution by Full Council to declare a climate emergency.
Decision type:	Key
Officer recommendation(s):	That £36k per annum be approved towards the cost of a dedicated post, shared with Lewes District Council, to develop and support the delivery of a Climate Change Strategy.
Reasons for recommendations:	Following the declaration of a climate emergency and a commitment by the Council to work in close partnership with local groups and stakeholders to deliver a carbon neutral town by 2030, this report seeks Cabinet's allocation of funds to enable the progression of the commitments made.
Contact Officer(s):	Name: Jo Harper Post title: Head of Business Planning and Performance E-mail: jo.harper@lewes-eastbourne.gov.uk Telephone number: 01273 085049

1 Introduction

- 1.1 At its meeting on 10th July 2019, Eastbourne Full Council agreed the following resolution;

Eastbourne Borough Council recognises there is a Climate Change Emergency and fully supports the Government and the Council's initiatives in fighting Climate Change.

Eastbourne Borough Council acknowledges the work achieved by this administration since 2007 to offset the negative effects of climate change.

In keeping with our ambitious programme to date, Eastbourne Borough Council commits to working in close partnership with local groups and

stakeholders to deliver a carbon neutral town by 2030.

- 1.2 This paper sets out a proposed way forward for Cabinet to consider which would enable the council to start to deliver the actions set out in the resolution.
- 1.3 In order to respond to the declared climate emergency, there are two main policy approaches which the council may wish to consider - mitigation and adaptation. Mitigation addresses the root causes, by reducing greenhouse gas emissions, while adaptation seeks to lower the risks posed by the consequences of climatic changes.
- Mitigation interventions could include, for example;
- Increasing use of electric vehicles, rather than petrol or diesel
 - Using green energy sources (e.g. solar, wind) rather than fossil fuels
 - Improve energy efficiency of buildings
 - Promoting cycling, walking and public transport
- Climate adaptation interventions could include, for example;
- Planning for extreme weather events, including flooding
 - Designing new buildings to remain cool in higher summer temperatures
 - Designing more shade into public spaces
 - Planting drought-resistant plants and trees
 - Water conservation and reuse measures, such as use of 'grey water'
- 1.4 It is suggested that both approaches be considered, because even if emissions are dramatically decreased in the next decade, adaptation will still be needed to deal with the global changes that have already been set in motion.

2 Delivering a Carbon Neutral Town

- 2.1 This resolution is not the start of the council's work in this area. We have a considerable history of delivering low carbon initiatives that give us a sound foundation from which to accelerate our progress. We were one of the first Councils to invest in renewable energy (Solar Bourne) which generated over one million kwh of clean energy, enough to power 245 homes, and has already contributed £1.7m, far exceeding expectations. Recognising the vital role that trees play in absorbing and storing carbon dioxide emissions, our tree planting programme has, since 2002, added 2,860 trees to the street scene and landscapes of Eastbourne. The introduction of anti-idling zones has also played an important part in cutting carbon and making improvements to local air quality.
- 2.2 Our joint venture - Clear Sustainable Futures - which was established in 2017 is also enable us to actively explore other renewable technologies that will deliver the required step-change in carbon emissions, such as energy from sewage.
- 2.3 We adopted a sustainability policy in 2018 and will now build on this with our commitment to deliver a Carbon Neutral Town. This represents a significant enhancement to the council's work in this area and will require considerably more data collection, research and expert advice in its development than was the case with our previous high level policy.

- 2.4 The required skills, experience and expertise are not currently available within the councils' staff team and therefore it is recommended that Cabinet agree a sum of **£36k** towards the cost of a dedicated post to develop and support this work. Lewes District Council will also be considering a similar proposal for commitment of funds at its Cabinet meeting on 16 September 2019. The combined resource would enable recruitment of an officer with the relevant skills, knowledge and experience to work across the councils to ensure a joined-up corporate approach to addressing the challenges of climate change. It is proposed that the post of Strategy and Partnership Lead for Sustainability be created for this purpose.
- 2.5 It is recognised that the development and delivery of a Climate Change Strategy will cut across the work of many parts of the council. To ensure all relevant functions and services are fully engaged in this process, an officer working group will be established. This would be chaired by the Deputy Chief Executive and would include representation from;
- Business planning
 - Commercial business
 - Parks and outdoor services
 - Fleet management
 - Property
 - Tourism and enterprise
 - Housing (property services)
 - Planning policy
 - Legal
- 2.6 The group would work to ensure commitment from across the organisation to take Cabinet and Council's resolutions forward. The group, supported by the Strategy and Partnership Lead for Sustainability, would work with the Member Climate Change Strategic Panel (see section 3 below) to develop an action plan for carbon reduction and climate adaptation. Full costings for relevant interventions would be brought to a future meeting of the Cabinet for further consideration.
- 2.7 Included in the group's responsibility would be to establish a baseline position, for both the council and the borough, against which to measure progress towards carbon reduction targets. Alongside this, the group would make recommendations for a proportionate, sustainable and affordable method of tracking that progress.
- 2.8 As an initial step, report authors have also been asked to include a sustainability impact statement in all future committee reports. This will aim to provide advice to members about the potential impacts, either positive or negative to achieving sustainability, of implementing any proposals set out in the report.

3 Climate Change Strategic Panel

- 3.1 Given the breadth and complexity of this issue, it is also proposed that an advisory Member Panel be established to receive regular reports and give a

strategic oversight to this work as it develops. Such a Panel could help with the formulation of proposals around specific elements of this work, prior to recommendations being made to Cabinet when formal decisions need to be taken.

3.2 Given the council's wish to work closely with partners and stakeholders, members of the Panel will play a key role in promoting the councils' work in this area and building partnership solutions within the Borough. It is proposed that the Panel comprise 5 Members.

3.3 This Panel will supersede the previous Member Carbon Reduction Panel. The new Panel will have a wider remit to consider all factors impacting on climate change and to make recommendations regarding actions that the council could take in relation to both carbon reduction and climate adaptation.

4 A community partnership for carbon reduction

4.1 The council, acting in isolation, cannot possibly deliver the changes needed to achieve a carbon neutral town by 2030. However, it can take a leadership role in bringing key partners and the wider community together to focus on this issue and to work together to find solutions. To this end a new group has been established – whose working name is Eastbourne Carbon Neutral 2030 – which is bringing together key campaigning and action groups with the council and other relevant local bodies.

4.2 The council will work closely with this partnership in developing its plans for carbon reduction, climate adaptation and sustainability. It is hoped that the partnership will be able to play a key role in harnessing wider commitment and engagement across the communities of Eastbourne, to enable us to achieve our carbon reduction targets.

4.3 To kick start this partnership approach a launch event will be arranged to bring together interested parties – from the voluntary and community sector, local businesses, public sector and others. This event will raise the profile of the work, aims to gain more commitment and support from partners and will provide a forum for views to be shared about priorities for action.

5 Financial appraisal

5.1 These are costs in addition to the approved budget and will add to existing budget pressures.

5.2 Costs will be charged against the Business Planning & Performance budget for expediency.

5.3 Application will be made to grant funding bodies or funds from other sources to mitigate the additional costs to be incurred, once the post has been recruited to.

5.4 In addition to the costs noted in this report, there may be additional overhead costs incurred for travel and training required to fulfil the duties of the post.

6 Legal implications

- 6.1 The EU and UK have adopted ambitious targets and legislation to reduce greenhouse gas emissions, improve energy efficiency and increase renewable energy. In particular, the EU has adopted a framework for climate change and energy policy with targets for 2030, and the UK has adopted the Climate Change Act 2008.
- 6.2 The Council's actions to deliver a Climate Change Strategy and to allocate funds for specific interventions must be consistent with these targets and legislation.

Lawyer consulted 05.08.19

Legal ref: 008475-EBC-OD

7 Risk management implications

- 7.1 Implementing proposals contained in this report would reduce the risk of the council not achieving its aspirations in relation to carbon reduction.

8 Equality analysis

- 8.1 This report has no specific equality implications. Equality analyses will be undertaken of the various proposals developed subsequently to address the climate emergency.

9 Environmental impact analysis

- 9.1 The proposals in this report, if implemented, will help the council to progress its commitment to working in close partnership with local groups and stakeholders to deliver a carbon neutral town by 2030.

10 Appendices

None

11 Background papers

None

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Report to:	Cabinet
Date:	11 September 2019
Title:	Pesticide Policy and Pollinator Strategy
Report of:	Director of Service Delivery
Cabinet member:	Councillor Jonathan Dow
Ward(s):	All
Purpose of report:	To introduce the Pesticide Policy and Pollinator Strategy
Decision type:	Key
Officer recommendation(s):	(1) To approve the Pesticide Policy for adoption (2) To approve the Pollinator Strategy for adoption
Reasons for recommendations:	To provide a framework and action plans for Eastbourne Borough Council in its approach to land management
Contact Officer(s):	Name: Jane Goodall Post title: Strategy & Partnership Lead, Quality Environment E-mail: jane.goodall@lewes-eastbourne.gov.uk Telephone number: 01323 415383

1 Introduction

- 1.1 The council owns and manages a number of green assets including downland and nature reserve sites; parks; cemeteries; the gardens of council houses, flats and other council buildings; sports grounds; informal recreation grounds; some road verges and other miscellaneous green areas. Our approach to land management is informed by an understanding of the value of biodiversity in our natural environment.
- 1.2 The ground-breaking UK National Ecosystem Assessment published in 2011 provided the evidence for the critical services provided by the natural world but also demonstrated that nature is undervalued in decision-making and that many of the benefits derived from nature are in decline. The independent review of England's wildlife sites (2010) concluded that England's collection of wildlife areas does not represent a coherent and resilient ecological network capable of responding to the challenges of climate change and other pressures.
- 1.3 With the natural world facing threats to an unprecedented degree, Eastbourne Borough Council is scaling up efforts to defend local biodiversity through the Pesticide Policy and the Pollinator Strategy.

2 Proposal

- 2.1 These statements of intent set out how the council will achieve pollinator-friendly land management.
- 2.2 The council's aim is to stop using pesticides through a phased reduction, using alternatives wherever possible.

3 Outcome expected and performance management

- 3.1 As custodian of significant areas of land, by adopting these strategies the council can make a positive impact on the natural environment of Eastbourne.

4 Consultation

- 4.1 None

5 Corporate plan and council policies

- 5.1 The strategies are wholly aligned with the Sustainability Policy 2018, with this statement in particular:

We are aware of and will work to reduce our environmental impact wherever it is within our power to control or influence this:

We will seek out opportunities to improve biodiversity and green infrastructure within our town.

6 Business case and alternative option(s) considered

- 6.1 The commitments made in the Pesticide Policy and the Pollinator Strategy have been carefully considered to achieve a balanced and practical approach to managing land assets.
- 6.2 Future projects and activity arising from the adoption of these strategies will be subject to viability analysis.

7 Financial appraisal

- 7.1 These proposals will require some changes in the way the service is delivered and the way that existing budgets are utilised. It is proposed that most changes will be planned and carried out within existing budgets.
- 7.2 Where / if additional budgets are required to implement future plans, we will make separate funding bids either internally or through external sources where available.
- 7.3 The funding requirement (matched funding) for the Chalk Life project is approximately £5000 per year per council for a four year period. This will be required from 2021/22 and will be subject to a separate report if and when the bid for the Chalk Life project is successful.

7.4 The service currently receives Higher Level Stewardship (HLS) funding in both LDC and EBC. This will end in 2021/22. After this, it is hoped that there will be new grant funding to bid for (which has been promised in principle by the Government), but the form or value of any new funding will not be available until after Brexit, as the current funding is through the EC.

7.5 The service is continually researching any other grant funding opportunities.

GJM, 20.08.19

8 Legal implications

8.1 Biodiversity policy is a devolved responsibility in the UK, and Part 3 of the Natural Environment & Rural Communities Act 2006 is the legislation that requires specified public bodies (including borough councils), in exercising their functions, to have regard to the purpose of conserving biodiversity.

In this context, conserving biodiversity includes, in relation to a living organism or type of habitat, restoring or enhancing a population or habitat.

The national strategy is provided by 'Biodiversity 2020: A strategy for England's wildlife and ecosystem services' issued by Defra in 2011. Its key requirements are, by 2020, to halt overall biodiversity loss, support healthy well-functioning ecosystems and establish coherent ecological networks, with more and better places for nature for the benefit of wildlife and people.

Such requirements should be used to form the basis for meaningful and practical biodiversity policy.

Lawyer consulted 15.08.19

Legal ref: 008502-JOINT-OD

9 Risk management implications

9.1 The risk of not developing a pesticide policy and a pollinator strategy is that the organisation will lack a coherent framework by which it considers environmental impacts in its approach to managing parks and other land assets.

10 Equality analysis

10.1 EaFA 'no relevance' report completed.

11 Environmental impact analysis

11.1 Climate change is a direct driver that is increasingly exacerbating the impact of other drivers on nature and human well-being. Humans are estimated to have caused an observed warming of approximately 1.0°C by 2017 relative to pre-industrial levels, with average temperatures over the past 30 years rising by 0.2°C per decade. The frequency and intensity of extreme weather events, and the fires, floods and droughts that they can bring, have increased in the past 50 years, while the global average sea level has risen by 16 to 21 cm since 1900,

and at a rate of more than 3 mm per year over the past two decades. These changes have contributed to widespread impacts in many aspects of biodiversity, including species distributions, [...] and ecosystem function. According to observational evidence, the effects are accelerating in marine, terrestrial and freshwater ecosystems and are already impacting agriculture, aquaculture, fisheries and nature's contributions to people [ref: background paper].

- 12** The proposals presented in the accompanying documents aim to mitigate these impacts in our borough to some degree by protecting and enhancing our natural assets.

13 Appendices

- Appendix 1 – Pesticide Policy
- Appendix 2 – Pollinator Strategy

13 Background papers

The background papers used in compiling this report were as follows:

Summary for policymakers of the global assessment report on biodiversity and ecosystem services of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services

- ADVANCE UNEDITED VERSION – 6 May 2019

https://www.ipbes.net/sites/default/files/downloads/spm_unedited_advance_for_posting_htn.pdf

STRONGER together



Lewes District Council



Working in partnership with **Eastbourne Homes**

Document name:	Pesticide Policy (Grounds Maintenance)
Document type:	Policy

Authority(ies) covered:	LDC/EBC
Responsible (Executive Lead):	Lee Michael Specialist Services Manager
Accountable (Operational Lead):	Andy Frost Senior Specialist Advisor
Version (e.g. first draft, final report):	Final Report
Approved by:	
Date of publication:	Date
Revision due:	Date (one year from adoption)
Final Equality and Fairness Analysis (EaFA) report approved by:	
Date final EaFA report approved:	Date

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Pesticide Policy - The use of Pesticides for Grounds Maintenance

1. Introduction

- i. Eastbourne Borough Council and Lewes District Council aim to provide a high standard of grounds maintenance for all of its sites and for those sites that it maintains for third parties such as Town and Parish Councils.
- ii. These sites include parks, recreation grounds, environmental sites, sports fields, downland, open spaces, cemeteries, play areas. Nature Reserves etc.
- iii. To achieve these high standards, in the past a heavy reliance has been made on the use of pesticides. This included herbicides, lumbricides, fungicides, and insecticides, collectively known as “pesticides”.
- iv. With the ever-increasing awareness of the environmental and undesirable effects of pesticides, both to the staff concerned with applying them, the general public and the environment as a whole, alternative methods are being identified and researched at all times, and strict controls are being made by the Councils on those pesticides that are still being applied to our sites.
- v. It is the aim of both councils to stop using pesticides, by a phased reduction of use on its land, although at present it may not always be possible to cut out the use of pesticide control altogether. The amount of pesticide used in parks, recreation grounds and open spaces within the Lewes District is already very limited, and chemicals used are considered, with our current knowledge, as those that will have least effect on the environment. An aim of this policy is to see a similar reduction within the Eastbourne Borough.
- vi. This policy for the use of pesticides identifies how we propose to reduce, monitor and control the use of pesticides, using alternative methods wherever possible.
- vii. This policy relates to pesticides used in Lewes District Council and Eastbourne Borough Council owned parks and open spaces, but does not include those used by Pest Control, the Devonshire Park tennis centre or the Eastbourne Downs golf course. However, wherever possible we will encourage pesticide free / reduced pesticide use across the District / Borough, including advice to internal departments, planning comments regarding new developments and in discussions with our partners such as Town Councils.

2. Why do we still use pesticides at all?

- I. Although every effort will be made to use non-chemical control, there will still be some areas where alternative methods are not currently available or effective. Wherever this is the case, integrated control will be practised wherever possible, i.e., a combination of cultural and pesticide use, to resolve a problem with the least effect on the environment.

- II. One of the main areas where pesticides will still be used will be for maintaining fine turf areas such as bowling greens and cricket pitches. These areas are maintained to a high standard to allow the games to be played to a good standard. However, this use will be minimised and alternative methods used as a first choice where possible.
- III. The use of lumbricides (worm killer) will not be approved at any of our sites, due to its detrimental effect on the environment, unless future “environmentally friendly” control methods are developed.
- IV. The use of pesticides will be permitted for the control of tree stump regrowth to restore and maintain valuable ecological grassland habitats and to stop the spread of invasive non-native trees. This will usually be in the form of pesticide plugs inserted into the stump. This may also be carried out for poisoning stumps on down land following scrub clearance and for areas where stump grinding is not viable.
- V. Fungicides, to prevent and remove fungal attacks on grass, will be permitted due to necessity. However, grounds maintenance improvements such as increased aeration/ brushing have and will continue to be increased in our grounds maintenance specifications to reduce the occurrence of fungal attack and therefore reduce the need for fungicide application.
- VI. Selective herbicides will be permitted for use on fine turf and sports pitches to control broadleaf weeds. Selective weed killing will only take place where there is weed growth affecting the use of the area for sports, and will not be applied when there is not a weed problem. However hand weeding where possible will always be encouraged in our grounds maintenance contracts.
- VII. The maintenance of hard surfaces such as paths, garage blocks, highway weeds etc, on a large scale, may still require the use of herbicide where other methods cannot be used i.e. areas inaccessible to the hot foam machine. However, when this operation is carried out, weeds will be individually targeted (reduced – volume spraying) by the applicator, therefore considerably reducing the amount of herbicide used, and preventing any excess herbicide being lost into the environment. In the past, paths etc. were often “blanket treated” i.e., spray was applied to cover the path, whether weeds were present or not. This practice will not be carried out on our sites.
- VIII. The use of gas pellets and other pesticides to control moles on sports pitches has not been used since January 2011. Alternative mechanical traps will be used where control is **absolutely** essential for Health and Safety of sports users.
- IX. The only other occasion where pesticides will be applied is for one-off tasks. This may include where there is a particular weed problem with a shrub bed, where an area of land has to be cleared of perennial weeds for a particular purpose, or where an invasive weed, such as Japanese knotweed, Parrots Feather, Giant Hogweed, Hemlock Water Dropwort etc has to be controlled.
On all these occasions, a pesticide will only be used if no alternative non pesticide option is suitable.

Policy Statement 1

Before permission is given for any pesticide application on land under our management, we will:

- ***Consider whether any action is required, i.e., do we need to control the weed or pest etc?***
- ***Ensure that the pest, weed, fungus has been correctly identified.***
- ***Identify any non-pesticide control options and use these as a first choice.***
- ***Look at whether any integrated control measures are available as a second choice.***
- ***Look at using an approved pesticide ONLY if the above options are not suitable.***
- ***Look at what alternative pesticides are available.***
- ***Look at what would be the most “environmentally friendly” way to apply the pesticide.***
- ***Consider whether it is an appropriate time of year to apply the pesticide/control the problem.***
- ***Look at whether the risks of using a pesticide are greater than the problem itself?***
- ***Consult the product data to ensure there is no specific environmental risk? eg, a risk to bees, water courses.***
- ***Ensure that there are no other environmental considerations? i.e., adjacent water course, wildlife (Environmental Assessment).***
- ***Consider whether, after any one-off application of a pesticide, there are there any other long-term non-pesticide solutions for the problem.***
- ***Obtain any higher level permission required such as that from the Environment Agency or Natural England.***

Only after all of the above points have been considered, would approval be given for pesticide / pest control use.

3. Environmental Considerations

- I. The use of pesticides can have a devastating effect on our environment and its biodiversity.
- II. When used on hard surfaces, such as pavements, there is a possibility of run off or residues which can contaminate water courses and contaminate aquatic wildlife. They may kill plants which are beneficial and relied upon by birds, insects and other wildlife.
- III. When used on soft surfaces, such as vegetation or grass swards, there is a possibility of spray drift and contamination of adjacent areas.
- IV. Many pesticides are highly persistent, meaning that they stay around in the soil for a long time, raising the likelihood that they could enter watercourses or aquifers.
- V. Due to large scale habitat loss in the countryside, and large scale pesticide use in agriculture, wildlife such as birds, insects and bees are seeking refuge in our towns. This makes it very important that within our areas, we create safe, pesticide reduced, or ideally free, areas.
- VI. This pesticide policy should be read alongside the joint councils "Pollinator Strategy".

Policy Statement 2

Non chemical weed / pest control will always be used as a "first choice".

Before any permission is given for a pesticide application, full consideration will be given to the surrounding environment, and the effect that any pesticide would have on wildlife and the public

We will not use residual pesticides designed to stay in the ground and control weed regrowth.

We will not use slug pellets containing Metaldehyde¹ due to the risks to birds and mammals.

We will not use growth restricting regulators on grass areas.

4. Alternatives to Pesticide use

- I. Non chemical methods of pest / vegetation control will be used as a first choice wherever possible. The number of alternatives are currently limited, however with a growing trend towards reduced pesticide use, and with current

¹ Defra announced a ban on the use of Metaldehyde (from Spring 2020) in Dec 2018. However this ban was withdrawn in July 2019. A review by DeFRA is to take place.

concerns over the use of Glyphosate based products, it is likely that the number of alternatives will increase significantly in the future.

II. A selection of alternative control methods is shown below:

Method	Use	Advantages	Disadvantages
Hot Foam	Weeds in hard surfaces Moss on hard surfaces and play area safety surfacing, Grass growth around trees, non chemical graffiti removal.	Foam holds hot water against plant. Pesticide free. Can be used in all weather. Kills 95% of targeted weeds.	New technology – needs refinement. Expensive to purchase Additional cost of plant oil extract, diesel consumption and pollution.
Hot Water / Steam	Weeds in hard surfaces, play area surfacing, non chemical graffiti removal.	Lower initial purchase cost.	Requires more treatments as heat is not held onto the plant. Diesel consumption and pollution.
Propane / Flame gun	Weeds on hard surfaces	Relatively cheap to purchase	Health and Safety Risks. Not particularly effective.
Manual Weeding	Weeds in general	Very effective if done well. Low set up costs (excluding labour).	Very time consuming. Requires large amount of labour which adds to the cost.
Mulching – bark and or membrane.	Weed control within shrub borders, under trees etc.	Improves appearance of the site and retains moisture in the soil to aid plant growth.	Can be labour intensive. May be expensive depending on supply of material.
Mowing and hand pulling	Undesirable weeds in sensitive natural habitats and on farmland	No licence required and no damage to the environment	Can be labour intensive to carry out and expensive for disposal of specific species
Nematodes	Control of pests such as slugs.	Can be very effective. Does not have the negative visual effect of slug pellets or potential harmful effect on birds.	Can be expensive.
Intensive grazing	Undesirable weeds in sensitive natural habitats and on farmland	Wildlife friendly with sufficient control	Not suitable for all ground conditions and can damage sensitive soils.
Vinegar based solutions	Weeds in hard surfaces	No licence required for application.	Has been trialled, but has not been effective. Strong smell, can give operator headache.

Method	Use	Advantages	Disadvantages
<p><u>Policy Statement 3</u></p> <p><i>We will continuously review new methods of non chemical weed / pest control as they become available, with a view to adopting these as appropriate.</i></p>			

5. Pesticide Free Parks

- I. The reasons for wishing to go pesticide free are numerous, but include:
 - a. Contamination of local water supplies
 - b. The potential impact of pesticides on human health, the environment, biodiversity and bee populations
 - c. Public concern
- II. The aim of creating pesticide free parks is to create areas which are safe for children, adults and wildlife. These parks will be sign posted as “Pesticide Free” so that everyone knows that they can use the parks safely. When weed or pest control is needed, only environmentally friendly solutions will be used.

As these parks will become safe havens for wildlife, wherever possible we will also promote the creation of wildlife friendly habitats and pollinator plants.

Lewes District Areas

- III. In LDC sites, pesticide free areas have been created at Southover Grange Gardens, Lewes Cemetery and Seaford Cemetery.
- IV. All children's play areas owned by LDC are classed as pesticide free.

Eastbourne Borough Areas

- V. There are not currently any pesticide free parks in EBC, but future sites are being looked at to align with the grounds maintenance contract renewal in January 2020.
- VI. All children's play sites owned by EBC are classed as pesticide free.

See Appendix 1 for proposed timescales for the development of Pesticide Free parks and Appendix 2 for proposed signage.

Policy Statement 4

We will continue to accelerate the development of “Pesticide free parks” in both EBC and LDC parks and open spaces.
We will promote pesticide free parks through signage and publicity

6. What pesticides will we use

- I. We will continuously review the pesticides that we have to still use, taking into account trade literature reports and advisory reports from various bodies such as the Health and Safety Executive.
- II. We will refer to and use information provided by the Pesticides Action Network (PAN) and the e UK Pesticide Guide.
- III. Instances where the use of a pesticide *may* still be required after non chemical methods have been found to be unsuitable will include:

Control of weeds such as knot weed, Hemlock Water dropWort, and Hog weed

Control of weeds where no other solution currently exists i.e. sports turf weeds

Control of weeds inaccessible by other solutions i.e. hot foam

Control of hazardous pests such as Brown tail moth caterpillar

Control of weed growth on highways and some housing areas.

Policy Statement 5

The Councils will permit the use of approved pesticides, where no suitable alternative has yet been found, or where financial restraints mean that alternative methods are not yet viable.

However, priority will always be given to the use of non chemical solutions.

7. Glyphosate

- I. There is currently particular concern regarding Glyphosate weed killers, which are widely used on hard surfaces and to clear vegetative sites.
- II. In April 2015, the International Agency for Research on Cancer, part of the World Health Organisation, concluded that Glyphosate based weed killer was “probably carcinogenic to humans”. Other studies have linked glyphosate to birth defects and a rise in antibiotic resistance.
- III. Glyphosate is a broad spectrum (non selective) weed killer that is an organophosphorus compound. It is supplied in many different forms, usually with other chemicals, such as spreaders, drift reducers, wetting agents etc added.
- IV. Glyphosate is absorbed through the plants leaf's, and is absorbed into plant roots.
- V. All products containing Glyphosate have to be registered and approved by the European Pesticides Commission.

- VI. Glyphosate was re-registered and approved in June 2016, but for a limited period of 18 months (until the end of 2017). It has since had a further 5 year extension.
- VII. By removing vegetation so effectively, the herbicide indirectly affects biodiversity through changes to ecosystems and food sources. Where Glyphosate, and other pesticides, are used, there are fewer food sources for insects, birds and animals in the urban environment.
- VIII. As part of this approval extension, the Commission also presented some recommendations to be considered by member states. One of these recommendations was to "*minimise the use of the substance (glyphosate) in public parks, public playgrounds and gardens*"
- IX. The Pesticide Action Network (PAN) UK have a "precautionary principle" that states that "*When an activity raises threats of harm to human health or the environment, precautionary measures should be taken even if some of the cause and effect relationships are not fully established scientifically*". In other words, although some evidence against the use of pesticides appears inconclusive, it is far better to work towards using less or ideally no pesticides.
- X. In August 2018, a land mark case in the USA agreed with a groundsman's claim that his rare form of cancer was caused by exposure to a glyphosate based weed killer², and the company was fined a significant sum of money. This may well lead to future claims, and potentially, an increased effort in finding more environmentally friendly products to market.

Policy Statement 6

Wherever possible, we will phase out the use of glyphosate based weed killers and we will continue to monitor the legal issues regarding it.

8. How will we limit the effects of the pesticides that we do have to use?

- I. When approving and applying pesticides, we will:
 - Use a method that uses/applies the least amount of chemical, i.e. CDA(Controlled droplet application), weed wipes, targeted spraying.
 - Use the most efficient method of application.
 - Where possible, not apply a blanket cover of chemical.

² This case is currently under appeal (April 2019) by the manufacturer.

- Ensure that spare pesticides/containers are disposed of safely in an approved manner.
- Ensure that spray equipment is washed out in a safe manner according to the approved method, to safeguard the environment.
- Ensure that the application method is approved for the product used.
- NOT use any pesticides in children's play areas or pesticide free parks.
- Ensure that all pesticides are applied to the Council's specification standards.
- Leave a "pesticide free" buffer zone around environmentally sensitive areas where appropriate.

9. **Who will apply pesticides?**

- I. Any person applying a pesticide to the Council's land will hold a Certificate of Competence (irrespective of age), as issued by the NPTC, appropriate to the type of equipment/spraying technique to be used.
- II. Copies of these certificates will be made available to the Councils as evidence of competence.
- III. Pesticide applications, subject to approval, may be made by the following:
 - Directly employed staff
 - Grounds Maintenance Contractors
 - Specialist Contractors.

Policy Statement 7

We will ensure that, where pesticides have to be used, they are only applied by trained and competent operatives.

10. **Legal Requirements**

- I. Where it is necessary for pesticides to be applied on Council land, these will be applied in such a way that it conforms fully with the latest Health and Safety Legislation (primarily the Health and Safety at Work etc Act 1974 (HSWA)) and Pesticide Legislation (The Plant Protection Products (Sustainable Use) Regulations 2012 & Control of Pesticides (Amended) Regulations 1997).
- II. The Plant Protection Products (Sustainable Use) Regulations 2012 states that:

- all reasonable precautions are taken to protect human health and the environment;
- the application is confined to the area intended to be treated; and
- when used in public spaces that the amount used and frequency of use is as low as is reasonably practicable.
- suitable alternative methods of control are considered and used where appropriate to help minimise your use of chemicals.
- Pesticides will only be used in accordance with the statutory listings on the product label.
- Prior to application, full Risk Assessments/COSHH Assessments will be carried out, and a data sheet for the pesticide will be read and complied with.
- All those involved in approving/applying pesticides will be made aware of this Pesticide Policy.

Policy Statement 8

We will ensure that, where pesticides have to be used, the councils and its contractors comply fully with all legal requirements and follow recommendations where possible.

11. Grounds Maintenance Specifications

- I. To ensure that our contractors comply fully with our council's requirements, all grounds maintenance specifications will include detailed information of the council's pesticide policy, the requirements for pesticide free / pesticide reduced areas and for the conditions for the use of pesticides where essential. The use of pesticides will not be permitted in any contract unless no other suitable alternative is available.
- II. Grounds maintenance contracts will also always make reference to our Pollinator Strategy and its Environmental Policies.

Policy Statement 9

We will ensure that all future contracts, and where possible existing ones, will have detailed information on the councils requirements for pesticide use. These requirements will not be optional.

We will monitor these contracts to ensure that they are confirming to these requirements and that non chemical pest / weed control methods are used as the first choice wherever specified.

We will ensure that all pesticides are applied by trained and certified staff, using the best method that is the least harmful to the environment.

We will ensure that flexibility is built into the contracts to ensure that new improved weed / pest control methods can be introduced as and when they are developed.

12. Third party owners

I. Where land is transferred to Town and Parish Councils through devolution and where we carry out work on behalf of third parties, we will discuss pesticide use with the owners, with a view to encouraging the adoption of this Pesticide Policy and the creation of pesticide free parks.

II. Where weed control is carried out on behalf of a Highway Authority, we will continue to offer pesticide application services according to the clients requirements. This will allow us to:

- Ensure that the minimum amount of pesticide is used
- Ensure that the application is carried out by competent / trained staff
- Discuss alternative options with the client with the aim of agreeing ways to reduce pesticide application where possible, or to change the methods of weed control as new research / options become available.
- Monitor pesticide usage across the area.

13. How will we monitor the use of pesticides on our sites

I. Detailed and accurate spraying records will be kept.

II. Contractors will be required to submit a proposed spraying sheet for approval to the client officer, prior to any pesticide being applied. This will describe the type of pesticide to be used, active ingredient, trade name, area where the pesticide is to be applied, rate of application, calibration, safety considerations, proposed date of application, operative who will be applying the pesticide etc.

III. A detailed report will also be supplied to the client officer after application, confirming the above details, and including additional information such as weather conditions.

IV. The following records will also be kept and retained as required:

- Environmental Assessments.
- Local Environment Risk Assessment for Pesticides (LERAP).
- COSHH Assessments.
- Stock Control Records.

- Disposal records.
- Copies of certificates of Competence.

Appendix 1: Example of Pesticide Free Parks Sign



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Lewes District Council and Eastbourne Borough Council Joint Pollinator Strategy



2019-2024

STRONGER together



Lewes District Council



Working in partnership with **Eastbourne Homes**

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Purpose of this strategy

What is a pollinator and why are they important?

A pollinator is an animal, such as an insect, that is responsible for the transfer of pollen from one flower to another, cross-fertilising the plant and allowing seeds and fruit to form.

Recognised as undertaking a vital ecosystem service, our food supply relies on pollinators for crop pollination.

*'One out of every three mouthfuls of our food depends on pollination taking place. It is almost impossible to over-emphasise the importance of the service pollinators perform for us.....It is estimated that 84% of EU crops (valued at £12.6 billion) and 80% of wildflowers rely on insect pollination.'*¹

There are at least 1500 different species of pollinating insect in the UK (bees, butterflies and moths, flies, beetles) including 250 species of wild bees, with wild bees reportedly of key importance for crop pollination.

Pollinators are termed as biological indicators as insect pollination is crucially important to maintaining the genetic diversity of plants and the spread of rare habitats.

Insect pollination also contributes heavily to wider biodiversity through the provision of insect pollinated plants which in turn provide food, shelter and other resources to animals, with direct correlation of greater diversity of insects reflecting a healthy ecosystem and supporting greater wildlife biodiversity. Healthy natural places have in turn been shown to support better human and community health and wellbeing.

Why do we need a pollinator strategy?

Public bodies have a legal duty to have regard to the conservation of biodiversity in exercising their functions.

This is reinforced in both Councils local plans for example by LDC Core strategy 4 - *'Enhancements to the biodiversity of the district, including the further creation of a high quality network of habitats, will have been established and the relative tranquillity enjoyed by many parts of the district will have been retained'*

The Government's "A Green Future: Our 25 Year Plan to Improve the Environment"² sets a clear agenda to be *'the first generation to leave the environment in a better state than it was found'* with objectives of reversing biodiversity losses and increasing *'thriving plants and wildlife'* by 2050 with emphasis on *'opportunities for nature recovery through.....establishing wildflower recovery areas.....linked to new and existing green infrastructure to extend wildlife corridors into towns and cities, and provide opportunities for conserving wildflowers and insect pollinators.'*

We are committed to supporting the Environment 25 Year Plan and recognise, through this strategy, the need to maintain and enhance pollinator populations.

¹ - <https://www.buglife.org.uk/bugs-and-habitats/pollination>

²[25-year-environment-plan.pdf](#)

The scope of this strategy

The councils currently work in a pollinator friendly way in some areas including:

- maintaining our nature areas and down land in ways that are sympathetic to pollinators;
- pollinator friendly species selection for planting, including tree planting;
- reduced use of pesticides, with use of a pesticide-free alternatives;
- the creation and support of increasing planted wildflower areas across the Districts in parks and verges;
- undertaking surveys on the reserves to monitor biodiversity including invertebrates;
- community work and education events on our downland and reserves;
- managing particular verges for existing wildflowers e.g. Willingdon Roundabout, Eastbourne.

The councils will encourage healthy pollinator populations on a number of fronts.

Managing Green Assets: pollinator friendly management of council owned and council managed land

Communications: encouraging others in the councils areas to be pollinator friendly

Planning: encouraging pollinators through biodiversity strategy in the development planning system.

Land Management

The councils own and manage a number of green assets including downland and nature reserve sites; parks; cemeteries; the gardens of council houses, flats and other council buildings; sports grounds; informal recreation grounds; some road verges and other miscellaneous green areas. Pollinator habitats will be protected and enhanced across our land holdings by pollinator friendly land management.

What is pollinator friendly land management?

Pollinators need food, shelter and dispersal routes

- Food for adult and larval stages
- Shelter for all stages – egg, larva, pupa and adult.
- Dispersal routes for all stages to spread to find the habitat they need.

Pollinator friendly land management provides or encourages the provision of these including flowering plants with pollen and nectar accessible to insects – many particular bred flower varieties eg begonias, petunias and double flowered varieties of some plants have little nectar and pollen or are structured such that insects, especially bees, cannot access it. Pollinator friendly land also provides or encourages the provision of rough grassland, bushes and other vegetation, living and dead, for cover and shelter; and joined up pollinator friendly habitat for dispersal.

Achieving pollinator friendly land management

Maintain existing pollinator friendly habitat including forage (food) supply

- Pollinator friendly areas, including 'rough; areas will not be destroyed unless strictly necessary
- Old flowering Ivy, rough areas, overgrown hedges and lawn flowers such as selfheal, dandelions, clover and buttercups will be recognised as pollinator friendly.
- Identified flower rich verges, under the management of our councils, will be managed appropriately for their wildflowers wherever possible.

Increase pollinator friendly habitat

- Planting schemes will give consideration to native species first, followed by non-native nectar and pollen-rich species before species with little or no accessible nectar and pollen are considered. Native species are more likely to also provide a food source for pollinator larvae.
- Permanent planting including tree planting schemes will take into consideration flowering times to allow for nectar and pollen through the seasons, especially early and late flowering plants like cherry, apple, hawthorn and willow. A list of pollinator friendly trees and shrubs to be made available to contractors, staff and others involved with planting.
- Where feasible, rough areas will be established, left uncut or cut less often. Some rough areas will be left uncut over winter in rotation to allow overwintering areas for insects. Hedges to be cut less frequently to allow for flowering.
- Large, old ivy will be encouraged where possible.
- Wildflower areas will be established where feasible in amenity grassland or edge areas through planting (only where it is established that different management of the existing vegetation would not be at least as, or more beneficial to pollinators).

Land owned or managed by the Councils

➤ Downland and Nature Reserves

These are currently managed for wildlife including pollinators. This management will continue. The chalk grassland, wildflower rich habitats of the Eastbourne Downland and Landport Bottom will continue to be managed for their value as pollinator habitats. Castle Hill, Bollens Bush and Markstakes Common have seen Council management increasing invertebrates including pollinators under the current management regimes. Further funding will be sought to continue this management after the end of the current Higher Level Stewardship programme where sites are still under LDC or EBC control.

➤ Eastbourne Downland Farms

Farm tenants will be encouraged to manage their land in a way that is beneficial to downland ecology including pollinators and other wildlife, and to enter into environmental stewardship or similar schemes. This will be included as a consideration in the selection of farm tenants.

➤ Parks, cemeteries, municipal council buildings gardens and informal recreation grounds

We will continue to manage pollinator friendly wildflower areas established over the last 5 years in parks across Lewes District and roll out the programme to parks in Eastbourne.

We will establish a wildflower meadow area.

We will develop pollinator friendly plans for some council managed sites each year where pollinator friendly principles have not been previously used, applying general pollinator-friendly land management principles above.

➤ Council house and estate gardens.

We will apply general principles for achieving pollinator friendly land management as above, including addressing void specification to ensure existing pollinator friendly habitat is retained where suitable.

➤ Verges and other assets

We will identify verges within LDC/EBC landholdings where existing vegetation has potential to be wildflower rich (eg chalk grassland) and manage appropriately including with reduced summer mowing and cut and collect³.

³ For detailed guidance see

https://www.plantlife.org.uk/application/files/4614/8232/2916/Road_verge_guide_17_6.pdf

We will continue wildflower management of planted wildflower verge sites around LDC/EBC management areas.

Yellow rattle:

We will monitor the Lewes Town Council experiment with yellow rattle on verges and, if successful, roll it out across other verges and green areas in both council areas. Some verges and other land owned by the councils are grassland on chalk soil. Some of these areas if managed correctly and left unfertilised have potential to be more wildflower rich with rare chalk grassland plants such as orchids. If these areas are cut infrequently to allow the plants to flower, it is often found that tough rank grasses overgrow and dominate the flowers. Yellow rattle is a flower that selectively parasitizes some rough grasses and can allow the smaller chalk grassland flowers to thrive.

Pesticides

Reduce risk to pollinators from pesticides - see dedicated pesticide policy

Communications

Public engagement

- Run or support public engagement events with pollinator focus or pollinator aspect on our nature reserves or elsewhere in the councils' areas.
- Work with and support other groups that engage and educate the public about wildlife including pollinators e.g. South Downs National Park Authority, Sussex Wildlife Trust, the Railway Land Wildlife Trust, the Friends of Old Town Recreation Ground and Motcombe Park, the Castle Hill Group, Greenhavens, and Wildflower Lewes.
- Maintain on-site interpretation at featured wildflower areas and include pollinator information in new information produced about wildlife/nature areas.
- Pursue avenues to obtain a community ranger/nature community liaison post to carry out community engagement and promotion of the importance of insect pollinators.

Council housing tenants

- Review garden clearance specification on change of tenancy to encourage more wildlife friendly practices;
- Encourage council tenants to achieve more pollinator friendly gardens for example through articles in tenant newsletters and through tenants meetings, or through including a Gardening for Wildlife leaflet in council house welcome pack based around the simple principles of:
 1. grow more flowers, shrubs and trees

2. let your garden grow wild
3. cut grass less often
4. don't disturb insect nests and hibernation spots
5. think carefully about whether to use pesticides

Internal communications

- Council contracts will recognise the importance of pollinator friendly habitat, and encourage work in ways to maintain and enhance them. Council officers to ensure contractors understand this.
- Specialist Advisors involved with biodiversity will communicate key information to relevant departments.

Planning and development management

In discharging its functions as a planning authority, and in giving development planning advice, we will seek to actively encourage:

- That there is a no net loss of biodiversity including pollinator habitats, in new developments
- That new developments achieve a net gain for biodiversity including pollinators, in line with national and locally adopted planning policies.
- The use of the LDC/EBC Sustainability Checklist including recommendations for native landscape planting schemes in-keeping with local ecology;
- The use of the DEFRA Biodiversity Metric ⁴ as a tool for calculating biodiversity losses and gains, including in pollinator habitat;
- The importance of brownfield sites as pollinator habitat, as well as more traditionally recognised greenfield sites.

⁴ For detailed guidance see
<https://publications.naturalengland.org.uk/publication/5850908674228224>

Action Plan

Overarching aim is to maintain and increase pollinators and pollinator friendly habitats across the two council areas;

Area	Action	Timeframe	Responsible officers	Additional Resources required?	Measure of success
Parks/gardens/cemeteries/recreation grounds	Create a wildlife meadow area	2022	SA (Parks)	TBA	Meadow area created
Parks/gardens/cemeteries/recreation grounds	Increase areas of pollinator friendly habitats at Saxby Rec and Old Town Rec, Eastbourne	2020	SA (Parks)	TBA	Increase habitat area
Parks/gardens/cemeteries/recreation grounds	Identify suitable sites and plan to increase areas of pollinator friendly habitats	2 sites each year	SA (Parks) and SA (D&R)	No	Increase habitat area
Parks/gardens/cemeteries/recreation grounds/street trees	Pollinator-friendly tree planting list available and distributed to relevant staff and contractors	Winter 2019	All SA Open spaces	No	List drawn up and distributed
Parks/gardens/cemeteries/recreation grounds	Pollinator-friendly shrub/hedge gapping up/new planting list available and distributed	Winter 2019	All SA Open spaces	No	List drawn up and distributed
Downland and Reserves	Apply for new Countryside Stewardship Grants for EBC Downland Management and LDC controlled reserves management	2020 LDC 2021 EBC	SA (D&R)	Yes. External advisor or additional staff resource	New grant applied for
Downland Farms	Review Eastbourne Downland Farm tenancy selection process to ensure pollinators taken into account.	2019	SA (D&R)	TBA	Tenancy selection procedure reviewed

External Communication	Community/education events involving pollinators	4 in 2019 Review after	SA (D&R)	TBA	Events delivered
External Communication	Piece in District news about pollinators	Spring 2019	SA (D&R)	No	Article in DN
External Communication	Apply for Changing Chalk NLHF funding for 4 year Community ranger post	Summer 2019	SA(D&R)	TBA	Application successful
Internal Communication	Publicise & communicate Strategy internally including through hub.	2019/2020		No	Strategy disseminated internally
Internal Communications	Publicise and explain strategy to contractors including through contractor meetings	2019/2020	All SA Open spaces	TBA	All relevant contractors contacted
Internal Communication	Gardening for wildlife articles in housing tenant newsletters	Spring 2020	SA (D&R)	No	10 newsletters have pollinator articles
Internal Communication	Gardening for wildlife leaflet introduced to new council house information pack	End 2020	SA (D&R)/SA (Parks) and LDC/EBC Designer	TBA	Produced if considered most appropriate direction
Internal Communication	Biodiversity inc pollinators training council wide	Winter 2020		Yes	Training identified and offered.
Other	Encourage studies of our pollinators by eg Sussex University – work with Biosphere	End 2020		No	Education project put forward to Uni via Biosphere
Other	Work with partners e.g. SWT / SxBRC to identify areas to increase pollinator habitat and connectivity through the Local Wildlife Site designation system.	Ongoing	SA(D&R)	TBA	New LWS designated and existing have better management

This action plan will be reviewed annually or as required.

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Report to:	Cabinet
Date:	11 September 2019
Title:	Access Audit
Report of:	Director of Regeneration and Planning
Cabinet Member:	Councillor Rebecca Whippy
Ward(s):	All
Purpose of report:	To seek Cabinet's approval of plans for an access audit to be undertaken and for an access accreditation scheme to be set up.
Decision type:	Non-key
Officer recommendation(s):	(1) That Cabinet approve plans for an Access Audit. (2) That Cabinet approve the establishment of an Access Accreditation Scheme for Eastbourne.
Reasons for recommendations:	An access audit and accreditation scheme would enable the council to determine the current levels of accessibility for disabled people of public buildings and services in the Borough. As well as raising the profile of access issues the audit could also act as a catalyst for driving improvements in accessibility.
Contact Officer(s):	Name: Jo Harper Post title: Head of Business Planning and Performance E-mail: jo.harper@lewes-eastbourne.gov.uk Telephone number: 01273 085049

1 Introduction

- 1.1 The council recognises that some groups experience stereotyping and unfair discrimination in society, and some people are, or become, isolated through a number of barriers such as physical and mental disability, culture and language, deprivation and a lack of knowledge. The council is committed to challenging all forms of inequality and takes its obligations to promote equality of opportunity and foster good relations very seriously (as set out in section 149 of the Equality Act 2010). This commitment is emphasised in the council's Equality and Fairness Policy.
- 1.2 For disabled people the environment in which they live can create barriers which limit their lives, in terms of not being able to access facilities and services. The

Equality Act 2010 places a duty on providers of goods, services and facilities to make reasonable adjustments in order to avoid a disabled person being placed at a “substantial disadvantage” compared with non-disabled people when accessing services and facilities.

- 1.3 When considering the ways in which disabled people may experience discrimination, the council is mindful of the range of types of disability which can impact on people’s lives, and that the nature of the disability is not always visible. Physical disability, visual Impairment, being deaf or hard of hearing, having mental health conditions, a learning disability, an acquired brain injury or autism spectrum disorder are all forms of disability which may be covered by the Equality Act 2010.

2 Access Audit proposal

- 2.1 At its last meeting the Cabinet agreed in principle to an access audit being undertaken, subject to a detailed scope being developed including resourcing requirements. This paper now sets out options for Cabinet to consider. These proposals are in line with the council’s adopted Accessibility Policy, which addresses how the Equality Act 2010 is considered and applied across the councils operational and commercial buildings where services are provided to members of the public, including the council’s core operational buildings.
- 2.2 The council’s Neighbourhood First team have received training in undertaking basic access audits. With additional training it would be possible for these staff to undertake a limited number of full audits of council buildings and facilities.
- 2.3 Given the possible number of buildings under consideration, and the other work commitments of the officers in question, it is recommended that the audits be undertaken over a 4 year period. As well as meaning the programme of audits could be delivered within existing resources, this would also allow time for Cabinet to consider and act on recommendations from one set of audit reports before undertaking the next tranche. In line with the council’s Accessibility Policy, priority will be given addressing accessibility issues where there are also health and safety implications.
- 2.4 It is proposed that the initial programme would cover audits of the following council owned buildings and facilities over a four year period:
- Council Offices at 1 Grove Road
 - Eastbourne Town Hall
 - Tourist Information Centre
 - Public toilets owned by the council (x 22)
 - Leisure centres owned by the council (Hampden Park, Cavendish, Sovereign Centre, Eastbourne Sports Park),
 - Ocklynge Cemetery, Langney Cemetery and Crematorium.
 - Children’s play areas owned by the council (x 54)
- 2.5 It is suggested that other buildings, allotments, parks, open spaces and other community and commercial properties the council owns could form part of a further schedule of audits, following the delivery of this initial 4 year programme.

However, the council will continue to be mindful of its duties under the Equality Act 2010 with regard to all of its premises and facilities and look to make reasonable adjustments where practicable.

3 Access Accreditation Scheme

- 3.1 When developing the proposals above, consideration was given to widening the access audit scope beyond council owned buildings. However, as can be seen from options set out above, looking at council buildings alone represents a resource commitment, and therefore additional work would be likely to be resource prohibitive. In addition it would also be dependent upon other organisations being prepared to be audited, which could not be guaranteed.
- 3.2 An alternative approach to facilitating increased levels of accessibility to public buildings in the town would be to establish an access accreditation scheme. This could be used to celebrate good practice and provide additional motivation to encourage local businesses and other public buildings and facilities to become more accessible.
- 3.3 Businesses or other organisations wishing to participate in the scheme would be able to download an Access Accreditation Form from the council website. The form would include questions for them to answer about accessible design features of their premises, provision of staff disability training and business procedures/policies that make their service accessible to disabled people.
- 3.4 The Council's Neighbourhood First staff would review submitted forms. If key criteria are met officers would then visit the relevant premises to confirm the information supplied. Once verified, the applicant would be provided with an Access Accreditation Scheme logo to display at their premises.
- 3.5 In order to deliver the scheme within existing resources, a maximum of six Access Audit checks per month could be accommodated. Should more applications be received then the council would operate a waiting list for accreditations. This would be made clear at time of application.
- 3.6 All completed forms, whether or not the organisation meets key criteria, would provide the basis for an Access Statement to be developed. This would help the business or other organisation to identify areas for improvement and could be published on their website, or be provided to customers, to demonstrate the accessibility of the premises and services.
- 3.7 Costs of developing an accreditation scheme would be modest, mainly relating to the design and printing of accreditation window stickers. We will also seek the support of local voluntary organisations with a disability and access focus to help promote the scheme locally.
- 3.8 It is very important to stress that the awarding of accreditation does not prove compliance with the Equality Act 2010. This will be made clear to recipient organisations as part of a disclaimer from the council.

4 Financial appraisal

- 4.1 The proposed spend is not in the current budget and, if approved, would add to existing budget pressures.

5 Legal implications

- 5.1 The Equality Act 2010 places duties on the Council, which are referred to throughout the Report.

There is no explicit statutory requirement to undertake access audits. However, the Equality Act 2010 Statutory Code of Practice: Services, Functions and Associations at para. 3.42 states that service providers will be more likely to meet their obligations if they carry out and act on the results of an access audit carried out by a suitable qualified person. It refers to access audits as a method which helps to identify potential reasonable adjustments. Whilst the Code of Practice does not impose legal obligations it can be used in evidence in legal proceedings brought under the Act.

As the Equality Act 2010 section 20 duty to make reasonable adjustments is owed to disabled persons generally service providers and those exercising a public function must anticipate the needs of disabled persons and make appropriate reasonable adjustments.

Legal Services considered this Report on 13 August 2019 (IKEN 8474-EBC-MW)

6 Risk management implications

- 6.1 The proposals set out in this report, if implemented, will reduce the risk of the council not fulfilling its duties under the Equality Act 2010. However, there is an increased risk in relation to the council's duties under the Equalities Act, if access improvements are identified through the access audit process which are not then addressed by the council.

7 Equality analysis

- 7.1 An Equality analysis has been undertaken on these proposals. This has concluded that;

- **Negative impacts** – None identified
- **Positive impacts** – Age, disability and pregnancy/ maternity

The proposals have the potential to increase accessibility and work towards eliminating discrimination, advancing equality of opportunity and foster good relations – disabled people will be able to access the same services and work in the same environments as non-disabled people.

Additionally a positive impact is likely for carers and also parents/ carers who would benefit from more accessible buildings.

8 Environmental impact analysis

- 8.1 The proposals in this report, if implemented, are unlikely to result in a significant adverse impact on carbon emissions.

9 Appendices

None

10 Background papers

Access Audit Report to EBC Cabinet 9th July 2019

<https://democracy.lewes-eastbourne.gov.uk/documents/s10615/Access%20audit.pdf>

Accessibility Policy adopted as part of the Corporate Asset Management Plan – EBC Cabinet 12th July 2017– Appendix 2 refers

<https://democracy.lewes-eastbourne.gov.uk/documents/s5988/112%20Asset%20management%20plan%20App%201b%20Plan%20appendices.pdf>

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Report to:	Cabinet
Date:	11 September 2019
Title:	Sovereign Energy Centre
Report of:	Director of Regeneration and Planning
Cabinet Member	Councillor Jonathan Dow
Ward(s):	All
Purpose of report:	Approval to progress a renewable energy centre
Decision type:	Key
Officer recommendation(s):	Agree a budget of up to £115k to carry out additional feasibility and design work for a stand alone energy centre at the Sovereign Centre site; this could potentially provide low carbon heat sourced from the embedded energy in the nearby sewer network. If viable, a decision to invest will be considered at the February 2020 Cabinet.
Reasons for recommendations:	To invest in solutions that will reduce the town's overall carbon footprint whilst also enabling an income generation.
Contact Officer(s):	Name: Nick Adlam Post title: Newhaven & Sustainability Lead, Commercial Business, Property & Development E-mail: nick.adlam@lewes-eastbourne.gov.uk Telephone number: 01323 415214

1 Introduction

- 1.1 The December 2018 Cabinet agreed to investigate the feasibility of a number of clean-energy solutions that could reduce the overall carbon impact of the Sovereign Leisure Centre. This work has been carried out and concludes that it could be financially viable to meet the heat requirements of the leisure centre by extracting the embedded energy in the local sewer system. However, further detailed design work and contractual discussions need to take place to ensure this continues to be an investable solution.

2 The Potential Heat Solution

- 2.1 The December 2018 Cabinet report suggested the leisure centre made some high level assumptions on standard leisure centre heat demand. Following detailed design iterations for the leisure centre the full heat load requirement is estimated at 6.6GWh and a peak demand of 2MW.

- 2.2 The potential solution to meet this heat demand would be to install a 2MW heat pump system in a stand-alone building (energy centre) that will extract the embedded energy from the nearby sewer system, convert it to usable heat and then pipe this to the nearby Sovereign Leisure Centre. A standalone energy centre provides future resilience and flexibility to the development of the site.
- 2.3 The heat pump system would comprise of two 1MW heat pumps which taken together will be able to meet the varying demands of the leisure centre. This configuration also builds in resilience should one of the individual heat pumps fail or need to be serviced.
- 2.4 The heat is obtained by taking the liquid sewage and passing it over a heat exchanger which, with a separate loop, extracts this heat and pipes it to where it is needed.
- 2.5 The energy centre would be suitably located so it is able to expand to accommodate any potential increases in future energy demands i.e. additional heat requirements, or batteries to store PV generated electricity. For the additional heat demand you would just need to increase the number of individual heat pumps, a modular based design. The amount of heat that could be extracted from this point in the sewer network could be up to 6MW.
- 2.6 The energy centre usage is not limited to providing heat resource to a leisure facility but could be developed as it will be able to provide energy for other types of development.
- 2.7 Solar PV has not been incorporated into the design of the main building as there was not a clear cost-benefit but this technology could be revisited in the future for solar based car parking canopies, and the energy centre would be ready to support this.

3 Potential Structure & Operation

- 3.1 The preferred solution would be for the Council to own the system and have contracts in place to ensure (i) the leisure centre and/or other developments have a continuous supply of heat and (ii) the energy centre remains operational and viable, thus protecting our investment. We need to finalise the terms, contracts, design and governance arrangements before making the decision to invest and the list of the respective parties we need to contract with is as follows:
 - (a) Sewer Owner (Southern Water) – to ensure we have continuous access to the sewer and the expected levels of embedded energy
 - (b) Equipment Provider – to maintain the energy centre and deal with any operational issues
 - (c) Site Operator – to agree long term purchase of heat
 - (d) Ofgem – to obtain RHI payments
 - (e) Electricity supplier – to maintain supply to the energy centre and obtain most competitive price

4 Initial Financial Appraisal & Business Case

- 4.1 The proposed energy centre would only be viable due to (i) the level of Renewable Heat Incentive (RHI) cashback available and (ii) there being a market to sell the heat to which acts as both a revenue stream and a passport to obtain the RHI
- 4.2 A 2MW heat system could cost £2.3m. With heat being purchased and RHI recovered, the £2.3m investment will give an IRR of 0.4% but if you count the cost of carbon saved this will give an IRR of 1.7%. These rates should increase as it is based on outline costs which will be subject to further scrutiny as we move through the design process.
- 4.3 The 2018 Cabinet report cited a capital cost of £750k which was the cost of a 1MW heat system less the £350k saving from the reduced centre cost. The £2.3m investment is for a larger system.
- 4.4 The supply of heat is not fully regulated for either domestic or non-domestic buildings, unlike the supply of electricity and gas; the only regulation is heat metering. The Government is exploring how the supply of heat should be regulated and it is likely it will require suppliers to follow the methodology set out by the Heat Trust – ultimately being transparent on costs and billing.
- 4.5 The actual price we would charge for a unit of heat would be slightly higher than what an operator would pay for a unit of gas, as gas boilers are generally only 90% efficient and it includes an adjustment for equipment maintenance. We would follow the Heat Trust guidelines and ensure that any price is transparent and competitive.
- 4.6 The RHI cashback initiative has a limited shelf-life. If we wanted to guarantee the tariffs we would receive (and at the highest rate) then the energy centre would need to be commissioned before the end of January 2021. If the system is not commissioned by this date then we would obtain whatever tariffs are in place at the time - currently the RHI scheme is underutilised which if this continues will mean we should still obtain a healthy rate however if there is a sharp uptake or if Government policy changes then the RHI rate could drop or be withdrawn.

5 Additional Feasibility & Design Work

- 5.1 From the initial feasibility work, a sewage based heat system should be viable however additional work is required to ensure this remains the case. This will be treated as Stage 0 or pre-New Project Request work within the Clear Sustainable Futures (CSF) framework, and could cost up to £115k to complete. This budget will primarily pay for detailed plans and schematics, ground and utility investigations and further modelling work.
- 5.2 This work and the structure discussions mentioned in Section 3 will take time to complete however we will be in a position by February 2020 to know if the proposed renewable energy centre remains viable, and if it is a report will be made to Cabinet.

6 Environmental impact analysis

- 6.1 The embedded sewage energy will be extracted by electrically powered heat pumps and if this electricity is from a green source then all of the heat supplied to the Sovereign (a significant amount) will be 100% renewable, and help towards the 2030 carbon reduction target.

7 Legal implications

- 7.1 Legal advice on the intended scheme can and will be given once the precise nature of the development to be served by the renewable energy project is determined.

8 Risk management implications

- 8.1 A risk analysis will be provided as part of the New Project Request (NPR) and CSF project process.

The equipment should be sourced from the UK so we are not expecting any issues resulting from Brexit; however this will be kept under review.

9 Equality analysis

- 9.1 No relevance

10 Appendices

None

11 Background papers

None

Report to:	Cabinet
Date:	11 September 2019
Title:	Housing Delivery Update: Bedfordwell Road
Report of:	Director of Regeneration and Planning
Cabinet member:	Councillor Alan Shuttleworth
Ward(s):	Upperton
Purpose of report:	This report sets out options for delivery of new homes and community facilities at Bedfordwell Road
Decision type:	Key Decision
Officer recommendation(s):	<p>(1) To delegate authority to the Director of Regeneration & Planning in consultation with the Portfolio holder for Housing and the Chief Finance Officer to move the development of the Bedfordwell Road scheme through to Stage 2 of the Clear Sustainable Futures (CSF) process to allow the Council to fully understand the financial and delivery options for the site.</p> <p>(2) To delegate authority to the Chief Finance Officer in consultation with the Council Leader to release £1.218m from the existing scheme capital allocation to meet the costs of progressing the development of the scheme through to Stage 2 with CSF.</p> <p>(3) To bring a further report back to Cabinet once we have reached Stage 2 and are in a position to report comprehensively on the financial viability of the scheme and to determine the best way of proceeding for tax efficiency purposes and agree a budget in the Housing Revenue Account and/or General Fund.</p>
Reasons for recommendations:	To enable the next stages of procurement required to allow the construction works to deliver new homes and facilities for the town.
Contact Officer(s):	Name: Jessica Haines Post title: Head of Commercial Business E-mail: Jessica.haines@lewes-eastbourne.gov.uk Telephone number: 01323410000

1 Introduction

- 1.1 This paper outlines options considered for the development of the council owned site at Bedfordwell Road, Eastbourne which is set to deliver new homes, commercial and community premises for the town. Given the Council's continued challenge of meeting housing need these homes will provide additional affordable housing and support local people's access to home ownership through the delivery of new shared ownership offers.
- 1.2 The site has been owned by the Council since March 2017 and has been the subject of remedial and environmental works which have been successful and are now nearing completion. This report seeks to move the scheme onto the next stage of development so that contracts can be entered into which enable the development to begin.
- 1.3 The scheme at Bedfordwell is also being used to support East Sussex College Group (ESCG) in delivering a CITB funded construction training project. The programme outlined in the report would allow for 'on-site' learning to happen over the next 6-9 months with learners working directly with specialist and technical consultants.

2 Proposal

- 2.1 The recommendation is to proceed to Stage 2 of the CSF Transformational project process to assess the deliverability of 96 homes of which 83 are new build homes, 13 refurbished homes and there will be commercial and community space in the Pump House. The scheme will need to be submitted via a planning application for planning approval.
- 2.2 Previous reports to Cabinet have presented the scheme based on an existing planning consent for 102 homes. However Officers have worked with architects and cost consultants to improve the scheme design to meet housing need and ensure that the design and layout maximises the placemaking potential of the development.

The assumed financial viability of the project has also been reassessed to ensure costs and densities proposed provide not only the right homes but also the best value in terms of construction costs. The scheme is capable of providing 55 affordable units which is 55% of the development and 41 market sale homes. The Pump House will in addition have a Commercial use including A1 and smaller commercial units which could provide office/business or community space on the lower floors.

- 2.3 By progressing the project to Stage 2 of the CSF Transformational Project process it allows Cabinet to understand the potential of adding additional sustainable elements to the scheme including exploring Modern Methods of Construction (MMC) such as modular housing, and carbon neutral energy source options. The conclusion of this assessment would be presented to Cabinet once the due diligence has been completed on any potential options.

Further to this and in the Council's Climate Challenge ambitions the scheme is

being designed with the aspiration to minimise the use of natural resources and also to reduce the developments short and long term carbon footprint.

In this regard the development team are scoping the potential to incorporate into the scheme the most cost effective design solution and at the time of writing this may well be to deliver a scheme that improves over and above the current building regulations.

As the design and layout has not yet been fully specified it is not possible at the time of writing to rest on the quantum of the % percentage however the scheme will be fully assessed with specialist support ensuring that wider sustainable benefits are a consideration a requirement of the development.

It is considered that the delivery of new, highly sustainable homes on the location specified would help to mitigate the pressure of housing demand locally. By proceeding with this process through CSF we are gaining a better view of cost certainty and deliverability of the scheme.

3 Outcome expected and performance management

- 3.1 Based on the funding and scope of work included in this report being approved, we expect the delivery of the scheme to take place on the timetable below:

Planning Approval for revised scheme	February 2020
Environmental Works completed	December 2019
Remedial Works completion	February 2020
Archaeological Works completed	February 2020
Start on Site	July 2020
First Sales / Handovers	December 2021
Final Completion	February 2023

- 3.2 On the basis of this timetable we can start to sell and let homes within the next 2 years should the scheme achieve the Affordability Cap set out in the project request to CSF which will be confirmed more fully by the conclusion of Stage 2.

4 Consultation

- 4.1 A full consultation will be followed as part of the planning process for the revised scheme including enhanced community engagement to create an identity for the new neighbourhood. A full communication plan and strategy will be made available for residents and interested parties utilising on-line engagement tools where possible.

5 Corporate plan and council policies

- 5.1 The development of this site meets the Council objectives in the corporate plan delivering more homes for the town and supporting the local economy through thriving communities in addition to increase the availability of affordable and market sale homes available for the town

- 5.2 Any affordable housing will be compliant with the Council's Affordable Housing requirements as set out in their planning policy documents. This proposal increases the affordable homes above the policy requirements which is a target for the Council to achieve where possible. This has in part been possible due to the contribution from Homes England through the Housing Infrastructure Fund (HIF). Given this site has been stalled for many years the Council have adopted the central Government approach to 'making homes happen' in taking this scheme forward directly.

6 Business case and alternative option(s) considered

- 6.1 In terms of options considered the Council can approach the delivery of this scheme in different ways which have all been considered

- **Undertaking a Joint venture with a developer to deliver the project**

The Pump House is a complex part of the scheme and we believe that controlling quality of the design will ensure we deliver a high quality building. For this reason the Council would want to retain the contractual management of redeveloping the site including the Pump House.

- **Delivering Pump House and access roads and sell the site**

An alternative would be to consider the Pump House the most risk so to get the best land value deliver this part of the scheme in isolation and the access roads to then sell on the residential land. However this approach does not give the opportunity to spread the risk across the scheme which will help to support the more complex issues.

- **Obtaining updated planning, complete remediation and disposing of the site**

There have already been 2 unsuccessful attempts by housing associations to deliver the site. The scheme is difficult in terms of abnormal costs and includes areas that require flood attenuation. It is therefore difficult for a purchaser to achieve a financial return on the development.

If sold we could not guarantee either the development of the new build homes or the refurbishment of the pump house.

- 6.2 By directly delivering and maintaining control of the project will enable the delivery of a quality scheme which renovates the Pump House and benefits the local community. As set out above the Council see this as an opportunity to enable and stimulate the local market to support the development of other schemes potentially not in their ownership. Given the Council's successful delivery of 200 new homes over the preceding 5 years the internal team are confident of management and delivery led internally.

The Council will use specialist consultants to support with the contract and

project management of the scheme which will be competitively challenged in terms of costs and quality. CSF has been supporting the project to date and have submitted proposals to carry the project through the completion.

As part of the next stage of contract negotiation those proposals will be considered alongside comparable submissions to show value for money in delivery of the scheme has been achieved. The conclusion of the Stage 2 report will be presented to Cabinet.

7 Financial implications

- 7.1 The Council's existing Capital Programme included a provision of £2m in 2019/20 for the scheme. Full financial implications and funding requirements of the scheme are currently being assessed by the Council's Treasury Advisors Link Asset Services and will be presented to the Cabinet at a later date as part of the overall project evaluation and decision making process.

Financial assumptions for the scheme are included at Appendix 1 as they contain commercially sensitive information.

8 Legal implications

- 8.1 Development will need to take account of any title matters and restrictions and on-going legal advice will be obtained in relation to title matters.
- 8.2 The contract with Clear Sustainable Futures was procured in compliance with the Council's Contract Procedure Rules and so can be used it in accordance with its terms without the need for a further competitive process to take the project forward.
- 8.3 All transactions will need to be on market terms or otherwise State aid compliant.
- 8.4 The Council has the power under section 2 of the Local Authorities (Land) Act 1963 to directly build the market houses as the provision allows a local authority, for the benefit or improvement of its area, to erect any building and construct or carry out works on land. Additionally the Council may repair, maintain and insure any building or works erected, constructed or carried out under this power and generally may deal with any such building or works in a proper course of management.
- 8.5 The Council could sell the market sale houses using section 123 of the Local Government Act 1972. Subject to certain conditions, the Council has the power to dispose of its land in any manner it wishes and receive consideration for its land under Section 123 of the Local Government Act 1972. The Secretary of State's consent is needed if the Council receives less than the "best consideration that can reasonably be obtained" unless the disposal is by way of a short tenancy.

[\[008485-EBC-KS CJEC 13.08.19\]](#)

9 Risk management implications

9.1 The key risks and mitigations are set out in the following table:

Ref	Risk	Mitigations
1	Build cost overrun	<ul style="list-style-type: none">• Build costs have been provided by CSF and include 5% contingency. Building contract will be based on a fixed price contract.• Ground condition surveys have been completed to assess abnormal costs and remedial works are already underway
2	Quality not delivered	<ul style="list-style-type: none">• The scheme will be designed in consultation with EBC• We will maintain control of specification of details within the Pump House particularly to ensure design quality is maintained.
3	Legal issues	<ul style="list-style-type: none">• See legal implications section
4	Sales Risk	<ul style="list-style-type: none">• See confidential Appendix 1
5	Long term viability	<ul style="list-style-type: none">• The affordable rent and shared ownership are both in high demand with limited new supply in the town.

10 Equality analysis

The provision of good quality housing with a mix of tenure and affordability helps meet the need of the community. Affordable housing allows the Council to provide assistance to those in need within our community. An equality analysis will be completed as part of the Communication and Engagement plan.

11 Environmental impact analysis

This will be completed in conjunction with the review of design and method of construction.

12 Appendices

- Appendix 1 – Costs (Exempt)

13 Background papers

The background papers used in compiling this report were as follows:

- Site Location

[location Map.jpg](#)

- Current Layout

[Bedfordwell Road Site Plan.docx](#)

- Pump House

[Pump House Bedfordwell.docx](#)

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

Document is Restricted

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