

Cabinet

21 March 2022



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 Stephen Holt (Deputy-Chair)
Margaret Bannister, Alan Shuttleworth, Colin Swansborough and Rebecca Whippy**

Quorum: 3

Published: Friday, 11 March 2022

Agenda

1 Minutes of the meeting held on 9 February 2022 (Pages 5 - 12)

2 Apologies for absence

3 Declaration of members' interests

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 3 - 2021/22 (Pages 13 - 38)

Part A - Portfolio Progress and Performance

Report of Deputy Chief Executive and 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 Local Connection Eligibility Self-build and Custom Housebuilding Register (Pages 39 - 46)

Report of Deputy Chief Executive and Director of Regeneration and Planning
Lead Cabinet member: Councillor Colin Swansborough

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

Telephone: 01323 410000

Council website: <https://www.lewes-eastbourne.gov.uk/>

Modern.gov app available: View upcoming public committee documents on your device. Free modern.gov [iPad app](#) or [Android app](#) or [Microsoft app](#) .

This page is intentionally left blank



Working in partnership with **Eastbourne Homes**

Cabinet

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 9 February 2022 at 6.00 pm.

Present:

Councillor David Tutt (Chair).

Councillors Stephen Holt (Deputy-Chair), Margaret Bannister, Alan Shuttleworth and Colin Swansborough.

Officers in attendance:

Robert Cottrill (Chief Executive), Homira Javadi (Chief Finance Officer), Ian Fitzpatrick (Deputy Chief Executive and Director of Regeneration and Planning), Tim Whelan (Director of Service Delivery), Becky Cooke (Assistant Director for Human Resources and Transformation), Jane Goodall (Strategy and Partnership Lead, Quality Environment), Ola Owolabi (Deputy Chief Finance Officer (Corporate Finance)), Simon Russell (Head of Democratic Services) and Kate Slattery (Solicitor).

Also in attendance:

Councillor Kshama Shore OBE (Shadow Cabinet Member) and Councillor Robert Smart (Opposition Leader).

38 Minutes of the meeting held on 1 December 2021

The minutes of the meeting held on 1 December 2021 were submitted and approved and the Chair was authorised to sign them as a correct record.

39 Apologies for absence

An apology for absence was reported from Councillor Whippy.

40 Declaration of members' interests

Councillor Holt declared a personal interest in agenda item 14 (Eastbourne & Lewes Community Safety Partnership – Annual Report (Eastbourne) due to his role with Your Eastbourne BID (Business Improvement District). He remained in the room and voted on the item.

41 Questions by members of the public

The Cabinet received a public question from Gaynor Sedgewick, in relation to the repair and restoration of Eastbourne Bandstand. A verbal response was provided by Councillor Tutt at the meeting.

42 Assurance Review

The Cabinet considered the report of the Chief Executive and Chief Finance Officer, covering the findings and recommendations of the CIPFA assurance review.

Visiting members, Councillors Shore and Smart, addressed the Cabinet on this item.

Resolved (Key decision):

(1) To note and accept the CIPFA assurance review.

(2) To note and endorse the CIPFA recommendations subject to the comments and observations set out in paragraph 3.2 of the report.

(3) To incorporate agreed recommended actions arising from the CIPFA assurance review into the overall Recovery and Reset programme's priority-based budget proposals, and to reflect this in the upcoming 2022/23 refresh of the corporate plan.

(4) To continue consideration of priority asset disposals in order to meet the obligations and commitments set out in this report.

Reason for decisions:

To enable the Recovery and Reset programme to continue in a structured way whilst incorporating the CIPFA assurance review recommendations, and meeting the capitalisation challenges.

43 Recovery and Reset Programme

The Cabinet considered the report of the Chief Executive, updating it on progress of the Recovery and Reset Programme.

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

Thanks were conveyed to Officers and Cabinet members for their work as part of the Recovery and Reset Programme, that had led to an overachievement on the 2021/22 savings target, which had contributed to reducing the gap forecast in 2022/23.

Resolved (Non-key decision):

(1) To note the progress made with the Recovery and Reset Programme

(2) To note the Recovery and Reset savings (including the Priority Based Budget savings) at Appendix A.

Reason for decisions:

The Recovery and Reset Programme provides a structured and accountable approach for delivering the level of significant organisational change needed to respond to current and future challenges. This work is sufficiently developed for its management and oversight to now form part of the council's business as usual activity.

44 General Fund Revenue Budget 2022/23 and Capital Programme

The Cabinet considered the report of the Chief Finance Officer, asking it to recommend to Full Council, the updated General Fund budget and updated Medium Term Financial Strategy, together with the updated Capital Programme position. The proposed 1.99% rise in council tax would enable the council to continue delivering essential frontline services to residents and businesses in the wake of the huge impact Covid-19 had left on its finances.

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

In presenting the report, Councillor Holt advised of an amendment to the Band D charge, as originally set out in officer recommendation (2) of the report. This was unanimously accepted by Cabinet and detailed below.

Recommended to Full Council (Budget and policy framework):

(1) The General Fund budget for 2021/22 (Revised) and 2022/23 (original).

(2) An increase in the Council Tax for Eastbourne Borough Council of 1.99% (per annum) resulting in a Band D charge for general expenses of £261.85 (per annum) for 2022/23.

(3) The revised General Fund capital programme 2022/23 as set out at Appendix 3 to the report.

(4) That Cabinet endorses the continuation of the Flexible use of Capital Receipts and refers on to Council for approval.

(5) To note the section 151 Officer's sign off as outlined in the report.

Reason for decisions:

The Cabinet must recommend to Full Council the setting of a revenue budget and associated Council tax for the forthcoming financial year by law.

45 Treasury Management and Prudential Indicators 2022/23, Capital Strategy & Investment Strategy

The Cabinet considered the report of the Chief Finance Office, asking it to recommend the Council's Annual Treasury Management Strategy, Capital Strategy and Investment Strategy together with the Treasury and Prudential

Indicators to Full Council.

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

Thanks were conveyed to the Deputy Chief Finance Officer and the Finance team for their work as outlined in the report.

Recommended to Full Council (Budget and policy framework):

- (1) To approve the Treasury Management Strategy and Annual Investment Strategy for 2022/23 as set out at Appendix A to the report;
- (2) To approve the Minimum Revenue Provision Policy Statement 2022/23 as set out at paragraph 8 in the report.
- (3) To approve the Prudential and Treasury Indicators 2022/23 to 2024/25, as set out at paragraph 6 in the report.
- (4) To approve the Capital Strategy set out at Appendix E to the report.

Reason for decisions:

It is a requirement within the budget setting process for the Council to review and approve the Prudential and Treasury indicators, Treasury Strategy, Capital Strategy and Investment Strategy.

46 Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2022/23 and HRA Capital Programme 2021-25

The Cabinet considered the report of the Chief Finance Officer, asking it to recommend to Full Council, the detailed Housing Revenue Account (HRA) budget proposals, rent levels, service charges and heating costs for 2022/23, and the HRA Capital Programme 2021-25.

The Deputy Chief Executive and Director of Regeneration and Planning added that the Council would be looking to support those that would be experiencing hardship as a result of the increase in the cost of living.

Recommended to Full Council (Budget and policy framework):

- (1) The HRA budget for 2022/23 and revised 2021/22 budget as set out at Appendix 1 to the report.
- (2) That social and affordable rents (including Shared Ownership) are increased by 4.1% in line with government policy.
- (3) That the average General Needs Housing Benefit (HB) Eligible service charge will be £5.04 per week
- (4) That the average HB Eligible service charge for Retirement Housing will be

£35.85 per week

- (5) That the Support charge for Retirement Housing will be £5.44 per unit.
- (6) That the average Non-HB Eligible heating charges will be £3.49 per week.
- (7) That the average non-HB Eligible water charges will be £3.33.
- (8) That Garage rents are increased by 4.86% (September RPI).
- (9) To grant delegated authority to the Chief Executive, in consultation with the Cabinet Portfolio holders for Financial Services and Direct Assistance Service and the Chief Finance Officer to finalise Eastbourne Homes' Management Fee and Delivery Plan.
- (10) The HRA Capital Programme as set out at Appendix 2 to the report.

Reason for decisions:

The Cabinet has to recommend to Full Council the setting of the HRA revenue and capital budget and the level of social and affordable housing rents for the forthcoming year.

47 Litter and Fly-tipping Reduction Strategy 2022 - 2027

The Cabinet considered the report of the Director of Service Delivery, setting out the council's approach to reducing litter, fly-tipping, graffiti and associated environmental issues. The Strategy detailed the council's commitment to tackling fly-tipping, littering, graffitiing and dog fouling through education, investigation, and enforcement activity where there is evidence of environmental crimes.

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

Resolved (Key decision):

- (1) To approve the Litter and Fly-tipping Reduction Strategy 2022-2027 set out at Appendix 1 to the report.
- (2) To approve the associated Action Plan, set out at Appendix 2 to the report.

Reason for decision:

To reduce littering in Eastbourne, with the majority of residents viewing it as totally unacceptable. Volunteer litter picking groups feel supported by the council and all residents value the council's work to tackle litter, dog fouling, fly-tipping and graffiti.

48 Eastbourne Public Spaces Protection (Anti-social Driving) Order 2022

The Cabinet considered the report of the Director of Service Delivery, enabling it to consider a proposal to introduce a Public Spaces Protection Order (PSPO) to address the incidence of anti-social driving in several locations across Eastbourne.

The Director of Service Delivery confirmed that Sussex Police had confirmed that they would be able to provide the level of enforcement required, should the Order be implemented.

Resolved (Key decision):

(1) To approve, as a draft only, the Public Spaces Protection Order (the Order) as set out at Appendix B to the report.

(2) To delegate authority to the Director of Service Delivery:

- i. to carry out statutory consultation on the draft Order;
- ii. if necessary, to amend the draft Order in light of consultation responses and seek approval from the Lead Cabinet Member for Disabilities and Community Safety;
- iii. to make and publicise the definitive Order in accordance with relevant legislation;
- iv. to put in place arrangements, including with external parties, to enforce the Order; and
- v. to keep the Order under review; to bring to Cabinet any variation considered necessary to the Order during its three-year term; and at the end of that term extend the period for which it has effect, if considered necessary on statutory grounds.

Reason for decisions:

To address the incidence of anti-social driving in a number of locations across Eastbourne.

49 Eastbourne & Lewes Community Safety Partnership - Annual Report (Eastbourne)

The Cabinet considered the report of the Director of Service Delivery, detailing the 2021/22 performance of the Eastbourne and Lewes Community Safety Partnership (E&LCSP). 3.4 of the report detailed that the Borough continued to be a relatively low crime area. With a rate of 82 crimes per 1000 people, the Borough was ranked as the third safest when compared with similar districts and borough.

Councillor Holt declared a personal interest in this item. He remained in the room and voted on the item.

Resolved (Non-key decision):

To note the achievements and activities of the Eastbourne and Lewes Community Safety Partnership in 2021/22.

Reason for decision:

To consider progress on delivery of the current Community Safety Plan.

50 A Coastal Concordat for England

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning and Director of Service Delivery, seeking approval for Eastbourne Borough Council to adopt and be a signatory to the Coastal Concordat.

Resolved (Key decision):

(1) To adopt the Coastal Concordat (as December 2019)

(2) That authority be given to the Cabinet member for climate change, place services and special projects to sign a letter to the Department for Environment, Food and Rural Affairs confirming Eastbourne Borough Council's adoption of the Coastal Concordat.

Reason for decision:

To enable benefit to be gained from a streamlined planning system in relation to coastal applications.

The meeting ended at 7.43 pm

Councillor David Tutt (Chair)

This page is intentionally left blank

Agenda Item 7

Body:	Cabinet
Date:	21 March 2022
Subject:	Corporate Performance Quarter 3 2021-22
Report of:	Homira Javadi, Chief Finance Officer Ian Fitzpatrick, Deputy Chief Executive and 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 third quarter of the year 2021-22.
Decision type:	Non Key
Recommendation:	Cabinet is recommended to: i) Note the achievements and progress against Corporate Plan priorities for 2021-22, as set out in Part A of this report. ii) Note the General Fund, HRA and Collection Fund financial performance for the quarter, as set out in Part B of the report.
Reasons for recommendations:	To enable Cabinet members to consider specific aspects of the Council's progress and performance.
Contact:	Homira Javadi: Chief Finance Officer Tel: 01323 485512 or e-mail homira.javadi@lewes-eastbourne.gov.uk Lee Banner: Transformation Programme Manager Tel: 07894 237929 or email: lee.banner@lewes-eastbourne.gov.uk

1.0 Consultation

- 1.1 The priority themes in the Corporate Plan were developed in consultation with residents.

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.

5.0 Conclusion

5.1 This report provides an overview of performance against the authority's priority actions and indicators for 2021-22.

Appendices

Part A

Appendix 1 – Quarter 3 Performance Overview

Part B

Appendix 1 – Housing Revenue Account

Appendix 2 – Capital Programme

Background Papers:

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

- Corporate Plan 2020/24 <https://www.lewes-eastbourne.gov.uk/about-the-councils/corporate-plans/>

Part A: Portfolio Progress and Performance Q3 2021-22

1 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 third quarter of 2021/22 (1 October - 31 December 2021).
- 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 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.

Growth & Prosperity	Housing & Development	Quality Environment	Thriving communities
Outstanding in tourism & leisure as well as facilitating exciting cultural events	Address homelessness	Promote inclusion and address deprivation	Effectively tackling waste
Attractive and thriving town	Promote homes that sustain health & well-being	Promote physical health and mental well-being	Protecting the environment
Supporting and attracting business	Good access to housing that meet modern standards	Actively engaged communities	A low carbon place
Improved infrastructure	Locations regenerated and more housing	Safe communities and safe residents	

3 Format

- 3.1 Appendix 1 provides a high-level summary of progress and performance. The summary shows where performance and projects are 'on track/on target' and where there are areas of risk, concern or under-performance. Where performance or projects are 'off track/below target', an explanation of the management action being taken to address this is also provided.
- 3.2 A list of projects is provided and updates can be requested, as required, from project managers. This allows more detailed and bespoke reports rather than short paragraph updates.
- 3.3 The last section of Appendix 1 details the devolved budget spend by ward and the projects that have been supported through this scheme for 2021/22. Each ward had a total of £5,000 available to spend on schemes requested by the local community.

4 Financial Appraisal

- 4.1 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 reports (also reported to Cabinet each quarter) as there is a clear link between performance and budgets/resources.

5 Legal Implications

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

6 Risk Management Implications

- 6.1 It is important that corporate performance is monitored regularly otherwise there is a risk that reductions in service levels, or projects falling behind schedule, are not addressed in a timely way.

7 Equality Analysis

- 7.1 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.








Appendices

Appendix 1 – Portfolio Progress and Performance Report (Quarter 3 2021/22)












Appendix 1

Eastbourne Borough Council Corporate Performance Report Q3 2021-22

- **Councillor David Tutt** - (Leader of the Council and Chair of Cabinet) - Cabinet member for responsibilities aligned with the Chief Executive
- **Councillor Stephen Holt** - (Deputy Leader) - Cabinet member for financial services
- **Councillor Margaret Bannister** - Cabinet member for tourism and leisure services
- **Councillor Alan Shuttleworth** - Cabinet member for direct assistance services
- **Councillor Colin Swansborough** - Cabinet member for place services, special projects and climate change
- **Councillor Rebecca Whippy** - Cabinet member for disabilities and community safety



Key			
	Performance that is at or above target		Performance that is below target
	Data with no performance target		Performance that is slightly below target but is within an acceptable tolerance
	Direction of travel on performance indicator: improving performance		Direction of travel on performance indicator: declining performance
	Direction of travel on performance indicator: no change		

KPIs

KPI Description	Annual Target 2021/22	Q2 2021/22	Q3 2021/22			Latest Note	
		Value	Value	Target	Status		Short Trend
1. Finance: Percentage of Council Tax collected during the year - Eastbourne	96.06%	54.97%	81.71%	81.70%			Performance remains ahead of target.
2. Finance: Percentage of Business Rates collected during the year - Eastbourne	97.50%	45.62%	77.46%	79.05%			The collection rate is 1.59% below target which is an improvement on the previous month where the gap between actual and target was 4.35%. During December, 56 businesses that could be eligible for extended retail, hospitality and leisure relief were visited by Neighbourhood Advisors to encourage them to make an application. As a result of those visits, 5 applications were made and processed during December and a total of £61,000 has been awarded in relief.
3. Benefits: Average days to process new claims for housing/council tax benefit	22	24	21	22			Performance is ahead of target.
4. Benefits: Average days to process change of circs (housing/council tax benefit)	8	6	5	8			Performance remains ahead of target and is the best outturn so far this year.
5. Customers: Increase the percentage of calls to the contact centre answered within 60 seconds	80%	21.15%	33.19%	80%			<p>Although an improved outturn on Q2 (an increase of over 12% points), Customer Contact continued to experience a demanding Q3 with a high call demand (an average of 8,500 calls and 6,000 emails a month).</p> <p>Performance within Q3 highlighted a month-on-month improvement which indicates a further improved position for Q4.</p> <p>Repeat contact – customers calling for an update on their requests/queries – contributes to overall call volumes. As a result, work started in December to increase processing times of emails/correspondence within the SLA. This has resulted in less repeat contact from customers and indicates an improved position for Q4.</p> <p>Recruitment to fill new vacancies – as staff secure promotions internally – is underway, in addition to temporary staff being used to address a seasonal peak in customer contact related to the garden waste renewal period.</p>
6. Customers: Reduce the numbers of abandoned calls to the contact centre - Ebn	5%	23.73%	16.86%	5%			Same as KPI 5.

KPI Description	Annual Target 2021/22	Q2 2021/22	Q3 2021/22				Latest Note
		Value	Value	Target	Status	Short Trend	
7. Housing: Number of households living in emergency (nightly paid) accommodation	Data only	123	125	Data only			
8. Customers: Number of new sign-ups to the Councils' social media channels	600	460	595	150			Performance remains ahead of target.
9. Customers: Number of people registering for our email service (GovDelivery)	1,800	1,553	2,397	600			Performance remains ahead of target.
10. Customers: Percentage of local searches that are returned within 10 working days of receipt	80%	100%	100%	80%			Performance remains ahead of target.
11. Growth: Town centre vacant retail business space	11.5%	10.94%	10.79%	11.5%			Performance remains ahead of target and a further improved position for Q3 and a lower vacancy rate than the current national average of 11.8%.
12. Housing: Average void relet time key to key (month)	20.0	31.1	31.0	20.0			There continues to be delays in void relet times due to a national material supply and labour shortages as a result of Covid-19. The management of void properties remains a key improvement area.
13. Housing: DFGs - Time taken from council receiving a fully complete application to the council approving the grant	14 days	2 days	2 days	14 days			Performance remains on target.
14. Housing: Number of Licensed HMOs Inspected per Quarter	50	No inspections during Q2	15	13			Performance remains ahead of target.
15. Housing: Rent arrears of current tenants (expressed as a percentage of rent debit)	3%	3.83%	3.85%	3%			Despite the arrears increasing by 0.02% from Q2, Eastbourne Homes Limited are maintaining a strong position and are below the national trend (HouseMark show a 30% nationwide increase in rent arrears and Citizens Advice report a 24% increase). To address the increase and maintain a positive position, we are continuing to recruit and expect this to have an ongoing positive effect on the performance.
16. Planning: Increase the percentage of Major Planning	65%	100%	100%	65%			Performance remains ahead of target.

KPI Description	Annual Target 2021/22	Q2 2021/22	Q3 2021/22				Latest Note
		Value	Value	Target	Status	Short Trend	
Applications processed within 13 weeks							
17. Planning: Increase the percentage of minor planning applications processed within 8 weeks	75%	68%	58%	75%			A 53% quarterly increase in applications resulted in a declining performance this Quarter – 25 out of 43 minor planning applications were processed within 8 weeks during Q3. Vacancy levels within the team have also contributed to the outturn – 2 new Senior Planners have joined the council and performance is expected to improve as the new appointees start their employment and complete their induction/training. Annual performance of 75% remains on target.
18. Planning: Increase the percentage of other planning applications processed within 8 weeks	75%	81%	72%	75%			Performance is slightly below target this quarter due to vacancy levels within the team – new recruits are expected to improve performance. 49 out of 68 other planning applications processed within 8 weeks during Q3. Annual performance of 75% remains on target.
19. Recycling & Waste: % Container Deliveries on Time (SLA)	99%	22%	57%	99%			Q3 saw an improved position than Q2 – an improvement of 35% points – although performance remains below target. With demand for containers stabilising, it is anticipated that performance will improve.
20. Recycling & Waste: Missed Assisted Collections	1%	0.49%	0.27%	1%			Performance remains ahead of target. 3,198 customers receive an assisted collection across the service. Total number of assisted collections made across the services per month (and adjusted to include refuse AWC) = 14,412. SEESL has carried out a review of customers on this scheme which will be reflected in the Q4 outturn.
21. Recycling & Waste: Number of missed bins (per 100,000)	100	71	39.67	100			Performance remains ahead of target and is a considerably improved position (31.33% points) compared to Q2.
22. Recycling & Waste: Percentage of household waste sent for reuse, recycling and composting	45.00%	41.3%	39.87%	45.00%			Q3 estimated = 39.87% (average across previous quarter until ESCC data is available). The confirmed Q2 figures show the highest quarterly recycling rate to date at 41.3%, with July being the highest monthly rate to date at 43.8%.
23. Recycling & Waste: Total number of reported fly-tipping incidents	400	219	170	100			Fly-tipping incidents in Q3 were down by 49 compared to the previous quarter (219). Devonshire remains the hotspot this Quarter. • Oct = 25

KPI Description	Annual Target 2021/22	Q2 2021/22	Q3 2021/22			Latest Note	
		Value	Value	Target	Status		Short Trend
							<ul style="list-style-type: none"> Nov = 43 Dec = 74 Q3 Average = 56 incidents Q3 total = 169 incidents <p>There were 4 fly tipping fines issued during Q3 amounting to £425.</p>
24. Staff: Average days lost per FTE employee due to sickness	8.0 days	2.42 days	2.35 days	2.0 days			<p>Sickness levels remain slightly above target for Q3 at 2.35 days, although it is a reduction from 2.42 days in Q2.</p> <p>The increase in Q2 had been predicted as a result of the easing of Covid-19 safety measures. In Q3, some of these measures were reinstated in response to the highly transmissible Omicron variant, and we did experience a number of staff absences both with positive Covid-19 results and following booster vaccinations. There were 24 staff absences due to Covid-19 (those staff reporting symptoms) in Q3 which was an increase from 7 in Q2. 1 member of staff recorded an absence due to Covid-19 isolation (those staff required to self-isolate as they have been in contact with someone showing symptoms). In addition, a further 7 staff were absent following a vaccination. If we remove these types of absence from the Q3 figure outturn, that number reduces to 1.92 days, and absences for these reasons have now tailed off (just one employee at the time of writing this report).</p> <p>If we remove LDC Waste Services, the Q3 figure reduces to 1.99 days and Waste Services on its own is 4.6 days, which is a significant reduction from 8.6 days in Q2.</p> <p>Although sickness levels remain low, HR Business Partners continue to support managers in robustly managing any attendance issues that arise.</p>

Projects

Project / Initiative	Description	Target completion
Winter Garden Improvements	Upgrade of the Winter Garden including use of recent central government grants	Q3 2022/23
Sovereign Centre Review	Under review	To be confirmed
Hampden Retail Park	The acquisition and development of Hampden Retail Park as part of the Property Acquisition and Investment Strategy (PAIS).	Ongoing. Phase 1 is end of March 2022.

Devolved ward budget scheme 2021/2022 – Summary by ward to end of Quarter 3 (1 April – 31 December 2021)

Ward	Project	Description	Project Spend to Date
Devonshire	BourneOut Pride event	Funding to BourneOut for Eastbourne Pride Event.	£350.00
	Friends of Seaside Rec Fun Day	Contribution to the Friends of Seaside Rec. Fun Day.	£350.00
	Sober Eastbourne website maintenance	Funding for a computer to maintain a local resources directory website called Sober Eastbourne.	£400.00
Total spend to end of Quarter 3			£1,100.00
Hampden Park	Plastic Free Eastbourne	To provide installation of drinking water refill station at Brassey Avenue, Hampden Park.	£1,000.00
	Tennis Club dressing rooms	Funding to help rebuild dressing rooms at Hampden Park Tennis Club.	£3,000.00
Total spend to end of Quarter 3			£4,000.00
Langney	Gazebo for East Sussex Hearing	Contribution towards a new Gazebo for East Sussex Hearing, to provide an outreach service.	£350.00
Total spend to end of Quarter 3			£350.00
Meads	Seven Sisters Camera Club	A new projector for the Seven Sisters Camera Club.	£1,000.00
	Gazebo for East Sussex Hearing	Contribution towards a new Gazebo for East Sussex Hearing, to provide an outreach service.	£500.00
Total spend to end of Quarter 3			£1,500.00
Old Town	Gazebo for East Sussex Hearing	Contribution towards a new Gazebo for East Sussex Hearing, to provide an outreach service.	£400.00
	Re-wilding St Mary's Churchyard	Re-wilding St Mary's churchyard.	£400.00
	Community Centre improvement	Funding for improvements at local Community Centre.	£450.00
	Gingerbread Cafe mural	Contribution towards a large-scale mural at the Gingerbread Cafe in Gildredge Park, to improve the environment and deter graffiti.	£350.00
	Community fridge at Victoria Baptist Church	Funding to provide a community fridge at Victoria Baptist Church to help combat food poverty in the area.	£500.00
	Tree planting on Old Camp Road	Match funding of local residents own fundraising to provide a total of two trees for Old Camp Road.	£250.00

Ward	Project	Description	Project Spend to Date
	Upwycke House residents' garden	To provide a garden centre voucher to help residents create their own garden area within the grounds.	£300.00
	Ocklynge School nurture garden	To provide a dedicated friendship garden area for children at Ocklynge Junior school.	£400.00
	St Michaels Christmas	Funds to help change Christmas Family event into an outdoor event due to Omicron.	£350.00
Total spend to end of Quarter 3			£3,400.00
Ratton	Tree planting	Tree planting to replace dead trees in Halland Close and Stanmer Drive.	£2,000.00
	Tree planting in Halland area	Funding to plant 12 new trees in the Halland area to improve the street environment.	£3,000.00
Total spend to end of Quarter 3			£5,000.00
St Anthony's	Car Free Day	Printing work in support of Eastbourne Car Free Day.	£25.00
Total spend to end of Quarter 3			£25.00
Sovereign	Eastbourne Sea Cadets	Funding for replacement dingy sails for Eastbourne Sea Cadets.	£250.00
	Plastic Free Eastbourne	Funding towards a network of water refill stations across the town for Plastic Free Eastbourne.	£750.00
	Kings Park road signs	To provide road signs around Kings Park (the roads and pathways not adopted by ESCC).	£250.00
	Gazebo for East Sussex Hearing	Contribution towards a new Gazebo for East Sussex Hearing, to provide an outreach service.	£250.00
	Harbour walkway benches	Additional seating for the Harbour walkways.	£750.00
	Christmas Boxes from KCA	Funding to help Kingsmere Community Association provide Christmas 'selection boxes' to young people in the area.	£300.00
	Chestnut Tree House	To support to Chestnut Tree House children's charity, which provides hospice care services and community support.	£500.00
	Defiant Sports Heaters	To provide suitable heaters for the Defiant Sports hub building - a fully inclusive sports/therapy centre with many activities for SEND children and adults.	£600.00
Total spend to end of Quarter 3			£3,650.00
Upperton	Re-wilding St Mary's Churchyard	Re-wilding St Mary's churchyard	£400.00

Ward	Project	Description	Project Spend to Date
	Gazebo for East Sussex Hearing	Funding for East Sussex Hearing's client outreach service to provide a heavy-duty, pop-up gazebo to be used at pre-advertised sites.	£500.00
	Eastbourne Allotments raised beds	Funding to provide additional raised beds to help more people enjoy the benefits of gardening.	£600.00
	Gingerbread cafe mural	A large-scale mural at the Gingerbread Cafe in Gildredge Park, to help create a quality environment and deter graffiti.	£350.00
	Gildredge House School Active Travel Maps	Funding for printing of Gildredge House School Active Travel Maps to help reduce number of school runs by car.	£180.50
Total spend to end of Quarter 3			£2,030.50

Number of schemes to end of Quarter 3	33
All wards total spend to end of Quarter 3	£21,055.50

This page is intentionally left blank

Part B

Financial Performance Q3 2021/22

1 General Fund

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

	Current Budget	Actual to 31 Dec 2021	Projected Outturn	Variance to date
	£'000	£'000	£'000	£'000
SUMMARY				
Corporate Services	4,124	3,454	4,165	41
Service Delivery	7,886	6,229	6,269	-1,617
Regeneration & Planning	518	2,095	1,477	959
Tourism & Enterprise	3,290	1,040	3,121	-169
Net Cost of Services	15,818	12,818	15,032	-786
Recovery & Reset	1,233	1,233	1,233	0
Emergency Covid 19 Grant	-598	-598	-598	0
Capital Financing/Interest	2,374	1,155	2,374	0
Contingencies (pay awards)	250	0	200	-50
Estimated yearend adjustments (BR equalisation earmarked reserves, etc)			600	600
Capitalisation Direction	-4,400	-4,400	-4,400	0
Net Expenditure	14,677	10,458	14,441	-236
Financing				
Council Tax	-8,911	0	-8,911	0
Business Rates	-4,608	0	-4,608	0
Government Grants	-1,158	0	-1,158	0
Total Financing	-14,677	0	-14,677	0
(Surplus)/Deficit				
			Net Variance	-236

1.2 The position at the end of December 2021 shows a net surplus of £0.236m. Key variances for the Net Cost of Services are set out in the following table:

Area and reason for variance	Total Variance £000's	
Corporate Services		
Corporate Management – ICE Grant	(271)	
IT – salaries and network costs	236	
HR – Recruitment Costs	76	
		41
Service Delivery		
Specialist & Case Management – Additional income	(758)	
Customer & Neighbourhood Services – salary saving	(256)	
Homes First – HPG funding and salary saving	(603)	
		(1,617)
Regeneration & Planning		
Planning – Local Development Framework	51	
Housing Delivery Team – salary costs	462	
Estates & Property – Income shortfalls	577	
Business Planning and Performance	(131)	
		959
Tourism and Culture		
Tourism and Enterprise – catering income down	291	
Sports Delivery -Sovereign Centre income achieved	(335)	
Seafront – band stand and seafront buildings	120	
Events– staffing costs & Beachy Head marathon	91	
Theatres–Covid Grants and income fluctuations	(336)	
		(169)
NET COST OF SERVICES SURPLUS		(786)
Use of contingency (pay awards)	(50)	(50)
Yearend adjustments (including BR EMR)	600	600
Total Before Funding		(236)

- 1.3 The pending announcement regarding the pay awards will impact the budget outturn position and the pay award will partially be funded from the £250k contingency.
- 1.4 The Cultural Recovery Fund grant of £1.3m and its associated budgets remain outside of the General Fund monitor. An update of that expenditure and grant usage will be provided at the Q3 update.

2 HRA

2.1 HRA performance of the quarter is as follows:

	Revised Full Year Budget	Projected Outturn 2021-22	Variance
	£'000	£'000	£'000
HRA			
Income	(15,654)	(15,654)	0
Expenditure	13,930	13,672	(258)
Capital Financing & Interest	1,597	1,597	0
Contribution to Reserves	576	576	0
Total HRA	449	191	(258)

There is a positive variance of £258k projected outturn. The main variance relates to an underspend on the supervision and management costs. A further breakdown is shown at **Appendix 1**.

3 Capital Expenditure

3.1 The detailed capital programme at **Appendix 2**, provides a detailed analysis of spend for quarter 3 compared to the updated budget for 2021/22 and the total spend for each scheme as at 31 December 2021. The current Q3 expenditure totals £23.3m against the latest programme of £37.6m. Comments are provided for each scheme within the attached Appendix 2.

Summary - Capital Programme	Original 2021-22	Updated 2021-22	Q3 Spend 2021-22	Q3 variance to updated budget
	£000	£000	£000	£000
Housing Revenue Account	19,820	9,251	4,993	4,258
Other Housing	4,602	15,712	13,658	2,054
Community Services	1,900	1,929	809	1,119
Tourism & Leisure	500	160	234	(74)
Corporate Services	8,951	7,158	1,692	5,466
Regeneration	-	692	-	692
Asset Management	3,480	2,711	1,890	820
Total HRA & General Fund	39,253	37,612	23,276	14,336

4 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
Brought Forward 01 April 2021 – (Surplus) / Deficit	(505)	27,858
Total Collectable Income for year*	(74,252)	(54,225)
Net Payments to Preceptors	72,971	37,688
Write offs, provisions for bad debts and appeals	1,205	(383)
Three year spreading adjustment	(327)	(986)
Estimated Balance 31 March 2021 – (Surplus) / Deficit	(908)	9,952
Allocated to:		
Central Government	-	4,976
East Sussex County Council	(663)	896
Eastbourne Borough Council	(110)	3,981
Sussex Police	(93)	-
East Sussex Fire Authority	(42)	99
Total	(908)	9,952

* This represents the latest total amount of income due for the year and allows for changes as a result of discounts, exemptions and reliefs, as well as increases in the Council Tax and Business Rate bases.

- 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 2022/23.
- 4.4 Council Tax is showing an estimated surplus for the year of £908k at quarter 3. The Council's share of the surplus is £110k. This is the surplus that was formally set in January 2022 and notified to preceptors. Business Rates is showing an estimated deficit for the year of £9.952m at quarter 3 due to expanded retail and nursery discount relief provided under Covid-19. The Council's share of the deficit is £3.981m. The deficit is being funded through the payment of section 31 grant from central government. This is the deficit that was formally set in January 2022 and notified to preceptors. The collection fund position continues to be monitored on a monthly basis.

5 Treasury Management

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

Annual Investment Strategy

The Treasury Management Strategy Statement (TMSS) for 2021/22 which includes the Annual Investment strategy, was approved by the Full Council on Wednesday, 19th February. It sets out the Council's investment priorities as being:

- Security of Capital.
- Liquidity.
- Yield.

Approved limits within the Annual Investment Strategy were not breached during the period ending 31 January 2022, except for the balance held with Lloyds Bank, which exceeded the £5m limit for 21 days during the period.

Treasury Position as at 31 January 2022

The Council's debt and investment position is organised by staff within Financial Services in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities.

In a relatively short period since the onset of the Covid-19 pandemic, the global economic fallout was sharp and large. Market reaction was extreme with large falls in equities, corporate bond markets and, to some extent, real estate echoing lockdown-induced paralysis and the uncharted challenges to governments, businesses, and individuals.

Fixed Term Deposits pending maturity –

The following table shows the fixed term deposits held between 1 November to 31 January 2022 and identifies the long-term credit rating of counterparties at the date of investment. It is important to note that credit ratings are only one of the criteria that are taken into account when determining whether a potential counterparty is suitable. All the deposits met the necessary criteria the minimum rating required for deposits made in terms of long-term A- (Fitch).

Counterparty	Date From	Date To	Days	Principal £'000	Int Rate %	Long-term Rating
Debt Management Office	17 Jan 22	04 Feb 22	18	2,000	0.06	*

Fixed Term Deposits which have matured in the reporting period

The table below shows the fixed term deposits which have matured between 1 November to 31 January 2022, in maturity date order. It is important to note that the table includes sums reinvested and that in total the Council's investments have not increased by £3.5m over this period.

Counterparty	Date From	Date To	Days	Principal £'000	Int. Rate %	Long term
Debt Management Office	11 Jan 22	18 Jan 22	7	3,500	0.02	*
Total				3,500		

**UK Government body and therefore not subject to credit rating*

Use of Deposit accounts

In addition to the fixed term deposits, the Council has made use of the following interest-bearing accounts in the period covered by this report, with the average amount held being £3.026m generating interest of approximately £2k.

	Balance at 31 January 2022 £'000	Average balance £'000	Current interest rate %
Santander Business Reserve Account	5,000	4,409	0.17
Lloyds Bank Corporate Account	1,028	1,702	0.00
Lloyds Bank Call Account	2,200	2,968	0.01

Investment performance for the quarter ending 31 January is as follows:

Benchmark	Benchmark Return	Council Performance	Interest Earning
7-day LIBID	-0.08%	0.04%	£2,500

The budgeted investment return for 2021/22 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.

TM Borrowing – Q3 2021/22

In taking borrowing decision, the Council carefully considered achieving best value, the risk of having to borrow at higher rates at a later date, the carrying cost of the difference between interest paid on such debt and interest received from investing funds which would be surplus until used, and that the Council could ensure the security of such funds placed on temporary investment.

- **Rescheduling** – no debt rescheduling was carried out during the quarter as there was no financial benefit to the Council.
- **Repayment** – None

Borrowing – The Council has not borrowed more than, or in advance of its needs, purely in order to profit from the investment of the extra sums borrowed. No new loans were drawn down from PWLB (Public Works Loan Board) during the quarter to fund the net unfinanced capital expenditure and/or to replace maturing loans. Various temporary loans were taken to cover cash flow requirements. All loans drawn were for fixed rate as detailed within the table below.

Lender - Temp Debt	£m	Start Date	End Date	Rate
Loans held:				%
Northern Ireland Housing Executive	7.0	20-Sep-21	20-Jun-22	0.07
Middlesbrough Teeside Pension Fund	5.0	22-Nov-21	23-May-22	0.04
West Midlands Combined Authority	10.00	21-Jan-22	20-Jan-23	0.25
Loans repaid:				
North Yorkshire County Council	5.0	23-Nov-20	22-Nov-21	0.25
North Yorkshire County Council	5.0	24-Nov-20	23-Nov-21	0.25
West Midlands Combined Authority	10.0	21-May-21	21-Jan-22	0.07

Debt Rescheduling

Debt rescheduling opportunities have been very limited in the current economic climate and following the various increases in the margins added to gilt yields which have impacted PWLB new borrowing rates since October 2010. As short-term borrowing rates will be considerably cheaper than longer term fixed interest rates, there may be potential opportunities to generate savings by switching from long term debt to short term debt.

However, these savings will need to be considered in the light of the current treasury position and the size of the cost of debt repayment (premiums incurred). The reasons for any rescheduling to take place will include:

- The generation of cash savings and / or discounted cash flow savings;
- Helping to fulfil the treasury strategy;
- Enhance the balance of the portfolio (amend the maturity profile and/or the balance of volatility).

Consideration will also be given to identify if there is any residual potential for making savings by running down investment balances to repay debt prematurely as short term rates investments are likely to be lower than rates paid on current debt. No debt rescheduling has therefore been undertaken to date in the current financial year.

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 31 January 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.

This page is intentionally left blank

EBC Housing Revenue Account 2021/22

	Original Budget	Revised Budget	Total Actual to 31/12/2021	Projected 2021/22 Outturn	Projected Variance at Year End
	£000's	£000's	£000's	£000's	£000's
INCOME					
Gross Rents	(14,783)	(14,618)		(14,618)	0
Charges for Services	(1,036)	(1,036)		(1,036)	0
GROSS INCOME	(15,819)	(15,654)		(15,654)	0
EXPENDITURE					
Management Fee	7,834	7,696	5,875	7,834	138
Supervision and Management	1,479	1,681	167	1,285	(396)
Provision for Doubtful Debts	205	205		205	0
Depreciation & Impairment of	4,348	4,348		4,348	0
GROSS EXPENDITURE	13,866	13,930		13,672	(258)
NET COST OF HRA SERVICE	(1,953)	(1,724)		(1,982)	(258)
Loan Charges - Interest	1,579	1,603		1,603	0
Interest Receivable	(15)	(6)		(6)	0
NET OPERATING SURPLUS	(389)	(127)		(385)	(258)
Contribution to Capital Expend	3,085	576		576	0
Transfer to Reserves - Major Works					0
HRA (SURPLUS) / DEFICIT	2,696	449	0	191	

HOUSING REVENUE ACCOUNT WORKING BALANCE	Original Budget	Revised Budget	Projected Outturn
Working Balance at 1 April	(4,412)	(5,245)	(5,245)
(Surplus) or Deficit for the year	2,696	449	191
Working Balance at 31 March	(1,716)	(4,796)	(5,054)

This page is intentionally left blank

Scheme	Original 2021-22	Updated 2021-22	Q3 Spend 2021-22	Q3 variance to updated budget	Comments
	£000	£000	£000	£000	
HOUSING REVENUE ACCOUNT					
Major Works	4,442	4,442	2,931	1,511	On target to complete planned works
Sustainability Initiatives Pilot	439	0	0	0	Transferred to revenue
New Build	10,237	2,619	907	1,711	On target to complete planned works
Acquisitions General	4,702	2,190	1,155	1,035	On target to complete planned acquisitions
Total HRA	19,820	9,251	4,993	4,258	
Other Housing					
EHIC - Loan Facility (Private Properties)	141	-	-	-	Re-profiled to 2022-23
EHIC - new mixed tenure homes facility	100	-	-	-	Re-profiled to 2022-23
EHIC - Victoria Mansions	0	36	0	36	Available for draw down as required
AH - Credit facility	0	35	0	35	Available for draw down as required
Aspiration Homes - Facility	2,956	15,391	13,658	1,733	Available for draw down as required
AH - Street Acquisitions (Affordable)	-	250	0	250	Available for draw down as required
Bedfordwell Road - GF	1,405	-	-	-	Transferred to HRA
Total Other Housing	4,602	15,712	13,658	2,054	
COMMUNITY SERVICES					
Disabled Facilities Grants	1,200	1,270	415	856	
BEST Grant (housing initiatives)	-	24	0	24	Planned to complete in 2021-22
Coast Defences Beach Management	300	300	280	20	Planned works completed. Final works weather dependent
Cycling Strategy	41	-	-	-	Re-profiled to 2022-23
Play Area Sovereign Harbour	27	27	0	27	Ongoing works to get match funding for this project
Mulberry Close Play Equip	-	30	30	0	Completed
Langney Cemetery - Road Improvements	30	-	-	-	Re-profiled to 2022-23
Ocklynge Cemetery - Road Improvements	15	-	-	-	Re-profiled to 2022-23
Crematorium - Road Improvements	15	-	-	-	Re-profiled to 2022-23
Crematorium - Cesspit Replacement	25	13	1	12	Works due in Q4
Crematorium - Chapel Improvements	80	-	-	-	Re-profiled to 2022-23
SEESL Loan	168	161	-	161	Available for draw down as required
Waste & Recycling Equipment	-	104	83	21	On target to complete in Q4
Total Community Services	1,901	1,929	809	1,119	
TOURISM & LEISURE					
Sovereign Centre - Existing building	500	160	234	-74	Essential works being carried out
Total Tourism & Leisure	500	160	234	-74	
CORPORATE SERVICES					
IT - Block Allocation	250	250	288	-38	
Contingency	250	-	-	-	Fully allocated
Recovery & Reset	250	-	-	-	Included in new allocation
Recovery & Reset - New	601	601	-	601	Works progressing
Covid Capitalisation	6,000	4,400	-	4,400	Available if required
JTP Finance Transformation	80	87	1	86	Work progressing on fixed asset software
Retail Refurbishment	1,500	1,800	1,404	396	On target to complete in Q4
Sculpture	21	21	0	21	Awaiting location decision
Total Corporate Services	8,951	7,158	1,692	5,466	
REGENERATION (Levelling Up Fund)					
Black Robin Farm	-	350	-	350	New grant awarded Q3 2021-22
Towner & Public Art	-	145	-	145	New grant awarded Q3 2021-22
Victoria Place	-	197	-	197	New grant awarded Q3 2021-22
Total Regeneration		692		692	
ASSET MANAGEMENT					
Devonshire Park Redevelopment Project	0	0	34	-34	Completed
Winter Garden	1,000	1,147	1,392	-244	Phase 1 completed
Dev Park Theatre (H&S)	0	105	0	105	Works planned for Q4
Victoria Mansions Commercial	950	175	0	175	Final invoices due in Q4
Congress Theatre Roof	80	150	0	150	Works to start Q4. Completion expected Q2 2022-23
Bandstand & Promenade Renovations	500	150	1	150	Works to start in Q4
EDGC Improvements (Workshop)	0	100	0	100	Quotes being obtained
Seafront Lighting	100	160	26	134	Main works to start in Q4
Leisure Estate	250	0	0	0	Re-profiled to 2022-23
Food Street	100	200	49	151	Most works completed
ILTC - Improvements	60	87	22	65	On target to complete
Towner Improvements	200	50	1	49	On target to complete
Fort Fun	0	251	221	30	On target to complete
1 Grove Road	0	126	144	-18	Works completed
Asset Management - Block Allocation	240	9	0	9	Available to allocate
Total Asset Management	3,480	2,711	1,890	820	
General Fund	19,434	28,361	18,283	10,078	
HRA	19,820	9,251	4,993	4,258	
Total	39,253	37,612	23,276	14,336	

This page is intentionally left blank

Agenda Item 8

Report to:	Cabinet
Date:	21 March 2022
Title: Register	Local Connection Eligibility in Self-build and Custom Housebuilding Register
Report of:	Ian Fitzpatrick, Director of Regeneration and Planning and Deputy Chief Executive
Cabinet member:	Councillor Colin Swansborough Cabinet Member for Place Services and Special Projects
Ward(s):	All
Purpose of report:	To seek Cabinet approval to include Local Connection Eligibility on the Self-Build and Custom Housebuilding Register.
Decision type:	Non-key
Officer recommendation(s):	(1) That Cabinet authorise the incorporation of a Local Connection Eligibility Test in the Self-Build and Custom Housebuilding Register. (2) That Cabinet authorises to start a re-registering process for all individuals and associations currently on the Register.
Reasons for recommendations:	(1) The proposal to implement a Local Connection Test to the Self-build and Custom Housebuilding Register is important in informing the emerging EBC Local Plan, (2) The proposal would meet the requirements of the Self-build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016) and subsequent Self-build and Custom Housebuilding Regulations 2016.
Contact Officer(s):	Name: Gerda Zijm Post title: Planning Policy Officer E-mail: gerda.zijm@lewes-eastbourne.gov.uk Telephone number: 07710 069385

1 Introduction

- 1.1 'Self-build and custom housebuilding' covers a wide spectrum, from projects where individuals are involved in building or managing the construction of their home from the beginning to the end, to projects where individuals commission their home, making key decisions about design and layout. A legal definition of self-build and custom housebuilding is provided in the [Self-build and Custom Housebuilding Act 2015 \(as amended by the Housing and Planning Act 2016\)](#)¹ Key to the consideration of whether a home is self or custom build is whether the initial owner of the home will have primary input into its final design and layout and whether the home will be occupied by the initial owner. The Act does not distinguish between self-build and custom housebuilding.
- 1.2 Since April 1st, 2016, it has been the statutory responsibility of the Council to keep a Self-build and Custom Housebuilding Register ("the Register"). This followed the introduction of the Self-build and Custom Housebuilding Act 2015 (as amended) and subsequent Self-build and Custom Housebuilding Regulations 2016². The Act places a duty on the Council to have regard to the register when carrying out their planning, housing, land disposal and regeneration functions.
- 1.3 Inclusion on the Register does not confer any form of entitlement in terms of the provision of serviced plots. Rather, its purpose is to provide local planning authorities with demand data that they can use to understand, and plan need for this type of housing in their area. Authorities may, at their discretion, advise people on the Register of relevant proposals for development.
- 1.4 Local authorities are expected to meet the level of need indicated by the Register, by permitting an equal number of serviced plots within the following three years to the number of registrations that are made. This is a rolling requirement, running from the end of October each year. The emerging Local Plan will need to address how self-build and custom housebuilding will be supported through the plan period.
- 1.5 Supporting self-build or custom build helps to diversify the housing market and increase consumer choice, often this can allow individuals to be more innovative in a home's design and construction.
- 1.6 An introduction of a Local Connection Test to applicants of The Register is being sought as demand for self-build plots is high in the borough and land availability is severely restricted.
- 1.7 Introduction of local connection eligibility only will affect the information for the council on the requirement of provision of serviced plots. Local connection has no implications for people with or without local connection to obtain a plot for self-build or custom housebuilding in the borough.

¹ <https://www.legislation.gov.uk/ukpga/2015/17/contents/enacted/data.htm>

² <https://www.legislation.gov.uk/uksi/2016/950/contents/made>

The Register

- 1.8 The number of entries currently on the Register; and the number of entries per year, suggest the number for self-build and custom housebuilding will continue to rise. The following table shows the current entries to the Register by base period.

Base period	
1. April 2016 - 30 October 2016	15
2. 31 October 2016 - 30 October 2017	22
3. 31 October 2017 - 30 October 2018	14
4. 31 October 2018 - 30 October 2019	16
5. 31 October 2019 - 30 October 2020	17
6. 31 October 2020 - 30 October 2021	17
TOTAL	101

- 1.9 According to Planning Practice Guidance (PPG)³ at the end of each base period, relevant authorities have 3 years in which to permission an equivalent number of plots of land, which are suitable for self-build and custom housebuilding, as there are entries for that base period. To date Eastbourne Borough Council should have granted consent for 51 self-build plots to meet the demand as shown by the number of applicants on the register for base period 1, 2 and 3.

- 1.10 The number of self-build plots granted can be difficult to quantify, as it is not always identifiable through the application process. The following table shows the number of (surplus) dwellings which were granted self-build exemption from the Community Infrastructure Levy. In total we count 10 self- or customised build dwellings.

Base period	Number of dwellings with CIL (self-build) relief
1	2
2	1
3	5
4	1
5	0
6	1
Total	10

³ <https://www.gov.uk/guidance/self-build-and-custom-housebuilding>

2 Proposed local connection test

- 2.1 According to the Self-build and Custom Housebuilding Act 2015 (as amended)⁴ and the PPG⁵ Local Authorities may choose to set up a local connection test and are then required to have two parts to their register. Individuals or associations who meet all the eligibility criteria must be entered on part 1, those who meet the national eligibility criteria except for a local connection must be entered on Part 2.
- 2.2 On the difference between the two parts of the Register, the PPG⁶ explains that relevant authorities must count entries on Part 1 of the register towards the number of suitable serviced plots that they must grant development permission for. Entries on Part 2 do not count towards demand for the purpose of the 2015 Act (as amended) but relevant authorities must have regard to the entries on Part 2 when carrying out their planning, housing, land disposal and regenerations functions.
- 2.3 It is proposed to introduce a local connection eligibility test for all individuals and association on the register and for new applicants to create the two parts of the register.
- 2.4 As the demand in the borough is exceptionally high and there is limited land availability, a local connection test will enable a more accurate picture of the local demand to inform decision making and policy formation.
- 2.5 The proposed criteria for Local Connection Eligibility are:
- RESIDENCE
 - reside in Eastbourne borough as your only or principal home and have done so for the previous 2 years
 - have resided in Eastbourne borough as your only or principal home for a period of at least 3 consecutive years out of the previous 5 years.
 - WORK
 - being employed in the borough or being self-employed and provide a service related to the borough, and have been for the previous 2 years
 - FAMILY
 - have close relatives who reside in Eastbourne borough as their only or principal home and have done for at least the previous 5 years.
 - ARMED FORCES
 - When you have served in the Armed Forces within the previous 5 years you do not need a local connection to join our waiting list

⁴ <https://www.legislation.gov.uk/ukpga/2015/17/contents/enacted/data.htm>

⁵ <https://www.gov.uk/guidance/self-build-and-custom-housebuilding>

⁶ <https://www.gov.uk/guidance/self-build-and-custom-housebuilding>

- 2.6 If the Local Connection Eligibility Test were adopted, all individuals and associations registered will be asked to re-register within four months. The original date of entrance on the register will then be honoured.
- 2.7 All individuals or associations who do not re-register will be considered no longer eligible for entry in the Register and will be removed. They will be notified with reasons for the determination. Registration after the 4-month period will be considered as a new registration.

3 Consultation

- 3.1 The Planning Practice Guidance recommends consulting on the proposal before an eligibility test is introduced. Therefore, a public consultation on the proposal took place between 8 October and 19 November 2021 through the Council's planning consultation website. Additionally, all individuals and association on the Register were sent a direct email to take part in the consultation.
- 3.2 We received 18 responses. The report of the consultation is taken up as Appendix 1. Most of the respondents agree with the inclusion of Local Connection and gave comments on specific criteria of Local Connection Eligibility.

4 Corporate plan and council policies

- 4.1 In the Council's Corporate Plan focusses on 'Good access to housing that meet modern standards' which may be achieved by 'Promoting accessible low-cost rental and home ownership initiatives.
- 4.2 Key Spatial Objective in Eastbourne Core Strategy Local Plan 2006-2027 is to deliver new housing, employment, and shopping opportunities by planning positively and proactively to meet the needs of all sections of the local community and sustainable growth within environmental constraints.

5 Business case and alternative option(s) considered

- 5.1 The Planning Practice Guidance states that the Self-build and Custom Housebuilding Act 2015 (as amended) enables relevant authorities to include up to two optional local eligibility tests. These are limited to the local connection test and a financial solvency test. Financial solvency will be difficult to monitor or to assess and therefore it is not proposed to introduce a financial solvency test.
- 5.2 According to the Planning Practice Guidance a local authority can charge fees on a cost recovery basis. At this stage it is felt that the introduction of a fee should not be combined with introducing local connection eligibility. A fee may act as a disincentive and affect those with a low income and the desire to self-build. Therefore, it is not proposed to introduce a fee for registration.

6 Financial appraisal

- 6.1 The application of this change to the register and its ongoing maintenance falls within the existing staffing establishment and given the recommendation not to

incur a registration fee then it is considered that there are no financial implications of implementing a Local Connection Test to the Self Build and Custom House Building Register.

7 Legal implications

- 7.1 For the reasons set out in the report, having a two-part register will help the District Council meet its legal duty to meet local demand for self-build and custom housebuilding. The legal authority to take this action is set out in the Self-build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016) and the Self-build and Custom Housebuilding Regulations 2016. In taking any action, the council must also have regard to the Planning Practice Guidance on Self-build and Custom Housebuilding.

Legal implications Provided 14.12.21 JCS Ref 10663

8 Risk management implications

- 8.1 The creation of the two-part register will allow for a more focused picture of the demand in the District to inform policy making in the emerging local plan.

9 Equality analysis

- 9.1 There are no implications for Equality and Fairness.
- 9.2 As all entrants to the register will be engaged with regard to the proposed changes and where there are specific issues raised that may give rise to equality issues then these will be assessed by officer's on a case by case basis

10 Environmental sustainability implications

- 10.1 Many individuals on the register are motivated to self-build because they want to build an environmentally sustainable house and it is to expect that part of the Self/custom build homes are more sustainable than required by Building Regulations or EBC Planning policies.

11 Appendices

- Appendix 1 – Report Public Consultation

12 Background papers

No background papers.

EBC Report Consultation on local connection eligibility.

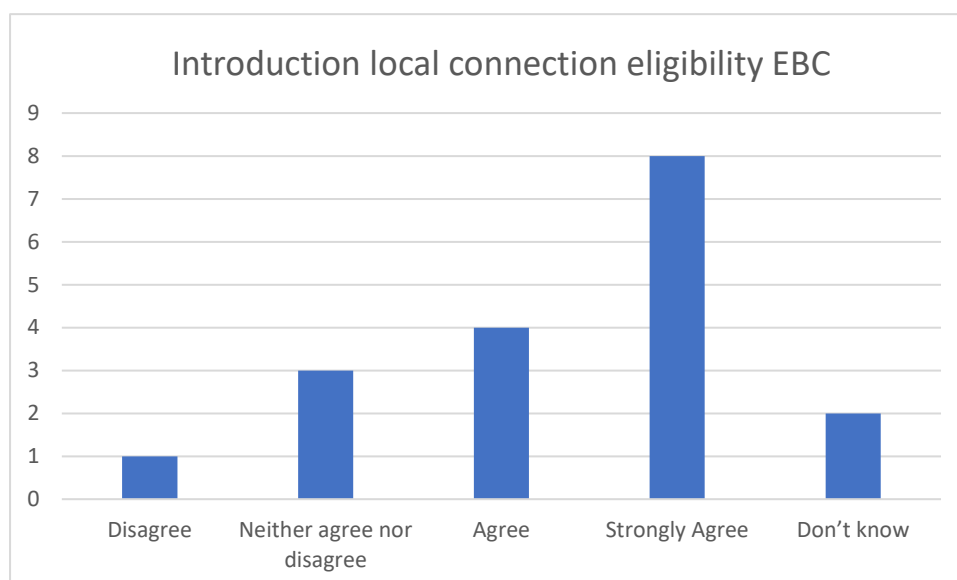
Consultation period between 9 September and 19 November 2021

Number of respondents: 18.

1. Information about the respondents:

Subscribed to the Register: 16
 Eastbourne resident: 17
 Resident outside Eastbourne: 1
 Developer: 0
 Representing an organisation: 0

2. Opinion on introduction local connection eligibility



3. Do you agree we apply the Homes First criteria?

No, the criteria should be more demanding	3
No, the criteria should be less demanding	3
Not sure	5
Yes	7

4. Comments

Comments	Response
- When will you actually start to help self-builders find suitable land? Have been on this list for ages but nothing has happened till this survey.	The consultation will give the required information for the preparation of the emerging Local Plan. The Council is required to provide for the number of

<ul style="list-style-type: none"> - This consultation is just another way of delaying whilst you sell off available land and plots to big developers. Can you not see that people who cannot afford a so-called affordable home priced at 280 to 380k by a developer would just like to have the opportunity to own something of their own. 	<p>serviced plots for people with Local Connection. The information obtained through the register will help to inform our emerging policies.</p> <p>All individuals who want to self-build have to acquire a plot themselves, the Council doesn't provide the plots. However the Council would advise people on the register of plots granted planning permission specifically for self-build.</p> <p>We will update the information on the website to be clear on the purpose of the register and what applicants can expect from being on the register.</p>
<ul style="list-style-type: none"> - We should do everything to minimise the power of builder/developers 	<p>Custom and self-build is largely delivered by smaller and medium sized, often local, builders. Boosting serviced plots, may drive up SME housebuilding.</p>
<ul style="list-style-type: none"> - Being self-employed puts people outside the criteria. - I am freelance but willing to work for free on any self-build projects. 	<p>We will adapt the criterion for employment to include people who are self-employed.</p>