

# Policy and Performance Advisory Committee 3 November 2021



Lewes District Council

**Time and venue:**

2.00 pm in the Ditchling and Telscombe Rooms at Southover House, Southover Road, Lewes, BN7 1AB

**Membership:**

Councillor Joe Miller (Chair); Councillors Liz Boorman (Deputy-Chair) Banks, Nancy Bikson, Christine Brett, Roy Clay, Isabelle Linington, Christine Robinson, Adrian Ross, Steve Saunders and Richard Turner

**Quorum: 3**

*Published: Tuesday, 26 October 2021*

This meeting is open to the public to attend. Whilst seating is currently very limited due to social distancing guidelines, we ask that if you are planning to attend and observe the meeting, you register in advance (by midday Friday 29 October 2021) by emailing [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk). We would request that you do not attend unless you have received an email from us confirming your seat reservation. Priority seating will be given to speakers.

## Agenda

**1 Minutes of the previous meeting (Pages 5 - 10)**

**2 Apologies for absence**

**3 Declarations of Interest**

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.

**4 Urgent Items**

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972. A Supplementary Report will be circulated at the meeting to update the main Reports with any late information.

**5 Written Questions from Councillors**

To deal with written questions from councillors pursuant to Council Procedure Rule 12.3 (page D8 of the Constitution).

## **POLICY INPUT AND DEVELOPMENT**

### **6 Requested reports due for consideration by the Cabinet on 11 November 2021**

#### **(a) Recovery and Reset (Pages 11 - 18)**

Report of the Chief Executive.

#### **(b) Climate change and sustainability strategy - Annual update 2021 (Pages 19 - 60)**

Report of the Deputy Chief Executive and Director of Regeneration and Planning.

#### **(c) Newhaven Town Deal (Pages 61 - 72)**

Report of the Deputy Chief Executive and Director of Regeneration and Planning.

### **7 Forward Plan of Cabinet Decisions (Pages 73 - 88)**

To receive the Forward Plan of the Cabinet

### **8 Policy and Performance Advisory Committee Work Programme (Pages 89 - 94)**

To receive the Policy and Performance Advisory Committee Work Programme.

### **9 Date of Next Meeting**

To note that the next meeting of the Policy and Performance Advisory Committee is scheduled to be held on 2 December 2021 at Southover House, Lewes.

## **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:**

A member of the Council may ask the Chair of a committee or sub-committee a question on any matter in relation to which the Council has powers or duties or which affect the District and which falls within the terms of reference of that Committee or Sub-Committee.

A member must give notice of the question to the Head of Democratic Services in writing or by electronic mail no later than close of business on the fourth working day before the meeting at which the question is to be asked.

**Other 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.

## Democratic Services

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

**Email:** [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk)

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

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## Policy and Performance Advisory Committee

**Minutes of meeting held in Ditchling and Telscombe Rooms at Southover House, Southover Road, Lewes, BN7 1AB on 16 September 2021 at 3.30 pm.**

**Present:**

Councillor Joe Miller (Chair).

Councillors Liz Boorman (Deputy-Chair), Banks, Christine Brett, Roy Clay, Isabelle Linington, Laurence O'Connor, Adrian Ross, Steve Saunders and Richard Turner.

**Officers in attendance:**

Philip Brown (Property Lawyer), Jane Goodall (Strategy and Partnership Lead, Quality Environment), Homira Javadi (Chief Finance Officer), Bryn Mabey (Customer, Communications and Engagement Lead), Nick Peeters (Committee Officer), Leighton Rowe (Development Project Manager), Julie Quanstrom (Neighbourhood First Manager) and Tim Whelan (Director of Service Delivery).

**18 Minutes of the previous meeting**

The minutes of the meeting held on 30 June 2021 were submitted and the Chair was authorised to sign them as a correct record.

**19 Apologies for absence**

Apologies were received from Councillors Robinson, Bikson and Gauntlett with Councillors O'Connor and Brett acting as substitutes.

**20 Declarations of Interest**

There were none.

**21 Urgent Items**

There were no urgent items, however, Councillor Saunders highlighted a recent Governance Review meeting where the progress of the Policy and Performance Advisory Committee over the previous year had been considered.

**22 Written Questions from Councillors**

None were received.

**23 Update on the Waste Service**

Jane Goodall, Environment Lead, presented the report. Support was provided by Sean Towey, Head of Environment First, Bryn Mabey, Communications

Lead and Julie Quanstrom, Head of Neighbourhood First. During discussion the following points were highlighted:

- The charges levied by East Sussex County Council (ESCC) at household waste and recycling sites were in response to financial constraints. ESCC had carried out a piece of work which indicated fly-tip items as those which would not be charged for at its sites. Sites had been closed during lockdown. The view taken by ESCC was that people should not have been travelling during this period and as a result, would not be using the facilities.
- Work was being undertaken to review the material being taken to bring-sites. The sites did attract trade waste, fly-tipping and contaminates and there was concern that the bring sites were not being used correctly. However, the number of sites had reduced following the introduction of kerbside recycling.
- In-cab waste management software had been introduced the previous October, with cameras expected to be provided in all waste vehicles as part of the next Fleet procurement, by April 2024.
- Recycling food waste was promoted throughout the year and in particular during the autumn period.
- Training was provided to new staff on all aspects of waste. Annual refresher training was provided to all staff. Vehicle crew had monthly meetings with team leaders.
- Concern was expressed that too much emphasis was placed on recycling and that more work should go into encouraging the reduction in items, such as plastic, that became recyclables. It was recognised that there should be continued focus on the 'reduction' message to residents.
- There were a number of businesses in Lewes that provided packaging-free refill facilities and should be promoted as sustainable alternatives.
- The Waste Service responded to incidents of contamination in recycling through its communications strategy. It was suggested that the strategy could be more proactive in recognising seasonal trends.
- An itemised report on material fly-tipped was produced on a monthly basis. The number of incidents in Lewes was relatively low, however there was an environmental impact when they occurred.
- A traffic management company had been employed to deliver clearance of litter on the A27. The maintaining of the levels of litter removal required close working with partner organisations such as Kier and Highways England.
- Litter picking groups were supported by the Waste Service and provided

with litter bags, litter pickers and high visibility jackets. Litter picking events and programmes were also promoted by the Communications team.

- Recycling of batteries had associated fire-risks and posed operational issues. Residents were signposted to sites, such as supermarkets, where batteries could be checked for recyclability.
- The waste survey data highlighted that, where food was recycled, other items were more heavily recycled. The ability for residents to compost depended to a degree on the availability of outside space. Further communication on the ability to recycle soft plastics was requested.
- The transportation and disposal of residual waste and recycled material from ESCC managed sites was an ESCC responsibility. ESCC was being encouraged to open household waste and recycling sites on bank holidays, but this is subject to planning consent which is considered difficult to achieve.
- The removal of waste bins and replacement with recycling bins at council flats had been completed. Bin replacements at privately owned flats had also been completed.
- Where there were incidents of bins not being left for collection on the correct days, those residents were communicated with and provided with information on collection days.
- Information on waste services was included with annual council tax bills. All residents would be provided with a physical copy of their waste and recycling calendar in November 2021. A letter highlighting the Council's key reduction and sustainability messages would also be included.
- The issue with enforcing littering offences and serving a fixed penalty notice was having an enforcement officer to witness the incident.

**Resolved** to note the report and to recommend that a strategy for the reduction and reuse of materials be considered.

Councillors Brett and Clay joined the meeting during discussion on the item.

## **24 Corporate Plan - Achievements and forward look**

The Director of Service Delivery, Tim Whelan, presented the report. During discussion the following points were highlighted:

- The number of council homes built out and due for delivery would be clarified.
- It was felt by Members that the report should be clarified to reflect that the £34.1 million funding was provided by the Government and was distributed by the Council as opposed to delivered.

- Members felt that reference to the Works building in Lewes should be included under Community Wealth Building in the report.

**Resolved** to note the report.

**24a Portfolio progress and performance report quarter 1 - 2021/2022**

Tim Whelan, Director of Service Delivery, presented the report. During discussion the following points were highlighted:

- Housing related phone call wait times were not included as a performance indicator. The data was collected through contract monitoring. The contractor, Mears had three operatives who took calls from residents in Lewes, whereas Customer First had 12 staff in the Contact Team. There was a piece of work underway to look at bringing the Mears calls back in-house. The current contract was due for renewal in January 2023. Members felt that officers in housing repairs who dealt with residents should have knowledge of the local area.

**Resolved** to note the report.

**24b Finance update - performance quarter 1 - 2021/2022**

Homira Javadi, Chief Finance Officer, presented the report. During discussion the following points were highlighted.

- There were two sets of additional Government funding – a Covid of grant of equal amounts. It was confirmed that the remaining balance of the fund was not ringfenced. There not been any demands as yet but any significant variations were being monitored.
- The local Energy Scheme referred to under projects in the report, was an indicative reference.

**Resolved** to note the report.

**24c Medium term financial strategy**

Homira Javadi, Chief Finance Officer, presented the report. During discussion the following points were highlighted:

- There were early indications of a sharp rise in interest rates. There were Government schemes to mitigate the impact. The inflationary context around the supply and demand of materials was a concern. Both these areas would require careful monitoring.
- It was prudent to build contingency and resilience into the budget within the current, uncertain environment. Particularly in relation to contracts.



**Resolved** to note the report.

#### **24d Housing Development Update**

The Committee **Resolved** to exclude the press and public whilst discussing this item and the exempt appendix at item on the agenda as otherwise there was a likelihood of disclosure of exempt information as defined in schedule 12A of the Local Government Act 1972, paragraph 3 – Information relating to the financial and business affairs of any particular person (including the authority holding that information).

Leighton Rowe, HEDP Development Project Manager, presented the report.

**Resolved** by a majority to support the recommendations in the Cabinet report subject to the following amendment to recommendation 3) being considered by the Cabinet:

- 3) That the two HRA assets identified, in accordance with the business case as set out in (Exempt) appendix 2 to the Cabinet report, are not disposed of but improved and brought back into council house use, to support two families in Lewes, as part of the council's corporate goal.

Note: Councillor Saunders left the meeting following discussion on the item.

#### **25 Forward Plan of Decisions**

The Chair, Councillor Miller, introduced the Forward Plan of Cabinet decisions. Members requested that the following items be considered at the next meeting of the Committee:

- Recovery and reset programme
- Climate change and sustainability strategy annual progress report
- Newhaven Town Deal - Business Case Update

**Resolved** to note the Forward Plan of Cabinet decisions.

#### **26 Policy and Performance Advisory Committee Work Programme**

The Chair, Councillor Miller, introduced the Policy and Performance Advisory Committee work programme for 2021/2022. Councillor Miller highlighted the recent meeting of the Governance Review Working Group whose work had included a one-year review of the Policy and Performance Advisory Committee. The Group had asked that Committee members provide their views directly, or by email, to be received by the 24 September, on how the Committee had progressed after its first year

The following comments were provided by members of the Group and

Committee members:

- It was felt that the Committee had worked well over the previous year, but it was noted that more than 50 percent of the recommendations from the Committee to the Cabinet had not been accepted.
- Wider input and engagement from all Council members into the Committee's work would help form the work programme.
- Opportunities to take a deep-dive review of policy and service areas, as well as district-wide issues would provide better engagement.

**Resolved** to note the work programme.

## **27 Date of Next Meeting**

Members discussed the proximity of the date of the next meeting to Bonfire celebrations in Lewes. It was agreed that, provisionally, an alternative date of the 3 November would be considered and at an earlier time.

**Resolved** that the date of the next meeting is provisionally scheduled for **Wednesday 3 November**, the time to be confirmed.

The meeting ended at 5.40 pm

Councillor Joe Miller (Chair)

<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 October 2021</b>
<b>Title</b>	<b>Recovery and Reset</b>
<b>Exemption:</b>	<b>None</b>
<b>Report of:</b>	<b>Robert Cottrill, Chief Executive</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of Cabinet report:</b>	<b>To update on progress of the Recovery and Reset Programme</b>
<b>Officer recommendations to the Cabinet:</b>	<b>(1) To note the progress made with the Recovery and Reset Programme</b>
<b>Recommendations to the Committee</b>	<b>The recommendations are detailed at 1.3 of this report</b>
<b>Reasons for recommendations to the Committee:</b>	<b>To provide a critical friend challenge to the Cabinet decision and policy making process.</b>
<b>Contact Officer(s):</b>	<b>Name: Nick Peeters Post title: Committee Officer E-mail: <a href="mailto:nick.peeters@lewes-eastbourne.gov.uk">nick.peeters@lewes-eastbourne.gov.uk</a> Telephone number: 01323 415272</b>

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## **1 Introduction**

- 1.1 In its role as a provider of public scrutiny and as critical friend, the Policy and Performance Advisory Committee has a duty to provide a challenge to the executive decision and policy makers.
- 1.2 The Policy and Performance Advisory Committee is able to provide this challenge through the inclusion of the Council's Forward Plan of Decisions as a standing item on each of the Committee's agendas, allowing the Committee to request the inclusion of reports due for consideration by the Cabinet on its agenda and by asking that the relevant officers, heads of service or directors, attend the Committee meetings and discuss the content of the reports.
- 1.3 Following consideration of each item, where the Members will be able to ask questions of the relevant officers, heads of service, directors and other stakeholders, the Policy and Performance Advisory Committee will provide one of the following three recommendations to the Cabinet:

- 1) To support the recommendations in the report in full; or
- 2) To support the recommendation in the report subject to the consideration by the Cabinet of any amendments agreed by Committee; or
- 3) To not support the recommendations in the report and give reasons.

1.4 The Cabinet will be provided with the recommendations from the Policy and Performance Advisory Committee when it considers the main report.

## **2 Financial / Legal / Risk Management / Equality Analysis/ Environmental Sustainability Implications/ Background Papers**

2.1 All implications are addressed in the Cabinet report attached at Appendix 1.

## **3 Appendix**

- Appendix 1 – **Recovery and Reset**

**Report to:** Cabinet

**Date:** 11 November 2021

**Title:** Recovery and Reset

**Report of:** Robert Cottrill, Chief Executive

**Cabinet members:** Councillor Zoe Nicholson, Leader of the Council, Chair of Cabinet and Cabinet member for finance and assets  
Councillor James MacCleary, Deputy Leader of the Council and Cabinet member for regeneration and prosperity

**Ward(s):** All

**Purpose of report:** To update on progress of the Recovery and Reset Programme

**Decision type:** Non key

**Officer recommendation(s):** To note the progress made with the Recovery and Reset Programme

**Reasons for recommendations:** 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

**Contact Officer(s):** Name: Lee Banner  
Post title: Transformation Programme Manager  
E-mail: [lee.banner@lewes-eastbourne.gov.uk](mailto:lee.banner@lewes-eastbourne.gov.uk)  
Telephone number: 07894 237929

## **1 Introduction**

- 1.1 Following the emergence of the Covid-19 pandemic in early 2020 and the subsequent impact on the economy (both for the council and the district), the council created the Recovery and Reset (R&R) programme as a means of managing the priority activity to address the challenges of the new operational context in a sustainable way, and to respond to the changing needs and demands of the district's residents.
- 1.2 Over the last year, R&R activity has made sound progress in delivering the required changes in support of the council's response to the Covid-19 pandemic and the work to manage the significant budget shortfall over the next four years (Medium Term Financial Strategy [MTFS] period).

- 1.3 The R&R programme consists of four focus areas: best use of digital, reshaping delivery, best use of assets, and restart. This report provides an update on the R&R activity over the last period and the proposals set out have been developed within the context of the R&R programme.

## 2 Financial Context

- 2.1 When the R&R programme was established in the autumn of 2020, it was clear that significant savings would need to be delivered. The table below sets out the budget challenges which were reported in the updated MTFs presented to Cabinet in September. This shows that savings of £0.998m have already been identified for 2021/22 and £1.758m for 2022/23. This level of savings will also allow for additional contributions to balances each year.

	2021/22 £m	2022/23 £m	2023/24 £m	2024/25 £m
<b>INITIAL FORECAST GAP</b>	<b>0.737</b>	<b>1.532</b>	<b>1.535</b>	<b>1.525</b>
Less R&R Savings	(0.998)	(1.758)	(2.080)	(2.080)
Contribution to General Fund Balance	0.261	0.226	0.545	0.555
<b>Net Balanced Position</b>	-	-	-	-

- 2.2 The budget planning process for 2022/23 is well underway and an update position will be reported to Cabinet in December.

## 3 Recovery and Reset Progress

- 3.1 Good progress has been made in delivering the R&R plans which were agreed by Cabinet in the autumn of 2020.

We have identified and delivered, or projected delivery of, a range of savings against the R&R target, although further work is needed to ensure a balanced budget for 22/23 and beyond. This work will continue over the coming months as part of business and financial planning process progresses further, reporting to Cabinet in the new year.

Further detail on the R&R programme savings is set out in Appendix A.

- 3.2 A range of key outcomes and benefits have been delivered (in addition to those previously reported to Cabinet) by the R&R programme so far, including:
- The Digital Democracy project has launched the Modern.Gov system with members and officers for the electronic management of meeting agendas and papers.
  - The project to explore a new Revenues and Benefits system will be completing the procurement stage within the coming weeks. Details of the savings and efficiencies delivered through this project will be confirmed in the next update to Cabinet.
  - A project to explore options for the identification of a single system to manage Environmental Health and Licensing activity has commenced with the aim of delivering operational benefits, efficiencies and savings.

- Following the successful pilot to automate a number of processes, options to exploit technology further to support delivery of a number of transactional activities within Customer First are being finalised.
- Following consultation with staff, hybrid ways of working have been implemented across the council, including:
  - Creation of flexible working styles so that staff can work from the most appropriate location for their role and preferences, and in the best way to collaborate effectively with their colleagues.
  - Hybrid meeting technology has been purchased for installation in Southover House to enable seamless interaction between members/officers in the building and others who dial in remotely.
  - A staff social club – the Watercooler – has been developed by staff and implemented to support their informal interaction and connection when working in a hybrid way.
- Reshaping exercises have been completed in a number of service areas, delivering savings in-year and for future years. The level of savings will be confirmed following recruitment to a small, remaining number of roles.
- The Covid-19 community hub helpline continues to operate, but has experienced a very low level of activity in recent months.
- The council continues to focus on how it can support social and economic recovery going forward.

#### **4 Community Wealth Building**

- 4.1 The R&R management team continues to ensure that community wealth principles are applied across all aspects of the R&R programme.

#### **5 Consultation**

- 5.1 There are no proposals in this report which require formal consultation to be undertaken.

#### **6 Corporate Plan and Council Policies**

- 6.1 The proposals in this report support the council's long term strategic aims as set out in the Corporate Plan and associated policies.

#### **7 Financial Appraisal**

- 7.1 As set out in the report.

#### **8 Legal Implications**

- 8.1 This report is for noting only, and there are no legal implications arising directly from it.

#### **9 Risk Management Implications**

- 9.1 The risks within R&R are regularly assessed and managed as part of the R&R and project management activities. The identification and management of any

significant risks in relation to the programme will be reported to CMT and the R&R Member Board, along with mitigation plans to address them.

## **10 Equality Analysis**

10.1 There are specific no proposals in this report which require an equality and fairness analysis to be undertaken. However, the Equalities Stakeholder Group for Lewes and Eastbourne is regularly updated on progress with the R&R programme and equality analyses are undertaken for all staff reshaping exercises.

## **11 Environmental Sustainability Implications**

11.1 The proposals in this report do not adversely impact on the council's long-term carbon reduction aims, as set out in the Climate Change and Sustainability Strategy.

## **12 Contribution to Community Wealth Building**

12.1 See paragraph 4 above.

## **13 Appendices**

- Appendix A – Recovery and Reset Programme Savings

## **14 Background Papers**

None



## Recovery and Reset Programme Savings

## Appendix A

	2021/22 £	2022/23 £
<b>Workplace 2021</b>		
Southover House	0	150
<b>Digital</b>		
Digital Democracy	0	50
<b>Reshaping Services</b>		
HR reshaping	13	13
IT reshaping	54	54
Contract cleaning	50	100
Homes First reshaping	0	50
Environment First reshaping	50	100
Legal reshaping	0	50
CMT deletion of posts	91	91
Finance reshaping	0	20
Additional income (various)	0	100
Facility management savings	0	200
<b>RESHAPING SERVICES TOTAL</b>	<b>258</b>	<b>778</b>
<b>Best Use of Assets</b>		
Reduced costs/increased income	40	80
Reduced costs of capital financing	500	500
Income from interest	200	200
<b>BEST USE OF ASSETS TOTAL</b>	<b>740</b>	<b>780</b>
<b>TOTAL SAVINGS</b>	<b>998</b>	<b>1,758</b>

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<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 October 2021</b>
<b>Title</b>	<b>Climate Change and Sustainability Strategy - Annual update 2021</b>
<b>Exemption:</b>	<b>None</b>
<b>Report of:</b>	<b>Ian Fitzpatrick, Deputy Chief Executive and Director of Regeneration and Planning</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of Cabinet report:</b>	<b>To note progress to date and approve publication of the Annual Update (Appendix 1)</b>
<b>Officer recommendations to the Cabinet:</b>	<b>(1) To approve the Climate Change and Sustainability Annual Update as attached in Appendix, 1 for publication on the Council's website</b>  <b>(2) For Cabinet to note progress to date on the strategy action plan as contained within Appendix 1</b>
<b>Recommendations to the Committee</b>	<b>The recommendations are detailed at 1.3 of this report</b>
<b>Reasons for recommendations to the Committee:</b>	<b>To provide a critical friend challenge to the Cabinet decision and policy making process.</b>
<b>Contact Officer(s):</b>	<b>Name: Nick Peeters</b> <b>Post title: Committee Officer</b> <b>E-mail: <a href="mailto:nick.peeters@lewes-eastbourne.gov.uk">nick.peeters@lewes-eastbourne.gov.uk</a></b> <b>Telephone number: 01323 415272</b>

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## **2 Financial / Legal / Risk Management / Equality Analysis/ Environmental Sustainability Implications/ Background Papers**

2.1 All implications are addressed in the Cabinet report attached at Appendix 1.

## **3 Appendix**

- **Appendix 1 – Climate Change and Sustainability Strategy - Annual update 2021.**

<b>Report to:</b>	<b>Cabinet</b>
<b>Date:</b>	<b>11 November 2021</b>
<b>Title:</b>	<b>Climate Change and Sustainability Strategy- Annual update 2021</b>
<b>Report of:</b>	<b>Ian Fitzpatrick, Deputy Chief Executive and Director of Planning and Regeneration</b>
<b>Cabinet member:</b>	<b>Councillor Matthew Bird, Cabinet member for Sustainability</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of report:</b>	<b>To note progress to date and approve publication of the Annual Update (Appendix 1)</b>
<b>Decision type:</b>	<b>Key</b>
<b>Officer recommendation(s):</b>	<p><b>(1) To approve the Climate Change and Sustainability Annual Update as attached in Appendix, 1 for publication on the Council's website</b></p> <p><b>(2) For Cabinet to note progress to date on the strategy action plan as contained within Appendix 1</b></p>
<b>Reasons for recommendations:</b>	<b>To progress the aims of the Council's Climate Emergency Declaration (2019) to make the Council Net Zero Carbon by 2030 and to assist the same aim to be achieved within the wider district.</b>
<b>Contact Officer(s):</b>	<b>Name: Kate Richardson</b> <b>Post title: Strategy &amp; Partnership Lead- Sustainability</b> <b>E-mail: kate.richardson@lewes-eastbourne.gov.uk</b> <b>Telephone number: 01323 415202</b>

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## **1 Introduction**

1.1 This paper reports (through Appendix 1) on the progress of the Climate Change and Sustainability Strategy and action plan that was approved by Cabinet in February 2021, as a result of the Climate Emergency Declaration made at Full Council in July 2019. The strategy sets out the vision for a net zero carbon council and district by 2030.

This is being published in November which coincides with the UN Climate Summit, COP26, being hosted in Glasgow.

- 1.2 Appendix 1 has been brought forward for approval by Cabinet. The Appendix will be placed as a standalone document on the council climate change web page and will sit alongside the full Strategy.
- 1.3 The carbon emission report within Appendix 1 shows that there has been a 15% reduction on the total baseline and a 11.4% reduction in fleet emissions.
- 1.4 The carbon footprint of the district has reduced by 5.2% based on BEIS data.

No analysis is carried out on the district data and it is provided for monitoring purposes only this year. A more in-depth analysis of district and council emissions will be carried out in 2024/25. This should enable a review of the figures pre, during and post Covid-19 lockdowns.

- 1.5 Partnership working remains key to the success of any local authority's climate change and carbon reduction ambitions and this is no different for Lewes District Council.

We have progressed many regional and local projects working with our partners including:

- Decarbonising social housing with the Greater Brighton Economic Board and the University of Brighton;
- Hydrogen Sussex
- Ouse Valley CARES project with the South Downs National Park and the Universities of Brighton and Sussex;
- Alternative financing with the University of Sussex;
- as well as our neighbouring local authorities and other community groups, such as Seaford Environmental Alliance and Lewes Climate Hub.

## **2 Update to the national policy context**

- 2.1 A raft of new strategies and policies have come out recently and are detailed within Appendix 1 page 3. Most notably the Net Zero Strategy was published in October and has various associated policies and strategies within it. These are currently being reviewed by the council for their impact on our own actions and targets.

## **3 Evidence base update**

- 3.1 Two new bodies of evidence have been released this year. The first is that of the UK's Climate Change Committee's [independent advice report](#) produced as part of their 5 year Climate Change Risk Assessment (CCRA3) and the second is that of the IPCC Working Group I report on the physical science underpinning past present and future climate change '[AR6 Climate Change 2021: The Physical Science Basis](#)'
- 3.2 Key findings of these reports:
- Of the 61 key UK climate risks and opportunities more than half need more action to address them.
  - More than a third of UK risks have increased in their urgency score regarding a need for action, including issues such as:

Impacts on people's health;  
Impacts on coastal communities and businesses;  
Reduction in water supplies;  
The risks posed by flooding, erosion, pests and invasive species;  
The impacts on the natural environment.

- It is unequivocal that human influence has warmed the atmosphere ocean and land. Widespread and rapid changes in the atmosphere, ocean, cryosphere and biosphere have occurred.
- The scale of recent changes across the climate system as a whole and the present state of many aspects of the climate system are unprecedented over many centuries to many thousands of years

#### **4 Lewes District Council Carbon Emission Report**

4.1 This report provides a summary of the carbon report for the financial years 2019/20 and 2020/21 along with a comparison of these years with the baseline 2018/19.

4.2 There has been a reduction in the council's scope 1 & 2 emissions of just under 15% since 2018/19.

There full report is available in Appendix 1 pages 7-10

#### **4.3 Scope 3 emissions**

The Council continues to expand upon its Scope 3 emissions reporting. This year's report is contained within Table 4 of Appendix 1 (page 11).

The Council acknowledges that our greatest source of emissions will be from our purchasing and contracting and continues to improve reporting methods. The Council is starting to include clauses in contracts requiring suppliers to report emissions attributed to the contract. We aim to include similar clauses in more contracts moving forward.

#### **5 Lewes District Carbon Emissions Summary**

5.1 This information can be found on page 12 of Appendix 1.

#### **6 The Climate Change and Sustainability Strategy -Strategic Action Areas Update**

6.1 The strategy currently contains 91 number of actions, of which 76 are active or completed across 7 action areas. A summary of work to date is below.

61% of all actions are currently reported as green or completed, 34% are amber and 5% (4 actions) are red.

Please see Appendix 1 page 18 for the full updated action plan and set of indicators.

- 6.2 Some key actions have included:
- Setting up of the Walking & Cycling Forum
  - Social Housing ‘Decarbonising Our Housing Stock’ project
  - Adoption of Biodiversity Strategy
  - Development of the email ‘Climate Action Bulletin’
  - Development of a Community food growing policy
  - Trialling low carbon waste collection vehicles
  - Expansion of the Sussex Flow Initiative to investigate wetland projects and carbon storage
  - GIS woodland opportunity mapping
  - Adoption of a community wealth building strategy
  - Citizens and Climate- alternative financing for climate action projects
  - Pledging to investigate launch of Climate Bond within 18 months of COP26
  - Signatory to UK100’s ‘Net Zero Pledge’

## **7 Financial appraisal**

- 7.1 There are no direct financial implications resulting from the report  
*Finance consulted 12.10.21*

## **8 Legal implications**

- 8.1 In the measures it takes across its own functions and estate, and those it facilitates with partners on a district-wide basis, the Council must have regard to the emerging legislative framework alluded to in section 2 of this report. In particular, the Council will need to consider its obligations under the Environment Bill once it becomes law.

*Lawyer consulted 11.10.21*

*Legal ref: 010479-LDC-OD*

## **9 Equality analysis**

- 9.1 An equality Analysis already exists for this topic: Cabinet paper February 2021: [Climate Change and Sustainability Strategy 2021](#)

## **10 Environmental sustainability implications**

- 10.1 The strategy is key to delivering the net zero carbon goal of the council by 2030. It will seek to ensure that carbon implications are taking into account throughout the council and in all decisions.

Implementation of actions to achieve carbon neutrality is key to mitigate the predicted negative impacts of climate change on the environment, economy and communities.

## **11 Contribution to Community Wealth Building**

- 11.1 Community Wealth Building Is a key strand of the climate change action plan. Buying more locally, employing local staff, and encouraging local investment in



our projects helps increase, and keep, wealth and jobs within our community whilst reducing carbon emissions.

## **12 Appendices**

- Appendix 1 – Lewes District Council Climate Change & Sustainability Update November 2021 – for publication on the website

## **13 Background papers**

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

- Cabinet paper February 2021: [Climate Change and Sustainability Strategy 2021](#)

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# Climate Change and Sustainability Strategy

## Lewes District Council

- Carbon Emissions Report
- Strategy Update



November 2021

# Lewes District Council Climate Change & Sustainability Update

November 2021

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## 1. Introduction

This update report on the progress of the climate change and sustainability strategy adopted earlier this year in February provides an overview of how work has progressed on the initial action plan and how this work has evolved over the last year. It provides an update to the policy context within which we are working as Central Government catch up on their strategy commitments post-Covid, and a brief summary of the key findings of the 'Working Group I' contribution to the IPCC's 6th assessment report on the physical science basis of climate change.

This update report is being published in November which coincides with the UN Climate Summit, COP26, being hosted in Glasgow.

The council provides a summary emission report for the years 2019/20 and 2020/21 along with a progress summary against the baseline year 2018/19. Scope 3 emissions data is being gathered and work continues to improve the amount and quality of the data collected to enable the council to manage and reduce those emissions for which we are responsible.

The districts emissions are reported although the ability to compare against the Anthesis baseline of 2017 is limited due to methodology changes. As such publicly available data produced by BEIS on an annual basis is also reported for the first time. Data will of course never be 100% accurate but the trends and main areas of emissions can still be monitored and targeted.

There are no changes as far as the action areas are concerned. The main sources of emissions reported in the baseline remain as such.

Partnership working remains key to the success of any local authority's climate change and carbon reduction ambitions and this is no different for Lewes District Council. Working with our partners such as: the Greater Brighton Economic Board; the Sussex Local Nature Partnership; the South Downs National Park and the Universities of Brighton and Sussex; as well as our neighbouring local authorities and community groups such as Seaford Environmental Alliance, Ouse Valley CARES and Lewes Climate Hub, we have progressed regional and local projects regarding: the use of hydrogen as a fuel through Hydrogen Sussex; the decarbonisation of social housing; the retrofitting and decarbonisation of private sector housing; the potential use of community investment; the community wealth agenda; enabled funding bids by others; produced a regular sustainability email bulletin for residents; enabled the Climate Action Forum; nature based solutions for carbon capture; grant funded local projects and provided spaces for groups to have a physical presence, amongst many other things that are detailed within the update to the Strategic Action Areas and the Action Plan Update.

## 1.1 Update to the national policy context

### **The Environment Bill**

This bill is key to the implementation of legally binding targets for environmental improvement and initiatives such as reversing wildlife decline, animal re-introduction, tree planting, and deposit return schemes. It remains in progress as the Government consider the Lords proposed amendments.

### **Energy White Paper**

Published in December 2020 this paper sets challenging ambitions for enabling net zero energy by 2050 and what it will mean for consumers and businesses.

### **Future Homes Standard**

In January the government published their response to the future homes standard consultation It outlines what changes will be made to building regulations to improve the energy efficiency of new homes and the pace that these changes will occur. The standard intends to ensure that all new homes built from 2025 will produce 75 -80% less carbon emissions than homes delivered under current regulations and that these homes will no longer be reliance on fossil fuels requiring no future refurbishment to reach zero carbon status.

### **Bus Back Better**

This strategy was published in March 2021 and sets out the vision and opportunity to deliver better bus services across England. contained within it is a requirement for the local transport authority, East Sussex County Council, to publish a local Bus Service Improvement Plan.

### **Decarbonising Transport - a better greener Britain**

Published in July this strategy commits the government to, amongst other things, decarbonising all forms of transport, decarbonising the freight and logistics sector and maximising the benefits of low carbon fuels.

### **UK Hydrogen Strategy**

This policy paper published in August sets the approach the government is taking to developing the low carbon hydrogen sector to meet the UK ambition of 5GW low carbon hydrogen production capacity by 2030.

### **Net Zero Strategy: Build Back Greener Including The Heat and Buildings Strategy**

The Net Zero Strategy sets out a variety of policy and proposals to achieve net zero by 2050 and was published in October 2021. It is currently under review by the Council to determine its likely impacts on our own net zero actions and targets.

Included within this suite of documents is the Heat and Buildings Strategy which sets out how the UK will decarbonise our homes, and our commercial, industrial and public sector buildings by 2050.

## 1.2 Evidence base update

Two new bodies of evidence have been released this year.

The first is that of the UK's Climate Change Committee's [independent advice report](#) produced as part of their 5 year Climate Change Risk Assessment (CCRA3) and the second is that of the IPCC Working Group I report on the physical science underpinning past present and future climate change '[AR6 Climate Change 2021: The Physical Science Basis](#)' .

### **UK Climate Change Risk Assessment (CCRA3)**

The Independent Assessment used to help inform the third UK Climate Change Risk Assessment (CCRA3) assesses 61 risks and opportunities from climate change to England, including to business, infrastructure, housing, the natural environment, our health and risks from the impacts of climate change internationally.

Of these 61 risks and opportunities, more action is needed in England now to address 34 of them, with sustaining current action only deemed appropriate in four cases. Of the 61, six issues are deemed to be both a risk and opportunity, four of which are associated with the natural environment and each of these require more action or further investigation. There are also eight opportunities that could arise from climate change in England, with half of these also related to the natural environment.

In total, 23 risks from climate change in England have increased in urgency score since the previous CCRA five years ago.

Only one risk has decreased in urgency score since the previous CCRA. There are also some new risks that were not covered in CCRA2. When compared to the other UK nations, there is increasing evidence that risks from extreme heat are greater in England than elsewhere, especially in the south-east, affecting health, infrastructure and the natural environment. The potential for water scarcity and subsidence also appears to be a greater issue here, again with south-east England being at greatest risk. Flooding (coastal and inland), storms, lightning and high winds also play their part in the present and future climate related risks across the whole of England. In summary, risks in England that have a high future magnitude score and where more action is required now to address them, after considering any existing adaptation responses, include the following:

- The impacts of climate change on the natural environment, including terrestrial, freshwater, coastal and marine species, forests and agriculture.
- An increase in the range, quantities and consequences of pests, pathogens and invasive species, negatively affecting terrestrial, freshwater and marine priority habitats species, forestry and agriculture.
- The risk of climate change impacts, especially more frequent flooding and coastal erosion, causing damage to our infrastructure services, including energy, transport, water and Information and Communication Technologies (ICT).

- A reduction in public water supplies due to increasing periods of water scarcity.
- The impact of extreme temperatures, high winds and lightning on the transport network.
- The impact of increasing high temperatures on people's health and wellbeing and changes in household energy demand due to seasonal temperature changes.
- Increased severity and frequency of flooding of homes, communities and businesses.
- The viability of coastal communities and the impact on coastal businesses due to sea level rise, coastal flooding and erosion.
- Disruption to the delivery of health and social care services due to a greater frequency of extreme weather.
- Damage to our cultural heritage assets as a result of temperature, precipitation, groundwater and landscape changes.
- Impacts internationally that may affect the UK, such as risks to food availability, safety and security, risks to international law and governance from climate change that will affect the UK, international trade routes, public health and the multiplication of risks across systems and geographies.

#### **IPCC AR6: The Physical Science Basis**

The Intergovernmental panel on climate change (IPCC) is now in its sixth assessment cycle in which the IPCC is producing the 6th Assessment Report (AR6) due for release in 2022. The synthesis report will frame and assess the historical, current and future of climate change science globally and is contributed to by the IPCC 3 Working Groups.

The IPCC Working Group I (WGI) examines the physical science underpinning past present and future climate change and their report published in August '[AR6 Climate Change 2021: The Physical Science Basis](#)' underpins the remaining two working groups reports for the AR6 Synthesis Report. The WGI assessment provides scientific information relevant for the global community to meet the challenge of climate change. As well as the global scale, WGI looks at variability and change that is happening at a regional level which is closely tied to how impacts and risks to human and natural systems are changing overtime.

This report supports the fundamental reasons why the climate change and sustainability strategy within Lewes district and beyond is so important at a global scale By bringing together the latest advances in climate science and combining multiple lines of evidence from paleoclimate, observations, process understanding, and global and regional climate simulations .

Key findings of the WGI include (but not limited to):



- It is unequivocal that human influence has warmed the atmosphere ocean and land. Widespread and rapid changes in the atmosphere, ocean, cryosphere and biosphere have occurred.
- The scale of recent changes across the climate system as a whole and the present state of many aspects of the climate system are unprecedented over many centuries too many thousands of years
- Human induced climate change is already affecting many weather and climate extremes in every region across the globe. Evidence of observed changes in extremes such as heat waves, heavy precipitation, droughts, and tropical cyclones, and, in particular, their attribution to human influence, has strengthened since the 5th Assessment Report.
- Global surface temperature will continue to increase until at least the mid-century under all emissions scenarios considered. Global warming of 1.5 degrees C and two degrees C will be exceeded during the 21st century unless deep reductions and carbon dioxide and other greenhouse gas emissions occur in the coming decades.
- Many changes in the climate system become larger in direct relation to increasing global warming.
- Continued global warming is projected to further intensify the global water cycle including its variability and the severity of wet and dry events
- Many changes due to past and future greenhouse gas emissions are irreversible for centuries to millennia, especially changes in the ocean, ice sheets and global sea level.
- With further global warming, every region is projected to increasingly experience concurrent and multiple changes in climatic impact drivers. Changes in several climatic impact drivers would be more widespread at 2 degrees C compared to 1.5 degrees C global warming and even more widespread and or pronounced for higher warming levels.
- Low likelihood outcomes, such as ice sheet collapse, abrupt ocean circulation changes, some compound extreme events and warming substantially larger than the assessed *very likely* range of future warming cannot be ruled out.
- From a physical science perspective, limiting human induced global warming to a specific level requires limiting cumulative CO<sub>2</sub> emissions, reaching at least net zero CO<sub>2</sub> emissions, along with strong reductions in other greenhouse gas emissions.

## 2. Lewes District Council Carbon Emissions Report

This report provides a summary of the carbon report for the financial years 2019/20 and 2020/21 along with a comparison of these years with the baseline 2018/19

### 2.1 Methodology

We have calculated the baseline using the Greenhouse Gas (GHG) Protocol methodology and the appropriate annual conversion factors for each year issued by the Department for Business, Energy and Industrial (BEIS). By using this method and these figures we are ensuring that the baseline emissions we measure can be reported accurately every year to 2030 using a peer reviewed and agreed process.

Lewes District Council generally uses the 'operational control' approach to define the organisational boundary and to inform the emissions inventory boundary described in the table below.

It should be noted however that with regards to metered gas and electricity, all sites, regardless of who operates the site, are considered to be in scope 1 or 2 if the council is responsible for paying the bills (even if these costs are re-charged to the leasee) AND for maintaining the premises. Where these conditions are not met the sites will sit within scope 3, for example Wave Leisure facilities.

Scope 1 and 2 emissions form the organisational baseline and are considered to be directly controllable by the Council.

Category	Description	Data used in this analysis
Scope 1	Direct emissions from sources owned or controlled by Lewes District Council	Metered gas data (for buildings where the Council pay the gas bills) Litres of fuel consumed for fleet vehicles
Scope 2	Indirect emissions from the generation of energy purchased by Lewes District Council	Metered electricity data (for buildings where the Council pay the electricity bills)
Scope 3	Indirect emissions that result from other activities that occur in the value chain, either upstream or downstream.	As per table 3.

## 2.2 Data summary & review

April 2018 to March 2021

**From 2018/19 to 2020/21 the Council's scope 1 & 2 emissions have reduced by just under 15% in total. See table 1.**

There has been a **11.4% reduction in fleet emissions** - there has been a very small reduction in emissions from the diesel so our reduction is largely down to reduced consumption. It is possible that to some degree reduced consumption was possible due to the lack of traffic during COVID lockdown periods enabling a more fuel efficient service.

There has been an **increase** in our emissions from natural gas consumption of just over 6%. This increase has occurred in our housing supplies. The greatest increase occurred in the 2019/20 year and a slight reduction occurred in 2020/21 though consumption remains higher than the baseline year by 18%. This may be due to both the weather and impacts of COVID-19 with more people staying at home more of the time.

Operational building gas consumption has fallen by nearly 30%. This is most likely due to reduced use of buildings and operational control improvements. The Council has made no substantial change to heating systems of operational buildings.

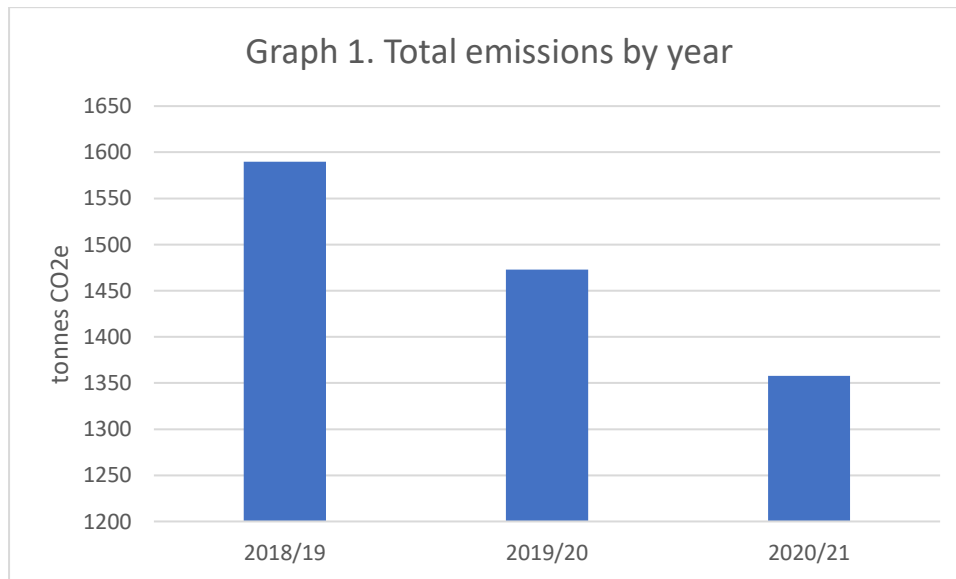
The bulk of our emissions savings have been made through the move to a verified green electricity tariff. This is a REGO backed tariff and the Council can claim it as zero carbon. We still account for transmission and distribution losses as scope 3 emissions. The Council moved onto the new green tariff on 1<sup>st</sup> October 2020.

Our electricity emissions reduction on the base year is 43%. It should be noted that our electricity consumption has not reduced by anywhere near this amount. As such it remains key to reduce our consumption through energy efficiency measures. See table 2.

If we were to have remained on a brown/standard grid electricity tariff our emissions would have reduced by 25%- this reduction would have been down to a reduction in the carbon intensity of grid electricity due to less coal use and more renewable capacity within the system as a whole.

**Table 1. Lewes District Council emissions table**

<i>Source of emissions by work area</i>	<i>tonnes CO<sub>2</sub>e</i>		
	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
<b>Housing and associated supplies</b>	522	526.3	450.4
<b>Corporate &amp; Operational Buildings</b>	162	125.6	101.2
<b>Fleet vehicles</b>	870.9	790.7	770.79
<b>Other (EVCP &amp; Public facilities, other business)</b>	34.9	36.3	35.3
<b>Total</b>	1590	1478.9	1357.7



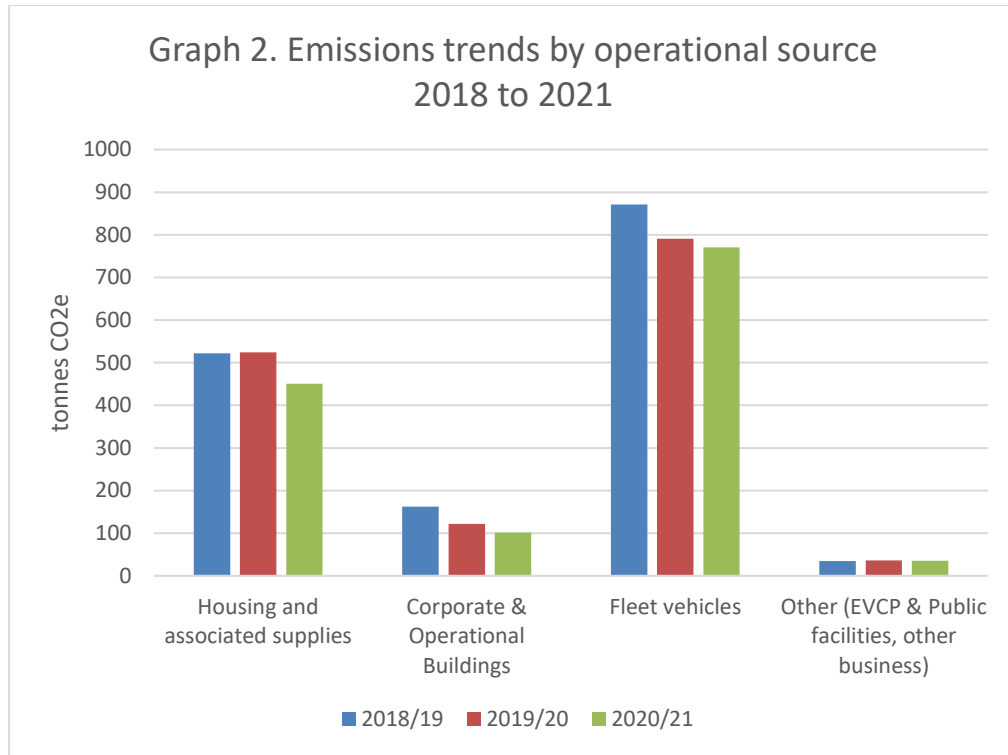


Table 2. Consumption vs emissions trends

	% change in consumption	% change in emissions
<b>Gas</b>	6% increase	6% increase
<b>Diesel</b>	9% decrease	12% decrease
<b>Electricity</b>	9% decrease	43% decrease

### 2.3 Scope 3 emissions

The Council continues to expand upon its Scope 3 emissions reporting. We hoped we may have been able to provide an indication of some emissions based on contract spend however due to being a shared service with Eastbourne Borough Council this is proving more challenging than previously expected. Even if we did report through this method we would not be able to show any change in emissions through improved specification so reporting of this type has limited benefit.

The council acknowledges that our greatest source of emissions will be from our purchasing and contracting and continues to improve reporting methods as contracts renew.

The Council has recently signed a new lease for a Café at The Sidings in Newhaven, this contract includes a requirement to provide annual utilities consumption figures. We hope to include similar clauses in more contracts moving forward.

The Council expects Wave Leisure consumption figures to rise back towards pre-COVID levels in the next reporting cycle, reductions are due to the closures experienced in 2020/21.

**Table 4. Scope 3 emissions**

tonnes CO2e	Data source	2018/19	2019/20	2020/21
Electricity Transmission & Distribution losses	Utilities consumption information	30.52	25.54	23.42
Water use	Direct from utility company	N/A	13.9	19.5
Wave Leisure	Direct from consumption information (water, gas & elec)	953.5	945	365.5
Councillors- Public Transport	Payment based estimate using average 31.8p per mile			0.14
Councillor- Mileage	Calculated using miles claimed and an average petrol car			0.42
Staff- Public transport	Estimated based on spend using a cost of 31.8p per mile			0.25
Staff- Mileage	Calculated using miles claimed and an average petrol car			27.98
Well to Tank (WTT) diesel fuel emissions	Based on actual consumption			185.3
Well to tank natural gas	Utilities consumption information			56.51
<b>Total</b>		<b>984t</b>	<b>984t</b>	<b>679t</b>

### 3. Lewes District Carbon Emissions Summary

This section summarises the data available for the entire districts carbon emissions.

It needs to be noted that this information is not directly comparable with the district baseline produced by Anthesis in 2020 due to variations in calculation methodology and we are unable to exactly reproduce this method ourselves. Therefore we report available information from the Scatter tool (also produced though collaboration by the same consultants Anthesis, Nottingham City Council, the Tyndall Centre and the Greater Manchester Combined Authority with funding from BEIS) for 2017 and compare this with the BEIS data available for local authority areas.

Please take care reading these figures as the BEIS figures are in CO<sub>2</sub> (carbon dioxide) only and the others are in CO<sub>2</sub>e (carbon dioxide equivalents, which includes other greenhouse gases in addition to carbon dioxide).

Scatter is the only method to count scope 3 indirect emissions – this is the reason for the size of the variation between the figures.

<b>Data Source</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Anthesis District Baseline	458 kt CO <sub>2</sub> e	N/A	N/A
Scatter Cities methodology	534 kt CO <sub>2</sub> e	527.2 kt CO <sub>2</sub> e	N/A
BEIS data- <a href="#">UK local authority and regional CO2 emissions – data tables (excel)</a> 'territorial emissions'	391 kt CO <sub>2</sub>	384.7 kt CO <sub>2</sub>	370.6 kt CO <sub>2</sub>

## 4. The Climate Change and Sustainability Strategy -Strategic Action Areas Update

### Summary of progress

The strategy currently contains 91 number of actions across 7 action areas, of which 76 are active or completed. A summary of work to date is below- please see the full spreadsheet in Appendix 1 for more information of actions within each area.

61% of all actions are currently reported as green (including completions), 34% are amber and 5% (4 actions) are red.

### Energy & the built environment

- The bulk of work it within this action area has focused on our social housing, the allocation of government grant funding through the local authority delivery aspect of the green homes grant scheme, and the facilitation of a community energy solar project.
- With regards to our social housing stock we have completed the stock condition surveys and are currently analysing the data with our consultants. The council is continuing to progress the Decarbonising Our Housing Stock (DOHS) project by working with the Greater Brighton Economic Board, other local authority partners and universities. Feasibility studies for a pilot project are being undertaken and options for grant funding are being reviewed.
- We have also reviewed the tenants experience of having solar panels on their properties, produced an air source heat pump user guide and been promoting various environmental activities through tenant publications and events.

### Project Spotlight – Homes First Tenant Engagement project

'Not Costing the Earth' A new campaign and brand to share information with tenants around carbon reducing behaviours has been designed and launched



Working together to reduce our carbon footprint



## Sustainable Travel and air quality

- This action area benefits from an active community base to help both gain grant funding and utilise grants and information/reports that the Council can provide. In the past year grants have been provided to Cycle Lewes for the provision of bicycle security marking and registering at community events, bicycle owners also learned about keeping their bikes safe to reduce theft and the marking can help get stolen bikes returned. By encouraging cycling and cyclists, these grants have contributed to the wider benefits of the sustainability strategy.
- The council has moved a step forward towards procurement of an electric vehicle charge point provider and it is hoped this contract will be in place Autumn/Winter 2021.
- This theme area struggled during 2021 due to issues over staffing, thankfully these issues have now been resolved and once statutory responsibilities have been met the council hopes to further progress sustainable travel and air quality actions in the next year

### Project Spotlight- E-Cargo Bike grant

The Council has gained a Government grant of more than £102,000 from the Department for Transport eCargo Bike fund to help set up a scheme in Newhaven and Lewes town. The project is currently being developed to utilise space in Newhaven and within Lewes town for the set-up of a social enterprise service targeting local businesses and community enterprise. The bikes would provide a base of operations and opportunities for a carbon free last-mile delivery service.



## Biodiversity

- The past few months has seen the adoption of a biodiversity strategy and the incorporation of these actions within the climate change and sustainability strategy action plan.
- A biodiversity net gain technical note has also been adopted.
- Council land holdings have been reviewed and are in the process of being assessed for possible biodiversity, food and nature-based climate solutions. There have been various sites where pollinators have been encouraged through planting and reduced mowing, including Lewes Cemetery.

### **Project Spotlight- GIS Mapping Project- Site Suitability Analysis of Opportunities for Woodland Establishment**

The overall aim is to provide a GIS resource that allows potential tree planting areas to be identified by members organisations of the Sussex Local Nature Partnership. This initial project for Lewes District involved a University of Brighton Masters student determining the appropriate map layers that could be used, identifying constraint areas and then assessing the opportunity areas for suitability. This project is now being extended to cover more of the region.



## Agriculture & food

- The council is working with the local Food Partnership coordinator to help create a district food partnership and possible future strategy.
- The council is continuing to assess it's landholdings for potential community gardens and the Homes First Community development and sustainability specialist is working with councillors and community groups on potential joint projects.
- A community food growing policy has been developed along with internal procedures which together will provide a framework to enable future projects to progress more easily.

## Reducing emissions from waste

- Council communications to increase recycling have continued to be a corporate priority. The reduce reuse recycle email bulletin has been well received by members and residents and this has been supplemented by similar themes contained within the climate action email bulletin.
- Digital democracy has progressed seeing the launch of the ModernGov app and councillors can now opt out of receiving physical papers for meetings.
- Lower carbon waste collection vehicles are being trialled and alternative fuels are being evaluated in order to provide a pathway to decarbonisation.

### Project Spotlight- Live intelligence system reduces contamination

The use of Whitespace software is providing waste collection operatives with the ability to provide live intelligence to the Councils Customer First Team regarding contamination in the residual waste stream, for example waste engine oil, this allows the resident to be contacted as soon as possible about where the item/s should be appropriately recycled. This work actively reduces waste and provides a signposting service to residents to improve recycling rates.



## Water

- The Sussex flow initiative project is being expanded and now several carbon storage and wetland projects are being investigated across the district.
- With regards to water consumption the emerging new local plan will engage with service providers to ensure that areas of water infrastructure deficiency are addressed, there is a sustainability technical advice note (TAN) available and planning advice needs to gradually strengthen to reduce water consumption requirements further.
- The council has begun to report the carbon emissions from its operational water consumption, this is reported under scope 3 emissions.

## Circular Economy & community wealth

- A community wealth building strategy based upon on the report 'Reimagining Lewes District' carried out by the Centre for Local Economic Strategies (CLES) In 2020 was adopted last July. This is a major step forward in the progression of community wealth priorities at the council to enable: the progressive procurement of goods and services; fair employment and a just labour market; socially productive use of land and assets; made financial power work for local places; and plural ownership of the economy.
- In order to enable progression on the above strategy, the council applied for and gained funding from the LGA from the Net Zero Innovation Programme to investigate alternative financing of projects to tackle the climate emergency. the work carried out with our partners the University of Sussex has put in place the foundations of potentially raising a community municipal bond - the work is currently continuing but Lewes District Council has pledged as part of the Green Finance Institutes Local Climate Bond campaign to investigate and explore launching a 'green bond' in the next 18 months.

### Project Spotlight: Citizens & Climate, Crowdfunding for Net Zero

This project conducted with the University of Sussex has resulted in the document 'Citizens & Climate- Crowdfunding for Net Zero' which will be published on the Council website and explains how the Council has worked through the initial process of how it could bring a green bond to the local community and how it could be used to fund sustainability initiatives. There is still work to do but the Council has pledged to complete this exploration within the next 18 months.



5. Strategy action plan update and sustainability indicators

**The Action Plan 2021**

**TIMEFRAMES**

Short	2021-2022
Medium	2023-2026
Long	2027-2030

Action reference	ACTION	OUTCOME	ACTION OWNERS (note: the Cabinet Member for Sustainability has oversight of all actions)	TIMEFRAME	RESOURCES	Date for completion	Annual Update November 2021	Status
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**1. Energy & the built environment**

Lead Officers- Kate Richardson & Nick Adlam

Actions by the council to enable the District to become net zero carbon by 2030

E1	Complete social housing stock condition surveys	Provides baseline information to enable retrofit and long term planning	Director of Planning and Regeneration & Cabinet Member for Housing	Jul-21			Can be delivered using existing resources	Jul-21	Stock condition surveys have been completed and the data is being worked through with consultants. COMPLETED	green
E2	Develop the pilot project plan for the 'Decarbonising Our Housing Stock (DOHS)' project in conjunction with other stock holding authorities *January 2021- leaders meeting to establish extent of initial collaboration *Procurement routes to be established 2021 *Determine initial pilot projects 2021	Best value is achieved through collaborative working, best solutions are determined and method is agreed to deploy retrofit measures, initially as pilots with a plan developed for roll out of appropriate solutions across the portfolio	Director of Planning and Regeneration & Cabinet Members for Housing, Communities & Customers and Sustainability	Short Term			£500k allocated from HRA	Mar-22	GBEB have agreed in principle to set up a taskforce and be involved in analysing the housing decarbonisation problem and determining a solution. LDC will continue to develop proposals outside of of this as well. Feasibilities for a pilot project are being undertaken and options for grant funding are being reviewed for delivery by March 2022	green
E3	Develop and deliver the project plan (and long-term housing asset management plan) to decarbonise all social housing based on findings and experience of the DOHS project (action E3)	All social housing is as energy efficient as it can be and carbon emissions are reduced as far as practicably possible	Director of Planning and Regeneration & Cabinet Members for Housing and Sustainability		Medium Term	Long Term	Delivery costs to be determined once plan is prepared	Plan produced by March 2023	Housing Asset Management Plan due 2022/23- zero carbon pathway project with University of Brighton will not be complete until July 2022 - this work will underpin the AMS	green
E4	Implement the actions defined in the Lewes Housing Strategy TBA	Housing standards in the rented sector improve	Director of Planning and Regeneration & Cabinet Member for Housing		Medium Term		Can be delivered using existing resources	TBA	Housing Strategy needs to be developed. Currently observing Hasting Minimum Energy Efficiency Standards pilot. Funding and staffing will need to be provided if a similar scheme is to be implemented in Lewes district. LAD2 & 3 is available for private sector landlords to participate in though uptake is likely to be low as landlord contribution is required.	amber
E5	Explore opportunities with Southern Water on capturing and using heat from waste water	Low carbon heat source enabled	Director of Planning and Regeneration & Cabinet Members for Planning & Infrastructure and Sustainability	Short Term	Medium Term	Long Term	Can be delivered using existing resources	As opportunities arise		No opportunities at present
E6	Support and progress development of hydrogen hubs	Enable and develop a clean hydrogen economy for transport and heating	Director of Planning and Regeneration & Cabinet Members for Planning & Infrastructure and Sustainability	Short Term	Medium Term		Can be delivered using existing resources	Ongoing	Hydrogen hub was included in the £19.3m successful Newhaven Towns Fund bid: This is NEWHAVEN The funding was less than requested so the full project now needs to be determined.	amber
E7	Enable and invest in community energy schemes where this is financially viable	Community energy schemes are supported to deliver projects	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure and Sustainability	Short Term	Medium Term	Long Term	Project specific	Ongoing	The council has pledged to support OVESCO with feasibility funding for a solar farm.	green
E8	Introduce new sustainability Technical Advice Notes for developers (February 2021)- subsequently investigate potential for a more indepth Sustainable Design guide for developers that could link to circular economy work	Developers are advised as to expectations for new development and can easily access information on how to design for sustainability	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure	Short Term	Medium Term		Can be delivered using existing resources	Mar-22	The Sustainability TAN has been adopted but there has been no further progress on a detailed design guide	amber



E9	Develop an ongoing programme of awareness raising and promotion of energy efficiency initiatives, especially in fuel poor and hard to reach communities	Educate and raise awareness, those most vulnerable benefit from energy efficiency advice and measures	Director of Planning and Regeneration & Cabinet Member for Communities & Customers	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	Homes First Tenant experience solar PV survey administered. Review of solar and renewables underway. Carbon footprint pledge / information activity piloted at community event. ASHP user guide finalised and delivered to tenants - providing information on efficient use, energy saving tips, independent energy comparison. Further tenant engagement in development. Ongoing comms via tenant newsletters.	green
E10	Develop council web pages on sustainability and air quality to enable visitors to the web pages to better engage and understand the council's aspirations thereby increasing web traffic and raising public awareness.	Educate and raise awareness.	Director of Planning and Regeneration & Cabinet Member for Communities & Customers	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Initial updates and first bulletin due April 21 Full year comms plan due May 21	Website update completed- now BAU to update information- COMPLETE	green
E11	Develop comprehensive training and guidance for staff on climate change and carbon reduction. Also- specific training to ensure decisions properly take into account the carbon emission implications	All staff will improve their environmental awareness to enable carbon reductions in their work and private life. It will be clear to Councillors, officers and the public the carbon consequences of all decisions	Director of Planning and Regeneration & Cabinet Members for Performance & People and Sustainability	Short Term			Can be delivered using existing resources	Mar-22	Climate change online training has been developed but needs reviewing prior to going live.	amber
E12	Work in collaboration with others to advertise the Governments Green Homes Grant and associated funding streams and retrofit schemes.	Private sector housing can access funds to help retrofit and improve energy efficiency	Director of Planning and Regeneration & Cabinet Member for Communities & Customers	Short Term			Can be delivered using existing resources	Ongoing- ad-hoc	Comms underway as BAU through Email bulletins and social media. Solar Together direct mail took place at zero cost to Council alongside emails to residents, social media posts and press release. Data about uptake will be forthcoming over the next few months and installs will take place over the next year. We will work to promote key messages regionally and meet other LA officers on a regular basis to facilitate this.	green
E13	Work in collaboration with others to develop bids for the Local authority delivery strands of the Governments Green Homes Grant and associated funding streams	Public and private sector housing can access funds to help retrofit and improve energy efficiency	Director of Planning and Regeneration & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Ongoing - ad-hoc	Successful LAD1a & 1b funding gained by Hastings BC under auspices of Warm Home Check Service. LAD3/HUG consortium bid submitted and awaiting determination.	green
E14	Promote the Warmer Sussex retrofit scheme	Private sector homeowners have easier access to retrofitting advice and suppliers	Director of Planning and Regeneration & Cabinet Members for Housing and Communities & Customers and Sustainability	Short Term			Can be delivered using existing resources	Ongoing- ad-hoc	Scheme has (temporarily) ceased active marketing due to funding finishing March 2021	
E15	Support and facilitate access to the Warm Homes East Sussex scheme	Fuel poverty on the borough reduces	Director of Planning and Regeneration & Cabinet Member for Housing and Communities & Customers	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing - ad-hoc	Comms underway as BAU through Email bulletins and social media We will work to promote key messages regionally and meet other LA officers on a regular basis to facilitate this.	green
E16	Support the roll out of smart meters through promotion of the SmartEnergyGB scheme	Supports transition to smart energy grid and makes energy use more visible to residents which enables reductions	Director of Planning and Regeneration & Cabinet Member for Housing and Communities & Customers	Short Term	Medium Term		Can be delivered using existing resources	Ongoing- ad-hoc	Occasional comms when appropriate, nothing in 2021 to date- planned comms in November 2021 Climate Action email bulletin (home energy efficiency themed) due to increasing energy prices- smart meters will help residents be aware of their energy consumption and can help them reduce it.	amber
E17	Support delivery of regional plans- the Greater Brighton Energy Plan and the South2East Energy Strategy	Decarbonisation at a regional level is progressed and joint aims are met	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing - ad-hoc	DOHS and EV charging currently underway. Regular Officer involvement with these groups	green

E18	Support the delivery of Communiflex- Zero Carbon Village	Transformation of Barcombe communities energy system to become the UK's first Net Zero Village	OVESCO leading	Short Term	Medium Term		Externally funded	Ongoing- ad-hoc	As and when required. Officers have regular contact with OVESCO and share information when required, including on recent LAD grants.	OVESCO leading
E19	Support the delivery of Net Zero Firle Village	Creation of a local microgrid for heat and power	BHESCO	Short Term	Medium Term		Externally funded	Ongoing - ad-hoc	No specific requests for support to date	BHESCO leading
E20	Support the delivery of Solar Schools to achieve regional aims	Expansion of PV on schools	ESCC in partnership	Short Term	Medium Term		Externally funded	Ongoing- ad-hoc	No specific requests for support to date- no recent update	ESCC in partnership
<b>Actions to make the Council net zero carbon by 2030</b>										
E21	Complete the Non-Housing Asset Management Strategy and carbon reduction plan (inc. work through Reset & Recovery Programme)	The strategy will enable a long term plan to be developed to reduce energy consumption and increase power generation on our housing assets	Director of Planning and Regeneration & Cabinet Member for Finance & Assets	Short Term	Medium Term		Strategy can be delivered using existing resources- projects will then need costing on a case by case basis	Dec-22	This work cannot start without stock condition surveys- budget has been requested for 22/23	red
E23	Deliver the carbon reduction plan for non-housing assets	Non-housing assets are energy efficient and generating energy	Director of Planning and Regeneration & Cabinet Member for Finance & Assets and Sustainability		Medium Term	Long Term	Delivery costs to be determined once plan is prepared			Action not yet reached
E24	Ensure the the council purchases a green electricity provider	100% of electricity supplied will be REGO backed energy that will qualify a 100% reduction in carbon emissions from consumed electricity	Director of Planning and Regeneration & Cabinet Member for Finance & Assets	Short Term	Medium Term	Long Term	Completed October 2020	Completed October 2020- 4 year contract	4 year contract to Oct 2024	green
<b>2. Sustainable Travel and Air Quality</b>								Lead Officer- AQ Officer and Kate Richardson		
Action reference	ACTION	OUTCOME	ACTION OWNERS (note: the Cabinet Member for Sustainability has oversight of all actions)	TIMEFRAME		RESOURCES	Date for completion	Annual Update November 2021	Status	
<b>Actions by the council to enable the District to become net zero carbon by 2030</b>										
T1	Procure a supplier of Electric Vehicle Chargepoints and produce initial delivery plan	The council can make a decision as to how to progress with increasing charging infrastructure in the district and a new project delivery action will be created if this goes ahead	Director of Service Delivery & Cabinet Members for Finance & Assets and Sustainability	Short Term			Proposal can be delivered using existing resources- implementation TBC	Mar-22 (revised date)	Procurement documents being prepared- due Autumn/Winter 2021	amber
T2	Prepare a plan during 2021 to hold regular Car Free Days/temporary road closures such as School Streets especially in areas of high foot fall	Gradual modal shift to reduce private vehicle travel and sustainable travel becoming the norm	Director of Planning and Regeneration & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Mar-23 (revised date)	ESCC to provide report on success of and lessons learned from initial school streets pilots- this will provide LDC with direction for how to plan for these in the future. Air Quality Officer post was vacant for some of 2021. Timeline requires extension.	amber
T3	Prepare a plan during 2021 to promote active travel across Lewes District from a public health perspective - work with NHS partners to promote walking groups for example	Improved public health, better AQ and lots of engaging material for the LDC AQ/sustainability web pages/Twitter feed/local media	Director of Planning and Regeneration & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Mar-23 (revised date)	Timeline for action to be extended for delivery in 2022	red
T4	Prepare a plan during 2021 to hold sustainability/air quality events with Theatre in Action groups, smoothie bikes, Dr Bike, community groups, etc.	Bringing awareness of AQ/ Sustainability issues to a personal level in a positive and fun environment	Director of Planning and Regeneration & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Dec-21	Action proceeding to target	green
T5	Determine if the council can produce a Construction Code of Practice with guidance on use of low emission non-road mobile machinery and using on-grid energy instead of diesel generators where reasonably practicable	Lowering of emissions from construction sites, particularly in relation to NRMM	Director of Planning and Regeneration & Cabinet Members for Sustainability and Planning & Infrastructure	Short Term	Medium Term		Can be delivered using existing resources	Mar-23 (Revised date)	No work to date due to Officer need to focus on delivering statutory duties- on programme for 22/23	red



T6	Ensure that local planning policy and guidance includes requirements for passive and active EVCPs and cycle parking on all new major developments	Increase of sustainable travel infrastructure utilising planning policy	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure	Short Term	Medium Term	Long Term	Can be delivered using existing resources	By or before Winter 2023	Technical Advice Note is published. Local Plan update is underway, sustainability appraisal and topic paper commented upon by Officers	green
T7	Work in partnership with ESCC to deliver new cycling and walking initiatives as detailed in the Draft East Sussex Local Cycling & Walking Infrastructure Plan (LCWIP) and seek opportunities for funding.	Additional cycling and walking routes	Director of Planning and Regeneration & Cabinet Members for Planning & Infrastructure and Sustainability	Short Term	Medium Term		Can be delivered using existing resources	TBC	LCWIP has just been adopted September 2021. Lack of new routes and priority improvements. ESCC 'capability funding' is available for cycling and walking initiatives within levelling up areas such as Newhaven. Allocation of funding has reduced total fund available. LDC seeking alternatives routes to progressing cycling improvements.	red
T8	Support development of hydrogen hubs (as per action E6)	Enable and develop a clean hydrogen economy for transport and heating	Director of Planning and Regeneration & Cabinet Members for Planning & Infrastructure and Sustainability	Short Term	Medium Term			Ongoing	Hydrogen hub was included in the £19.3m successful Newhaven Towns Fund bid: This is NEWHAVEN The funding was less than requested so the full project now needs to be determined.	amber
T9	Support Greater Brighton to develop a network of EV chargepoints so that all residents are 'within a convenient distance' of a place to charge their car (Pledge #4)	Coherent network is developed	Director of Planning and Regeneration & Cabinet Members for Planning & Infrastructure and Sustainability	Short Term	Medium Term			2030	Linked to T1- procurement due Autumn/Winter 2021	green
T10	Work in partnership with Greater Brighton to have enabled 50% of Greater Brighton's fleet vehicles to be low carbon by 2025 (Pledge #3)		Director of Planning and Regeneration & Cabinet Member for Sustainability	Short Term	Medium Term			2025	Infrastructure required at depot- being evaluated by UKPN	amber
T11	Enable expansion of car clubs through discussions with operators, parking space owners and the community	Residents can car share instead of owning their own vehicle- reduces vehicle numbers in town and provides control over type/efficiency of vehicle used.	Director of Planning and Regeneration & Cabinet Member for Sustainability	Short Term	Medium Term		Can be delivered using existing resources	Ongoing	Co-Wheels have stated the cars in the district perform well. Contact is maintained so officers can assist when needed if a decision is made to expand.	amber
T12	Determine how to support reduction in emissions from deliveries to local businesses/residents in particular 'last mile deliveries.' Eco - cargo bikes, restricted delivery times, provision of logistics facilities.	Reduction of traffic and emissions during peak travel times. Healthier, quieter and less polluted streets with potential to prioritise walkers/cyclists so increasing dwell time and improving local economy	Director of Planning and Regeneration & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Mar-22	Notice provided of receipt of grant from DfT for £102k for 'Get Bikery' community eCargo bike scheme Lewes based project being progressed alongside Newhaven based scheme- project plan being developed	green
T13	Determine if the council can install pocket parks, micro green/blue spaces to improve diversity and AQ encouraging active travel	Raises appeal of active travel to visitors and residents	Director of Planning and Regeneration & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term			Can be delivered using existing resources	Mar-22	Action to be included in air quality Action Plans; Funding has been gained for Bike Parklets, Officers reviewing requirements for planning/consents. Also considering wild flower planting outside schools.	green
T14	Develop a localised and targeted education campaign aimed at public service vehicles, consider adopting Fixed Penalty Notice (FPN) powers	Discourage unnecessary idling by taxis, coaches and other vehicles	Director of Service Delivery & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Mar-22	Strong anti-idling signage at Earwig Corner during roadworks, working to install signage at schools as part of schools initiative. Restarting FPN discussions.	amber
T15	Develop a pathway to a low carbon taxi fleet	Reduced carbon emissions and improved air quality	Director of Service Delivery & Cabinet Member for Sustainability	Short Term	Medium Term		Can be delivered using existing resources	Mar-22	Taxi licensing guidance has been updated to include ultra low emission vehicles. Plan to brief licensing committee later in 2021 on how to decarb by 2030.	green
T16	Organise partnership work on transport issues required at a county level and nationally, in partnership with community groups- in particular public transport and trains	Coherent district infrastructure is delivered to achieve transport decarbonisation aims	Director of Planning and Regeneration & Cabinet Members for Sustainability and Planning & Infrastructure	Short Term	Medium Term		Can be delivered using existing resources	Ongoing	BHCC bid successfully for retro-fitting exhaust system on all B'ton/Lewes/Uckfield/TW buses so reducing emissions impact in Lewes AQMA. AQ Officer has and continues to lead air quality work (especially the air quality action plans) in partnership	green

Actions to make the Council net zero carbon by 2030										
T17	Complete Phase 1 of the waste and recycling vehicle fleet review	Optimisation of routes and fleet reduction	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term			Can be delivered using existing resources	Linked to W4	Phase 1 route optimisation completed. Vehicle trials are in progress. Alternative fuels are being evaluated	green
T18	Produce pathway to decarbonise non- RCV fleet vehicles operated by the Council (small & medium vans, cars, other vehicles)	Plan to move to a low carbon fleet	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces		Medium Term		Fleet decisions to be costed at the appropriate time	Apr-24	Infrastructure required at depot to enable electric small vehicle fleet- currently being evaluated by UKPN. Also linked intrinsically to hydrogen hub development in Newhaven.	green
T19	Remove fossil fuel fleet vehicles (small and medium vans, cars, other vehicles)	Low carbon fleet achieved	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces			Long Term	Fleet decisions to be costed at the appropriate time	2030		Not yet started
T20	Introduce sustainability criteria into council procurement policies with weighting given to tenderers with proven sustainability policy particularly in the areas of logistics and servicing due to their high vehicle use and emissions	Support for sub-contractors with green credentials to work with LEC	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term		Can be delivered using existing resources	Mar-22	This is occurring ad-hoc as contracts are re-newed or new ones drafted (eg. Sidings café, EV chargepoints)- no audit has taken place yet and not yet within contracts utilising vehicles- planned for review 22/23	amber
<b>3. Biodiversity</b>								Lead Officer - Jane Goodall		
Action reference	ACTION	OUTCOME	ACTION OWNERS (note: the Cabinet Member for Sustainability has oversight of all actions)	TIMEFRAME			RESOURCES	Date for completion	Annual Update November 2021	Status
Actions by the council to enable the District to become net zero carbon by 2030 and to address the ecological emergency										
B1	Develop and adopt a Biodiversity Strategy and action plan	We will have developed our aims and actions to deliver biodiversity improvements	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term			Can be delivered using existing resources	Mar-22	Biodiversity Strategy and action plan approved at Cabinet in June 2021- Actions updated in this action plan- COMPLETE	green
B2	Local Plans – work closely with Planning Policy and planners and partners to achieve biodiversity wording that is fit for purpose and ambitious to arrest declines	Green and biodiversity beneficial Local Plans	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure		Medium Term		Can be delivered using existing resources	2025	Technical advice notes produced ahead of new local plan. Need to develop a carbon offsetting partner	green
B3	Develop and adopt a Biodiversity Net Gain Technical Note- due February 2021 -	Developers have specific guidance to meet the biodiversity net gain requirement on all sites	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure	Short Term			Can be delivered using existing resources	Completed Feb 2021	COMPLETED February 2021	green
B4	Council Officer training in biodiversity to be completed - Sussex Wildlife Trust could provide this for example- and ensure up to date information & signposting is readily available to decision makers	Decision makers are better informed about biodiversity and nature based solutions	Director of Planning and Regeneration & Cabinet Member for Performance & People	Short Term			Can be delivered using existing resources	Mar-22	Preliminary discussions taking place from week of 20/9/21 re: planning consults and role of Green Consultancy team and the pre app process	amber
B5	We will encourage and support tree planting, and other natural habitat creation measures, providing direct assistance when required	to improve biodiversity, store carbon, protect against flooding and generally enhance the environment which can benefit our physical health and mental well-being	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	Opportunities are being explored when opportunities arise eg. Lewes Cemetary plantings for pollinators, as well as trees.	green
B6	To work with the Sussex Wildlife Trust to deliver their 'Vision for Sussex'	Sussex is a place where people and nature thrive	Sussex Wildlife Trust leading	Short Term	Medium Term			Ongoing	1:1 meeting held early October between council and SWT to explore key projects	green

B7	Investigate possible partnerships with the Sussex Wildlife Trust/Sussex Nature Partnership to deliver a district wide approach to the wildlife crisis	To work with landowners, partnerships and community groups to build a resilient ecological network throughout the district	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term				Ongoing	1:1 meeting held early October between council and SWT to explore key projects	green
B8	Develop pipeline of projects for biodiversity net gain and 'offsetting'	Increase in biodiversity and projects enabled	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term		Can be delivered using existing resources	2023	Part of SELEP funded project to review opportunities for regional carbon offsetting	green
B9	Review land holdings for possible biodiversity and nature based climate solutions and carry out feasibility work	Internal and Partnership projects enabled	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term		Can be delivered using existing resources	Ongoing	2 new ecologists have just joined the council team to enable this work	amber
B10	Complete University of Brighton student GIS mapping project for areas of land suitable for large scale tree planting - Due July 2021	GIS tools are easily available for all officers to use to aid decision making	Director of Planning and Regeneration & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Jul-21	This work was successfully completed for the district and handed over. GIS work being extended to wider Sussex region. COMPLETE Updated mapping from Sussex NP is being delivered this week, 20/9/21	green
B11	Support Changing Chalk bid and project if successful	Community ranger for countryside/nature/downland education and involvement	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term		Can be delivered using existing resources		National Trust have submitted bid to Heritage Lottery Fund- BID SUCCESSFUL- continued support may be required to deliver projects from 2022 onwards	green
B12	Continue work with community groups, education and communication	Community groups encouraged and work progressed	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	Opportunities through the Ouse valley CARES programme to be explored Oct/Nov 2021. Officers to arrange '1:1' with CARES project office. Climate Action Forum to be used to facilitate CARES. Regular sharing of comms material through Climate Action email bulletin.	green
B13	Continue to provide project support for partnership projects, including expertise, volunteer management and fund raising support	Partners projects are enabled and supported to achieve multiple outcomes dependent on project	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	Ongoing Business As Usual	green
B14	Support Greater Brighton to re- establish a 10 mile Kelp forest off the coast of Sussex	A new kelp forest could capture 70,000 tonnes carbon per year and help prevent coastal erosion	Director of Regeneration & Planning & Cabinet Member for Sustainability	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	Officer attended seminar in June. Further resource/capacity within the Green Consultancy team to support coastal and marine initiatives secured from Dec 2021	green
B15	Support Greater Brighton and the University of Sussex in rewilding and rain garden research	Knowledge is developed and shared to enable more and better designed projects	Director of Regeneration & Planning & Cabinet Member for Sustainability	Short Term	Medium Term		Can be delivered using existing resources	2025	Rain garden plans continue to be developed- awaiting formal update from GBEB	green
B24	Closer working with Planning colleagues to secure biodiversity and sustainability benefits	Planning applications are reviewed by specialists to support alignment with policy	Directors of Service Delivery and Regeneration & Planning & Cabinet Member for Sustainability	Short Term	Medium Term		Can be delivered using existing resources	Ongoing	Process for consultations on planning applications is being developed	amber



Actions to make the Council net zero carbon by 2030 and address the ecological emergency on its own land										
B16	Develop a programme of works on LDC land to increase joining up of biodiversity corridors & ecological networks	Increase in biodiversity Improved well being of residents	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term		Resources to be determined		Recruitment to the team has been successful. These issues to be raised at the meeting between the council and Sussex NP 4/10/21	amber
B17	Determine & provide suitable land to enable tree planting and re-wilding	Carbon capture through trees, increased biodiversity, improved mental wellbeing, increased summer shading	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term		Resources to be determined	2025	This work will be facilitated by B8	amber
B18	Improve and reduce mowing practices on District Council land	Improved habitat for insects	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term			Can be delivered using existing resources		This is now business as usual- COMPLETE	green
B19	Reduce the use of pesticides on District Council land and lobby East Sussex County Council to do the same	Improved habitat for insects	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term			Can be delivered using existing resources	On-going lobbying of ESCC	Pesticides are not used in district council parks or play areas. Active engagement with ESCC re pesticides is ongoing. Next meeting with ES Highways: Sept '21	green
B20	Increase wildflower and pollinator planting where suitable	Improved habitat for insects	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term			Can be delivered using existing resources	Ongoing	This is now business as usual- COMPLETE	green
B21	Increase community management of council owned land and ensure biodiversity commitments are enshrined in all devolved land holdings	Increased community ownership of sites Improved habitat for wildlife.	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	new action- work yet to begin	amber
B22	Create wildlife friendly parks & open spaces	Improved natural habitats - for example 'hedgehog highways'	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	Short Term	Medium Term		BAU delivered using existing resources - additional/new projects will require costing	Ongoing	New action- principle is within all parks & open spaces work- needs to be maintained	green
B23	To develop an approach to habitat carbon counting and reporting	Will improve our awareness of the capacity of our habitats to sequester carbon	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces		Medium Term		Can be delivered using existing resources	2016	new action- work yet to begin	Not yet started

4. Agriculture & Food								Lead Officer - Kate Richardson		
Action reference	ACTION	OUTCOME	ACTION OWNERS (note: the Cabinet Member for Sustainability has oversight of all actions)	TIMEFRAME			RESOURCES	Date for completion	Annual Update November 2021	Status
Actions by the council to enable the District to become net zero carbon by 2030 and to address the ecological emergency										
A1	Support local food growing initiatives by making suitable land available and incorporating it into our work with social housing tenants as part of DOHS	More residents can access local food and grow their own	Director of Regeneration & Planning & Cabinet Member for Housing	Short Term	Medium Term		Can be delivered using existing resources	Ongoing	Community growing policy and checklist underdevelopment. Will seek community input. Links with a number of community groups with proposals for community food schemes with Cllr interest and support of projects. Planned tenant engagement at Saxonbury. Linking with community resources and initiatives. Steering Group member of Food Partnership.	green
A2	Work with SCDA and partners to develop a food partnership- led by SCDA and funded by ESCC	By end of 2021 SCDA intend to have-governance structure for district food partnership- draft strategy or action plan- food systems map	Director of Regeneration & Planning & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Mar-22	Work underway	amber
A3	Work with the food partnership to enable more local food distribution	Residents can access locally produced food more easily	Director of Regeneration & Planning & Cabinet Member for Sustainability		Medium Term		Can be delivered using existing resources			Not yet started
A4	Work with the Climate Action Forum and others to share best practice on local food distribution	Best practice (such as Lewes Friday Food Market) and knowledge is shared to help new market establish	Director of Regeneration & Planning & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Ongoing- CAF contract finished Aug 21 - may be taken on by OVC	Forum is likely to move towards Ouse Valley CARES project- no specific work done on food. This action is likely to be progressed through the food partnership	amber
A5	Support initiatives that promote or enable low carbon and nature-friendly farming locally eg South East Downs Farm Cluster	This wider working will facilitate local (Sussex) food production	Director of Regeneration & Planning & Cabinet Member for Sustainability	Short Term	Medium Term	Long Term	Resources to be determined	Ongoing	Ouse Valley Cares Project has made contact with cluster group. Internally needs planning and resourcing.	amber

5. Reducing Emissions from Waste							Lead Officer- Jane Goodall			
Action reference	ACTION	OUTCOME	ACTION OWNERS (note: the Cabinet Member for Sustainability has oversight of all actions)	TIMEFRAME			RESOURCES	Date for completion	Annual Update November 2021	Status
Actions by the council to enable the District to become net zero carbon by 2030										
W1	Review waste & recycling service provision to align them with the requirements of increasing recycling and decreasing residual waste.	We recycle more than we incinerate, and our collection methods and schedules enable that and champion it.	Director of Service Delivery & Cabinet Member for Recycling, Waste & Open Spaces	Short Term	Medium Term		Can be delivered using existing resources	Mar-22	The use of live intel through in-cab technology is reducing contamination within the residual waste and we have the ability to re-direct customers to the appropriate recycling stream. We have reached our performance thresholds within the current system- options will be presented to Cabinet by March 2022	amber
W2	Continue with planned communications with regular emphasis on food waste reduction eg. 'How to use Christmas leftovers 'and incorporate these comms into the overarching sustainability comms plan	Consistent messaging and comms planned on sustainability issues	Director of Service Delivery & Cabinet Member for Recycling, Waste & Open Spaces	Short Term				Ongoing	Comms to increase recycling continues to be a corporate priority and we use all the engagement tools available. The 'Reduce Reuse Recycle' (RRR)bulletin has been well received by members and residents	green
W3	Help develop local reuse and repair schemes which divert waste, for example Freegle, Freecycle, repair cafes etc.	Encourages a local circular economy and these schemes provide the most help and benefit to people in greater need.	Director of Service Delivery & Cabinet Member for Recycling, Waste & Open Spaces	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	We have used the RRR bulletin to promote schemes- Lewes Repair Café is open and meeting monthly. Have developed a Planning Technical Advice Note relating to construction waste and is now a validation requirement	green
Actions to make the Council net zero carbon by 2030										
W4	Undertake fleet review - produce pathway to zero carbon RCV (refuse collection vehicle) fleet	Plan in place to deliver zero carbon waste and recycling fleet	Director of Service Delivery & Cabinet Member for Recycling, Waste & Open Spaces	Short Term	Medium Term		Can be delivered using existing resources		Vehicle trials are in progress. Alternative fuels are being evaluated	amber
W5	Deliver on zero carbon RCV fleet	Zero carbon fleet achieved	Director of Service Delivery & Cabinet Member for Recycling, Waste & Open Spaces			Long Term	Financial implications to be assessed separately at the time	2030		Not yet started
W6	Eliminate use of Single Use Plastic (SUP) at LDC operated events and third party events supported by LDC wherever possible	Reduced plastic waste.	Director of Service Delivery & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	2022	Work needs to commence to ensure contracts contain appropriate service level agreements to eliminate SUPs at events	amber
W7	Eliminate use of unsustainable paper for printed marketing materials and within democratic services	Reduced emissions from consumption of paper products	Director of Regeneration & Planning & Cabinet Member for Sustainability	Short Term			Can be delivered using existing resources	Ongoing - maintenance	Paperless meetings has been enabled. Councillors can opt out of physical papers for meetings. Very little material printed- move to email and social media. Some marketing material for events/council tax will continue to be produced.- Now BAU	green

6. Water							Lead Officer - Kate Richardson			
Action reference	ACTION	OUTCOME	ACTION OWNERS (note: the Cabinet Member for Sustainability has oversight of all actions)	TIMEFRAME			RESOURCES	Date for completion	Annual Update November 2021	Status
Actions by the council to enable the District to become net zero carbon and climate resilient by 2030										
WA1	Complete the new Local Plan and ensure that planning policies and guidance reflect our strategic goals for water	New development is low carbon, energy efficient and is resilient to future climate change	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure		Medium Term		Can be delivered using existing resources	2025	Emerging local plan will engage with Service Provides to ensure that the areas of Infrastructure deficiency are addressed	Not yet started
WA2	Expand upon the successful Sussex Flow Initiative and introduce other natural flood management projects	Flood risk is reduced using natural methods which also supports the environment	Director of Service Delivery & Cabinet Member for Sustainability	Short Term	Medium Term		Resources to be determined	Ongoing	Several carbon storage/wetland projects being investigated across Lewes District	green
WA3	Work in partnership with the Environment Agency to explore the options viable to manage the risks posed by the undefended cliffs at The Esplanade, Telscombe Cliffs.	The Environment Agency's larger technical capability and resources can be utilised to seek an appropriate solution to managing the risks posed by an eroding coast at this location.	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure	Short Term	Medium Term	Long Term	Partnership working delivered using existing resources	Ongoing	EA work progressing and completing initial phase of investigation	green
WA4	Deliver a coastal management climate change workshop for experts early 2021 and subsequently determine next steps.	Will complete this important engagement that was not completed during the initial strategy engagement period and will start a process of re-engagement with members on this issue.	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure	Short Term			Can be delivered using existing resources	Jun-21	Work has progressed- REMOVE ACTION	
WA5	Support the Greater Brighton partnership with Southern Water to install water recycling on a housing estate (Pledge #2) and evaluate the learning from the pilot	Research and knowledge is gained and can be transferred for use on new developments within our district	Southern Water	Short Term	Medium Term		Can be delivered using existing resources	2025	Awaiting Greater Brighton action plan updates- currently underway	Led by Southern Water
WA6	Ensure planning policy reflects the need to avoid substantial development on flood plain	Essential flood plain is retained and flood risk is minimised	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	Emerging local plan will address this issue.	amber
WA7	Develop guidance to meet water consumption for new builds of no more than 80?? litres per day (part of GB pledge #10)	Preservation of water resources	Director of Planning and Regeneration & Cabinet Member for Planning & Infrastructure		Medium Term		Can be delivered using existing resources	2025	New Technical Advice Note in place- need to work up to reducing this further above Building Regs.	Not yet started
Actions to make the Council net zero carbon by 2030										
WA8	Once Asset Management Strategy is complete- As per action E22- Develop a water consumption reduction plan for all remaining non-housing assets	Plan allows for structured and planned delivery to meet carbon neutrality goal	Director of Planning and Regeneration & Cabinet Member for Finance & Assets		Medium Term		Can be delivered using existing resources	Dec-22		Not yet started



7. Circular Economy and Community Wealth							Lead Officer- Jo Harper		
Action reference	ACTION	OUTCOME	ACTION OWNERS (note: the Cabinet Member for Sustainability has oversight of all actions)	TIMEFRAME		RESOURCES	Date for completion	Annual Update November 2021	Status
Actions by the council to enable the District to enable a green recovery and become net zero carbon by 2030									
C1	Implement the 'Re-imagining Lewes District Action Plan' As per the cabinet paper December 2020	The council will have delivered on the following work streams: 1. Lewes District Council as a community wealth building council 2. Progressive procurement of goods and services 3. Fair employment and just labour markets 4. Socially productive use of land and assets 5. Making financial power work for local places 6. Plural ownership of the economy	Director of Planning and Regeneration & Cabinet Member for Finance & Assets	Short Term	Medium Term	Can be delivered using existing resources	2026	Strategy agreed at Cabinet June 2021- progress reporting will be through annual reports for next 5 years.	green
C2	Produce a council sustainable procurement strategy with a focus on local and sustainable purchasing	Reduced emissions from procurement. Increased local spend and resulting improved community wealth	Director of Planning and Regeneration & Cabinet Member for Finance & Assets	Short Term		Can be delivered using existing resources	Mar-22	Occurring as contracts arise- timeline for strategy TBC	amber
C3	Complete the Net Zero Innovation Fund project on alternative finance models-	Understanding of which projects are suitable for community funding and investment models, seed funding and project pipeline	Director of Planning and Regeneration & Cabinet Member for Finance & Assets	Short Term		Can be delivered using existing resources	Dec-21	Report completed- Legal work underway and due for completion December 2021 (extended with permission of LGA) Council has signed up to the GFI's pledge to launch a bond within 18 months of COP 26	green
C4	Determine if the council can set up a community investment programme potentially using municipal bonds (utilising output of Net Zero Innovation Fund)	Legal work and project pipeline completed to enable bonds to be raised. Community can invest in local projects.	Director of Planning and Regeneration & Cabinet Member for Finance & Assets	Short Term	Medium Term	Can be delivered using existing resources	Mar-23 (revised timeline)	Project collation is underway but this action requires the completion of C3 above	green



**Sustainability Indicators**

To be reported annually

Key corporate Indicators		Outturn	Method
<b>Dist.</b>	Annual District Carbon Emissions	2017= 391 ktCO2 2018 = 385 ktCO2 2019 = 371ktCO2	BEIS LA data
<b>Corp.</b>	Annual Corporate Carbon Emissions	2018-19 = 1590 tonnes CO2e 2019-20 = 1479 tCO2e 2020-21 = 1358 tCO2e	GHG Protocol and method described in the baseline rpeort for scope 1 and scope 2 emissions
Energy & the built environment Indicators		Outturn	Method
<b>SI.E1</b>	Carbon dioxide emissions from domestic dwellings	2017 data: 150 ktCO <sub>2</sub> 2018 data: 150.4 ktCO <sub>2</sub> 2019: 146 ktCO <sub>2</sub>	BEIS UK, Local and regional CO2 emissions dataset (data is annually updated 2 years in arrears)
<b>SI.E2</b>	Average SAP rating of Lewes District Council Housing Stock	2020 data: 71 (Band C)	From Housing Asset database
<b>SI.E3</b>	Percentage of fuel poor households in the borough	2019: 7.1%	East Sussex in Figures (LILEE definition)
<b>SI.E4</b>	Solar PV generation: number of sites and total generation capacity	2018: 2,350 installations and capacity: 14.6 MW 2019: 2,438 installations and capacity 14.9 MW 2020: 2,439 and capacity 15.3 MW	BEIS renewable energy statistics- Renewable energy by Local Authority dataset (years 2018-20 updated Sept 2021)
<b>SI.E5</b>	Number of staff to have undertaken carbon reduction training	Zero- training to be planned during 2021/22	HR records
<b>SI.E6</b>	Carbon dioxide emissions from domestic properties using 'other' forms of fuel (not gas or electricity)	2017: 17 ktCO <sub>2</sub> 2018: 18 ktCO <sub>2</sub> 2019: 18.3 ktCO <sub>2</sub>	BEIS UK, Local and regional CO2 emissions dataset (data is annually updated 2 years in arrears)
<b>SI.E7</b>	Pilot project is completed for Southern Water to deliver combined water and energy efficiency visits within Lewes district by end of 2021 (Greater Brighton pledge #6)	Number of visits: TBA Estimated savings achieved: TBA	Provided by Southern Water records end of 2021
Sustainable travel and air quality Indicators		Outturn	
<b>SI.T1</b>	Carbon dioxide emissions from transport	2017 data: 181.8 ktCO <sub>2</sub> 2018 data: 177.7 ktCO <sub>2</sub> 2019: 172 ktCO <sub>2</sub>	BEIS UK, Local and regional CO2 emissions dataset (data is annually updated 2 years in arrears)
<b>SI.T2</b>	Number of electric vehicle chargepoints in the district (total number) and the number in our carparks	District (public): 10 (of which LDC Car parks= 2)	ZapMap and internal records

<b>SI.T3</b>	Average minimum travel time to reach the nearest 8 key services by public transport or walking (medium sized centres of employment (500-4999 jobs), primary schools, secondary schools, further education, GPs, hospitals, food stores and town centres)	2017= 18.1 minutes	DfT Journey time statistics: Table JTS0104 2017 (no 2019 update yet)
<b>SI.T4</b>	% of users within 15 minutes of public transport and cycling/walking journey time of services	2017 = 39%	DfT Journey time statistics: Table JTS0408 2017 (dataset: Town106)
<b>SI.T5</b>	Annual mean Nitrogen Dioxide levels in AQMA's	2019 Lewes NOx: 19µg/m <sup>3</sup> PM10: 18 µg/m <sup>3</sup> Newhaven: TBA	Source: LA Monitoring report (next update due Dec 2021)
<b>Biodiversity Indicators</b>		<b>Outturn</b>	<b>Method</b>
<b>SI.B1</b>	Number of trees/hedges planted	Nov 2019 to Nov 2021 = 1044	Figure collected from council 'Tree planting register' running total
<b>SI.B2</b>	% of major developments achieving a minimum 10% biodiversity net gain	TBC	TBC 2020/21
<b>SI.B3</b>	% of SSSI's (Sites of Special Scientific Interest) in a favourable or unfavourable and declining condition	2020: Favourable: 53.9% Unfavourable and declining: 1.1%	Local Wildlife Sites Initiative Sussex/LA Monitoring Report
<b>SI.B4</b>	Value of annual investment in natural capital projects	£ = None Carbon sequestration potential = 0 tonnes	TBC- work starting 2021
<b>Agriculture &amp; food Indicators</b>		<b>Outturn</b>	<b>Method</b>
<b>SI.A1</b>	Area of Council land that has been made available for food growing	TBC	TBC
<b>SI.A2</b>	Can NFU provide data on farmers converting to more sustainable practices? or engaged with?	TBC	TBC
<b>Waste Indicators</b>		<b>Outturn</b>	<b>Method</b>
<b>SI.W1</b>	Total amount of waste produced	2019/20 = 31,913.89 tonnes 2020/21 = 34,108.51 tonnes	Sourced from WasteDataFlow
<b>SI.W2</b>	% of waste recycled	2019/20 = 41.71% 2020/21 = 39.8%	Sourced from WasteDataFlow

Water Indicator		Outturn	Method
<b>SI.WA1</b>	Number of units approved contrary to Environment Advice regarding flooding	2018/19= 1 2019/20 = 0	Source: LA Monitoring report
<b>SI.WA2</b>	Percentage of dwellings meeting required water consumption standards	TBC	Source: LA Monitoring report
Circular Economy & Community Wealth		Outturn	Method
<b>SI.C1</b>	Progress against the 'Re-imagining Lewes District' Action Plan	green- good progress	Progress reporting via the Recovery and Reset Board

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<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 October 2021</b>
<b>Title</b>	<b>Newhaven Town Deal - Update</b>
<b>Exemption:</b>	<b>None</b>
<b>Report of:</b>	<b>Ian Fitzpatrick, Deputy Chief Executive and Director of Regeneration and Planning</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of Cabinet report:</b>	<b>To provide an update on the Newhaven Town Deal and delegate authority to sign off business cases to unlock grant funding.</b>
<b>Officer recommendations to the Cabinet:</b>	<p><b>((1) To note the Newhaven Town Deal offer of £19.3 million from Government.</b></p> <p><b>(2) To delegate authority to the Director of Regeneration and Planning, in consultation with the Chief Finance Officer, Leader and Lead Member for Regeneration and Prosperity to:</b></p> <p><b>(a) Review and sign-off completed business cases for each of the 7 Strategic Programmes within the Newhaven Town Deal, to unlock funding from Government;</b></p> <p><b>(b) Enter, or authorise entry into, all necessary documentation with the Department for Levelling Up, Housing and Communities (DLUHC) to receive the advanced funding (as specified in paragraphs 4.1 to 4.3 of the Cabinet report) and the subsequent Town Deal funding;</b></p> <p><b>(c) Enter, or authorise entry into, all necessary documentation with Delivery Partners, to ensure that appropriate monitoring and evaluation of target outcomes is undertaken in line with the Council's procedures and processes.</b></p>
<b>Recommendations to the Committee</b>	<b>The recommendations are detailed at 1.3 of this report</b>
<b>Reasons for recommendations to the Committee:</b>	<b>To provide a critical friend challenge to the Cabinet decision and policy making process.</b>

**Contact Officer(s):**      **Name: Nick Peeters**  
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**Telephone number: 01323 415272**

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## **1 Introduction**

- 1.1 In its role as a provider of public scrutiny and as critical friend, the Policy and Performance Advisory Committee has a duty to provide a challenge to the executive decision and policy makers.
- 1.2 The Policy and Performance Advisory Committee is able to provide this challenge through the inclusion of the Council's Forward Plan of Decisions as a standing item on each of the Committee's agendas, allowing the Committee to request the inclusion of reports due for consideration by the Cabinet on its agenda and by asking that the relevant officers, heads of service or directors, attend the Committee meetings and discuss the content of the reports.
- 1.3 Following consideration of each item, where the Members will be able to ask questions of the relevant officers, heads of service, directors and other stakeholders, the Policy and Performance Advisory Committee will provide one of the following three recommendations to the Cabinet:
- 1) To support the recommendations in the report in full; or
  - 2) To support the recommendation in the report subject to the consideration by the Cabinet of any amendments agreed by Committee; or
  - 3) To not support the recommendations in the report and give reasons.
- 1.4 The Cabinet will be provided with the recommendations from the Policy and Performance Advisory Committee when it considers the main report.

## **2 Financial / Legal / Risk Management / Equality Analysis/ Environmental Sustainability Implications/ Background Papers**

- 2.1 All implications are addressed in the Cabinet report attached at Appendix 1.

## **3 Appendix**

- Appendix 1 – **Newhaven Town Deal**

**Report to:** Cabinet

**Date:** 11 November 2021

**Title:** Newhaven Town Deal - Update

**Report of:** Ian Fitzpatrick, Deputy Chief Executive and Director of Regeneration and Planning

**Cabinet member:** Councillor Zoe Nicholson, Leader of the Council  
Councillor James MacCleary, Deputy Leader of the Council and Lead Member for Growth and Prosperity

**Ward(s):** All Newhaven Wards

**Purpose of report:** To provide an update on the Newhaven Town Deal and delegate authority to sign off business cases to unlock grant funding

**Decision type:** Key decision

**Officer recommendation(s):** (1) To note the Newhaven Town Deal offer of £19.3 million from Government.  
(2) To delegate authority to the Director of Regeneration and Planning, in consultation with the Chief Finance Officer, Leader and Lead Member for Regeneration and Prosperity to:

- (a) Review and sign-off completed business cases for each of the 7 Strategic Programmes within the Newhaven Town Deal, to unlock funding from Government;
- (b) Enter, or authorise entry into, all necessary documentation with the Department for Levelling Up, Housing and Communities (DLUHC) to receive the advanced funding (as specified in paragraphs 4.1 to 4.3 below) and the subsequent Town Deal funding;
- (c) Enter, or authorise entry into, all necessary documentation with Delivery Partners, to ensure that appropriate monitoring and evaluation of target outcomes is undertaken in line with the Council's procedures and processes.

**Reasons for recommendations:** (1) The Council received an offer of £19.3million for the Newhaven Town Deal on 15 July 2021. Following this offer, Heads of Terms for the Newhaven Town Deal were signed by

the Chief Executive, as well as the Chair of the Newhaven Town Deal Board.

(2) To unlock funding, detailed business cases in line with the HM Treasury Green Book must be provided for each of the 7 Strategic Programmes outlined in the Town Investment Plan.

(3) DLUHC requires the Council – as the Accountable Body for the funding – to follow its usual assurance processes to sign-off all business cases and allow the funding to be unlocked.

(4) DLUHC has offered the Council an advance of 5% of the total funding offer to be spent before the end of the 21/22 financial year.

(5) Newhaven remains a regeneration priority for the Council, building upon the Enterprise Zone, FHSF and other funding secured. The regeneration programme fits strongly with the Council’s Community Wealth Building focus.

Contact Officer(s):      Name: Peter Sharp  
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   Telephone number: 07826 903742

## 1 Introduction

1.1 The overarching aim of the Towns Fund is to “*drive the sustainable economic regeneration of towns to deliver long-term economic and productivity growth*”. The core elements of this goal are:

- **Urban Regeneration**

Ensuring towns are thriving places for people to live and work, including by:

- Increasing density in town centres
- Strengthening local economic assets including local cultural assets
- Site acquisition, preparation, remediation, and / or development
- Making full use of planning tools to bring strategic direction and change.

- **Skills and Enterprise Infrastructure**

- Driving private sector investment and small business development
- Ensuring towns have the space to support skills and small business development.

- **Connectivity**

- Developing local transport schemes that complement regional and national networks
- Supporting the delivery of improved digital connectivity.

The Towns Fund is a central part of the Government’s ‘levelling up’ agenda.



- 1.2 The Towns Fund is primarily capital funding and is intended to fund the interventions identified in 'This is Newhaven', which is the Town Investment Plan (TIP) submitted by the Council in January 2021. The Plan was developed with the Newhaven Town Deal Board, which comprises a range of public, private and community stakeholders including Maria Caulfield MP, South East Local Enterprise Partnership and Newhaven Town Council. The Board is chaired by a private sector businessperson.
- 1.3 The TIP set out an overarching vision, underpinned by 5 core themes and a number of guiding principles. The Plan identified seven Strategic Programmes for investment and a total Government funding ask of just under £24.7million.

## 2

Strategic Programme	Component Projects	Total Towns Fund Ask (£)	Total Programme Cost incl. Co-Funding (£)
Re-connecting our Town	<ul style="list-style-type: none"> <li>• Pedestrian Gateway</li> <li>• Wayfaring &amp; Visitor Trails</li> </ul>	£1,057,027	£1,307,273
Building our Economic Strength	<ul style="list-style-type: none"> <li>• Norton Road Business Park</li> <li>• Avis Way Improvement Plan</li> <li>• Social Enterprise Incubator</li> <li>• The Old Boatyard</li> <li>• Business Grants Programme</li> </ul>	£5,430,190	£20,579,320
Re-imagining our Town Centre	<ul style="list-style-type: none"> <li>• Community &amp; Creative Hub</li> </ul>	£1,305,700	£1,357,700
An Active Community	<ul style="list-style-type: none"> <li>• Eastside Recreation Ground</li> <li>• Fort Road Rec Ground</li> <li>• Newhaven FC</li> <li>• Denton Island Slipway</li> </ul>	£3,421,000	£4,469,000
Destination Newhaven	<ul style="list-style-type: none"> <li>• Newhaven Fort</li> </ul>	£5,841,000	£7,041,000
Better Journeys for All	<ul style="list-style-type: none"> <li>• Hydrogen Hub</li> <li>• Multimodal Superhubs</li> <li>• Body, Paint &amp; Trim Facility</li> </ul>	£6,473,500	£6,573,500
Maintaining Maritime Vitality	<ul style="list-style-type: none"> <li>• Marine Gateway</li> </ul>	£1,155,000	£1,155,000
<b>TOTAL</b>		<b>£24,683,416</b>	<b>£42,482,792</b>

- 2.1 On 15 July 2021, the Council received a Town Deal offer for the above Strategic Programmes, worth up to £19.3million. This award represents one of the highest offers per head of population in the Towns Fund<sup>1</sup> and is a significant achievement for the Council and the Newhaven Town Deal Board. Heads of Terms for the Town Deal were signed by the Chief Executive, following the Leader's Executive Decision of 23 July 2021.

## 3 Project Re-Prioritisation

- 3.1 Following the Town Deal offer and signed Heads of Terms, Officers led the Newhaven Town Deal Board through a process to re-prioritise the listed projects

<sup>1</sup> Analysis of all Town Deals by Officers highlights that Newhaven has been offered the 13<sup>th</sup> highest award – per head of population – in the country.

to find savings totalling approximately £5.4million. This is due to the Town Deal offer representing around 78% of the original funding ask.

A meeting of the Newhaven Town Deal Board was held on 27 August, at which it was agreed that the revised project list for submission would be as follows:

3.2

Strategic Programme	Component Projects	Original Ask (£)	Revised Ask (£)
Re-connecting our Town	<ul style="list-style-type: none"> <li>• Pedestrian Gateway</li> <li>• Wayfaring &amp; Visitor Trails</li> </ul>	£1,057,027	£1,057,027
Building our Economic Strength	<ul style="list-style-type: none"> <li>• Social Enterprise Incubator</li> <li>• Business Grants Programme</li> </ul>	£5,430,190	£1,086,273
Re-imagining our Town Centre	<ul style="list-style-type: none"> <li>• Community &amp; Creative Hub</li> </ul>	£1,305,700	£1,305,700
An Active Community	<ul style="list-style-type: none"> <li>• Eastside Recreation Ground</li> <li>• Fort Road Rec Ground</li> <li>• Newhaven FC</li> <li>• Denton Island Slipway</li> </ul>	£3,421,000	£3,421,000
Destination Newhaven	<ul style="list-style-type: none"> <li>• Newhaven Fort</li> </ul>	£5,841,000	£5,841,000
Better Journeys for All	<ul style="list-style-type: none"> <li>• Hydrogen Hub</li> <li>• Body, Paint &amp; Trim Facility</li> </ul>	£6,473,500	£5,434,000
Maintaining Maritime Vitality	<ul style="list-style-type: none"> <li>• Marine Gateway</li> </ul>	£1,155,000	£1,155,000
<b>TOTAL</b>		<b>£24,683,416</b>	<b>£19,300,000</b>

3.3 The rationale for this decision was that two of the original projects were no longer deliverable, and the retained project list sought to maximise community benefit and positive social and economic outcomes from the funding.

3.4 Aside from these positive outcomes, it is estimated that a further £3.2million of match funding will also be unlocked. Much of this (£2.55million) is additional public sector contributions from Lewes District Council and Newhaven Town Council to help deliver key projects. It is recognised that this is a significant contribution towards overall Town Deal delivery. The remaining contribution is from the private sector.

3.5 It is important to note that this match funding is that required to deliver the projects. All projects will also lead to significant further funding requirements as part of the ongoing operation and maintenance of facilities. This will be set out in detail in the Financial Model as part of the overall business case for each of the Strategic Programmes.

#### 4 **Advanced Funding**

4.1 In addition, and following the Town Deal offer, DLUHC has offered all towns an advance of a maximum of 5% of the funding offer. This money will be advanced to the Council to commence delivery of the prioritised projects in advance of the business case development process.

4.2 For Newhaven, this equates to £965,000. The priorities for this funding have been identified through detailed discussions with Project Sponsors and was agreed with the Newhaven Town Deal Board on 22 October.

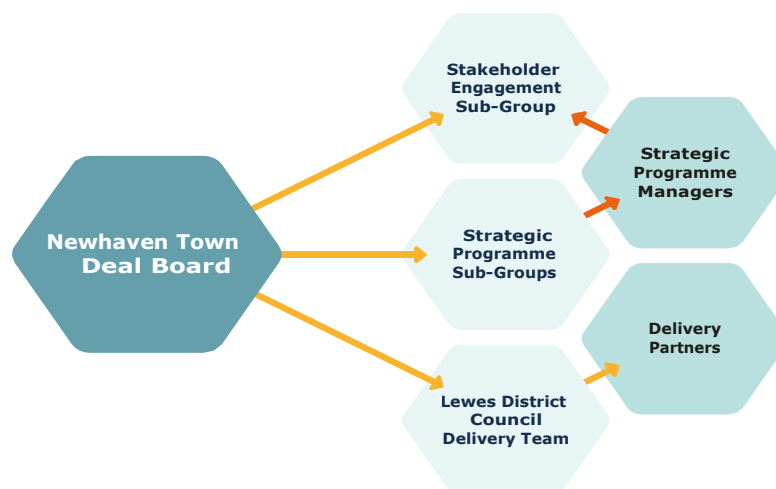
4.3 It is important to note that this is not additional funding. The advanced funding forms part of the overall £19.3million Town Deal offer. As such, any advances will be subject to the same scrutiny as proposed for all business cases.

## 5 The Business Case Development Process

5.1 Following the Heads of Terms and project re-prioritisation, business cases are being developed in priority order, based on the revised project list. Each business case must follow the requirements of the 5-case model as set out in HM Treasury’s Green Book<sup>2</sup>:

The Case	The Question	What the business Case must Demonstrate	
Strategic Case	Is the proposal needed?	Will it further the aims and objectives?	Is there a clear case for change?
Economic Case	Is it value for money?	has a range of options been considered?	is it a balance of cost, benefits and risk?
Commercial Case	Is it viable?	is there a supplier who can meet our needs?	can we secure a value for money deal?
Financial Case	Is it affordable?	are the costs realistic and affordable?	is the required funding available and supported?
Management Case	Is it achievable?	are we capable of delivering the project?	do we have robust systems and processes in place?

5.2 The Council is the Accountable Body and will be responsible for managing and administering funds on behalf of the Newhaven Town Deal Board. To support delivery of the business cases, the following structure has been agreed by the Board:



5.3 Each Strategic Programme Sub-Group is chaired by a different member of the Newhaven Town Deal Board, supported by Officers from the Council’s Regeneration team. Following finalisation of business cases, these will be submitted to the Council for a further review by the Head of Regeneration, Deputy Chief Financial Officer and Head of Legal Services.

5.4 Following the completion of this process, the business cases will be ratified by the Director of Regeneration and Planning and the Chief Finance Officer. Accordingly, it is recommended that Cabinet agrees to delegate authority to review and sign-

<sup>2</sup> The Green Book is guidance issued by HM Treasury on how to appraise policies, programmes and projects. It also provides guidance on the design and use of monitoring and evaluation before, during and after implementation.

off business cases to ensure that funding can be unlocked and expedite project delivery.

## **6 Consultation and Engagement**

6.1 As part of the Towns Fund process, the Board has given due consideration to the extensive engagement that has taken place in Newhaven over recent years. This includes the Neighbourhood Planning process, the work of the Newhaven Enterprise Zone and those of other key stakeholders.

6.2 In addition, Government has run the #MyTown campaign for each of the shortlisted towns. This has shown key community focus on areas that are addressed by the seven strategic programmes proposed.

6.3 A 'Virtual Exhibition' and an online community survey were also utilised to engage with the local community despite the challenges created by the Covid-19 pandemic and informed the Town Investment Plan. Community and business engagement will be ongoing throughout the lifespan of the Towns Fund programme.

## **7 Corporate plan and council policies**

7.1 The Council's Corporate Plan 'Re-imagining Lewes District Corporate Plan 2020-2024' sets out a number of areas that are addressed by the Newhaven Town Investment Plan:

### **7.2 Building Community Wealth**

The strategic programmes identified will contribute to reducing employment inequality, help the Council to prioritise investment into the local economy and increase training and employment opportunities for local residents. The extensive engagement undertaken and proposed will help to ensure that community views and aspirations are firmly embedded within project delivery.

### **7.3 Sustainability and Climate Change**

Providing enhanced greenspaces and routes to enable more walking and cycling fits strongly with this theme of the Corporate Plan. The potential for provision of low-carbon public transport and infrastructure will help lead the ambition for cleaner air in the district – which is particularly important in Newhaven and its Air Quality Management Area around the Town Centre.

7.4 The Newhaven Town Deal also fits strongly with the ambitions for the Newhaven Enterprise Zone and the recently secured FHSF funding for the 'Re-imagining Newhaven' programme. It is a further step in the successful place-making and management strategy that is supporting the 'levelling up' of Newhaven.

## **8 Business case and alternative option(s) considered**

8.1 As per the previous reports to Cabinet (December 2020) and to the Leader (July 2021), the Town Investment Plan was developed with a full range of stakeholder

and community involvement and projects are due to be delivered by a range of partners.

- 8.2 It is therefore considered that there are no appropriate alternative options to be considered. These have already been considered by the Town Deal Board in keeping with the required governance for this funding.

## **9 Financial appraisal**

- 9.1 A robust assurance process has been designed by Officers, which will involve significant input from the Finance service. This has been designed to ensure that business cases are appropriate for the level of funding required and continue to align with the purpose of the Towns Fund.
- 9.2 The Council will be the Accountable Body for the funding secured through the Towns Fund and it is imperative that business cases are robust and compliant with the Green Book prior to sign-off by the Council's Section 151 Officer.
- 9.3 Any projects that are being led by the Council will be the subject of separate reports to Cabinet to ensure appropriate authorisation to proceed from Members.

## **10 Legal implications**

- 10.1 As the accountable body, LDC will be expected to enter into a funding agreement with Central Government that will set out the detailed terms. The council will in turn need to enter agreements with each funding recipient to ensure that any funding conditions are met and the council is protected from any clawback. The nature of those agreements will depend on the project being funded and the conditions attached by Central Government.
- 10.2 Some projects may be subject to the public procurement rules when being delivered. This may depend on the status of the grant recipient (if they are a contracting authority procuring goods, works or services when spending the funding) or if the projects fall to be considered as "subsidised contracts". The council will ensure that any procurement obligations are clear and incorporated into any funding agreements.
- 10.3 The council will need to consider the application of any applicable subsidy rules before passing on any funding to ensure that any funding given is lawful. Under the Subsidy Control regime applicable from 1 January 2021 the UK has committed to introducing its own domestic subsidy control regime which includes the requirements set out in the UK-EU Trade and Cooperation Agreement (TCA) and other trade agreements. The Government introduced the Subsidy Control Bill to parliament on the 30 June 2021 which will apply to any funding granted after it becomes law.

[010389-LDC-CJEC 01/09/2021]

## 11 Risk management implications

11.1 Detailed risk registers for each Strategic Programme will be produced as part of the business case development process. The headline risks, below, focus on delivery of the overall Newhaven Town Deal.

Risk	Impact	Likelihood	Mitigation
Funding does not meet the needs of Newhaven's residents, businesses, and visitors	4	1	The programme has been informed by detailed engagement with the local community, businesses and Newhaven Town Deal Board to ensure needs are met.
Failure to deliver projects within the Towns Fund programme timeframe and / or budget allocations	4	1	Each business case will be produced in accordance with the Green Book, ensuring that projects are achievable, affordable and deliverable.
Business cases produced do not meet Government criteria and / or follow Best Practice guidance	5	1	Experienced consultants have been retained to support the business case development process alongside the Newhaven Town Deal Board.

## 12 Equality analysis

12.1 This report is focused on the business case development process and the delegation of authority to members of the Council's Corporate Management Team. As part of the sign-off process, each business case will need to produce a thorough assessment of impact in line with the Public Sector Equalities Duty.

12.2 The HoT require a programme-wide level impact assessment to be undertaken as part of the monitoring and evaluation of project effectiveness post-delivery. This PSED will consider whether the Programmes would have an impact on protected characteristics and, if so, confirm mitigation. This will be reported to Cabinet as appropriate.

## 13 Environmental sustainability implications

13.1 There are no significant environmental sustainability implications as a result of the recommendations in this report. Indeed, some of the Strategic Programmes accord strongly with the Council's environmental aims.

13.2 However, as business cases are developed, the potential impact of each Strategic Programme will be considered in greater detail as required.

## 14 Contribution to Community Wealth Building

14.1 The TIP and subsequent Newhaven Town Deal have been developed with the principles of Community Wealth Building in mind.

14.2 Anchor commissioning and procurement – the Council will support procurement for all projects being delivered through the Town Deal. This will, where possible, support local businesses and local jobs.

14.3 Many of the projects focus on generating local wealth through employment creation, enhanced place-making and supporting investment in much needed green and blue infrastructure.

14.4 The Newhaven Town Deal will act as a catalyst and support planned regeneration across Newhaven, linking with existing initiatives. This is demonstrated through the Accelerated Project – The Sidings at Railway Quay – which opened earlier this year.

## 15 **Appendices**

- None

## 16 **Background papers**

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

- [This is Newhaven – our Town Investment Plan](#)
- [HM Treasury Green Book](#)

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Lewes District Council

October 2021

## FORWARD PLAN OF DECISIONS

Period covered by this Plan:

1 October to 31 January 2022

Date of publication:

13 October 2021

### Membership of Cabinet:

**Councillor Zoe Nicholson:** Leader of the Council, Chair of Cabinet and Cabinet member for finance and assets

**Councillor James MacCleary:** Deputy leader of the Council and Cabinet member for regeneration and prosperity

**Councillor Matthew Bird:** Cabinet member for sustainability

**Councillor Julie Carr:** Cabinet member for recycling and open spaces

**Councillor Chris Collier:** Cabinet member for performance and people

**Councillor Johnny Denis:** Cabinet member for communities and customers

**Councillor Stephen Gauntlett:** Cabinet member for planning and infrastructure

**Councillor William Meyer:** Cabinet member for housing

**Councillor Ruth O'Keeffe:** Cabinet member for tourism and devolution

Please see the explanatory note appended to this Plan for further information and details of how to make representations and otherwise contact the Council on matters listed in the Plan. Documents referred to will be available at least 5 clear working days before the date for decision.

## Forthcoming decisions:

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Recovery and reset programme</b></p> <p>This report will update on progress with the R&amp;R programme and detail Covid-19 impact on leisure and recreational facilities.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>	All Wards	Key	Cabinet	11 Nov 2021	Open	As detailed in the report.	Report	<p>Chief Executive (Robert Cottrill)</p> <p>Lee Banner, Transformation Programme Manager Tel: 01323 415763 <a href="mailto:lee.banner@lewes-eastbourne.gov.uk">lee.banner@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Climate change and sustainability strategy annual progress report</b></p> <p>Annual progress report detailing the council and district carbon footprints, and progress against the action plan.</p> <p>(Lead Cabinet member: Councillor Matthew Bird)</p>	All Wards	Key	Cabinet	11 Nov 2021	Open	Policy and Performance Advisory Committee to receive report if requested.	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Kate Richardson, Strategy and Partnership Lead for Sustainability <a href="mailto:kate.richardson@lewes-eastbourne.gov.uk">kate.richardson@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Newhaven Town Deal - Business Case Update</b></p> <p>An update on the business cases being prepared to unlock the Newhaven Town Deal funding offered.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>	Newhaven North; Newhaven South	Key	Cabinet	11 Nov 2021	Open	<p>Towns Fund Board: regular meetings to inform the bid</p> <p>Extensive community and business engagement (incl. business and resident surveys; Neighbourhood Plan surveys; and Enterprise Zone engagement).</p>	This is Newhaven - Our Town Investment Plan	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Peter Sharp, Head of Regeneration Tel: 01273 085044  <a href="mailto:Peter.Sharp@lewes-eastbourne.gov.uk">Peter.Sharp@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Council tax reduction scheme</b></p> <p>The Council recommend to Full Council, the local council tax reduction scheme and agree any amendments as necessary.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>	All Wards	Budget and policy framework	Cabinet  Full Council	9 Dec 2021  21 Feb 2022	Open	With such persons and groups as the council considered likely to have an interest in the operation of the scheme.	Report	<p>Director of Service Delivery (Tim Whelan)</p> <p>Bill McCafferty, Lead for Income Maximisation and Welfare Tel: (01323) 415171 <a href="mailto:bill.mccafferty@lewes-eastbourne.gov.uk">bill.mccafferty@lewes-eastbourne.gov.uk</a></p>
<p><b>Draft budget proposals 2022/23</b></p> <p>Preparation of the 2022/23 council budget.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>	All Wards	Key	Cabinet	9 Dec 2021	Open	Policy and Performance Advisory Committee	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Council tax base and non-domestic rate income for 2022/23</b></p> <p>The Council is required to set its council tax base and the expected business rate income for the forthcoming year. These calculations are used as the basis for the amount of income the Council will precept from the collection fund.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>	All Wards	Key	Cabinet	9 Dec 2021	Open	Policy and Performance Advisory Committee	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance)  <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Portfolio progress and performance report quarter 2 - 2021-2022</b></p> <p>to update Members on the Council's performance against corporate plan priority actions, performance indicators and targets over the quarter 2 2021/22 period.</p> <p>(Lead Cabinet member: Councillor Chris Collier)</p>	All Wards	Key	Cabinet	9 Dec 2021	Open	Policy and Performance Advisory Committee	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Millie McDevitt, Organisational Effectiveness and Performance Lead Tel: 01273 085637 <a href="mailto:millie.mcdevitt@lewes-eastbourne.gov.uk">millie.mcdevitt@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Finance update - performance quarter 2 - 2021-2022</b></p> <p>To provide an update on the Council's financial performance, revenue budgets and capital programme to the end of quarter 2 2021/2022 and explain the impact on the current financial position.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>	All Wards	Key	Cabinet	9 Dec 2021	Open	Audit and Standards Committee	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance)  <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a></p>



## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Community Infrastructure Levy Recommendations for Spending</b></p> <p>The report will present the recommendations of the CIL Management and Executive Boards following the assessment of infrastructure project bids by Members and officers.</p> <p>(Lead Cabinet member: Councillor Stephen Gauntlett)</p>	All Wards	Key	Cabinet	9 Dec 2021	Open	<p>The bids will be assessed by the CIL Management Board and Executive Board formed of officers and councillors.</p> <p>Policy and Performance Advisory Committee to receive report if requested.</p>	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Matt Hitchen, Senior Planning Policy Officer Tel: (01323) 415253 <a href="mailto:matt.hitchen@lewes-eastbourne.gov.uk">matt.hitchen@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Asset Management Plan</b></p> <p>To agree the strategy and approach to all of our assets over the next four years.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>	All Wards	Key	Cabinet	9 Dec 2021	Open	Policy and Performance Advisory Committee to receive report if requested.	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Mark Langridge Kemp, Head of Property, Delivery and Compliance Tel: 07900 057102 <a href="mailto:mark.langridge-kemp@eastbourne.gov.uk">mark.langridge-kemp@eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p><b>Housing development update</b></p> <p>The report will provide introductions and updates on a number of housing development projects across Lewes District Council that the District Council is proposing to develop.</p> <p>(Lead Cabinet member: Councillor William Meyer)</p>	All Wards	Key	Cabinet	9 Dec 2021	Part exempt  Exempt information reason: 3	Policy and Performance Advisory Committee (if requested)	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Leighton Rowe, Development Project Manager Tel: 01323 415367 <a href="mailto:Leighton.rowe@lewes-eastbourne.gov.uk">Leighton.rowe@lewes-eastbourne.gov.uk</a></p>

## Explanatory Note

The Council is required to publish information about all key decisions at least 28 days in advance of the decision being taken.

This plan is a list of the decisions likely to be taken over the coming four months. The list is not exhaustive as not all decisions are known that far in advance. The Plan is updated and re-published monthly.

The forward plan shows details of key decisions intended to be taken by the Cabinet and Chief Officers under their delegated powers.

The plan shows:-

- the subject of the decisions
- what wards are affected
- the decision type
- who will make the decision
- when those decisions will be made
- expected exemption class (open, part exempt or fully exempt.)
- what the consultation arrangements are
- what documents relating to those decisions will be available
- who you can contact about the decision and how to obtain copies of those documents referred to in the plan

## What is a key decision?

"Key decisions" relate to a decision, which is likely:-

(1) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or

(2) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Council's area.

## What is budget and policy framework?

When a decision is marked as “budget and policy framework”, it requires the approval of Full Council.

## Confidential and exempt information

From time to time, the forward plan will indicate matters (or part thereof) which may need to be considered in private, during which time the press and public will be excluded. This is in accordance with the provisions of Regulation 5(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Any representations that such matters should not be considered in private should be sent to the contact officer.

Information given to the Council by a Government Department on terms which forbid its disclosure to the public, information which cannot be publicly disclosed by a Court Order and information, the disclosure of which is prohibited by an enactment are all legally defined as “Confidential Information” and must not be disclosed. All other local authority information which it is desired should not be disclosed has to be categorised under one or more of the following “Exempt Information” reasons (as given under Schedule 12A of the Local Government Act 1972) and subject to the public interest test.

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Category	Condition No.
1. Information relating to any individual.	See conditions 9 and 10 below.
2. Information which is likely to reveal the identity of an individual.	See conditions 9 and 10 below.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	See conditions 8, 9, 10 and 12 below.
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.	See conditions 9, 10, 11 and 12 below.

Category	Condition No.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	See conditions 9 and 10 below.
6. Information which reveals that the authority proposes—  (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or  (b) to make an order or direction under any enactment.	See conditions 9, 10 and 12 below.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.	See conditions 9 and 10 below.

Conditions
8. Information is not exempt information if it is required to be registered under: (a) the Companies Acts (as defined in section 2 of the Companies Act 2006); (b) the Friendly Societies Act 1974; (c) the Friendly Societies Act 1992; (d) the Industrial and Provident Societies Acts 1965 to 1978; (e) the Building Societies Act 1986; or (f) the Charities Act 1993.  “Financial or business affairs” includes contemplated as well as past or current activities.
9. Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.
10. Information which: (a) falls within any of paragraphs 1 to 7 above; and (b) is not prevented from being exempt by virtue of paragraph 8 or 9 above, is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the

public interest in disclosing the information.

11. "Labour relations matter" means:

(a) any of the matters specified in paragraphs (a) to (g) of section 218(1) of the Trade Union and Labour Relations (Consolidation) Act 1992 (matters which may be the subject of a trade dispute, within the meaning of that Act); or

(b) any dispute about a matter falling within paragraph (a) above;

and for the purposes of this definition the enactments mentioned in paragraph (a) above, with the necessary modifications, shall apply in relation to office-holders under the authority as they apply in relation to employees of the authority;

"Office-holder", in relation to the authority, means the holder of any paid office appointments to which are or may be made or confirmed by the authority or by any joint board on which the authority is represented or by any person who holds any such office or is an employee of the authority.

"Employee" means a person employed under a contract of service.

12. "The authority" is a reference to the council or a committee or sub-committee of the council or a joint committee of more than one council.

## Further information

The plan is available for inspection, free of charge upon request from Reception at the Council Offices at Southover House, Southover Road, Lewes between 9.00am and 5.00pm on Monday to Friday; Saxon House, Meeching Road, Newhaven between 10.00am and 2.00pm on Monday to Friday; the Tourist Information Centre at 37 Church Street, Seaford between 9.00am and 4.45pm on Monday to Friday and the Information Office, Meridian Centre, Peacehaven between 9.00am and 4.00pm on Monday to Friday and 9.00am to 12.00noon on Saturday, [Council website: http://www.lewes-eastbourne.gov.uk/councillors-committees-and-meetings/cabinet-and-committees/](http://www.lewes-eastbourne.gov.uk/councillors-committees-and-meetings/cabinet-and-committees/)

If you have any questions about the Forward Plan please contact Simon Russell, Head of Democratic Services, on (01323) 415021, or e-mail [simon.russell@lewes-eastbourne.gov.uk](mailto:simon.russell@lewes-eastbourne.gov.uk).

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## Policy and Performance Advisory Committee Work Programme 2021/2022

Subject	Lead Officer	Date of meeting
Local Council Tax Reduction Scheme 2022/23	Bill McCafferty, Revenues and Benefits Manager <a href="mailto:bill.mccafferty@lewes-eastbourne.gov.uk">bill.mccafferty@lewes-eastbourne.gov.uk</a>	3 June 2021
Recovery and Reset Programme	Jo Harper, Head of Business Planning and Performance <a href="mailto:jo.harper@lewes-eastbourne.gov.uk">jo.harper@lewes-eastbourne.gov.uk</a>	3 June 2021
Community Wealth Building	Jo Harper, Head of Business Planning and Performance <a href="mailto:jo.harper@lewes-eastbourne.gov.uk">jo.harper@lewes-eastbourne.gov.uk</a>	3 June 2021
Lewes Biodiversity Strategy	Jane Goodall, Strategy and Partnership Lead, Quality Environment, <a href="mailto:jane.Goodall@lewes-eastbourne.gov.uk">jane.Goodall@lewes-eastbourne.gov.uk</a>	3 June 2021
Local Plan Issues and Options Consultation	Matt Hitchen, Senior Planning Policy Officer <a href="mailto:matt.hitchen@lewes-eastbourne.gov.uk">matt.hitchen@lewes-eastbourne.gov.uk</a>	3 June 2021
Update to the Local Validation List (Information required to support/accompany planning applications)	Leigh Palmer, Head of Planning First <a href="mailto:leigh.palmer@lewes-eastbourne.gov.uk">leigh.palmer@lewes-eastbourne.gov.uk</a>	3 June 2021
Portfolio progress and performance report quarter 4 - 2020-2021	Millie McDevitt, Organisational Effectiveness and Performance Lead <a href="mailto:millie.mcdevitt@lewes-eastbourne.gov.uk">millie.mcdevitt@lewes-eastbourne.gov.uk</a>	30 June 2021
Investing in Green Energy Initiatives	Kate Richardson,	30 June 2021

## Policy and Performance Advisory Committee Work Programme 2021/2022

Annual treasury management report 2020-21	Ola Owolabi, Deputy Chief Finance Officer <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>	30 June 2021
Revenue and Capital Outturn report 2020-21	Andrew Clarke, Deputy Chief Finance Officer <a href="mailto:Andrew.Clarke@lewes-eastbourne.gov.uk">Andrew.Clarke@lewes-eastbourne.gov.uk</a>	30 June 2021
Re-imagining Newhaven	Peter Sharp, Head of Regeneration <a href="mailto:peter.sharp@lewes-eastbourne.gov.uk">peter.sharp@lewes-eastbourne.gov.uk</a>	30 June 2021
Community Grants Policy	Seanne Sweeney, Strategy and Commissioning Lead for Community and Partnerships <a href="mailto:seanne.sweeney@lewes-eastbourne.gov.uk">seanne.sweeney@lewes-eastbourne.gov.uk</a>	30 June 2021
Housing Development Update	Leighton Rowe, Development Project Manager <a href="mailto:Leighton.rowe@lewes-eastbourne.gov.uk">Leighton.rowe@lewes-eastbourne.gov.uk</a>	30 June 2021
Update on the Waste Service	Linda Farley, Head of Customer First <a href="mailto:linda.farley@lewes-eastbourne.gov.uk">linda.farley@lewes-eastbourne.gov.uk</a>	16 September 2021
Portfolio progress and performance report quarter 1 - 2021-2022	Millie McDevitt, Organisational Effectiveness and Performance Lead <a href="mailto:millie.mcdevitt@lewes-eastbourne.gov.uk">millie.mcdevitt@lewes-eastbourne.gov.uk</a>	16 September 2021
Finance update - performance quarter 1 - 2021-2022	Andrew Clarke, Deputy Chief Finance Officer <a href="mailto:andrew.clarke@lewes-eastbourne.gov.uk">andrew.clarke@lewes-eastbourne.gov.uk</a>	16 September 2021
Corporate Plan- Review of year 1 achievements	Organisational Effectiveness and Performance Lead <a href="mailto:millie.mcdevitt@lewes-eastbourne.gov.uk">millie.mcdevitt@lewes-eastbourne.gov.uk</a>	16 September 2021
Medium term financial strategy	Andrew Clarke, Deputy Chief Finance Officer <a href="mailto:andrew.clarke@lewes-eastbourne.gov.uk">andrew.clarke@lewes-eastbourne.gov.uk</a>	16 September 2021

## Policy and Performance Advisory Committee Work Programme 2021/2022

Housing Development Update – PART EXEMPT	Leighton Rowe, Development Project Manager <a href="mailto:Leighton.rowe@lewes-eastbourne.gov.uk">Leighton.rowe@lewes-eastbourne.gov.uk</a>	16 September 2021
Recovery and Reset Programme	Lee Banner, Transformation Programme Manager, <a href="mailto:lee.banner@lewes-eastbourne.gov.uk">lee.banner@lewes-eastbourne.gov.uk</a>	3 November 2021
Climate change and sustainability strategy annual progress report	Kate Richardson, Strategy and Partnership Lead for Sustainability <a href="mailto:kate.richardson@lewes-eastbourne.gov.uk">kate.richardson@lewes-eastbourne.gov.uk</a>	3 November 2021
Newhaven Town Deal - Business Case Update	Peter Sharp, Head of Regeneration, <a href="mailto:Peter.Sharp@lewes-eastbourne.gov.uk">Peter.Sharp@lewes-eastbourne.gov.uk</a>	3 November 2021
Recovery and Reset Programme	Lee Banner, Transformation Programme Manager, <a href="mailto:lee.banner@lewes-eastbourne.gov.uk">lee.banner@lewes-eastbourne.gov.uk</a>	2 December 2021
Portfolio progress and performance report quarter 2 - 2021-2022	Millie McDevitt, Organisational Effectiveness and Performance Lead <a href="mailto:millie.mcdevitt@lewes-eastbourne.gov.uk">millie.mcdevitt@lewes-eastbourne.gov.uk</a>	2 December 2021
Finance update - performance quarter 2 - 2021-2022	Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>	2 December 2021
Draft budget proposals 2022/23	Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>	2 December 2021
Council tax reduction scheme	Bill McCafferty, Revenues and Benefits Manager, <a href="mailto:bill.mccafferty@leweseastbourne.gov.uk">bill.mccafferty@leweseastbourne.gov.uk</a>	2 December 2021
Community Infrastructure Levy Recommendations for Spending	Matt Hitchen, Senior Planning Policy Officer <a href="mailto:matt.hitchen@lewes-eastbourne.gov.uk">matt.hitchen@lewes-eastbourne.gov.uk</a>	2 December 2021

## Policy and Performance Advisory Committee Work Programme 2021/2022

Asset Management Plan	Mark Langridge Kemp, Head of Property, Delivery and Compliance <a href="mailto:mark.langridge-kemp@eastbourne.gov.uk">mark.langridge-kemp@eastbourne.gov.uk</a>	2 December 2021
Recovery and Reset Programme	Lee Banner, Transformation Programme Manager, <a href="mailto:lee.banner@lewes-eastbourne.gov.uk">lee.banner@lewes-eastbourne.gov.uk</a>	27 January 2022
Portfolio progress and performance report quarter 3 - 2021-2022	Millie McDevitt, Organisational Effectiveness and Performance Lead <a href="mailto:millie.mcdevitt@lewes-eastbourne.gov.uk">millie.mcdevitt@lewes-eastbourne.gov.uk</a>	27 January 2022
Voluntary Sector Report	Seanne Sweeney, Strategy & Corporate Projects Officer <a href="mailto:seanne.sweeney@lewes-eastbourne.gov.uk">seanne.sweeney@lewes-eastbourne.gov.uk</a>	27 January 2022
Annual Lewes District Community Safety Partnership Report.	Oliver Jones, Strategy & Partnerships Lead <a href="mailto:oliver.jones@lewes-eastbourne.gov.uk">oliver.jones@lewes-eastbourne.gov.uk</a>	27 January 2022
General Fund Revenue Budget 2021/22, Capital Programme	Homira Javadi, Chief Finance Officer <a href="mailto:homira.javadi@lewes-eastbourne.gov.uk">homira.javadi@lewes-eastbourne.gov.uk</a>	27 January 2022
Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2021/22 and HRA Capital Programme 2020-24	Homira Javadi, Chief Finance Officer <a href="mailto:homira.javadi@lewes-eastbourne.gov.uk">homira.javadi@lewes-eastbourne.gov.uk</a>	27 January 2022
Treasury Management and Prudential Indicators 2021/22, Capital Strategy & Investment Strategy	Ola Owolabi, Deputy Chief Finance Officer, <a href="mailto:Ola.Owolabi@lewes-eastbourne.gov.uk">Ola.Owolabi@lewes-eastbourne.gov.uk</a>	27 January 2022
Fees and charges (part exempt)	Ola Owolabi, Deputy Chief Finance Officer <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>	27 January 2022

## Policy and Performance Advisory Committee Work Programme 2021/2022

Recovery and Reset Programme	TBC	17 March 2022
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### Standing Items at all meetings of the Committee

- Forward Plan of Decisions
- Policy and Performance Advisory Committee Work Programme

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