

# **Policy and Performance Advisory Committee 3 November 2022**



**Time and venue:**

**2.30 pm in the Council Chamber, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE**

**Membership:**

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

**Quorum: 3**

*Published: Wednesday, 26 October 2022*

## **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).

### **PERFORMANCE REVIEW**

**6 Updates and Reports from the Policy and Performance Advisory Committee Work Programme**

- (a) To scrutinise the issue of wastewater discharge into local rivers and seas (Pages 11 - 32)

## **POLICY INPUT AND DEVELOPMENT**

### **7 Requested reports due for consideration by the Cabinet on 10 November 2021**

- (a) Elections Act 2022 (Pages 33 - 52)
- (b) Interim Medium term Financial Strategy 2023/24 - 2026/27 (Pages 53 - 78)
- (c) Climate Change and Sustainability Strategy - Annual update 2022 (Pages 79 - 148)
- (d) Housing Development Update (Pages 149 - 158)
- (e) Property and Asset Management Update (Pages 159 - 172)

### **8 Exclusion of the public**

The Chief Executive considers that discussion of the following items is likely to disclose exempt information as defined in Schedule 12A of the Local Government Act 1972 and may therefore need to take place in private session. The exempt information reasons are shown beneath the items listed below. Furthermore, in relation to paragraph 10 of Schedule 12A, it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. (The requisite notices having been given under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.)

- (a) Housing Development Update - Exempt Appendix 1 (Pages 173 - 174)
- (b) Property and Asset Management Update - Exempt Appendix 1 (Pages 175 - 178)

### **9 Forward Plan of Decisions (Pages 179 - 196)**

To receive the Forward Plan of the Council.

### **10 Policy and Performance Advisory Committee Work Programme (Pages 197 - 200)**

To receive the Policy and Performance Advisory Committee Work Programme.

### **11 Date of Next Meeting**

To note that the next meeting of the Policy and Performance Advisory Committee is scheduled to be held on Thursday 1 December, 2.30pm 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.

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### 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.

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## **Policy and Performance Advisory Committee**

**Minutes of meeting held in Council Chamber, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE on 21 September 2022 at 3.00 pm.**

### **Present:**

Councillor Liz Boorman (Chair).

Councillors Isabelle Linington (Deputy-Chair), Robert Banks, Nancy Bikson, Roy Clay, Lynda Duhigg, Adrian Ross and Richard Turner.

### **Officers in attendance:**

Philip Brown (Property Lawyer), Luke Dreeling (Performance Lead), Homira Javadi (Chief Finance Officer), Ola Owolabi (Deputy Chief Finance Officer - Corporate Finance), Nick Peeters (Committee Officer), Linda Farley (Head of Customer First), Bill McCafferty (Lead for Income Maximisation and Welfare) and Sarah Tye (Commercial Business Property and Development Project Manager).

### **21 Minutes of the previous meeting dated 29 June 2022**

The minutes of the meeting held on 29 June 2022 were submitted and the Chair was authorised to sign them as a correct record.

### **22 Apologies for absence**

Apologies for absence were received from Cllrs Saunders, Robinson and Brett.

### **23 Declarations of Interest**

There were none.

### **24 Urgent Items**

There were none.

### **25 Written Questions from Councillors**

There were none.

### **26 Requested reports due for consideration by the Cabinet on 22 September 2022**

All reports on the agenda were requested for consideration by the Committee.

### **26a Portfolio progress and performance report quarter 1 - 2022-2023**

Luke Dreeling, Performance Lead, presented the report which provided an update on the Council's financial performance in Quarter 1 2021/22. During discussion, the following points were highlighted:

- Recruitment continued to be a challenge both nationally and sector-wide, with a low volume of applications. Recruitment events were being held and all staff vacancies were advertised on JobsGopublic. Agencies were used for permanent positions that required specific skillsets. Various social media was used to advertise vacancies and a certain amount of intelligence was returned to highlight where people were viewing vacancies. Employing staff to take messages from customers would potentially speed up the response time to calls but it would add another process for back-office staff and ultimately increase the time taken for resolving the enquiry.
- The Committee expressed concern that Members and residents were not able to access services and staff movement meant that there were not up-to-date points of contact. Concern was also expressed that this was partly due to a reduction in office-based staff. It was explained that staff were now on hybrid contracts and worked remotely the majority of time, and that this allowed applications for vacancies from a wider geographic area. Other ways for staff to work collaboratively were being looked at. It was agreed that a current list of 'points of contact' would be provided to Members, for services.
- Solution Sprint was a system put in place several years previously and was being revisited post-Covid19. Its purpose was to investigate in-depth areas of need, including business processes and IT solutions, and provide targeted resources to those areas as quickly as possible. Members and the complaints team were consulted to identify areas where the resources may be needed.
- The face-to-face customer service offering over the long-term was being reviewed. Southover House reception was open with limited staff resources. However, staffing levels at Saxon House, Newhaven was determined by the Fire and Rescue Service and had been driven by the need to keep essential front-line staff safe during Covid19. The option of customer service staff at Saxon House was being included in the review.
- It was confirmed that further information on the Cheeky Wipes scheme could be provided if required.

**Resolved** to support the officer recommendations in the Cabinet report.

**26b Finance update - performance quarter 1 - 2022-2023**

Homira Javadi, Chief Finance Officer and Ola Owolabi, Deputy Chief Finance Officer, introduced the report which provided an update on the Council's financial performance in Quarter 1 2021/22. During discussion, the following points were highlighted:

- A higher level of income recovery had originally been projected than the Council was now able to project forward for. A prudent view would be taken on the existing profile and this would be subject to change as part of the revised budget and a review of performance in the second quarter.
- Additional staffing costs, including higher agency staff costs, had been incurred to ensure that service levels were maintained.
- A new reserve policy for levels of unallocated reserves had been introduced the previous year, which ringfenced provision for specific targeted areas. Subject to any final accounting adjustment, a draft reserves table could be provided. Levels of unallocated reserves remained unchanged. The reserves were subject to annual review and consideration of the exposure to risks, a reduction in income or an increase in costs. Earmarked reserves had been introduced to address the cost of living crisis and additional utilities costs.
- A more detailed breakdown on the £182,853 (projected variance at year end for specialist advisers) and the spend on the OVESCO – Ouse Valley Solar Farm scheme would be provided to the Committee.
- A budget review was due to be launched which would include the Capital Programme. Once complete, it would provide a clearer indication of the Council's position and a realistic picture of its ability to deliver the Capital Programme. New or emerging capital initiatives would also be included. The profiling of certain projects where the spread of cost was not linear presented difficulties.

**Resolved** to support the officer recommendations in the Cabinet report

## **26c Lewes District Council Cost of Living Emergency Fund**

Bill McCafferty, Lead for Income Maximisation and Welfare, presented the report. During discussion the following points were highlighted:

- Clarification on the composition of the monies allocated to the Cost of Living Emergency Fund would be provided.
- The draft guidance suggested that, the Household Support Fund and the Cost of Living Emergency Fund, would be aimed at the same people, i.e those that did not qualify for the £650 cost of living payment awarded by the Government but were on low income. It was anticipated that the Household Support Fund and the Cost of Living Emergency Fund would run in tandem. This would benefit applicants as they would only need to make one application.
- Government had advised that the Department of Work and Pensions would be providing a list of people who were in receipt of housing benefit and/or council tax benefit but not in receipt of the cost living payment; it

was not known when the list would be available. It was thought that there were approximately 2000 resident who met the criteria and a more accurate number would be available once the list is received. There was confidence that all the funding would be allocated.

- The cost of setting up the system to process applications was approximately £1000 and there was confidence that the scheme would be resourced sufficiently using the allocated £25,000. People who were unable to access the application process online would be able to receive a call-back online from staff, who would then complete the application on behalf of the applicant.
- A County-wide approach would continue to be taken with the Household Support Fund 3, ensuring all organisations had the same criteria, with the same level of awards. A meeting with colleagues in other authorities was being held to discuss the details. Once the Household Support Fund award was agreed, people would only need to make one application.
- It was requested that an update on the awards be brought back to the Committee at its December meeting.

**Resolved** to support the officer recommendations in the Cabinet report.

#### **26d Housing development update**

Sarah Tye, Community, Engagement and Stakeholder Manager, presented the report which provided an update on the progress of the housing delivery programme. During discussion the following points were raised.

- Members supported the delivery of a social housing scheme which included sustainable and environmental features.

**Resolved** to support the officer recommendations in the Cabinet report, in full.

#### **27 Exclusion of the public**

Resolved to enter into a private session as Item 7a on the agenda - Housing Development update - Exempt appendix 1 was likely to disclose exempt information as defined in Schedule 12A of the Local Government Act 1972 and would therefore need to take place in private session.

#### **27a Housing Development update - Exempt appendix 1**

This item was dealt with in a private session as detailed in minute 27 above.

#### **28 Forward Plan of Decisions**

The Chair, Councillor Boorman, introduced the Forward Plan of Cabinet Decisions which detailed those items being considered at future Cabinet



meetings. Members requested that the following reports be included at the Committee's next meeting on the 3 November:

- Medium term financial strategy
- Climate Change and Sustainability Strategy - Annual update 2022
- Homes First Repairs Service: Re-design and Development

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

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

The Chair, Councillor Boorman, introduced the Committee's work programme, which detailed the items due to be considered at future meetings and provided an opportunity for members to request any areas or issues they wished the Committee to look at in further depth.

The Chair reminded Members that a request for questions to be asked of Southern Water at the next meeting had been circulated to all Councillors by email.

**Resolved** to note the Committee's work programme.

The meeting ended at 4.50 pm

Councillor Liz Boorman (Chair)

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<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 November 2022</b>
<b>Title:</b>	<b>To scrutinise the issue of wastewater discharge into local rivers and seas</b>
<b>Report of:</b>	<b>Simon Russell, Head of Democratic Services</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of report:</b>	<b>To scrutinise the work of Southern Water in relation to wastewater discharge into local rivers and seas, in response to a resolution of Full Council.</b>
<b>Officer recommendation(s):</b>	<b>1) To note the report 2) To provide a report to Full Council detailing the work of the Committee to date, detailing any evidence gathering and areas where it feels improvements can be made, or where further scrutiny is required.</b>
<b>Reasons for recommendations:</b>	<b>To fulfil the Committee's role in reflecting the views of the public and looking in depth at issues of concern in the District.</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: 07935085770</b>

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## **1 Introduction**

- 1.1 In its role as a provider of public scrutiny the Policy and Performance Advisory Committee has a responsibility to look outward and to amplify the voices and concerns of the public. The Committee is able to do this by requesting that representatives from organisations and other stakeholders attend meetings and where appropriate, explain their actions and seek resolutions.

The area of concern highlighted in this report, and one that the Council feels is impacting on the health and wellbeing of its residents and the environment, is the regular discharge of wastewater into local rivers and seas and the level of water quality in the District. Representatives from Southern Water, along with other stakeholders have been invited to discuss the issue with members of the Policy and Performance Advisory Committee at its meeting on the 3 November.

## **2 Request from Full Council**

- 2.1 At the meeting of the Full Council on 23 May 2022, Members considered a Motion put forward by Councillor Emily O'Brien. The resolution approved included a request that the Policy and Performance Advisory Committee invite the Chief Executive of Southern Water plus senior representatives from the Environment Agency and Natural England to attend a Lewes District Council Policy and Performance Advisory Committee meeting to answer questions on the current levels of sewage discharge.
- 2.2 The details of the motion and the request to Full Council can be seen at appendix 1 to the report. The issues raised at the Full Council meeting on the 23 May include the overall cumulative impact of sewage discharge in the District and site specific incidents of overloading.

## **3 Stakeholders**

- 3.1 Southern Water is the private utility company responsible for the public wastewater collection in Lewes District. Southern Water's responsibility in terms of flooding is to manage sewers so the contents continue to flow through them. Southern Water has been provided with a list of questions ahead of the Committee's meeting and these can be seen at appendix 2 to the report.
- 3.2 The Environment Agency is the Governmental Agency responsible for water quality and resources, and managing the risk of flooding from main rivers, reservoirs, estuaries, and the sea. An invitation was sent to the Environment Agency to attend the meeting on the 3 November, however, due to a conflict of interests, representatives are not available to attend. The Environment Agency have provided a copy of a letter sent to Lewes District Councillors in response to the Motion, appendix 3 to this report. Additional information has also been provided in response to the questions sent to Southern Water and these are included in appendix 4 to this report. Any further information received prior to the meeting will be made available.
- 3.3 Natural England is the Government's adviser for the natural environment in England and representatives have also been invited to the meeting.

## **4 Attendance at the 3 November Policy and Performance Advisory Committee meeting**

- 4.1 Representatives from Southern Water will be joining the meeting via Microsoft Teams and the meeting will be streamed for public viewing.

## **5 Financial appraisal**

- 5.1 There is no direct financial impact as a result of the report.

## **6 Legal implications**

- 6.1 There are no direct legal implications as a result of the report

- 7 Risk management implications**
  - 7.1 There are no direct risk management implications as a result of the report
- 8 Equality analysis**
  - 8.1 There are no direct equality issues as a result of the report
- 9 Environmental sustainability implications**
  - 9.1 There are no direct environmental sustainability implications as a result of the report.
- 10 Appendices**
  - Appendix 1** – Motion to the 23 May Full Council
  - Appendix 2** – List of questions sent to Southern Water
  - Appendix 3** – Environment Agency response to Full Council motion
  - Appendix 4** – Additional information from the Environment Agency
- 11 Background papers - [Lewes District Council Annual/Full Council meeting 23 May 2022](#)**

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## **Motion submitted by Councillor Emily O'Brien to Full Council on the 23 May 2022.**

**To protect our local rivers and sea by taking into account the cumulative impact of sewage discharge.**

### **This Council notes:**

- Local residents are deeply concerned about water quality and the impact of regular wastewater discharge, which includes untreated sewage, into our local rivers and seas and the impact on wildlife and on human health<sup>i</sup>. Lewes District Council has committed to taking lead on tackling this issue, building on a motion to full council in September 2021<sup>ii</sup>.
- Southern Water discharged sewage into local rivers and seas in Lewes District over 800 times in 2020<sup>iii</sup> totalling over 11,000 hours of sewage discharge in just one year. Recent figures for 2021 show that on average, the Ringmer Waste Water Treatment Works was releasing untreated sewage into Glynde Reach which leads to the River Ouse and then the sea, for approximately 18 hours per week – 10% of the time<sup>iv</sup>. It is clear that releasing sewage into rivers is no longer an emergency-only situation occurring as a result of severe storms, but an everyday occurrence even in 'normal' rainfall, and that we are in a situation of cumulative overload on the sewage and wastewater system.
- Not one of the rivers in Lewes District is classed as 'Good' for Ecological or Chemical Status under the Water Framework Directive. The UK has the dirtiest rivers in Europe.<sup>v</sup>
- Affected local wildlife habitats include Lewes Brooks, which is a Site of Special Scientific Interest (SSSI) and home to rare snails, flies, moths and water beetles<sup>vi</sup> and which has not been assessed by Natural England since 2013<sup>vii</sup>. The Ouse and tributaries are home to notable and rare species including sea lampreys<sup>viii</sup> and the cherished and iconic local species of sea trout<sup>ix</sup>, protected under the Salmon and Freshwater Fisheries Act 1975. Beachy Head West Marine Conservation Zone<sup>x</sup>, a Marine Protected Area, is home to other protected species including short-snouted seahorses, blue mussel beds and native oysters.
- Whilst there are long term commitments, there are no plans in place which will address the immediate unacceptable situation either locally by Southern Water<sup>xi</sup> or by national government<sup>xii</sup>
- Additionally, there is no clear statement of position by Environment Agency, who has overall responsibility, which would clarify cumulative impact of sewage overload on our wildlife and habitats. In nearby areas it has issued position statements on the separate but related area of water neutrality<sup>xiii</sup> which have directly led to a pause in development – why not sewage overload?
- Both the local and national planning policy requires a robust approach to both water quality and pollution and a recent legal opinion from the Environmental Law Firm confirms the need to consider *cumulative* impact<sup>xiv</sup>. Yet like other councils, when assessing new planning applications this Council does not ask Southern Water to tell us

about cumulative impact i.e. whether or not development may lead to any potential increase in 'emergency' discharge into rivers and seas <sup>xv</sup>.

**Proposed motion:**

**This Council resolves to:**

1. Recognise this Council's obligation to protect its rivers and seas, including from the cumulative impacts of pollution, in line with its local planning policy, and the National Planning Policy Framework.
2. Recognise that there is clear evidence of deterioration of water quality due to cumulative impact of multiple sewage discharge events or 'sewage overload'.
3. Ensure the evidence base being compiled for the new local plan fully assesses the cumulative impact of sewage discharge so that this is factored into decisions made in the new local plan, including the overall level of future development.
4. Seek to better understand the cumulative impact of waste water discharge including untreated sewage on the District's rivers, wildlife and the health of its residents
5. Continue to take a lead on addressing this issue, working constructively with other agencies.
6. Write to the Environment Agency asking it to issue a position statement in relation to Lewes District, which sets out its understanding of the cumulative impact of 800+ sewage discharge on our rivers, or if it is not willing to do, the reasons why.
7. Ask Natural England to update its 2013 assessment of Lewes Brooks SSSI.
8. Ask the Policy and Performance Committee to invite the Chief Executive of Southern Water plus senior representatives from the Environment Agency and Natural England to attend a Lewes District Council Policy and Performance Committee meeting to answer questions on the current levels of sewage discharge.
9. Ask Southern Water, from this date onwards, in its planning consultation responses for major development, to clarify which treatment works will be managing the sewage; and whether it has have the information available to assess the impact on the number or duration of sewage discharges into local rivers or seas, and if it does have this information to share it (noting that this can only be requested not required).
10. Request that District Council planning officers, from now onwards, include in all reports relating to major development a specific section on Core Policy 10 and the impact on watercourses, including the potential for the development to affect sewage outflow into watercourses (i.e. cumulative impact), or to flag if this information is not fully available, so that this information (or the lack of it) is clearly and transparently set out.



## NOTES AND REFERENCES

- <sup>i</sup> See <https://www.sas.org.uk/water-quality/the-risks-of-mixing-with-sewage/> and House of Commons Environmental Audit Committee 2022 quality in rivers report pages 23-25
- <sup>ii</sup> Motion [here](#)
- <sup>iii</sup> 2020 Data from <https://www.therivertrust.org/about-us/news/sewage-map-questions> - 2020 for all Waste Water Treatment works in Ouse catchment including the Uck plus releases directly to the sea from Newhaven.
- <sup>iv</sup> Calculated by CPRE Sussex & verified by Ouse & Adur River Trust, using Environment Agency monitoring data.
- <sup>v</sup> See <https://www.theguardian.com/environment/2020/sep/17/rivers-in-england-fail-pollution-tests-due-to-sewage-and-chemicals> . Note that the House of Commons Environmental Audit Committee Water quality in rivers in January 2022 stated “The most recent figures published by the Environment Agency, under obligations originally established by the EU Water Framework Directive, show that only 14% of English rivers met good ecological status and no river met good chemical status. [...] Water pollution remains a major impediment to achieving targets established under the Directive (requiring all European surface water to reach ‘good ecological status’ by 2015 with a maximum deadline of 2027). The report also warns of plastics, ‘forever chemicals’ and points out (p.15) that “The presence in rivers of a number of so-called emerging pollutants—such as microplastics, and a range of chemicals, such as pharmaceuticals and narcotics—is not being systematically measured.”
- <sup>vi</sup> <https://designatedsites.naturalengland.org.uk/PDFsForWeb/Citation/1003002.pdf>
- <sup>vii</sup> <https://designatedsites.naturalengland.org.uk/ReportUnitCondition.aspx?SiteCode=S1003002&ReportTitle=Lewes%20Brooks%20SSSI>
- <sup>viii</sup> <https://canalrivertrust.org.uk/enjoy-the-waterways/fishing/freshwater-fish-species/rare-and-protected-fish/sea-lamprey>
- <sup>ix</sup> <https://www.wildtrout.org/assets/files/projects/South%20Coast%20Sea%20Trout%20Action%20Plan.pdf>
- <sup>x</sup> <https://www.sussex-ifa.gov.uk/beachy-head-west-mcz>
- <sup>xi</sup> Lewes District Council wrote to Southern Water following a motion in September 2021 asking them to set out how they would reduce sewage discharge to zero. Their response set out a long term-strategy for dealing with storm run-off but **did not** acknowledge this is a day to day issue rather than a freak event mainly related to storms, and their **strategy does not consider the impact of increasing development**.
- <sup>xii</sup> Govt commitments (all long term solutions) are at <https://deframedia.blog.gov.uk/2020/09/18/latest-water-classifications-results-published/>
- <sup>xiii</sup> Whilst Natural England have issued position statements for areas including [Chichester](#) and [Horsham](#) which have effectively meant a blanket temporary halt to development, they have not issued a position statement for Lewes District.
- <sup>xiv</sup> The council is legally obliged by the National Planning Policy Framework (NPPF) to consider in planning decisions **all forms of pollution including to rivers and seas**. As clarified by a Legal opinion provided pro bono by Alex Shattock of Landmark Chambers thank to the [Environmental Law Foundation](#) the council is required not only to look on pollution a case by case basis but to **consider cumulative impact of pollutants**. Local Planning Policy states “Watercourses are integral to biodiversity, health and landscape character of the district. A [...] The plan focuses on the protection, improvement and sustainable use of the water environment. The way that land is managed has given rise to complex pollution issues and planning policies can be used to facilitate enhancements to watercourses. This can be through amongst other things; preventing deterioration of aquatic ecosystems, protecting and improving the ecological condition of waters; conserving habitats and species that depend directly on water and contributing to mitigating the effects of floods and droughts’.
- Lewes Local Plan Core Policy 10** requires development to “**Ensure that water quality is improved where necessary or maintained when appropriate (including during any construction process) and that watercourses (including groundwater flows) are protected from encroachment and adverse impacts** in line with the objectives of the South East River Basin Management Plan. Where appropriate, the local planning authority will seek the enhancement and restoration of modified watercourses.” (Plan May 2016 Part 1 Joint Core Strategy)
- <sup>xv</sup> Currently, Southern Water is a ‘statutory consultee’ which means they are consulted about planning applications on sewage and wastewater. However their responses are on a case by case basis and they do not assess **cumulative impact** on the system as a whole i.e. whether the development may increase the existing levels of sewage overload. East Sussex County Council as the drainage authority are also consulted on planning applications but only on rainwater run-off from development, not on sewage. Natural England and the Environmental Agency are also statutory consultees but do not comment on the cumulative impact on the sewage system in individual planning applications, focussing on designated sites rather than whole river catchments. It is however reasonable to assume further development is likely to mean further impact on the clearly overloaded sewage system. The Ouse and Adur River Trust report that in 2016, when the levels of development in local plan were agreed, just 16% of reading scored ‘high’ under the Water Framework Directive status classifications for phosphate across the River Ouse. However by 2019 (the most recent figures available) this was just 12% (data from Catchment Data Explorer). In addition number of major developments currently being submitted which are speculative, i.e. outside of the agreed local plan, due to the ‘5 year rule’ introduced by Government in 2018 (see [https://www.lewes-eastbourne.gov.uk/\\_resources/assets/inline/full/0/312138.pdf](https://www.lewes-eastbourne.gov.uk/_resources/assets/inline/full/0/312138.pdf)) so have never through any local plan process therefore have had no analysis of cumulative impact.

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## Policy and Performance Advisory Committee – 3 November 2022

### Advance notice of questions to Southern Water.

#### Topic – Discharge into Rivers and Sea

##### Background –

Southern Water discharged sewage into local rivers and sea in Lewes District over 800 times in 2020, totalling over 11,000 hours of sewage discharge in just one year. Recent figures for 2021 show that on average, the Ringmer Waste Water Treatment Works was releasing untreated sewage into Glynde Reach which leads to the River Ouse and then the sea, for approximately 18 hours per week – 10% of the time. It is clear that releasing sewage into rivers is no longer an emergency-only situation occurring as a result of severe storms, but an everyday occurrence even in 'normal' rainfall, and that we are in a situation of cumulative overload on the sewage and wastewater system.

The Environment Agency has advised that storm overflows must only be used by water companies under strict permitted conditions that control their environmental impact. As background to this issue – please explain what those conditions are and if they have been met this year.

#### Questions:

- We see regular incidents of foul water being pumped out to sea and rivers which means that bathers cannot swim from many of the beaches along our coast. Southern Water has claimed that it has invested millions of pounds but in fact the situation appears no better than 30 years ago and is now a serious health hazard.
  - Why have discharges increased so much over the last few years?
  - Why is there no capacity in water infrastructure to handle sewage without discharging it into rivers and seas?
  - What is Southern Water doing to create capacity and stop this, and when will it be done? (Cllr Robinson)

- Considering once in 100-year storms are becoming the norm, does Southern Water think its current plans demonstrate successful service planning and who is responsible? (Cllr Robinson and Cllr Ross)
- What are the short/medium/long term plans to eliminate discharges and what is the timescale for these? (Cllr Boorman)
- Given the multiple sources of discharges after rain events in CSOs, drain holes, soakaways etc, what efforts are being taken to ensure that all the relevant bodies concerned are meeting regularly and as a matter of urgency to tackle discharges? e.g Highways Agencies, Farming bodies, Environment Agency etc. How does Southern Water monitor discharges, how is the monitoring calibrated, and how does Southern Water report to the public, regulators and Government on how the targets are met.? (Cllr Bird)
- In particular, what, if any monitoring, does Southern Water carry out of water quality on the Ouse itself and tributaries such as the Bevern Stream, and how often are those readings reported? (Cllr Banks)
- Ditchling wastewater treatment works discharged raw sewage for 225 hours last year. What plans do Southern Water have to tackle this? (Cllr Banks)
- *In response to the Lewes District Council Water Quality Motion November 2021, Southern Water made a commitment -*

*‘We’re leading the industry on self-pollution incidents and making good practice to reduce pollution incidents by more than a half (compared with 2019 pollution incidents) over the next four years and zero pollution by 2040’.*

Given the Ofwat fine of £150m for water companies announced on 4<sup>th</sup> October 2020 for not meeting targets for waste water compliance, pollution incidents and internal sewer flooding (with Southern Water one of the two worst performing having to pay £28 million back to customers in 23/24 bills) - how will Southern Water meet this commitment? (Cllr Bird)

- Is there a coordinated national strategy between water suppliers to address these issues? Is Southern Water seeking coordination from the Government? (Cllr Robinson)
- What actions are being taken to monitor and ensure that the many private and communal septic tanks that discharge into the rivers are technically up to date, upgraded, and monitored for pollution control? (Cllr Bird)

## Topic – Financial Impact of failure

### Background

Southern Water was prosecuted by the Environment Agency in 2021 and received a record fine of £90m for thousands of illegal discharges of sewage which polluted rivers and coastal waters in Kent, Hampshire and Sussex.

Southern Water bosses were handed bonuses of £1,719,500 in the financial year 2020-2021.

### Questions:

- Raw sewage was discharged into the rivers and seas around our area 735 times - the equivalent of 6,060 hours of discharges. On what basis do shareholders continue to receive dividends and bosses continue to receive bonuses when failings occur? How is it right that this record of failure is rewarded? (Cllr Robinson and Cllr Banks)
- What is the estimated cost of the work being done to eliminate discharges? Is it cheaper to pay the fines, than to do the work? (Cllr Ross)
- If coastal and river towns and villages are financially impacted due to sewage discharge should they seek compensation from Southern Water for loss of tourist revenue and the ecological impact? (Cllr Robinson)

**Topic – Communicating with the Public and other public authorities.**

Background – The communication on sewage discharges does not appear to be working.

For example, when discharges in Seaford happened there was no information on the main Southern Water Website or Social Media accounts to communicate the danger to the public. There was information only on Beachbuoy app, which is still in development.

- How will Southern Water commit to informing the public when these events are happening? How will you inform people via your website, social media, and other channels to inform people or to protect people for the hazardous effects? (Cllr Boorman)
- Given recent legal rulings regarding the questionable data provided to the Environment Agency from Southern Water, can Southern Water explain how they are providing confidence around the data now provided regarding spillages.
- Will Southern Water set up a meeting with Town/Parish Councils and other stakeholders affected by discharge of sewage into waterways, where it can brief them on the plans for the future? (Cllr Boorman)
- How will Southern Water provide targets and updates to all those affected every few years on progress achieved – following the penalties imposed, and advise if the targets are being met or not? (Cllr Brett)

**Topic - Capacity in the network****Background –**

The East Sussex Environmental Strategy 2020 stated that East Sussex is an area of severe water distress, as demand exceeds supply. Please introduce this section by talking about what the company is doing to achieve a resilient and sustainable drinking water supply.

It is recognised that Southern Water only supplies drinking water to part of the district, the rest is from South East Water. How do the two companies work together?

**Questions -**

- When was the last time a reservoir was built? What plans are there to build new reservoirs? (Cllr Robinson)
- How much water does Southern Water deliver a day and how is the leakage of 88m litres of water a day explained? (Cllr Robinson)
- Can you tell us about your project with South East Water for water recycling?
- What has your 'Target 100 programme' achieved to date in terms of improving water usage? What are the next steps?

### Topic – Impact of Development.

- Background – Lewes Local Plan Core Policy 10 requires development to “Ensure that water quality is improved where necessary or maintained when appropriate (including during any construction process) and that watercourses (including groundwater flows) are protected from encroachment and adverse impacts in line with the objectives of the South East River Basin Management Plan. Where appropriate, the local planning authority will seek the enhancement and restoration of modified watercourses.” (Plan May 2016 Part 1 Joint Core Strategy)
  - Currently, Southern Water is a ‘statutory consultee’ which means it is consulted about planning applications on sewage and wastewater. Responses are on a case by case basis and they do not assess cumulative impact on the system as a whole i.e. whether the development may increase the existing levels of sewage overload.
  - A motion approved by LDC in May 2022 – agreed that from then on Southern Water in its planning consultation responses for major development, would be asked to clarify which treatment works will be managing the sewage; and whether it has the information available to assess the impact on the number or duration of sewage discharges into local rivers or seas, and if it does have this information to share it (noting that this can only be requested not required).
- 
- How confident can you be that even under the smaller growth outlined in the existing Lewes District local plan there is capacity surrounding combined sewer overflows. I ask this in light of heavy rainfall causing capacity of pipes to be exceeded leading to flooding in peoples’ homes gardens, roads and open spaces – and raw sewage being expelled from Wastewater Treatment Works? (Cllr Banks)
  - What information is available to assess the impact on the number of sewage discharges into local rivers from a development, and how will the information Southern Water has be shared? (Cllr Banks)
  - How will you meet the request from the Council from the May 2022 – to respond in detail on each major development and which treatment works will be managing the sewage and impact on local rivers and seas of the development? (council motion)
  - In an area like **Ringmer**, Southern Water has plants already operating close to their maximum permit capacity, and which are also discharging untreated wastewater regularly (in Ringmer averaging at 18 hours a week) rather than purely in storm conditions. There is further major housing development under construction right now in Ringmer which will certainly add to the sewage load, so can you explain firstly why there is nothing in your current investment programme for this treatment works, and



secondly whether you have calculated what will be the impact of this new development on levels of untreated wastewater discharge. (Cllr O'Brien)

### **Topic – additional questions**

#### **Suggested additional Questions:**

- How do you work with the Environment Agency, Natural England and other Government agencies to ensure that the quality of water is improving? How would you like the regulation of water companies and the water industry to improve going forward? (Cllr O'Brien)
- How will you keep this Committee and Council informed of your performance in the next few months and years?
- Are you willing to join a stakeholder group looking at these issues in a constructive and collaborative way?

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Councillor Zoe Nicholson (Leader)  
Councillor Stephen Gauntlett (Cabinet  
Member)  
Lewes District Council  
Southover House  
Southover Road  
Lewes BN7 1AB

**Date:** 03 October 2022

By email to [Sarah.Lawrence@lewes-eastbourne.gov.uk](mailto:Sarah.Lawrence@lewes-eastbourne.gov.uk)

Dear Cllrs Zoe Nicholson and Stephen Gauntlett

Thank you for your email of 28 June 2022 regarding discharges from waste-water treatment works into the environment. We understand your concerns and recognise that sewage pollution can be devastating to human health, local biodiversity and our environment.

The water quality and the ecological health of our rivers must improve. The main sources of pollution are agriculture and the water industry and there is a growing threat from plastics and forever chemicals.

Population growth, urban creep, infiltration and changing rainfall patterns have all increased the pressure on storm overflows over recent years. But we are not aware of any constraints on development due to lack of headroom for waste-water treatment works in Lewes District. This would have been considered in Lewes District's and South Downs National Park's Local Plans.

### How we are influencing others and changing behaviours

Regarding the impact of discharges on the water environment, we are working with all those who want to be part of the solution. We are:

- Holding water companies to account to reduce pollution, tackle storm overflows and invest more of their profits into the environment.
- Working with farmers to support environmentally friendly farming that doesn't damage water quality.
- Working with the government to develop future laws and policy that will drive better water quality – including through the Storm Overflows Taskforce.
- Working with partners, such as the Ouse and Adur Rivers' Trust, to protect and restore water environments under threat.
- Leading the development of [East Sussex's Environment Strategy](#) and working with the East Sussex Environment Board to improve our local environment.

### **Environment Agency**

Pevensey Office, Coast Road, Pevensey Bay, East Sussex, BN24 6ND  
Telephone: 02084745684

customer service line 03708 506 506  
[gov.uk/environment-agency](https://www.gov.uk/environment-agency)

- Responding to serious environmental incidents to stop and reverse damage to our rivers and using reports of minor incidents to target our regulatory activities.
- Carrying out a major industry-wide criminal [investigation](#) into potential non-compliance by water companies at wastewater treatment works.
- Prosecuting the most serious polluters: in 2021 we prosecuted Southern Water for thousands of illegal discharges of sewage which polluted rivers and coastal waters in Kent, Hampshire and Sussex. Southern Water was handed a record £90 million fine. We also prosecuted Plumpton College in 2020 for causing the deaths of more than 1,500 fish, after management failings caused slurry to significantly pollute a tributary of the River Ouse.
- In the foreword to our [annual water company performance report](#), Emma Howard Boyd, the outgoing Chair of the Environment Agency, called for courts to impose much higher fines for serious and deliberate pollution incidents, prison sentences for Chief Executives and Board members whose companies are responsible for the most serious incidents and company directors struck off so they cannot simply move on in their careers after illegal environmental damage.
- Making the case for the funding we need to monitor what's happening to our rivers and coastal waters, enforce the rules that protect them, and enhance nature rather than just slow its degradation.

### Action on storm overflows

Storm overflows must only be used under strict permitted conditions that control their environmental impact. We have significantly driven up monitoring and transparency from water companies in recent years, so that everyone can see what is going on. Through the work of the Storm Overflows Taskforce – made up of Defra, the Environment Agency, Ofwat, Consumer Council for Water, Blueprint for Water and Water UK – water companies have agreed to increase transparency around when and how storm overflows are used, by:

- making real-time data on sewage discharges available at bathing sites all year round.
- publishing annual monitoring data on their websites so that progress in reducing their use can be tracked. We will compile this data into an annual report that is easily accessible to the public. This data is also being used at an operational level to prioritise the most frequent spills for further assessment by our officers.

The [2021 Event Duration Monitoring data](#) across England shows the average number of spills per storm overflow was 29 times in 2021, compared to 33 times in 2020; 5% of storm overflows recorded spills of 100 times or more in 2021; and 13% of storm overflows did not spill in 2021. This is simply not good enough - water companies, including Southern Water, need to act now to reduce their overflows to the minimum possible.

#### **Environment Agency**

Pevensey Office, Coast Road, Pevensey Bay, East Sussex, BN24 6ND  
Telephone: 02084745684

customer service line 03708 506 506  
[gov.uk/environment-agency](https://www.gov.uk/environment-agency)

We have also asked all water companies to install new flow monitors on more than 2,000 wastewater treatment works to identify what is happening at those works during the sewage treatment process itself. This has led to the major investigation mentioned earlier and we have requested more detailed data from all wastewater treatment works.

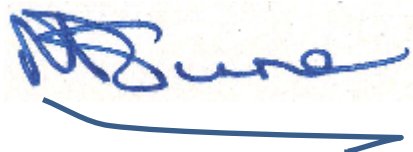
#### Investment improving our sewerage infrastructure

We expect water companies, including Southern Water, to deliver on the promised £4.6bn investment (2020-2025) to protect and enhance rivers and beaches, redouble their efforts to reduce pollution, protect more properties from sewer flooding and increase resilience to drought. Southern Water has developed [Drainage and Wastewater Management Plans](#) for the catchments in Lewes District's area.

We work with Southern Water across their geography and both coastal and inland improvements are included in their Water Industry National Environment Programme (WINEP). The current WINEP can be viewed [here](#). Please contact Southern Water directly to understand their programme of works. The actions we have requested are in the WINEP but Southern Water are responsible for undertaking those actions.

I hope that this clarifies the main actions we are taking to fulfil our regulatory role and to work with others to ensure sewage discharges and other sources of pollution to the water environment are reduced in Lewes District and across England.

Yours sincerely



**MICHAEL TURNER**  
Area Environment Manager  
Solent & South Downs

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### Additional information provided by the Environment Agency

#### Bathing waters and communicating pollution risks:

- The Bathing Water Regulations set out the responsibilities of public bodies for each aspect of bathing water management:
  - The Secretary of State (Defra) is responsible for designating and de-designating bathing waters, providing guidance on how to implement the Regulations, preparing reports on bathing water seasons, and acting as an enforcer when local authorities fail to meet their duties.
  - The Environment Agency (EA) is responsible for monitoring, assessing and classifying bathing waters and providing bathing water profiles, as well as passing on information on bathing waters to public. The EA also has the responsibility to manage the quality of the water to meet the Regulations' standards through pollution prevention measures and to notify bathers via Swimfo of pollution incidents and warnings of Short Term Pollution.
  - Local Authorities are responsible for signage at bathing waters and the health of those who bathe there. They are also responsible for passing on information about pollution incidents at bathing waters to the public and to prevent people's exposure to them.
  - Finally, it's the responsibility of water companies to inform the EA and Local Authorities of any pollution incidents that take place.

#### River monitoring:

- Monitoring water quality is essential to keeping our rivers clean, and the Environment Agency has been collecting data from waterways since the 1980s. We have spent over £180m on environmental monitoring since 2016.
- In recent years the annual funding from government for monitoring activity has halved, therefore we welcome the additional resources announced in the Spending Review, which will allow us to invest more in this area.
- The River Surveillance Network is designed to provide a robust assessment of the health of rivers on a national scale, how this changes over time and over the long term. It is a small but critical component of a much wider set of locally targeted programmes which provide evidence on specific issues and on a local scale.
- We also welcome the various emerging citizen science initiatives that contribute valuable information on water quality to help everyone involved to identify and prioritise action.
- There are several [monitoring sites on the Bevern Stream](#).

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<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 November 2022</b>
<b>Title:</b>	<b>Elections Act 2022</b>
<b>Report of:</b>	<b>Ian Fitzpatrick, Electoral Registration Officer and Returning Officer</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of Cabinet report:</b>	<b>This report provides members with an overview of the Elections Act 2022.</b>
<b>Officer recommendations to the Cabinet:</b>	<b>(1) To note this report and the actions taken to date and planned to mitigate the risks involved with late implementation of secondary legislation made under powers conferred by the Elections Act 2022; and  (2) To agree that copies of the report be circulated to all members and parish councils for information to make them aware of the Act and its provisions</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>

## **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.
- Appendix 1 – **Elections Act 2022**

<b>Report to:</b>	<b>Cabinet</b>
<b>Date:</b>	<b>10 November 2022</b>
<b>Title:</b>	<b>Elections Act 2022</b>
<b>Report of:</b>	<b>Ian Fitzpatrick, Electoral Registration Officer and Returning Officer</b>
<b>Cabinet member:</b>	<b>Councillor Chris Collier, Cabinet member for performance and people</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of report:</b>	<b>This report provides members with an overview of the Elections Act 2022.</b>
<b>Decision type:</b>	<b>Non-Key</b>
<b>Officer recommendation(s):</b>	<p><b>(1) To note this report and the actions taken to date and planned to mitigate the risks involved with late implementation of secondary legislation made under powers conferred by the Elections Act 2022</b></p> <p><b>(2) To agree that copies of the report be circulated to all members and parish councils for information to make them aware of the Act and its provisions</b></p>
<b>Reasons for recommendations:</b>	<b>The Elections Act 2022 introduces changes that will affect electors, candidates, and the administration of all elections in England (some other elections in the UK).</b>
<b>Contact Officer(s):</b>	<b>Name: Tracey Pannett</b> <b>Post title: Head of Elections and Local Land Charges</b> <b>E-mail: <a href="mailto:Tracey.Pannett@lewes-eastbourne.gov.uk">Tracey.Pannett@lewes-eastbourne.gov.uk</a></b> <b>Telephone number: 01323 415074</b>

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## **1 Introduction**

- 1.1** At its meeting on the 23 November 2020, Lewes Full Council passed the following notice of motion.

“We call on the Council to request that legal officers produce a report to Cabinet detailing the implications of Voter ID on residents in the district once the draft legislation and guidance for Voter ID has been published with the aim of identifying the mitigations that could be practically implemented to prevent the loss on any individual’s democratic right and ensure that elections within Lewes District are free for all once the legislation comes into force”

- 1.2 The Elections Act 2022 (the Act) received Royal Assent on 28 April 2022. Government responsibility for the Act sits within the Department for Levelling Up, Housing and Communities (DLUHC).
- 1.3 Much of the details of the Act will be contained in secondary legislation that is expected to be laid before Parliament from July 2022 onwards.
- 1.4 Implementation of the Act is expected to be phased over the next 18 months or so – with some measures due to take effect in time for the May 2023 local elections. Other measures are expected to be introduced in the Summer/Autumn of 2023 in readiness for the 2024 Police and Crime Commissioner Elections and the next Parliamentary General Election which must be held by 28 January 2025.
- 1.5 A synopsis of the Act is attached as Appendix A.

## **2 Analysis**

### **The Act will: -**

- 2.1 Require voters to show photo ID at polling stations before a ballot paper is issued. (May 2023)
- 2.2 Require Electoral Registration Officers (EROs) based in local authorities to issue free electoral identity documents to those without a valid form of Photo ID. (May 2023)
- 2.3 Require postal voters to reapply for a postal vote every three years, replacing current rules of refreshing their signature every five years. (July 2023).
- 2.4 Restrict the handling of postal votes, including limiting the number of postal votes an individual can hand in at a polling station. (After May 2023).
- 2.5 Further limit the number of people someone may act as proxy for. (After May 2023).
- 2.6 Extend accessibility to elections including requiring Returning Officers to take all reasonable steps to provide support for those with a disability in polling stations. (May 2023)
- 2.7 Simplify and clarify the offence of undue influence. (Late 2023)
- 2.8 Change the voting and candidacy arrangements for EU voters. (June 2023)
- 2.9 Allow all British citizens living overseas to vote in UK Parliamentary elections, regardless of when they left the UK. (July 2023).
- 2.10 The government has acknowledged that the Act will result in a new financial burden being placed on local authorities. These costs will initially be covered in

line with new burden principles, but it is not currently known what that funding will look like.

2.11 The provisions contained within the Act will apply at:

- a) UK Parliamentary Elections in Great Britain
- b) Local elections and referendums in England; and
- c) Police and Crime Commission elections in England and Wales

2.12 Currently, the provisions within the Act will not apply to local elections in Scotland or Wales or Scottish Parliamentary or Senedd elections. This is likely to lead to elector confusion and considerable administrative complexities for Welsh and Scottish authorities. That is in addition to the extra complexities that will apply to English elections.

### **3 Voter Identification**

3.1 Electors will be required to identify themselves by showing an approved form of photographic identification before casting their vote in a polling station.

Legislation defines the list of acceptable documentation which includes:

- a) A United Kingdom passport or a passport issued by an EEA state or a Commonwealth country
- b) A driving licence issued under the Road Traffic Act 1988.
- c) A biometric immigration document issued in accordance with section 5 of the UK Borders Act 2007.
- d) An identity card bearing the Proof of Age Standards Scheme hologram a) PASS card).
- e) A Ministry of Defence Form 90
- f) Concessionary travel passes funded by the UK Government (e.g., Older Person's Bus Pass, Disabled Person's Bus Pass).
- g) An electoral identity document issued under the Act – a Voter Card. For electors who do not have an accepted form of photographic identification, Electoral Registration Officers (EROs) will be required to provide an Electoral Identity document – a photographic identification document free of charge for the purposes of voting in polling stations. Government research indicates that 2% of the electorate will require an Electoral Identity document issued by the ERO – for Lewes this equates to approximately 1,500 electors. The deadline for a voter to apply for a Voter Card is expected to be 5pm on the day -6 before polling day.

3.2 It is expected that voter identification will be in place for polls held in spring 2023 onwards, with electors able to apply for an Electoral Identity document from January 2023.

3.3 Department for Levelling Up, Housing & Communities has indicated the current timeline for laying the secondary legislation – 6 November 2022 – Into effect – Mid January 2023 – to be applied on 4 May 2023 polls. The Gov.Uk online application service will go live in January 2023.

The Electoral Commission will run the national public communications campaign to raise awareness of the requirement to show identification and remind the public to bring their identification with them when they vote; and Support those without eligible identification to understand how and when they can apply for an electoral identity document. Information will also be included on the new A4 style Poll Card.

- 3.4 Communications: To note that DLUHC have confirmed that there will not be any new burdens funding given for communications. This is a concern as we do not have a communications budget. We will of course use any communication tools that the Electoral Commission provide and will work with the councils' communications teams to make use of social media resources. Please See Appendix A for some communication proposals but they will all have a cost implication.

## **4 Accessibility**

- 4.1 a) Returning Officers (ROs) will have a general responsibility to take all reasonable steps to support voters with disabilities.
- b) Anyone over the age of 18 will be able to act as a companion to assist a disabled voter in a polling station.
- 4.2 The Electoral Commission are expected to provide guidance to help determine what equipment and staff are required for specific polling stations. Guidance will also be sought from the Council's Equality Officer, and any external contacts and groups.
- 4.3 It is expected that this provision will take effect from the May 2023 elections.

## **5 Absent Voting (Postal and Proxy Voting)**

- 5.1 There are several changes that will affect absent voting – postal and Proxy votes:
- a) Political parties and campaigners will be banned from handling postal votes. Returning Officers will be required to act on reports of breaches, as necessary, which could include reporting the matter to the police.
  - b) There will be a limit on the number of postal votes that a person can hand in at polling stations. If a person hands in more than the permitted number of postal votes, they will all be rejected and excluded from the count. Electoral Registration Officers will then be required to notify postal voters whose vote has been rejected under these rules.
  - c) Postal voters will need to make a refresh application every 3 years (instead of the currently 5-yearly signature refresh).
  - d) Electors will only be allowed to act a proxy for up to 4 people, of which no more than 2 can be 'domestic electors' (i.e., not overseas or service electors)
  - e) Applications will require identity verification. An online absent application service will also be introduced to allow electors to apply for a postal or proxy vote online. It is expected that the identity verification requirements

will be like registration applications, whereby an applicant must provide their National Insurance Number that is matched against Department of Work and Pensions. Applicants will continue to be required to supply their personal identifiers (date of birth and a handwritten signature) as part of their application, to be matched against the postal vote statement that accompanies the ballot paper. It is expected that users of the online system will be required to take a picture of their signature and upload it to the online service. Electors will still be able to apply for absent votes using paper forms, but the same verification process will apply.

- f) Secrecy requirements will be extended to postal and proxy votes.

## **6 EU Citizens; Voting and Candidacy Rights (EUVCR)**

- 6.1 The automatic right of European citizens ('relevant citizens of the union') to register, to vote and to stand in UK elections which use the local election franchise, and which remain the responsibility of the UK Parliament, will be removed.
- 6.2 Two groups of EU citizens will retain their voting and candidacy rights – and therefore remain on the relevant register:
  - a.) 'Qualifying EU citizens' that is citizens of a country included in Schedule 6A of the Act, and who hold any form of leave to remain or do require such leave. Schedule 6A is a list of the countries with which the UK has bilateral voting and candidacy rights treaties. Currently the UK has such treaties with Poland, Spain, Portugal, and Luxembourg; however, it is feasible that other countries will be added to this list.
  - b.) 'EU citizens with retained rights' that is those persons who were already resident in the UK at the end of the Implementation Period following the UK exit from the EU (31 December 2020). Such persons are also required to have maintained lawful immigration status.
- 6.3 All EU citizens on the electoral register will therefore need to have their eligibility reviewed, with those being determined to have become ineligible being removed from the electoral registration. There are currently approximately 1,700 EU citizens on the Lewes electoral register.
- 6.4 EU citizens elected to office before the measures in the Act come into force can remain in office for their full term, irrespective of immigration status, and irrespective of whether they qualify under the new eligibility criteria. For EU citizens elected after these measures come into force, the Act provides that the individual must have leave to enter or remain, or not require such leave.
- 6.5 It is expected that EROs will need to start reviewing existing EU electors and process applications in line with the new eligibility criteria from June 2023. The measures are expected to take effect from the May 2023 elections.

## 7 Overseas Electors

- 7.1 The 15-year limit on expatriates' right to vote in UK Parliamentary elections will be removed and British citizens who were previously registered or resident in the UK will be enfranchised.
- 7.2 Those enfranchised will be entitled to register in respect of the last UK address at which they were registered, or, if they were never registered, the last UK address at which they were resident.
- 7.3 The registration period for overseas electors will be extended from one year up to three years. Electors will be able to reapply or refresh their absent vote arrangements at the same time as renewing their overseas declaration. Renewals will be linked to a fixed point of 1 November.
- 7.4 It is expected that the numbers of overseas electors will increase by approximately 300% and that this provision will be introduced ahead of polls held in spring 2024.
- 7.5 The verification process to check an applicant's eligibility is not yet determined but is likely to include:
- a.) EROs checking past copies of the electoral register
  - b.) Where this is not possible, via documentary evidence, or on a discretionary basis, via EROs checking local records; or
  - c.) Where none of the above is possible, via an attestation from another registered elector.
- 7.6 Registration of overseas electors tends to be event led, i.e., once a UK Parliamentary election has been called. There is considerable concern amongst the electoral community about the impact on resources the processing of overseas registrations will have, particularly on days -12 (registration deadline) and -11 (postal vote deadline) before polling day for a UK Parliamentary election.

## 8 Other measures

- 8.1 **First Past the Post:** The voting system for all Combined Authority Mayors, the Mayor of London, and Local Authority Mayors in England, and for all Police and Crime Commissioner Elections in England and Wales will be changed from the Supplementary Vote System to the Simple Majority Voting System (First Past the Post). It is expected that this will be introduced from such polls take place in May 2023 onwards.
- 8.2 **Undue Influence:** The Act seeks to clarify the activities that constitute undue influence in order to make the legislation easier to interpret and enforce. The Act revises Section 114A of the Representation of the People Act 1983 and makes it clear that the following activities constitute undue influence, when carried out for the purposes of forcing a person to vote in a particular way, forcing them not to vote at all, or otherwise interfering with their free exercise of the franchise:



- a.) The use or threat of physical violence
- b.) Damage or destruction to property (or threat of such damage or destruction)
- c.) Reputational damage (or threat of such damage)
- d.) Causing or threatening to cause financial use
- e.) Causing spiritual injury or exerting undue spiritual pressure
- f.) Any other act or omission designed to intimidate a person and not covered in a. to e.
- g.) Any act or omission designed to deceive a person in relation to the administration of an election.

8.3 **Electoral Commission:** The Act makes provision for a power to designate a Strategy and Policy Statement, which will be drafted by Parliament and subject to Parliamentary approval. The Electoral Commission must have regard to it in the exercise of its functions. The Act also amends the functions of the Speaker's Committee to enhance the Electoral Commission's accountability to Parliament.

8.4 **Intimidation – New Electoral Sanction:** The Act introduces a new electoral sanction in the form of a disqualification order, which is intended to provide additional protection to those who participate in elections and contribute to the political debate and deter individuals from carrying out acts of intimidation.

8.5 **Digital Imprints:** The Act introduces a new digital imprint regime requiring anyone paying for digital political material to be advertised, to explicitly show who they are, and on whose behalf, they are promoting the material. Certain campaigners (registered political parties, candidates, future candidates, recognised third-party campaigners, referendum campaigners, holders of elected office and recall petition campaigners) are also required to include an imprint on their other electronic material if it constitutes digital elections, referendum or recall petition material. Other electronic material is material which meets the purpose and promoter (or the person on behalf of whom) conditions and where no payment is made for the material to be published as an advertisement.

## 9 Conclusion

9.1 The Elections Act 2022 introduces major changes into UK elections. It aims to ensure the UK elections remain secure, fair, modern, inclusive, and transparent. It allows the Government to meet some of its 2019 manifesto commitments, including to “protect the integrity of our democracy, by introducing identification to vote at polling stations, stopping postal vote harvesting, and measures to prevent any foreign interference in elections”.

9.2 It is a far-reaching Act that will affect all those involved in the electoral process – voters, candidates, campaigners, political parties, suppliers, administrators, EROs Ros.

9.3 The measures contained in the Act are due to be implemented over a period – further details are contained in Appendix A. The timescales for implementation are ambitious, particularly in the light that no (draft) secondary legislation is available yet. There are concerns amongst the electoral sector (EROs, ROs,

administrators, suppliers, and the Association of Electoral Administrators etc) on the impact resources and systems given the lack of secondary legislation and adequate time to plan and implement the changes.

## **10 Financial appraisal**

The additional cost pressures indicated within the report (Appendix A) are noted, and Members should be aware that as this is an ongoing pressure, further reductions/savings might be required unless the Government fully funds the ongoing costs associated with the measures. There is a “new burdens” agreement between Central and Local Government whereby the Government promise to fully fund additional burdens on the sector because of these changes. It is not yet known how much this will be. It is expected that an Impact Assessment with cost estimated will be published on introduction of the secondary legislation to Parliament.

## **11 Legal implications**

The Electoral Registration Officer (ERO) and Returning Officer (RO) has a personal duty to conduct elections and the electoral registration process in accordance with appropriate legislation in place at the time.

When the appropriate secondary legislation made under the Elections Act 2022 is issued and brought into force, the Council's lawyers will, if instructed, advise the ERO and RO on its meaning and practical application.

*Date of legal advice: 14.09.22*

*Legal ref: 011391*

## **12 Risk management implications**

Please Appendix 1 for risks and possible mitigations

## **13 Equality analysis**

An Equality & Fairness Analysis has been undertaken on these proposals/ this project. This has concluded that; Voter Identification is likely to impact many different groups who may not have one of the listed Identification documents. Our focus alongside the Electoral Commission's campaign will need to be around ensuring people are aware they can obtain a free identification. Potential impacts around showing identification in a polling station include faith groups who may not wish to remove head/face coverings in front of people. A privacy screen will be provided in each polling station which will allow the privacy of the above.

Accessibility: We have processes and procedures in place when assessing the suitability of a building for use as a polling station. Wherever possible our requirements are an accessible entrance and good lighting inside and out. On elections we ask our Polling station Inspectors and Presiding Officers to complete an accessibility checklist to ensure the building still meets our requirements. Currently we provide equipment that aids accessibility (magnifying glass, large print versions of the ballot paper, tactile voting devices, pictorial

guidance to voter's notices). Voters can also request assistance from the Presiding Officer or bring a companion. We will work with East Sussex colleagues and refer to Electoral Commission guidance to assess what additional measures we can introduce to further improve accessibility.

Absent Voting: Applications will require identity verification. It is expected that the identity verification requirements will be NI Numbers and Date of Birth as is currently the requirement in the registration process. This may potentially impact some groups such as elderly voters and those in residential care. We will work with the care homes etc to ensure this does not preclude electors applying for an Absent Vote.

Eu Citizens; Voting and Candidacy Rights: Currently all EU Citizens are entitled to register and vote in certain elections. The legislation is changing these rights and we will be required to work with in the legislation. We currently have 1700 EU citizens registered but have no data on who many may become in ineligible

We will make processes as accessible as possible, but ultimately, we must fall in line with the act's jurisdiction.

#### **14 Environmental sustainability implications**

None arising from this report

#### **15 Appendices**

- Appendix 1 – Elections Act 2022 Impact Mitigation and Resource Implications

#### **16 Background papers**

[Elections Act 2022](#)

[AEA Update on Timelines and VID policy](#)

## Election Act 2022 Impact mitigation and resource implications

Change	Impact	Possible Mitigation	Resource Implications
Electors will be required to identify themselves by showing an approved form of photographic identification before casting their vote in a polling station.	All electors need to be made aware of changes in good time to prevent issues on polling day. Electoral Commission will be running a national campaign.  Risks of voters being turned away and then not returning	<ul style="list-style-type: none"> <li>Publicity and communication plan running alongside EC work</li> </ul>	<ul style="list-style-type: none"> <li>Budget pressure. No communication budget.</li> </ul>
		<ul style="list-style-type: none"> <li>Email communications to all electors we hold an email address for (Dec 22)</li> </ul>	<ul style="list-style-type: none"> <li>Uses existing work processes and would only require officer time to write a new template and upload data.</li> <li>43,044 elector email addresses held – Gov.Notify free service</li> </ul>
		<ul style="list-style-type: none"> <li>Paper communication to electors we don't hold an email address for?</li> </ul>	<ul style="list-style-type: none"> <li>Budget pressure – print and postage of 33,535 letters.</li> </ul>
RO's will need to ensure a standard process is in place for checking electors' identification and that this can be used effectively by polling station staff.	Ballot paper issuing progress will be more complicated and significantly slowed down. Impact will be even more significant if record must be kept of type of ID provided.  Difficulties with recruiting polling station	<ul style="list-style-type: none"> <li>Review pay rates and increase to reflect more complicated role</li> </ul>	<ul style="list-style-type: none"> <li>Budget pressures 60 Presiding Officers 120 Poll Clerks</li> </ul>
		<ul style="list-style-type: none"> <li>Continued use of the Modern Polling tablet solution</li> </ul>	<ul style="list-style-type: none"> <li>Budget pressures cost £28,996</li> </ul>
ROs may need to collect information on the type of identification supplied by voters however, this has not been confirmed		<ul style="list-style-type: none"> <li>Waiting for information of what data and in what format this will be required.</li> <li>It may be that Modern polling will be able to collect and provide this data.</li> </ul>	<ul style="list-style-type: none"> <li>Budget pressure in additional printing costs</li> </ul>

New statutory enveloped A4 poll card confirming Voter ID requirements	Risks that elector will not realise this is a poll card	<ul style="list-style-type: none"> <li>• Publicity and communications</li> </ul>	<ul style="list-style-type: none"> <li>• Budget pressure – Poll cards to be A4, enveloped letter</li> </ul>
Ros will also need to ensure polling stations have suitable space to allow polling station staff to check documents and provide a privacy screen or separate area for confidential conversations.	<p>RO will need to consider whether a female member of staff employed at each polling station should an elector prefer to do ID check with a female member of staff. This will have a significant impact on staffing elections, making the process even more complicated and likely to cause issues with staff who have worked at a particular polling station consistently?</p> <p>RO will need to designate a private area at each polling station for Presiding Officer to inspect ID in private if required.</p> <p>Staff will need to be trained on the new processes. This could be done through a combination of e-learning and face -to-face training. It is likely that there will be an impact on how long training take (and therefore the amount of time staff needs to be paid for) and the changes may cause staff to reconsider working</p>	<ul style="list-style-type: none"> <li>• Consider polling station scheme and using more combined stations to give flexibility</li> <li>• Review Polling Station layout plans and redrawn to take account.</li> <li>• We purchased screens for 2021 elections so can look at cost of replacing the clear screen cartridge for a non-clear version</li> <li>• Training likely to be provided in a variety of ways – some face to face and some online.</li> <li>• Some of training contracted to an external provider</li> </ul>	<ul style="list-style-type: none"> <li>• Could impact on service capacity to deliver staffing at unscheduled elections.</li> <li>• Budget pressures</li> <li>• At some of the ID Pilots, screens were purchase and issued to Polling stations?</li> <li>• Staff resources needed to draft and deliver training</li> <li>• Estimate in the region of £5,000</li> </ul>

For electors who do not have an accepted form of photographic identification, EROS's will be required to provide a photographic electoral identity document free of charge for the purpose of voting in polling stations	This change will affect all electors with DLUHC estimating 2% of electors will require electoral identity documents. In Lewes this equates to 1,500 electors.	•	•
	EROs will also need to deliver a service to assess applications and issue electoral identity documents via a separate system being developed known as ERO Portal	• Additional temporary staff taken on during election periods to primary handle	<ul style="list-style-type: none"> <li>• Current understanding is this portal will have little or no integration with current systems causing additional workload.</li> <li>• Budget Pressure – Scale C 6 Electoral Services Assistant on 3-month contract. Estimate £6,000</li> </ul>
	DLUHC intend to develop an online portal for electors requiring electoral identity documents to apply.		
	Temporary electoral identity documents will need to be produced until 5pm on day -6 before polling day	• Additional temporary staff taken on during election periods to primary handle	<ul style="list-style-type: none"> <li>• Budget pressure – DLUHC state “Central Government will cover costs of electoral identity documents for local authorities.”</li> <li>• Budget Pressure – Scale C 6 Electoral Services Assistant on 3-month contract. Estimate £6,000</li> </ul>
	Electors will have a range of options to choose from when applying for electoral identity documents – in person, by post or online.	• Publicity and communications early to emphasise changes and level out peak demand.	

	There will be an Emergency Proxy application process for anyone who has lost their Identification in line with current Emergency Proxy process.	<ul style="list-style-type: none"> <li>Additional temporary staff taken on during election periods to primary handle</li> </ul>	<ul style="list-style-type: none"> <li>Budget Pressure – Scale C 6 Electoral Services Assistant on 3-month contract. Estimate £6,000</li> </ul>
<b>ACCESSIBILITY – MAY 2023</b>			
Improvement of support in polling stations for people with a wider range of disabilities through a general responsibility on Ros to provide equipment to support disabled people to vote.	Ros will have a general responsibility to provide equipment to support people with a range of disabilities in the polling station, adjusting discharge of the duty as appropriate: this may require input from local disability groups and may require suitable equipment and staff depending on polling stations.	<ul style="list-style-type: none"> <li>Guidance is expected from the Electoral Commission.</li> <li>It is hoped to meet a standard set of equipment across East Sussex to ensure consistent delivery at all elections, including cross boundary ones.</li> </ul>	<ul style="list-style-type: none"> <li>Budget pressure; Estimate £15-£20 per polling station?</li> </ul>
	The reality it is impossible to know if a polling station needs more equipment than another does. Providing different equipment was available to some electors but not others.		
<b>ABSENT VOTING – JULY 2023</b>			
Postal voters will need to make a fresh application every three years.	Have in place processes to handle three-yearly postal vote application, including reminders to electors when their three-year period is to end (from June 2023)	<ul style="list-style-type: none"> <li>Publicity and communication to encourage early responses</li> </ul>	
Process new postal and proxy vote applications under the new requirements. New applications for a postal vote for the maximum	Currently 23,49 postal voters in Lewes. Personal identifiers (signatures) refreshed every 5 years. Approx 3,000 forms are	<ul style="list-style-type: none"> <li>Publicity and Communications to encourage early responses</li> </ul>	<ul style="list-style-type: none"> <li>Increase in workloads during each refresh period</li> </ul>

period from domestic postal voters will run until the third 31 <sup>st</sup> of January following the grant of the applications.	<p>sent annually – with 500 cancelled due to non-response.</p> <p>New process would potentially increase the number of forms sent to 5,000 annually with 800 deleted. If an election is called, then potentially 1,500 applications to vote by post may be received close to the deadline.</p>		<ul style="list-style-type: none"> <li>• Increase in numbers likely to be offset by no requirement to issue a 2<sup>nd</sup> reminder to electors</li> </ul>
The application process for absent votes will include a process for verifying the applicant's identity,	Electors will need to go through additional identification processes when applying for an absent vote, at a snap general election this can be a few thousand electors	<ul style="list-style-type: none"> <li>• Publicity and Communications to encourage responses</li> </ul>	
Online applications for absent voters- DLUHC is exploring how best to implement an online application service for absent votes, including identity verification.	<p>The online application for submitting applications should significantly speed up the processing of applications.</p> <p>However, this is offset by the verification process. Electors not using the online service will provide paper forms that will need to be scanned, processed (with more information requiring input) and verified. Electors who fail the verification will need to be contacted to go through an exceptions process. This will require sending forms – either by post or by email.</p> <p>The verification process will likely delay when postal voting data can be sent to printers. This will have an impact on dispatch date and</p>	<ul style="list-style-type: none"> <li>• Publicity and Communications to encourage early responses.</li> </ul>	



	therefore the date they are returned. The RO will therefore need to consider having more staff at postal vote opening sessions.		
<b>EU VOTING RIGHT – JULY 2023</b>			
The automatic right of European citizens to register to vote, to vote and to stand in local elections will be removed.	All EU citizens on the electoral register will therefore need to have their eligibility to be registered reviewed, at a point after the legislation comes into force, with those determined to have become ineligible – under the new provisions – being removed from the relevant electoral register.		
Two groups of EU citizens will retain their voting and candidacy rights – and therefore remain on the relevant register:	Lewes currently has 1,700 EU citizens registered to vote		
<ul style="list-style-type: none"> <li>Qualifying EU citizens': that is citizens of a country included in Schedule 6A to the Bill at the relevant time, and who hold any form of leave to remain or do not require such leave (largely analogous to 'qualifying Commonwealth citizens'). Note that Schedule 6A s a list of countries with which the UK has bilateral voting and candidacy rights treaties. Currently, the UK has such treaties with four</li> </ul>	<p>Until DLUHC specify how the process of determining the eligibility will work it is difficult to understand the full impact. However, it is likely that correspondence will need to be sent to those who are no longer eligible.</p> <p>Once we enter Business as Usual, then we would hope that the IER Digital Service would have a method of verifying eligibility through use of visa and settled status codes.</p>		

countries: Poland, Spain, Portugal and Luxembourg. These countries will be listed on the Schedule at the point the provisions come into force. It is feasible that, in future, other countries will be added to this list.			
<ul style="list-style-type: none"> <li>• 'EU citizens with retained rights': that is those persons who were already resident in the UK or Islands at the end of the Implementation Period following our exit from the EU (31/12/20). Such persons are also required to have maintained lawful immigration status.</li> </ul>			
EU citizens elected to office before the measures in the Act come into force can remain in office for their full term, irrespective of immigration status, and irrespective of whether they qualify under the new eligibility criteria.	<p>EU citizens elected in May 2023 would be unaffected by these requirements.</p> <p>Any EU citizen wishing to stand in an election from June 2023 will need to meet the requirements.</p>		
For EU citizens elected after these measures come into force, the Bill provides that the individual must have to leave to enter or remain, or not require such leave.			
<b>OVERSEAS ELECTORS – JULY 2023</b>			

<p>The 15-year limit on expatriates' right to vote in UK Parliamentary elections will be removed and all British Citizens overseas who were previously registered or resident in the UK will be enfranchised.</p>	<p>When an overseas registration is made, we will need to verify the previous address by:</p> <ul style="list-style-type: none"> <li>- Checking past copies of the register or</li> <li>- Where this is not possible, via documentary evidence or checking local records; or</li> <li>- Where none of the above is possible, via an attestation from another registered elector</li> </ul>	<ul style="list-style-type: none"> <li>• The service already has a process in place that allows for searching a wider number of addresses and register years than an elector's application provides. This could be widened to also include checking Council Tax records during the first check to try to close the application as quickly as possible.</li> </ul>	<ul style="list-style-type: none"> <li>• Inevitably, there is going to be more work than previously. At the 2019 Parliamentary election one member of the team was fully occupied with Overseas elector applications and absent vote arrangements in the couple of weeks running up to the registration deadline.</li> </ul>
<p>Those enfranchised will be entitled to register in respect of the last UK address at which they were registered, or, if they were never registered, the last UK address at which they were resident.</p>	<p>Lewes holds registers back to 1975.</p> <p>Therefore, to check the registration of any elector who left the UK will be a manual process</p>		
	<p>It is hard to quantify how many additional electors will register in Lewes. However, overseas registration is already a formidable task at Parliamentary elections and this change will not make the system easier. The service will need a comprehensive process that minimises the resource required.</p>	<ul style="list-style-type: none"> <li>• Consideration could be given to locate lapsed overseas registrations when the change is brought in (July 2023). This could help reduce the peak in the days before an election.</li> </ul>	<ul style="list-style-type: none"> <li>• A data-mining project within current resources?</li> </ul>
<p>The registration period for overseas electors will be extended from one year to up to three years, Electors will be able to reapply or refresh their absent</p>	<p>This process should reduce the number of overseas electors who drop off the register and then need to re-register whilst also ensuring that renewals are not</p>	<ul style="list-style-type: none"> <li>• Regular email contact with Overseas electors to confirm registration and</li> </ul>	<ul style="list-style-type: none"> <li>• Data extracted and uploaded to GovNotify to send emails.</li> </ul>

vote arrangement at the same time as renewing their overseas declaration. Renewals will be linked to a fixed point of 1 November.	needed around traditional election time.	absent vote arrangements	
	However, there is the potential that overseas electors may remain on the register when they have returned to the UK or that they have moved again overseas.		
	EROs and Ros are encouraged to contact overseas electors at the beginning of an election period to inform them of their registration an absent vote arrangements. However, as all general elections will now be unscheduled and therefore data for postal votes sent to printers almost immediately after the announcement – the elector will not have time to complete this application and will therefore need to complete a new application. This will delay the dispatch of their postal voting pack		

<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 November 2022</b>
<b>Title:</b>	<b>Interim Medium-term Financial Strategy 2023/24 - 2026/27</b>
<b>Report of:</b>	<b>Homira Javadi, Chief Finance Officer</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of Cabinet report:</b>	<b>To agree the updated General Fund budget and updated Medium Term Financial Strategy, together with the updated Capital Programme position.</b>
<b>Officer recommendations to the Cabinet:</b>	<p>(1) note the updated MTFS forecasts and the requirement to identify additional savings of £2.2 million for the period 2023/24 to 2026/27, but also note that this forecast could change significantly based upon outcome of future government funding settlements, the ongoing impact of the pandemic, demand for services and inflationary pressures upon the Council;</p> <p>(2) note that at this stage a forecast £1.8 million of savings are required to balance the 2023/24 budget; and</p> <p>(3) note the planned review of earmarked reserves and reallocate in line with the emerging risks where possible.</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>
<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>

## **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.

- Appendix 1 – **Interim Medium-term Financial Strategy 2023/24 - 2026/27**

<b>Report to:</b>	<b>Cabinet</b>
<b>Date:</b>	<b>10 November 2022</b>
<b>Title:</b>	<b>Interim Medium-Term Financial Strategy 2023/24 - 2026/27</b>
<b>Report of:</b>	<b>Homira Javadi, Chief Finance Officer</b>
<b>Cabinet member:</b>	<b>Councillor Zoe Nicholson, Deputy Leader &amp; Cabinet Member for Financial Services</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of report:</b>	<b>To agree the updated General Fund budget and updated Medium Term Financial Strategy, together with the updated Capital Programme position.</b>
<b>Decision type:</b>	<b>Budget and policy framework</b>
<b>Officer recommendation(s):</b>	<p><b>Cabinet is asked to:</b></p> <ul style="list-style-type: none"> <li><b>a. note the updated MTFS forecasts and the requirement to identify additional savings of £2.2 million for the period 2023/24 to 2026/27, but also note that this forecast could change significantly based upon outcome of future government funding settlements, the ongoing impact of the pandemic, demand for services and inflationary pressures upon the council;</b></li> <li><b>b. note that at this stage a forecast £1.8 million of savings are required to balance the 2023/24 budget; and</b></li> <li><b>c. note the planned review of earmarked reserves and reallocate in line with the emerging risks where possible.</b></li> </ul>
<b>Reasons for recommendations:</b>	<b>The provide Cabinet with and update and early sighting of key MTFS and budgetary implications in preparation for the setting of a revenue budget and associated Council tax for the forthcoming financial year by law.</b>
<b>Contact Officer(s):</b>	<b>Name: Homira Javadi</b> <b>Post title: Director of Finance &amp; Performance</b> <b>E-mail: <a href="mailto:Homira.Javadi@Lewes-Eastbourne.gov.uk">Homira.Javadi@Lewes-Eastbourne.gov.uk</a></b>

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## **1 Introduction**

### **Executive Summary**

- 1.1 The council is continuing to operate in a period of significant financial uncertainty. When the 2022/23 budget was approved in February 2022, the council was concerned about the ongoing and consequential impact of the pandemic and the uncertainty of future local government finance settlements.
- 1.2 Whilst these concerns remain, they are now overshadowed by the forecast impact of high inflation, especially in relation to fuel and energy prices. The impact of inflation is being experienced across all council services with no part of the council's budget unaffected. Energy costs are significantly above original budget forecasts, despite a provisional increase being built into the base energy budgets this year, along with the majority of other major spend areas such as waste and fleet.
- 1.3 On 8 September 2022, the Government announced a package of measures to cap energy costs for households and businesses, with further detail published on 22 September 2022. At the time of preparing this report more detail on how the support to businesses will work in practice was awaited. The support to business is only for six months and therefore will only help alleviate some of the pressure being experienced in 2022/23 and therefore is not expected to help offset the budget growth that is required in 2023/24. The MTFS forecasts assumes that prices for gas and electricity return closer to 2022/23 budgeted levels over the following two years.
- 1.4 Inflation is also impacting upon bank base rates and expected pay settlements for our employees with future National Living Wage increases expected to exceed previous expectations, which will impact upon the cost of services.
- 1.5 All these issues are making financial planning difficult and are resulting in adjustments to the financial position as compared to that reported to Cabinet earlier in the year, with significant additional pressure falling into 2023/24.
- 1.6 On 23 September 2022, it was announced that the 1.25% increase in National Insurance was being withdrawn from November 2022. This will produce both an in-year saving in 2022/23 (of circa £33k) and a base budget reduction from 2023/24 of circa £80k.
- 1.7 There continues to be significant uncertainty in terms of future financial settlements for local government and how available funding will be shared between local authorities. Local authorities continue to be provided with one-year financial settlements, which provide little financial certainty and security and given the timing of these announcements in late December, provides little time to react.
- 1.8 Local authorities desperately need early notification of how much, if any, additional government support will be provided in 2023/24 to offset the significant financial



pressures faced by the sector due to the present high levels of inflation. It appears at this stage however that there will not be early notification of funding levels for 2023/24, leaving local authorities to continue to plan for the worst i.e., no further funding being made available.

- 1.9 Although it was anticipated that in the 2022/23 local government finance settlement that the Fair Funding Review (FFR) would be implemented, it is expected that the implementation of the findings from the FFR, may now be delayed until at least 2024/25 but more likely to be 2025/26.
- 1.10 The lack of clarity in relation to the quantum of future financial settlements and the FFR is exacerbated by uncertainties in relation to future council tax referendum levels, the distribution and retention of business rate , and the ongoing impact of the pandemic upon council services and especially council income.
- 1.11 This level of uncertainty is making financial planning extremely challenging and requires the council to be reactive and adaptable. In this regard the authority's stronger financial position will help it to react effectively to many of the potential outcomes if needed. That said, without significant additional government funding the council will be placed in a challenging situation and will be required to make very difficult decisions to address these pressures in setting balanced budgets in 2023/24 and in future years.
- 1.12 As we continue to plan for 2023/24 budget, in line with previous practice, the MTFS has been reviewed and the financial forecasts for the next four years updated. Financial plans have been updated to consider the impact of inflation upon council costs with the consumer price index forecast to peak at over 10% by the end of 2023, the forward forecasts of energy costs and the pay increases forecast for the 2023/24 of nearly 7%.
- 1.13 The latest forecasts indicate a funding gap / savings requirement of £2.21 million will be required to balance the budget over the 2023/24 to 2026/27 period, with this figure being required by 2024/25 followed by a softening of requirement in later years of the MTFP.
- 1.14 Savings are forecast to be required in all years of MTFS as budget pressures and the impact of funding reductions outstrip the council's ability to generate additional income from business rates and council tax. The forecasts assume the council will apply the maximum annual increases i.e. 2% of £5 in its Council Tax across each of the next four years, in line with government guidance. Any changes to this assumption will result in a change in the assumed shortfall/s.
- 1.15 The achievement of an additional £2.21 million of savings over the next two years would be challenging and should not be underestimated – more so given the savings that the council has been required to achieve in the last three years. The emphasis since 2011/12 has been to minimise savings from front line services by protecting them wherever possible whilst maximising savings in management and support functions and by targeting increased income. This is becoming much more difficult however, as the scope for further savings is becoming exhausted following the delivery of Recovery and Stabilisation savings since 2019/20.

- 1.16 The total savings required at this stage for 2023/24 to balance the budget amount to £1.79 million, although it must be recognised that this figure could change significantly depending on whether the government provide much needed additional resources to the sector in 2023/24 and whether the council experiences further additional financial pressures due to demand, loss of income or due to the impact of inflation especially in relation to energy.
- 1.17 The previous forecasts, presented to Cabinet in February 2022, identified a forecast funding shortfall of £1.5 million for 2023/24. The updated forecasts show that overall savings requirements across the next four years are not too dissimilar in trend, but the challenge in setting a balanced budget next year is significantly more difficult.
- 1.18 Work will continue over the coming months to identify additional savings options to help to balance next years and future years budgets. In this regard however local government requires confirmation of funding settlements for the future to ensure there is a clear understanding of the financial challenges faced.
- 1.19 To ensure budgets can be balanced whilst clarity is provided and to provide time to work up proposals to reduce expenditure to address the underlying budget position, a thorough review of all earmarked reserves is being undertaken to ensure that corporate reserves are in place to ensure the council can set balanced budgets. This review will result in options to re-prioritise earmarked reserves and increase support for the MTFS. The application of reserves in this way is not a sustainable solution to the financial challenges we face. Until there is greater clarity, the programmes and projects funded from earmarked reserves are being paused at this time.
- 1.20 The MTFS forecasts continue to assume that there will be a 2% council tax increase in 2023/24 along with the later MTFP years, in line with previous assumptions.
- 1.21 Given the increase in inflation and the base rates in recent months and forward forecasts for the cost of borrowing, the capital programme is undergoing a review and risk assessment. Any potential for further increases could reduce the scope of new capital expenditure that could be funded from the prudential borrowing provision factored into the plans at present.
- 1.22 Pre-commitments to existing programmes and business as usual requests could exceed allocated capital resource in MTFS, which together with the impact of construction price inflation, will lead to some difficult choices to be made around re-prioritising existing commitments and scaling back or increasing the pressure on the MTFS by requiring greater provision for prudential borrowing, which would increase the savings targets in MTFS.
- 1.23 Although the position beyond 2024/25 appears to be not as challenging as in 2023/24, this is mainly due to revised assumptions in terms of the energy prices returning closer to 2020/21 budget assumptions across 2025/26 and 2026/27, plus an assumption that provision for new prudential borrowing remains unaltered once the capital bids are assessed. This position will need to be closely monitored to ensure plans are in place for any eventuality

## 2 Background

### Covid 19 Pandemic

- 2.1 In 2020, the Council's financial position like many other public and private sector organisations was put under severe stress by the pandemic.
- 2.2 Planning for a post COVID council is very challenging. Since there are many unknowns and yet to be tested assumptions. These assumptions will be monitored on an ongoing basis to ensure any deviations from the budgetary estimates are addressed as promptly as possible.

### Recovery and Stabilisation (R&S) Programme

- 2.3 Since 2020, the R&S programme has been the vehicle through which the council has co-ordinated its response to the Covid-19 pandemic and the subsequent impact on the economy (both for the council and the borough). R&S oversees and guides the priority activity to address the challenges of the council's new operational context in a sustainable way, and to respond to the changing needs and demands of residents.
- 2.4 Over the last 2 years, the R&S programme has made strong progress in leading and delivering the changes required in support of the council's response to the Covid-19 pandemic and the work to manage the budget shortfall over the life of the Medium-Term Financial Strategy (MTFS) period. The Corporate Management Team (CMT) has regularly considered the ongoing savings progress against the associated targets at its twice-weekly Recovery and Stabilisation Oversight meetings. The table below sets out the R&S savings plan which was presented to Full Council in February 2022:

R&S Programme	Planned 2021/22 £000's	Planned 2022/23 £000's
Total savings	156	1,183

- 2.5 Savings targets for 2022/23 will continue to be monitored in line with the economic recovery. Additional pressure, due to the increased inflation and increased fuel prices, will increase the funding gap, and opportunities to deliver further efficiencies will be explored.
- 2.6 To ensure the 2023/24 budget and MTFS can be developed effectively and savings targets delivered in time to produce a balanced budget, it is important that a robust plan and timetable is agreed and followed.
- 2.7 The council is committed to strong financial governance and getting value for money whilst ensuring that any council tax increases are justified and affordable.
- 2.8 It is prudent that the council continues to plan across a four year timeframe. During this period the council will continue to face significant and unavoidable budget pressures, especially relating to the inflationary impacts on energy and fuel costs,

future pay awards to council employees and Waste pressures whilst facing the uncertainty over the impact of the Fair Funding Review (FFR).

- 2.9 Planning across the medium term in this way ensures that decisions can be made in the knowledge of the likely financial position of the council and provides a basis for effective decision making taking account of the best estimates of income and expenditure.
- 2.10 Savings plans will continue to be developed for consideration for 2023/24 and in future years. These plans were initially developed in the context of the Recovery and Stabilisation. Unless there is a significant uplift in the level of local government financial settlements, additional savings are inevitable.
- 2.11 The council will be able to utilise some earmarked reserves to help balance the budgets in the short-term as a last resort whilst savings proposals are developed and or implemented. The unallocated General Fund reserves balances as at end of 2021/22 were £4.6 million.
- 2.12 The use of reserves to balance the budget is not a sustainable position and is only recommended where there is a need for a temporary injection of resources to allow for more sustainable budget solutions to be developed.
- 2.13 At this stage of the planning cycle for MTFS the following areas are presented for consideration by Cabinet:
  - (a) an update on the development of the 2023/24 budget since the Feb 2022 MTFS report to Cabinet;
  - (b) an update on the MTFS savings forecast for the period 2023/24 to 2026/27; and
  - (c) a review of reserves to align to current and emerging risks.
- 2.14 The financial outlook for the council continues to be challenging. Prior to the pandemic the national finances were in a reasonably healthy state for the first time in ten years. The impact of the pandemic upon the national finances however alongside the impact of the Governments response to the cost of living crisis is forecast to have long term impacts on the flexibility for increases in expenditure across the public sector.
- 2.15 Local authorities continue to lobby strongly for a long term sustainable financial settlement, but it is becoming less likely that this will occur in the short term due to ongoing uncertainty in the national finances linked to the ongoing impacts of the pandemic, Brexit, and the inflationary impact of the crisis in Ukraine.
- 2.16 The council will need to continually review its MTFS projections and savings requirements over the coming months in light of future announcements and as more information becomes available on the longer term impacts of the pandemic and inflation upon the council's budgets going forward.
- 2.17 The assumptions underpinning the development of MTFS continue to be reviewed. This has resulted in a number of significant changes to the core assumptions for 2023/24 and in future years as well as consideration of increased costs and demand increases specifically linked to the impact of high levels of

inflation. The key adjustments and major areas for consideration are detailed below:

**(a) Council Tax**

The Chart below demonstrates the change in Council Tax over the years. The 2023/24 position assumes 2% in Council Tax and 0.5%.

	2023/24	2024/25	2025/26	2026/27
	£	£	£	£
<b>Council Tax</b>	<b>-8,402,911</b>	<b>-8,631,550</b>	<b>-8,841,468</b>	<b>-9,062,505</b>

**(b) Fair Funding Review (FFR)**

It now appears more likely that the FFR will not be implemented until at least April 2025 and that local government will not face funding reductions, mainly due to the significant inflationary budget pressures now faced. On that basis it has been assumed that the settlement the council received in 2022/23 will be 'rolled over' into 2023/24 and that no funding reduction will be encountered in 2024/25. All of these financial planning assumptions could change in the coming months as a result of government announcements.

**(c) Business Rates & Section 31 Grant**

These sums have been uplifted by a 2.5%. However, should there be any additional uplifts in line with the current CPI rates of 10%, these assumptions will be updated accordingly.

	2023/24	2024/25	2025/26	2026/27
	£	£	£	£
National Non-Domestic Rates Baseline	-2,242,862	-2,287,719	-2,333,473	-2,380,143
Business Rates Retained Growth and Renewables Disregard	-828,734	-828,734	-828,734	-828,734

**(d) Pay Inflation**

The 2022/23 budget includes 2.5% in the base for pay inflation. In July the Local Government Employers made an offer of a £1,925 flat increase pay offer to 'green book' employees, which represents the majority of employees in the council, is presently being considered by trade unions through a consultative ballot. If this offer is ultimately accepted and a similar pay award is agreed with non 'green book' employees also, it will cost a forecast £0.5 million more than the 2.5% budget provision in the base. The content of the current pay offer and the likelihood of ongoing higher rates of inflation have also resulted in revised assumptions in terms of pay awards in future years. The updated forecasts for the cost of future pay rises in 2023/24 and 2024/25 have been increased to 7% and 3% respectively. In total, accommodating assumed pay inflation has added £0.5m in 2022/23 and a further £0.8m in 2023/24, in total a £1.3m in base budget increase in 2023/24 making up a significant proportion of pressures in that year.

**(e) National Insurance**

A 1.25% increase in employers national insurance contributions was introduced in April 2022. On 23 September, 2022, it was announced that this was being withdrawn from November 2022. This will produce both an in-year saving in 2022/23 (of circa £0.03 million) and a base budget reduction from 2023/24 of circa £0.08 million.

	2023/24	2024/25	2025/26	2026/27
	£	£	£	£
<b>Pay Related costs</b>	<b>£1,227,509</b>	<b>£420,798</b>	<b>£358,875</b>	<b>£367,778</b>

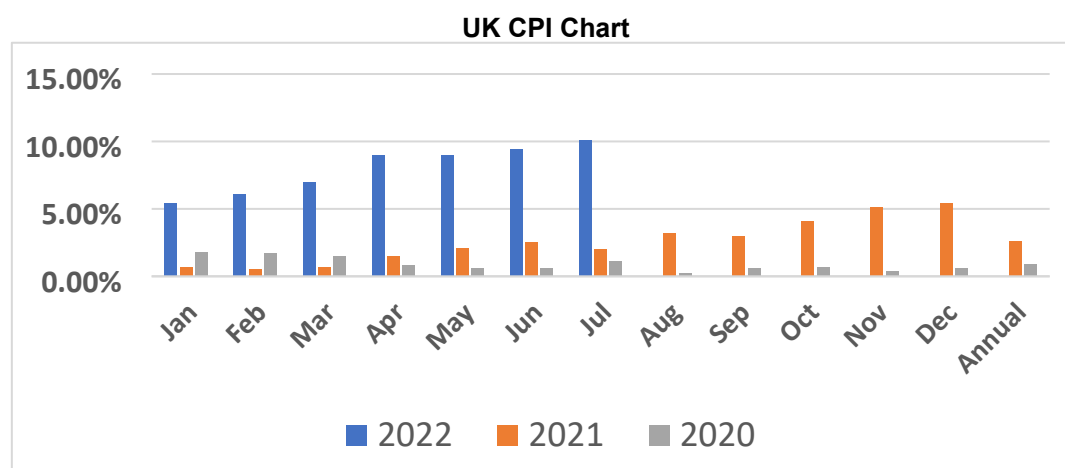
**(f) Price Inflation**

Forecasts of price inflation in 2023/24 have been increased from 3% to over 10% based upon forecast levels of price inflation next year – which has added an additional pressure into the MTFS in 2023/24. Where possible, the services are expected to absorb an element of the inflation pressures they will face in terms of supplies and services and agency and contracted services.

**(g) CPI**

When the budget was approved by Council in February 2022, it was set based on a number of key assumptions including pay and cost inflation. Inflation had been calculated for premises and transport related costs including utilities, business rates and fuel based on latest market intelligence and CPI forecasts from Central Government. Whilst there were concerns about the rapidly rising levels of inflation, the advice at that time indicated a short term and sharp spike rise in inflation followed by a return to previously experienced levels by early spring.

The CPI has since nearly quadrupled which when coupled with the proportion of use and demand for consumables such as utilities, fuel, goods and services has created and continues to give rise to significant budgetary concerns.



**(h) Energy Price Increases**

The 2022/23 base budget included a 3% uplift in energy costs based upon forecasted inflationary increases last year. Over the last six months however, mainly driven by the conflict in Ukraine, prices have been extremely volatile and have increased significantly. In July, an additional £0.150 million increase in the 2022/23 budget provision was added to the earmarked reserves to be off set against the raising costs when required. More recently, energy prices have continued to increase significantly, mainly because of the closure of the Nord Stream gas pipeline between Russia and Europe. Gas and electricity commodity prices are presently trading at rates ten times higher than they were eighteen months ago.

On 8 September 2022 the Government announced a package of measures to cap energy costs for households and businesses, with further detail published on 22 September 2022. At the time of preparing this report more detail on how the support to businesses will work in practice was awaited. The support to business is only for an initial six months and therefore will only help alleviate some of the pressure being experienced in 2022/23 and therefore is not expected to help offset the £1.7 million of budget growth that is required in 2023/24. This position will be kept under review and forecasts amended if necessary, as more information emerges. The MTFS forecasts assumes that prices for gas and electricity return nearer to 2020/21 budgeted levels over the following three years. There are differing views on this within the sector and within the markets and there is a risk that prices rates do not return to 2020/21 budgeted levels in future. Energy prices continue to be volatile, and this budget will continue to be closely monitored.

**(i) Forecast increase in major contracts resulting from high levels of inflation**

A number of the council's major contracts have annual inflationary uplift calculations built into them linked to CPI or RPI uplifts and sometimes linked to key materials inflation e.g. diesel prices. Whilst some provisional estimates has been made, these are currently under review and any changes will be incorporated in the future MTFS updates.

**(j) Prudential Borrowing**

Based on current interest rates and forward forecasts for the cost of borrowing, £1 million capital financing cost will fund circa £20 million of new capital expenditure. In previous MTFS planning rounds, when interest rates were lower and much more stable, £1 million of prudential borrowing provision would have serviced circa £25 million of new capital expenditure. This position may need to be reviewed in line with increases in base rates in recent months and potential for further increases, which could reduce the scope of new capital expenditure that could be funded from the prudential borrowing provision factored into the plans at present.

Pre-commitments to existing programmes and business as usual requests, together with the impact of construction price inflation are expected to result in requests for new capital expenditure exceeding capital resource availability.

Capital bids are currently being finalised and careful consideration will be given to these and all other existing capital programme commitments considering the financial position the council is facing. There will undoubtedly need to be some difficult choices to be made around re-prioritising existing commitments and scaling back or increasing the pressure on the MTFS by increasing the provision for prudential borrowing, which would increase the savings targets in MTFS.

### **2023/24 Savings Forecast**

- 2.18 Based upon the revised assumptions detailed in this report, the savings requirement for 2023/24 is forecast to be £1.8 million. At this point our forecasts assumes no further government support. The forecast also assumes energy prices are contained within the updated forecasts, with no additional government support.
- 2.19 Although the budget deficit of £1.8 million in 2023/24 is the latest forecast, it should be recognised that this figure could and will likely change before Council ultimately sets the budget in February 2023.
- 2.20 The MTFS forecasts continue to be predicated on a 2% council tax increase being applied in 2023/24 and across the remainder of the MTFS planning period.
- 2.21 Future updates of this report will provide details of additional savings plans, which will assist in closing the forecast £1.8 million shortfall next year.
- 2.22 If government provide additional funding to local government in the financial settlement for 2023/24, this gap could be reduced significantly. However, there is also a likelihood of further cuts to public sector spending as part of the new Chancellor's plans to reduce the Government's budget deficit. It is currently unclear whether and the extent to which any additional or reduction in funding will be provided. However, there is a clear risk that the gap widens if cost pressures, particularly in relation to energy, pay and contracts continue to escalate.
- 2.23 At this point it is likely the council would need to utilise significant levels of additional savings to balance the budget in 2023/24.

### **Equality Impact Assessment of the Medium Term Financial Plan**

- 2.24 Consideration of equality analysis and impacts is an essential element that members must consider in approving the savings plans at Appendix 4. This section updates Members on the outcomes of the equality analysis of the MTFS savings proposals.

### **Review of Reserves**

- 2.25 To ensure budgets can be balanced whilst clarity is provided and to provide time to work up further proposals to increase income and reduce expenditure to address the underlying budget position, a thorough review of all earmarked reserves is being undertaken. Please see Appendix C for further details.



- 2.26 It is important to recognise that the application of reserves to balance the budget is not a sustainable solution to the financial challenges we face. Whilst the review is undertaken and until there is greater clarity, some programmes and projects funded from a range of earmarked reserves may need to be paused at this time.
- 2.27 Further details of the review of reserves and the impact of redirecting these resources will be provided in the next update report.

### **Capital Programme**

- 2.28 The latest Capital Investment Strategy was reported to Cabinet in February 2022, it sets out a framework for funding and investment decisions in respect of capital assets, in the context of our vision and priorities and available financial resources. The Capital Investment Strategy demonstrates that we take capital expenditure and investment decisions in line with service objectives and properly take account of stewardship, value for money, prudence, sustainability, and affordability.
- 2.29 It sets out the long-term context in which capital expenditure and investment decisions are made and considers the risk, reward, and impact on the achievement of the Council's priority outcomes.
- 2.30 When setting its capital programme, the Council takes into consideration the following:
- Service objectives – the capital spending plans should be consistent with the Corporate Plan;
  - Stewardship of assets – as demonstrated by our asset management planning approach;
  - The value for money offered by investment plans – as demonstrated by the appraisal of the options;
  - The prudence and sustainability of investment plans – their implications for external borrowing;
  - The affordability of capital investment plans – the implications for the council tax; and
  - The practicality of capital expenditure plans – whether the forward plan is achievable.
- 2.31 Decisions on the Capital Programme have an impact on the Revenue Budget, in relation to:
- The revenue costs of financing capital, including prudential borrowing; and
  - The ongoing running costs and/or income generated by new capital assets such as buildings. Capital investment decisions therefore have implications for the Revenue Budget.
- 2.32 The revenue costs over the lifetime of each proposed capital project are considered when the project is being developed to ensure that the impact can be incorporated within our financial plans and to demonstrate that the capital investment is affordable. Our revenue and capital budgets are integrated with the financial impact of the proposed Capital Programme, being reflected in the Revenue Budget estimates.

- 2.33 The Council will only invest where capital spending plans are affordable, prudent, and sustainable. The key constraint on capital investment is the scope to afford the financial implications in terms of acceptable council tax levels. As supported by the Capital Investment Strategy, the Council's capital investment plans over the next 4 years are set out in the Capital Programme.
- 2.34 The efficient and effective use of capital resources, including sound asset management, is fundamental to achieving our long- and medium-term aims and objectives. It is also critical to achieving the delivery of the required savings and income across the Council to secure a balanced budget.
- 2.35 The Council's Capital and Investment Strategy is reviewed and reported to Full Council on an annual basis to reflect the changing needs and priorities of the Council including residents, businesses, and places.

### **Medium Term Capital Programme**

- 2.36 While Revenue Budget expenditure is concerned with the day-to-day running of services our Capital Programme is concerned with investment in the assets required to deliver services or delivery new income streams. The Medium-Term Capital Programme sets out how capital resources will be used to achieve the Council's vision and corporate priorities.
- 2.37 The Council must have an affordable Capital Programme; affordability is assessed against business cases considering the level of future resources required to support project delivery and ongoing asset maintenance.
- 2.38 The strategic objectives of our Capital Programme can be summarised as follows:
- To maintain a four-year rolling Capital Programme which remains within the approved affordable, sustainable, and prudential limits;
  - To ensure capital resources are aligned with our strategic vision and corporate priorities by ensuring all schemes are prioritised according to the Council's prioritisation methodology;  
To identify opportunities for investment in new schemes that result in capital growth and/or new revenue income streams;  
To maximise available resources by actively seeking external funding to support Council priorities and disposing of surplus assets; and
  - To use internal resources alongside external resources where appropriate to support the Capital Programme and minimise any borrowing costs.
  - That decisions on the financing of the capital programme are taken with consideration to the impact on the revenue budget, the treasury management strategy, and the investment strategy.

### **Capital Programme 2022/23 to 2026/27**

- 2.39 The Council forecasts its Capital Programme over a 4-year period and the latest position is set out in Appendix D.

## **Capital Programme -Revenue Budget Implications**

- 2.40 With the exception of earmarked s106 funds, the Council do not have significant capital reserves, therefore, while a small number of schemes will be continued to be funded from capital grants and other contributions, the majority of the approved Capital Programme might be funded through prudential borrowing.
- 2.41 The costs of repaying this borrowing fall on the revenue budget as treasury management costs in Central budgets. Treasury management budgets have been updated to reflect the costs of borrowing for the approved Capital Programme for 2022/23 onwards net of interest on forecast balances and company loan repayments.

## **Capital Programme Oversight Board**

- 2.42 A Capital Programme Oversight Board (CPOB) has been established to provide strategic direction, oversight and corporate assurance for the General Fund capital programme and Housing Revenue Account (HRA) Business Plan across Council. The CPOB will be responsible for addressing programme issues, reviewing risk and financial implications, driving through the Assurance Review recommendations in respect of the capital programme and move towards a fully sustainable capital programme and asset release.

### **CPOB Responsibilities are to:**

- 2.43
- Be responsible and accountable for feeding into the annual Service & Financial Planning process;
  - Establish and embed a robust and effective governance framework through which all Councils capital projects will be evaluated, prioritised for development and delivery, subject to Member approval;
  - Provide oversight of the capital programme and the Housing Revenue Account (HRA) Business Plan;
  - Agree recommendations to relevant Committee(s), as required, to ensure the programme achieves its objectives in-line with initial proposals, Business Cases and assessed options appraisals;
  - Scrutinise and challenge programmes and projects at a strategic level in relation to budgets, actual spend, timing, and overall financial strategy;
  - Monitor the achievement of the capital programme's core aims and objectives;
  - Monitor the HRA Business Plan assumptions in line with Section 76 of the Local Government and Housing Act 1989;
  - Monitor the critical path for delivery across the capital programme and take timely decisions as the capital programme evolves, while ensuring that the capital programme is delivered in a joined-up way across Council departments.
  - Assist with resolving issues across Council departments while ensuring appropriate resources, capacity and capability are in place to deliver the capital programme and where necessary, commit resources as required;

- Ensure risks are being effectively managed and updated, and mitigations are identified appropriately required.

### **3 Conclusion**

- 3.1 The council continues to face significant financial uncertainty for the MTFS planning period, covering the financial years 2023/24 to 2026/27. The uncertainty relating to future government financial settlements is exacerbated by the ongoing impact of the pandemic alongside increases in base budget pressures from inflation, national living wage, and waste services.
- 3.2 The MTFS forecasts at this stage would indicate a significant budget gap next year and the need for additional savings to be identified for 2023/24. The council may therefore be in the unenviable position of having to potentially utilise some reserves to balance its budget next year.
- 3.3 The application of reserves to balance the budget is not a sustainable solution to the financial challenges we face. Whilst the review is undertaken and until there is greater clarity, the programmes and projects funded from a range of earmarked reserves will need to be paused at this time.
- 3.4 Planning will continue in relation to the identification of further savings to enable future years budgets to be balanced, which alongside the review of reserves currently underway will ensure the council is well placed to respond to the financial forecasts as they are firmed up over the coming months.
- 3.5 The General Reserves at the end of 2022/23 is forecast to be circa £4.6 million. This reserve needs replenishing. Further details of the review of reserves and the impact of redirecting these resources will be provided in the next MTFS update report.

### **4 Financial appraisal**

- 4.1 The S151 Officer will submit her Section 25 report on the robustness of estimates and adequacy of reserves to Full Council in February 2023. This report will be based on a detailed financial resilience and stress test of the Council's proposed income and expenditure plans.

### **5 Legal implications**

- 5.1 Section 151 of the Local Government Act 1972 requires that every local authority decide for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs.
- 5.2 Sections 42A of the Local Government Finance Act 1992 requires local authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating their budget requirement.
- 5.3 The Chief Finance Officer, appointed under section 151 mentioned above, has a duty to report on the robustness of estimates and adequacy of reserves under section 25 of the Local Government Act 2003.

## **6 Risk management implications**

- 6.1 An analysis of risks associated with the MTFS and mitigating actions will be provided in the next MTFS update.

## **7 Equality analysis**

- 7.1 The equality implications of any individual decisions relating to the projects/services covered in this report are addressed within other relevant Council reports.

## **8 Appendices**

Appendix A – Budget Summary and Key Assumptions

Appendix B - Budget Summary by Directorates

Appendix C – Reserves

Appendix D- Capital Programme

## **9 Background papers**

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

- Local Government Finance Act 1992
- Welfare Reform Act 2012
- The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations (as amended)
- The Impacts of Localised Council Tax Support Schemes – Institute for Fiscal Studies Report January 2019

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## Budget Summary and Key Assumptions

	2023/24	2024/25	2025/26	2026/27
<b>Net Budget Requirement b/f</b>	<b>£14,289,900</b>	<b>£15,988,853</b>	<b>£16,126,235</b>	<b>£16,310,748</b>
<b>Adjustments to Base Budget</b>				
Pay Related costs	£1,227,509	£420,798	£358,875	£367,778
Contract Inflation	£0	£0	£0	£0
Unavoidable Budget Pressures	£224,882	£0	£0	-£202,171
Service Investment	£889,251	£0	£0	£0
Efficiencies	-£17,748	£0	£0	£0
Income Generation	-£424,941	-£283,416	-£174,362	-£174,362
Technical Adjustments	-£200,000	£0	£0	£0
<b>Net Budget Movement</b>	<b>£1,698,953</b>	<b>£137,382</b>	<b>£184,513</b>	<b>-£8,755</b>
<b>Net Budget Requirement</b>	<b>£15,988,853</b>	<b>£16,126,235</b>	<b>£16,310,748</b>	<b>£16,301,993</b>
<b>FINANCED BY:</b>				
Council Tax	-£8,402,911	-£8,631,550	-£8,841,468	-£9,062,505
Council Tax (Surplus)/Deficit	-£448,000	-£448,000	-£448,000	-£448,000
National Non-Domestic Rates Baseline	-£2,242,862	-£2,287,719	-£2,333,473	-£2,380,143
Business Rates Retained Growth and Renewables Disregard	-£828,734	-£828,734	-£828,734	-£828,734
Business Rates - Newhaven Enterprise	-£812,650	-£812,650	-£812,650	-£812,650
New Homes Bonus	-£121,023	-£79,353	-£37,683	-£37,683
Disabled Facility Grant - Conversion	-£508,120	£0	£0	£0
Homeless Prevention Grant	-£520,142	-£520,142	-£520,142	-£520,142
2022/23 Services Grant	-£212,176	-£212,176	-£212,176	-£212,176
Lower Tier Services Grant	-£100,609	-£100,609	-£100,609	-£100,609
Contributions To / (From) Reserves	£0	£0	£0	£0
<b>TOTAL FINANCING</b>	<b>-£14,197,226</b>	<b>-£13,920,933</b>	<b>-£14,134,935</b>	<b>-£14,402,642</b>
<b>FORECAST BUDGET GAP</b>	<b>£1,791,627</b>	<b>£2,205,302</b>	<b>£2,175,812</b>	<b>£1,899,352</b>
<b>FORECAST BUDGET GAP %</b>	<b>11.21%</b>	<b>13.68%</b>	<b>13.34%</b>	<b>11.65%</b>

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## Budget Summary By Directorate &amp; Service 2023/24

Directorate	Service	Base Gross Budget	Service Pressures, inflation and service investment	Efficiencies	Gross Budget	Income Generation Proposals	Service Income	Technical Adjustments	Net Budget
Corporate Services	Corporate Management Team	480,250	344,424	0	824,674	0	-20,000	0	804,674
Corporate Services	Emergency Planning	40,850	0	0	40,850	0	0	0	40,850
Corporate Services	Financial Services Team	838,650	0	0	838,650	0	0	0	838,650
Corporate Services	Internal Audit and Corporate Fraud	243,400	0	0	243,400	0	0	0	243,400
Corporate Services	Corporate Finance	112,400	0	0	112,400	0	0	0	112,400
Corporate Services	Human Resources	343,950	0	0	343,950	0	0	0	343,950
Corporate Services	Information Technology	1,760,150	0	0	1,760,150	0	0	0	1,760,150
Corporate Services	Local Land Charges	30,150	0	0	30,150	0	-105,000	0	-74,850
Corporate Services	Legal Services	680,150	9,859	0	690,009	0	-282,250	0	407,759
Corporate Services	Local Democracy	798,650	160,250	0	958,900	0	-1,500	0	957,400
Regeneration and Planning	Estates and Property	2,599,000	0	0	2,599,000	0	-2,724,500	0	-125,500
Regeneration and Planning	Solar Panel Trading Account	115,800	0	0	115,800	0	-190,000	0	-74,200
Regeneration and Planning	Planning	1,958,400	0	0	1,958,400	0	-1,427,100	0	531,300
Regeneration and Planning	Regeneration	1,003,700	0	0	1,003,700	0	-474,000	0	529,700
Regeneration and Planning	Regeneration Portfolio	128,400	0	0	128,400	0	0	0	128,400
Regeneration and Planning	Business Planning and Performance	858,750	0	-17,748	841,002	0	-65,000	0	776,002
Service Delivery	Head of Customer First	200,100	0	0	200,100	0	0	0	200,100
Service Delivery	Homes First - Head	51,850	0	0	51,850	0	0	0	51,850
Service Delivery	Specialist Advisors	31,176,100	0	0	31,176,100	0	-29,888,250	0	1,287,850
Service Delivery	Specialist Advisors - Building Control	57,600	0	0	57,600	0	0	0	57,600
Service Delivery	Account Management	1,109,600	0	0	1,109,600	0	0	0	1,109,600
Service Delivery	Case Management	9,900	0	0	9,900	0	-33,750	0	-23,850
Service Delivery	Neighbourhood First	765,650	0	0	765,650	0	-200	0	765,450
Service Delivery	Customer Contact	943,450	0	0	943,450	0	0	0	943,450
Service Delivery	Waste & Recycling	5,038,750	544,100	0	5,582,850	0	-1,272,750	0	4,310,100
Service Delivery	Homes First - Housing Property Services	1,420,100	0	0	1,420,100	0	-633,950	0	786,150
Service Delivery	Homes First - Neighbourhood Management	887,750	0	0	887,750	0	0	0	887,750
Service Delivery	Homes First - Customer Experience	165,850	0	0	165,850	0	0	0	165,850
Service Delivery	Homes First - Housing Needs & Standards	536,150	0	0	536,150	0	0	0	536,150
Tourism and Enterprise	Arts Development	5,900	0	0	5,900	0	0	0	5,900
Tourism and Enterprise	Tourism	425,000	0	0	425,000	0	-145,500	0	279,500
Tourism and Enterprise	Leisure Centres & Swimming Pools	141,200	0	0	141,200	0	-20,000	0	121,200
Tourism and Enterprise	Newhaven Fort	107,350	0	0	107,350	0	-5,000	0	102,350
HRA	Recharges to the HRA	-4,356,300	0	0	-4,356,300	-304,941	0	0	-4,661,241
Central	Corporately Managed Budgets	1,351,500	1,283,009	0	2,634,509	-120,000	-451,500	-200,000	1,863,009
<b>NET EXPENDITURE</b>		<b>52,030,150</b>	<b>2,341,642</b>	<b>-17,748</b>	<b>54,354,044</b>	<b>-424,941</b>	<b>-37,740,250</b>	<b>-200,000</b>	<b>15,988,853</b>

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## Appendix C

### Statement of Reserves - (currently under review)

	Balance 31/3/20	Movement in Year	Balance 31/3/21	Movement in Year	Balance 31/3/22	Movement in Year	Balance 31/3/23
	£000	£000	£000	£000	£000	£000	£000
Asset Management	(2,200)	613	(1,587)	269	(1,318)	306	(1,012)
Revenue Grants & Contributions	(503)	(536)	(1,039)	(288)	(1,327)	-	(1,327)
Strategic Change	(1,265)	357	(908)	36	(872)	150	(722)
Vehicle & Equipment Replacement	(751)	191	(560)	60	(500)	150	(350)
Managing in Year Economic Downturn	(296)	296	-	-	-	-	-
Capital Receipts	(166)	27	(139)	7	(132)	-	(132)
Business Rates Equalisation	-	(861)	(861)	-	(861)	-	(861)
Income Protection	-	(125)	(125)	-	(125)	-	(125)
Capital Financing Support	-	(500)	(500)	-	(500)	-	(500)
Community Grants	-	(105)	(105)	-	(105)	-	(105)
Cost of Living Pressures	-	-	-	(700)	(700)	-	(700)
Budget Carry Forwards	-	-	-	(750)	(750)	100	(650)
<b>Total Earmarked Reserves</b>	<b>(5,181)</b>	<b>(643)</b>	<b>(5,824)</b>	<b>(1,366)</b>	<b>(7,190)</b>	<b>706</b>	<b>(6,484)</b>
s31 Grant NNDR (timing difference)	-	(5,034)	(5,034)	2,232	(2,802)	2,802	-
<b>Total</b>	<b>(5,181)</b>	<b>(5,677)</b>	<b>(10,858)</b>	<b>866</b>	<b>(9,992)</b>	<b>3,508</b>	<b>(6,484)</b>
<b>Economic Regeneration (NHEZ)</b>	<b>(2,080)</b>	<b>(338)</b>	<b>(2,418)</b>	<b>(668)</b>	<b>(3,086)</b>	<b>-</b>	<b>(3,086)</b>
<b>General Fund Balances</b>	<b>(2,868)</b>	<b>(808)</b>	<b>(3,676)</b>	<b>(939)</b>	<b>(4,615)</b>	<b>(179)</b>	<b>(4,794)</b>
<b>HRA Balances</b>	<b>(2,771)</b>	<b>(790)</b>	<b>(3,561)</b>	<b>(677)</b>	<b>(4,238)</b>	<b>325</b>	<b>(3,913)</b>

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## Appendix D

### Capital Programme (currently under review)

	Original	Revised	Estimate	Estimate	Estimate	Estimate
	2022/23	2022/23	2023/24	2024/25	2025/26	2026/27
	£000	£000	£000	£000	£000	£000
<b>HRA HOUSING INVESTMENT</b>						
Acquisition and Construction of New Dwellings	9,336	10,505	10,921	9,025	24,503	19,470
Improvements to Stock	3,515	6,185	6,465	6,465	6,465	7,820
Housing Estates Recreation and Play Areas	50	-	-	-	-	-
<b>HRA Capital Programme</b>	<b>12,901</b>	<b>16,690</b>	<b>17,386</b>	<b>15,490</b>	<b>30,968</b>	<b>27,290</b>
<b>GENERAL FUND CAPITAL PROGRAMME</b>						
Private Sector Housing & Disabled Facility Grants	1,487	1,659	1,135	1,135	<b>TBC</b>	
Aspiration Homes & Lewes Housing Inv. Company	1,000	1,419	1,000	1,000		
Recovery & Reset	430	1,052	-	-		
Regeneration	16,660	22,525	25,209	6,825		
Local Energy Schemes	2,000	2,062	3,845	4,000		
Service Delivery	2,227	3,057	5,227	2,227		
Specialist (Flooding & Coastal Defences)	236	688	236	236		
Information Technology	150	404	150	150		
Asset Management	1,920	2,373	2,780	250		
Open Spaces / Biodiversity	180	220	360	-		
Indoor Leisure Facilities	721	1,183	300	300		
Parks and Pavilions	962	1,006	200	200		
Community Infrastructure	900	900	900	900		
Finance Transformation	150	329	150	150		
<b>General Fund Capital Programme</b>	<b>29,023</b>	<b>38,876</b>	<b>41,492</b>	<b>17,373</b>	<b>-</b>	<b>-</b>
<b>Total Capital Programme</b>	<b>41,924</b>	<b>*55,566</b>	<b>58,878</b>	<b>32,863</b>	<b>30,968</b>	<b>27,290</b>

*Note - The revised 2022/23 Capital Programme for the year include slippages from the previous year that have carried forward into 2022/23. It is unlikely that all aspects of the programme will be deliverable this year and this will be reprofiled and kept under continuous review by the Capital Programme Overview Board (CPOB).*

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<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 November 2022</b>
<b>Title:</b>	<b>Climate Change and Sustainability Strategy- Annual update 2022</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 Climate Change and Sustainability Action Plan and to set out proposals for climate change activities in 2023/24.</b>
<b>Officer recommendations to the Cabinet:</b>	<b>(1) To approve the Climate Change and Sustainability Annual Update (as attached in Appendix 1 to the Cabinet report) for publication on the Council's website;</b> <b>(2) To note progress to date on the strategy action plan as contained within Appendix 1; and</b> <b>(3) To support the proposed climate change activities for 2023/24</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>

## **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.
- Appendix 1 – **Climate Change and Sustainability Strategy- Annual update 2022**



<b>Report to:</b>	<b>Cabinet</b>
<b>Date:</b>	<b>10 November 2022</b>
<b>Title:</b>	<b>Climate Change and Sustainability Strategy- Annual update 2022</b>
<b>Report of:</b>	<b>Ian Fitzpatrick, Deputy Chief Executive and Director of Regeneration and Planning</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 provide an update on the Climate Change and Sustainability Action Plan and to set out proposals for climate change activities in 2023/24.</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) To note progress to date on the strategy action plan as contained within Appendix 1</b></p> <p><b>(3) To support the proposed climate change activities for 2023/24</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: <a href="mailto:kate.richardson@lewes-eastbourne.gov.uk">kate.richardson@lewes-eastbourne.gov.uk</a></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.

- 1.2 Appendix 1 has been brought forward for approval by Cabinet.  
The Appendix will be placed as a standalone document on the council's 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 9.5% reduction on the total baseline and a 12.6% reduction in fleet emissions.
- 1.4 The carbon footprint of the district has reduced by 15%, based on the Department for Business, Energy and Industrial Strategy's (BEIS) data, since 2018.

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 due to the 2-year lag in the data.

- 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.

The Council has progressed many regional and local projects working with partners including:

- Decarbonising social housing with the Greater Brighton Economic Board (GBEB) and the University of Brighton
- Changing Chalk project led by the National Trust
- £2m Ouse Valley Climate Action project led by the South Downs National Park and a partnership of 10 local organisations including the council
- COP26 events and film showings at the Depot, Lewes, November 2021 with the Lewes Climate Hub
- Solar Together- group photovoltaic (PV) panel buying scheme
- 'Engines Off' anti-idling campaigns with Seaford Environmental Alliance

More details and case-studies are to be found in the Appendix 1 (from page 14).

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

- 2.1 Ongoing monitoring of the national policy context continues – in light of the change of Prime Minister, recent policy changes and the High Court's ruling on the government's Net Zero Strategy – to understand the full implications on the Council's plans.

## **3 Evidence base update**

- 3.1 The evidence base is updated on page 4 of Appendix 1. It highlights the main climate risks that face the UK, highlights the Climate Action Tracker as a tool for monitoring the government's progress on mitigation targets, policies and actions, and briefly summarises the findings of the new IPCC report on Climate Change 'Impacts, Adaptation and Vulnerability'.

Main points to note:

- UK adaptation action has failed to keep up with the worsening reality of climate risk
- Acting now is cheaper than dealing with the consequences later.
- The UK is not on track to meet its net zero by 2050 target due to a lack of practicable policy and real action.
- Climate change has already caused substantial damage and irreversible species and habitat losses.

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

4.1 This report provides a summary of the carbon report for the financial year 2021/22 along with a comparison with the baseline 2018/19.

4.2 There has been a reduction in the Council's scope 1 & 2 emissions of 9.5% since 2018/19.

There full report is available in Appendix 1 (page 6).

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

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

The Council acknowledges that its greatest source of emissions will be from purchasing and contracting, and continues to improve reporting methods. For 2021/22, emissions from grounds maintenance contracts (diesel fuel used in operational activities) have been included for the first time.

Certain emissions, for example from the cleaning contract will no longer be sought for Scope 3 reporting as these services have been brought in-house so the emissions will from 2022/23 fall under the Council's Scope 1 & 2.

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

5.1 This information can be found on page 12 of Appendix 1 (table 4).

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

6.1 The strategy currently contains 86 actions across 7 action areas. A summary of work to date is below.

79% of all actions are currently reported as green or completed, 13% are amber and 3% (3 actions) are red.

Please see Appendix 1 (page 41) for the full updated action plan and set of indicators.

## 6.2 Some key actions have included:

- Grant application success as a partner with the Ouse Valley Climate Action project
- Expert input into Local Plan Evidence Base reports by specialist Officers across the Green Consultancy
- Increasing access to cycling studies
- Housing tenant engagement on climate change issues and food growing
- Installation of 161 solar PV arrays as a result of Solar Together scheme
- Allocation of 'Cost of Living Crisis' Fund money to green energy initiatives
- Procurement of supplier for electric vehicle (EV) charge points on the Council's estate
- Anti-idling campaigns at local schools
- Fleet decarbonisation pathway approved- use of renewable diesel to reduce fleet diesel emissions by up to 90%
- Wildflower planting success as a result of Bee Lines project grant
- Case-study partner in regional project to review opportunities for carbon-offsetting
- Natural Flood Management work through Sussex Flow, University of Brighton research student and work on Council land on the Cockshut-success in flood management as well as biodiversity improvements and carbon capture
- Vouchers to help purchase of reusable products as a result of partnership with local company Cheeky Wipes
- Continued work with GBEB and local universities on the Decarbonising Our Housing Stock project

## 7 Climate Change Project Proposals for 2023/24

7.1 It is proposed that the following climate change activities be approved for 2023/24, subject to full consideration within the annual business and budget planning process.

<b>Proposal</b>	<b>Meets a defined action in the action plan?</b>	<b>Fund</b>	<b>Estimated Funding Requirement</b>
Electric Vehicle Charge points and sundries	Yes- Action T21 & T23	Capital	£100,000
Car clubs- for Seaford & Newhaven	Yes- Action T11	Capital	£50,000
Energy Surveys- a) corporate buildings and b) Wave Leisure sites	Yes- Action E21 & E23	Revenue	a) £23,778 b) £23,778

Grant Applications- a) corporate buildings and b) Wave Leisure sites	Yes- Action E23	Revenue	a) £22,758  b) £22,758
Climate Resilience Fund- to be subject to a future Cabinet decision	Potentially all 'enabling' actions	Capital & Revenue	£100,000
		<b>Total Approx Budget</b>	<b>£343,072</b>

## 7.2 **Electric Vehicle Charge Points**

The Council is currently beginning works to deliver priority grant funded (On-street Residential Charge Points grant- ORCs) charge points across Lewes town, Newhaven and Seaford. Applications have also been submitted for Barcombe and Ditchling, although a number of questions remain about these sites' suitability.

In order to ensure charge points are installed across the district within Council car parks, there will be a need for a fund to pay for those sites where grants are not available, for example, Peacehaven, or where part-fund may be required, for example, Ditchling. It could also include our housing sites where communal parking exists.

At the moment, it is unknown how much additional sites will cost but these will be surveyed once priority site installations have begun. It is expected that additional (non-priority) installations could begin in 2023.

Having a specific fund set aside will enable the charge point roll-out to progress in a timely manner and will ensure that sundries, for example, low-level lighting can also be funded, as required. Charge points could also be provided to enable existing car club vehicles to transfer to electric, for example, Phoenix Causeway, Lewes.

Funding this work will directly help achieve Actions T21 & T23 in the Climate Change and Sustainability Strategy Action Plan.

## 7.3 **Car Clubs**

The Council has received requests from residents to set-up a car club in both Seaford and Newhaven. This could build on existing car club cars within Lewes town to which some users for example, #travel by train from Seaford to access.

A fund of £50,000 would enable a procurement exercise to be undertaken and help pay to set-up vehicles in these areas.

The £50,000 figure has been determined by a 'ballpark' quote from an existing car club provider and would pay for 2 sites to have EV vehicles for 3 years (if infrastructure is in place).

Communities that set up car clubs, particularly EV car clubs, have the opportunity and encouragement to:

- reduce motoring costs from personal car ownership- even more relevant now given the Cost of Living Crisis.
- reduce carbon emissions (if EV)
- improve local air quality (if EV)
- reduce local parking stress by removing personal vehicles from the area.

Funding this work will directly help achieve Action T23 in the Climate Change and Sustainability Strategy Action Plan.

#### 7.4 **Energy Surveys and Grant Application budget**

There has been an unprecedented increase in energy costs over the last year that has had a significant impact on 22/23 budgets, and the current conflict in Ukraine has further impacted on costs which will have a 'knock on' effect going into the next financial year.

An initial audit has been completed and presented to CMT with regards to site spend and consumption data- this has been used to inform budget setting for the financial year 22/23.

Moving forward, the council is planning for large increases in utilities costs. It is essential for the long-term strategic management of assets that up-to date condition surveys are available, alongside an understanding of the energy use of each building and how it can be reduced.

Plans will be developed on a site-by-site basis that will provide the information needed to increase the life expectancy of the building, reduce operational ongoing utility costs and reduce carbon emissions as required by our Net Zero 2030 targets. They have been procured through the Clear Sustainable Futures Framework (CSF).

A report will provide the following:

- Existing fabric and services overview
- Occupancy data
- Energy analysis with comparison to industry benchmarks
- Central Plant review
- Building fabric Improvements (Loft, walls, windows, draught proofing, solar control)
- Existing mechanical, electrical and plumbing services and their improvements to save energy
- Renewable, low and zero carbon measures review (solar thermal, solar PV)
- Estimated costs of recommended measures, energy and cost savings associated with improvements, payback periods and annual carbon savings associated with each measure

The following sites should be assessed:

- Lewes House, Lewes
- Marine Workshop, Newhaven
- 2-4 Fisher Street, Lewes
- 187-188 High Street, Lewes

The following sites should be budgeted for but will depend on future agreed management/renovation arrangements:

- Southover House, Lewes
- Robinson Road depot, Lewes

For the majority of sites, the reports can be called upon as and when grants are available and/or as boiler plant reaches end of life to assist the replacement strategy.

- 7.5 The Council will require technical expertise to apply for grants based on recent experience of the Public Sector Decarbonisation Scheme. The Council does not always get a lot of notice when grant pots become available, so decisions as to whether to attempt an application have to be made quickly and having the fund available will enable this to happen as required.

The support has been procured using the CSF framework at a fixed cost per site.

- 7.6 Wave Leisure sites (6 no.) should be included within the surveys as the council is responsible for building fabric and plant. Currently, these sites sit within scope 3 of emission reporting, but this is only because they maintain direct utility contracts and this may change in the future.

Funding this work will directly help achieve Action E21 and E23 to produce and deliver a carbon reduction plan for non-housing assets, in the Climate Change and Sustainability Strategy.

## 7.7 **Climate Resilience Fund**

In September 2019, a £100,000 Sustainability Fund was established to part-fund staffing (£15,000) and develop the Climate Change and Sustainability Strategy. The majority of funding (£85,000) has been used to fund carbon reduction initiatives and feasibility work including:

- Carbon base line and pathways report
- Land-use study and workshop
- Tree planting
- Climate Change Forum engagement work
- Shares in OVESCO Sunny Solar Schools
- Expert advice and support from Centre for Local Economic Strategies
- Increasing access to cycling reports (1 completed and 1 due to start)
- Community grants

This fund is now nearly exhausted, and it is deemed a new fund should be established.

The fund should be able to roll over financial years as previously and will be available for projects as they arise and deemed to fulfil requirements of the Climate Change and Sustainability Action Plan.

Allocations for 23/24 and delegated authority will be the subject of a further Cabinet decision in due course.

This fund could help achieve various 'enabling' actions within the action plan.

## **8 Financial appraisal**

- 8.1 The delivery of the activities within the Strategy will have financial implications for the Council. There will be both Capital and Revenue budget requirements in the region of £343k, within the 2023-24 budget to support/progress key Climate Change initiatives activities detailed within para 7.1 above, which include - Electric Vehicle ChargePoint's; Car clubs- for Seaford & Newhaven; Energy Surveys of the corporate buildings and Wave Leisure sites; Grant Applications and Climate Resilience Fund.
- 8.2 Business cases will be required for activities where additional expenditure or resources are required over and above existing budgets in order to ensure that costs, benefits and viability is properly assessed. Recommendations to proceed with projects will be brought to future Cabinet meetings for consideration.

## **9 Legal implications**

- 9.1 The Climate Change Act of 2008 legally binds the government to carbon budgets that set limits on the UK's greenhouse gas emissions during five-year periods. They include a target to be over three quarters of the way to net zero in the next 13 years. 'Net zero' means that the amount of greenhouse gas emissions in the UK is equal to or lower than the amount of greenhouse gases removed from the atmosphere in the UK. The UK has also committed internationally to reduce its emissions by at least 68% by 2030 from 1990 levels, as part of its 'Nationally Determined Contribution' (NDC) under the Paris Agreement.

In October 2021, BEIS issued The Net Zero Strategy, which sets out the government's policies and proposals to ensure the UK continues to meet its carbon budgets under the Climate Change Act 2008 and achieves its nationally determined contribution (NDC) under the Paris Agreement. It also sets out the government's vision for a decarbonised economy in 2050

In 2022, ClientEarth joined with Friends of the Earth and Good Law Project in applying for a judicial review of the Net Zero Strategy, on grounds that the government had failed to show that its policies will reduce emissions sufficiently to meet its legally binding carbon budgets.

They also alleged that the Strategy failed to include enough information about the policies and their expected effects to allow Parliament and the public to



properly scrutinise its plans. In consequence they held these failings meant the Government had breached its legal duties under the 2008 Act.

In its July 2022 judgment, the court found that the Secretary of State had failed to comply with his obligations under the Climate Change Act 2008 s.13 and s.14 in relation to the government's Net Zero Strategy. He had made decisions on whether the proposals and policies in the strategy would enable carbon budgets to be met without being briefed upon crucial information about the contribution to reductions in greenhouse gas emissions from individual policies. In reporting to Parliament under s.14, he had also failed to explain how his policies were intended to meet emissions targets.

The government must now update its climate strategy to include a quantified account of how its policies will actually achieve climate targets. These will have to be based on a realistic assessment of what it actually expects them to deliver. The updated strategy will have to be presented to Parliament for scrutiny by MPs.

As mentioned at paragraph 2.1 above, the Council should keep au fait with these developments to ascertain what implications there could be at district level.

Date of legal advice: 06.10.22

Legal ref: 011455-LDC-OD

## **10 Equality analysis**

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

Further analysis is done on a project by project basis.

## **11 Environmental sustainability implications**

- 11.1 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.

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

- 12.1 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.

## **13 Appendices**

- Appendix 1 – Lewes District Council Climate Change & Sustainability Update November 2022 – for publication on the website

## **14 Background papers**

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

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



# Climate Change and Sustainability Strategy

## Lewes District Council

- Carbon Emissions Report
- Strategy Update



November 2022

# Lewes District Council Climate Change & Sustainability Update

November 2022

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## 1. Introduction

This update report on the progress of the Climate Change & Sustainability Strategy adopted in February 2021 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 a brief update to the evidence base and reports on the multitude of projects that have been delivered by the Council, the community and in partnership.

The Council provides a summary emission report for the year 2021/22 along with a progress summary against the baseline year 2018/19.

The district emissions are reported using publicly available data produced by Department for Business Energy and Industrial Strategy (BEIS). BEIS data is national and consistent over many years but only consists of scope 1 (direct emissions from fuel use) & 2 (electricity consumed) emissions within the local authority boundary, it is reported, for the first time, in units of carbon dioxide equivalent (CO<sub>2</sub>e).

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 emissions will be carried out in 2024/25. This should enable a review of the figures pre, during and post COVID-19 lockdowns.

## 2. Evidence base update

### Climate Risks

In June 2021 the UK's Climate Change Committee published the Adaptation Committee's Independent Assessment of UK Climate Risk. The priority climate change risks are summarised briefly below and the summary for England can be found here: <https://www.ukclimaterisk.org/wp-content/uploads/2021/06/CCRA-Evidence-Report-England-Summary-Final.pdf>

A useful animation to explain this report can be found at: <https://www.ukclimaterisk.org/newsroom/animation-independent-assessment-of-uk-climate-risk/>

Adaptation action has failed to keep up with the worsening reality of climate risk

- The gap between the level of risk we face and the level of adaptation underway has widened.
- The UK has the capacity and resources to respond effectively but has not yet done so.
- Acting now will be cheaper than dealing with the consequences later.
- Eight risk areas require urgent attention
  - Risks to viability and diversity of terrestrial and freshwater habitats & species
  - Risks to soil health from flooding and drought
  - Risks to natural carbon stores (such as soil and woodland)
  - Risks to crops, livestock & commercial trees
  - Risks to supply of food, goods and services due to collapse of supply chains & distribution networks
  - Risks related to failure of the power system
  - Risks to health from heat
  - Multiple risks to the UK from impacts occurring overseas

### Mitigation

The Climate Action Tracker (<https://climateactiontracker.org>) is a useful tool to track 39 government's climate actions and measures against the Paris Agreement to pursue efforts to limit global warming to 1.5°C. It quantifies and evaluates mitigation targets, policies and action.

The UK Government's evaluation is summarised as 'Almost Sufficient'. The net zero target by 2050 is evaluated to be acceptable though the current policies and action mean that **the UK is not on track to meet its target**. The UK's country summary can be found here:

<https://climateactiontracker.org/countries/uk/>

## Adaptation

The main update this year to our national and global evidence base is that of the Intergovernmental Panel on Climate Change (IPCC) Working Group II report on the assessment of the impacts of climate change, looking at ecosystems, biodiversity, and human communities at global and regional levels. It also reviews vulnerabilities and the capacities and limits of the natural world and human societies to adapt to climate change. [Climate Change 2022: Impacts, Adaptation and Vulnerability](#).

Key notes from this report:

The extent and magnitude of climate change impacts are larger than estimated in previous assessments.

- Climate change has caused substantial damages, and increasingly irreversible losses
- Hundreds of local losses of species have been driven by increases in the magnitude of heat extremes. Some losses are already irreversible.
- Climate change including increases in frequency and intensity of extremes, have reduced food and water security, hindering efforts to meet the Sustainable Development Goals.
- There are increasing negative impacts on the health and well-being of our societies, increasing damage to infrastructure due to flooding and storms as well as increasing damage to key economic sectors across Europe.
- Overall negative impacts are outweighing positive gains as a result of the changing climate.
- Global warming, reaching 1.5°C in the near term (2021-2040), would cause unavoidable increases in multiple climate hazards and present multiple risks to ecosystems and humans.
- Near-term actions that limit global warming to close to 1.5°C would substantially reduce projected losses and damages related to climate change in human systems and ecosystems but cannot eliminate them all.

## 2. Lewes District Council Carbon Emissions Report

This report provides a summary of the carbon report for the financial year 2021/22 along with a comparison of previous 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 Strategy (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 lessee) AND for fully 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 2022

\*Please note: there was an error in the 2020/21 electricity figures so the tables and graphs have been corrected below\*

**Our total emissions have reduced by 9.5% since 2018/19.**

Council emissions are reported using the grid standard electricity factor. This is because our electricity supply is a REGO (Renewable Energy Guarantee of Origin) certificate backed renewable supply and although our supplier insists we can claim this as zero carbon at actual point of use we are using the grid standard electricity mix and it is best practice and a requirement of the Greenhouse Gas Protocol to report this. Table 1 has been updated and the impact can be seen in graph 1.

There has been a **further year on year reduction** from fleet emissions and we now have a **12.6% reduction on the baseline** which is largely down to reduced consumption. The next large decrease in fleet emissions will be seen when we transfer to renewable diesel in April 2023- this will see emissions from diesel drop by around 90% for the 2023/24 report year.

There has been an **increase** in our emissions from natural gas consumption of **13.5% on the baseline**, with a small increase on 2020/21. This increase continues to occur in our housing supplies where we have communal heating systems.

Operational building gas consumption has increased since last year but there remains an overall reduction in gas consumption on the baseline.

Electricity emissions have overall reduced by 25% on the baseline - largely due to the increase in renewable within the grid electricity mix. Our consumption has only reduced by 3%. See table 2. We are likely to see electricity consumption increase further in the near future as we begin to electrify some of our fleet.

Graph 2 shows the trends in the source of emissions by scope (gas, electricity, diesel) from 2018 to 2022. Graph 3 shows the same emissions information but breaks it down by operational area. 'Other' supplies emissions are increasing and are likely to increase in the future as we take on more developments and electric vehicle chargepoints. This trend will need monitoring and mitigating. Possibly through an evaluation of our electricity purchasing arrangements and generation capacity.

Table 1. Lewes District Council emissions table

Source of emissions by work area	All scope 1 & 2 emissions (tonnes CO <sub>2</sub> e)			
	2018/19	2019/20	2020/21	2021/22
Housing and associated supplies	522	526.3	496.3	504.3
Corporate & Operational Buildings	162	125.6	118	121.5
Fleet vehicles	870.9	790.7	770.8	761.2
Other (Electric Vehicle Charge Points, Public facilities & other business)	34.9	36.3	44.9	52.3
<b>Total</b>	<b>1590</b>	<b>1479</b>	<b>1430</b>	<b>1439</b>

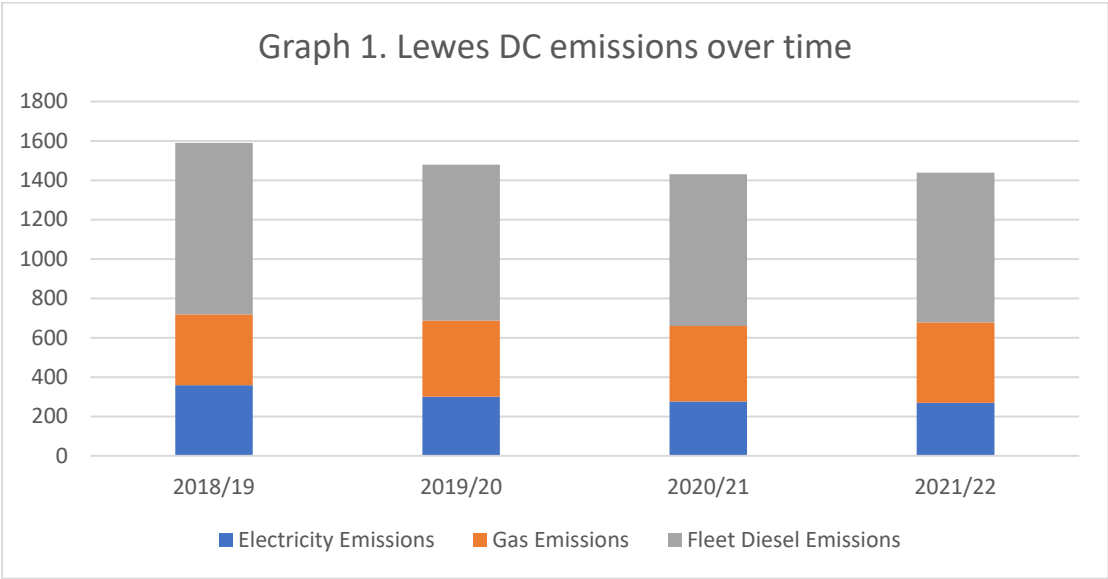
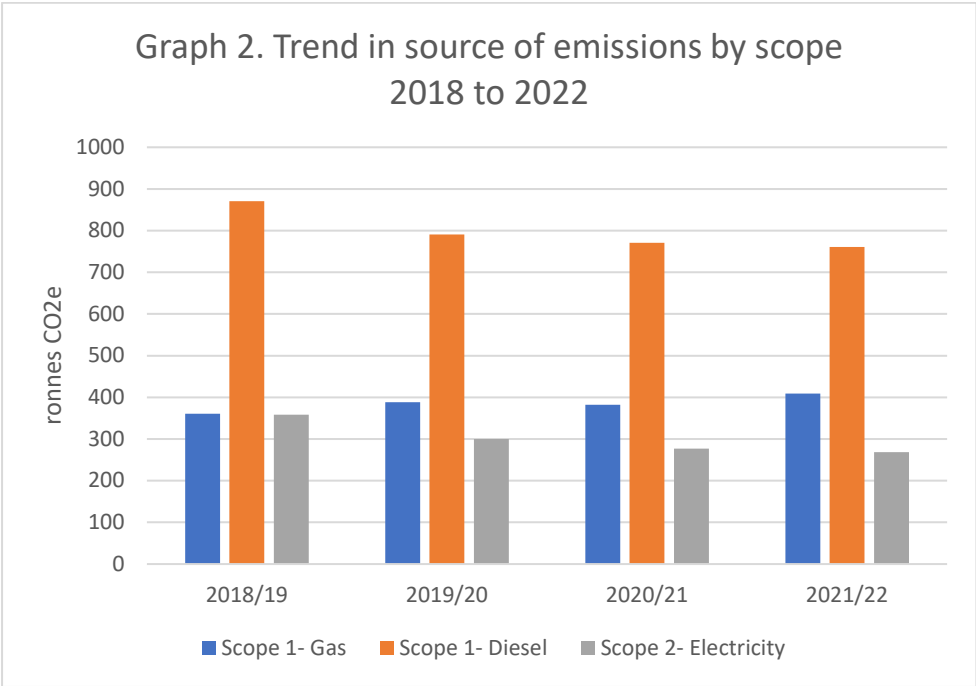
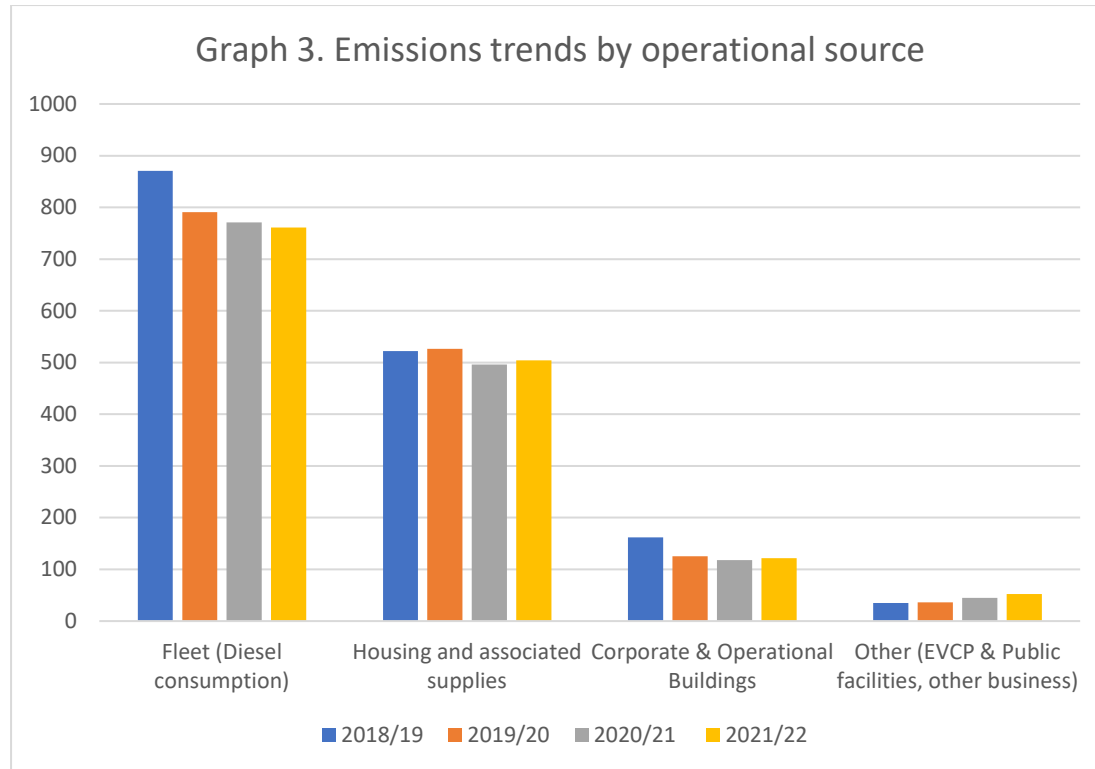


Table 2. Consumption vs emissions trends -21/22 against the baseline 18/19 (actual figures)

	% change in consumption	% change in emissions
Gas	14% increase	14% increase
Diesel	9% decrease	13% decrease
Electricity	3% decrease	25% 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.

Wave Leisure sites have returned to pre-Covid operational levels as much as possible and remain within scope 3 emissions as they pay their own utilities.

**Table 3. Scope 3 emissions- tonnes CO2e**

Source	Data source and conversion	2018/19	2019/20	2020/21	2021/22
Electricity Transmission & Distribution losses	Utilities consumption information	30.52	25.54	23.42	23.78
Water use- supply & treatment	Direct from utility company	N/A	13.9	19.5	9.6
Wave Leisure	Direct from consumption information (water, gas & elec)	953.5	945	365.5	763
Private Business Miles (staff and Cllrs)	Calculated using miles claimed and an average petrol car			28.4	20.00
Councillors- Taxis	'Regular Taxi km' based on spend (average costs)				0.02
Public transport (staff and Cllrs)	Estimated km based on spend (rail assumed)			0.39	0.82
Well to Tank (WTT) diesel fuel emissions	Based on actual consumption			185.3	184.8
Well to tank natural gas	Utilities consumption information			56.51	70
Grounds maintenance contract- fuel (consumption and WTT)	Diesel and unleaded petrol consumption				83.75
<b>Total</b>		<b>984t</b>	<b>984t</b>	<b>679t</b>	<b>1156t</b>

### 3. Lewes District Carbon Emissions Summary

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

**15% reduction** in district wide emissions between 2018 and 2020 with a 10% reduction from 2019 to 2020 (BEIS data)

Data Source	2017	2018	2019	2020
Anthesis District Baseline	458 kt CO <sub>2</sub> e	N/A	N/A	N/A
Scatter Cities methodology	534 kt CO <sub>2</sub> e	527.2 kt CO <sub>2</sub> e	514.8 kt CO <sub>2</sub> e	Not yet available
BEIS data- <a href="#">UK local authority and regional CO2 emissions – data tables (excel)</a> 'territorial emissions'	Data in CO <sub>2</sub> e is not available. 391 kt CO <sub>2</sub>	465.2 kt CO <sub>2</sub> e	437.6 kt CO <sub>2</sub> e	393.3 kt CO <sub>2</sub> e

As the data shows above, there is a 15% reduction on the baseline using BEIS figures, however, this is insufficient to meet our carbon budget as determined by the Tyndall Centre- [click here for our summary report](#)

**Lewes district should be aiming for a year on year reduction of 13.3% if we are to stay within our carbon budget for 2020-2100.**

It needs to be noted that the available district 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 through 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 note that the BEIS data now includes estimates of methane and nitrous oxide emissions, previously they have only included carbon dioxide emission estimates. In accordance with international reporting and carbon trading protocols, each of these gases is weighted by its global warming potential (GWP),

so that total greenhouse gas emissions can be reported on a consistent basis in carbon dioxide equivalent units. The figures for 2018 and 2019 have been updated accordingly and are reported above.

Variation between Scatter and BEIS figures are due to variations in methodology and the scopes reported. Scatter is the only method to count some scope 3 indirect emissions, including 'cruise impacts' as a result of aviation (calculated on percentage of population assuming flying is uniformly distributed across the whole population) and waterborne transportation, neither of which are covered in the BEIS data.

## 4. The Climate Change and Sustainability Strategy -Strategic Action Areas- Update 2022

### Summary of progress

The strategy currently contains 86 number of actions across 7 action areas. A summary of work to date across the district is below- please see the full spreadsheet in Appendix 1 for more information of actions within each area.

**79% of all actions are currently reported as green** (including completions), 13% are amber and 3% (3 actions) are red.

### COMMUNITY & DISTRICT WIDE ACTION

#### Ouse Valley wins £2m funding for Climate Action



Image to be replaced with high res version

When the Council first started to develop its Climate Change Strategy it brought together members of the community and experts from various fields together, to inform and develop the strategic direction that needed to be set to meet our ambition of a net zero district by 2030. The Climate Action Forum and 'Expert Panels' developed new networks within the district that prepared the ground for what would later become the partnership board for Ouse Valley Climate Action. Led by the South Downs National Park, an initial bid was made to the National Lottery to develop a project around the ambitious goal of empowering local people to help create one of the first communities in England to fully embrace climate action.

The East Sussex partnership, which covers 10 organisations including Lewes District Council, and

communities in the Ouse Valley are now celebrating after being awarded more than £2m to help make the region a national pioneer in tackling the climate change emergency. The National Lottery Community Fund, the largest funder of community activity in the UK, has awarded the significant sum to Ouse Valley Climate Action (OVCA), which successfully bid for the funding among over 600 applicants.



It comes after several busy years of discussions, events, planning and development across the region to work up a successful bid. The project area follows the River Ouse downstream from the village of Barcombe – which is aiming to be the UK’s first net-zero village –through to Lewes, the National Park’s largest town, and further south to the coastal towns of Seaford, Peacehaven, and Newhaven. The river valley is a fragile landscape that has already felt the effects of climate change this millennium, including flooding, storm damage, coastal erosion and biodiversity loss.

The funding will focus on three key areas: nature recovery and climate resilience; people’s knowledge and skills; and, finally, greener energy and travel.

Among the aims of the project are to:

- Capture more carbon with natural solutions, such as tree planting and creating new wildlife habitats.
- Make space for water in the Ouse catchment, such as creating dew ponds, to reduce flood risk and increase resilience to drought
- Support more community green spaces and food-growing areas.
- Empower and educate residents about climate action and sustainable living through inspiring events, engagement and training sessions. • Create behaviour change to help the environment.
- Develop new local Community Energy Groups and community-owned renewable energy projects.

The next steps will be creating a dedicated team to deliver the project locally, working with schools, businesses and community groups.

The project partners are: Lewes District Council, South Downs National Park Authority; South Downs National Park Trust, OVESCO, Community Energy South, Sussex Community Development Association, 3VA, Railway Land Wildlife Trust, Transition Town Lewes and Seaford Community Partnership. Follow the project at [www. Southdownstrust.org.uk/south-downs-projects/ouse-valley-climate-action/](http://www.Southdownstrust.org.uk/south-downs-projects/ouse-valley-climate-action/)

## COP26 FORTNIGHT 2021

Lewes Climate Hub is an affiliation of more than 20 community and environmental groups in and around Lewes seeking to take collective and socially-inclusive action on the climate and environmental emergency.

November 2021 saw the Hub join forces with Depot Cinema and Lewes District Council to host 12 days of events as part of the Depot's Climate Action! Festival, and to coincide with the COP26 Global Climate Summit being held in Glasgow.

'COP with the Climate Hub' featured free talks, workshops, seminars and exhibitions, with each day focusing on a theme critical to tackling climate change – including Food, Travel, Biodiversity and Energy – plus a Family Day with games and activities. Alongside Hub volunteers, LDC councillors and officers were on hand to talk about the council's work to help reduce carbon emissions and improve climate resilience across the district. The event attracted an estimated 800 visitors over the two weeks.

[www.lewesclimatehub.org](http://www.lewesclimatehub.org)



## CHANGING CHALK- Connecting nature, people and heritage

Changing Chalk is a partnership of organisations working together towards a sustainable future for the eastern South Downs. Led by the National Trust, the partnership will connect nature, people and heritage by restoring lost habitats, bringing histories to life, and offering new experiences in the outdoors.

Working with the communities of Brighton & Hove, Eastbourne and Lewes we aim to protect and restore the Downs landscape for people to enjoy, for health and wellbeing, for nature's recovery and for climate resilience. The landscape and communities are facing multiple threats. The project area incorporates some of the most economically deprived wards in the UK, with high unemployment and physical and mental ill-health. On the neighbouring Downs, the internationally significant chalk grassland is facing rapid decline, with many of the remaining sites small and fragmented. Many heritage sites that document the story of human settlement on the Downs are also under threat.

Bringing £5m investment to the area, Changing Chalk will respond to these threats by breaking down barriers to participation and creating new opportunities to inspire people to connect with their landscape. We will bring rural and urban landscapes together to reverse the decline of the fragile chalk grassland, inviting local communities to play an active role in caring for its future. Over four years, Changing Chalk will deliver 18 collaborative and inter-connected projects under the themes of **Restoring Chalkland Biodiversity**, **Connecting Downs and Towns**, and **Hearts and Histories of the Downs**. A community grants scheme will be available from 2023, awarding £150,000 to community-led initiatives which help achieve the Changing Chalk objectives and vision.



## ENERGY & THE BUILT ENVIRONMENT

### Progress towards our goals:

#### 1. **We will have built and encouraged affordable, energy efficient and climate resilient homes**

The council's Co-operative Alliance is moving positively towards delivering 200 new council homes within the district over the 2020-2024 period, having 189 homes either in development, planning, under construction or completed. These include developments in Ringmer, Newhaven, Chailey, Lewes and Plumpton with more brownfield sites under consideration. The council has secured a modular housing contract to speed up development delivery and the provision of energy-efficient locally produced housing, is taking a fabric first approach to ensure high levels of insulation and appropriate low carbon heating and cooling requirements as well as building to Healthy Homes principles. Technologies considered at each site include solar panels, batteries, heat pumps, and green roofs/walls. The council has also recently begun the process of collating evidence for the new Local Plan to ensure that all development, not just council housing, is fit for purpose for the future, low carbon and climate resilient.

#### 2. **We will have shifted the district to low and zero carbon heat and electricity**

The council is continuing to work with organisations such as UKPN regarding upgrading of power supplies within the district in order to facilitate the uptake of low carbon electricity, in order to enable the increased uptake of electric vehicles, and technology such as heat pumps. There is also partnership working with the CommuniHeat project which is working to transition the off gas village of Barcombe from high carbon and inefficient heating methods to low/zero carbon alternatives. The process the village goes through working with engineers Buro Happold and UKPN will be used to develop a roadmap to enable other rural communities to make the transition to net zero.

Solar Together is a successful group buying scheme to enable and facilitate the able to pay market to access best value solar panels and battery storage, one scheme has been completed to date with another due early 2023. By encouraging domestic solar suitable properties the council will enable residents to reduce reliance on centrally produced energy and will lower the overall emissions from domestic housing for the district, this has the double benefit of not only lowering emissions but also buffering residents against a volatile energy market.

#### 3. **We will engage early on with developers to ensure they produce low cost, low energy buildings**

Early engagement with private developers is critical to meeting our net zero goals and continues to be a key focus for the council. This is however, completed against the backdrop of the current Local Plan which contains our planning policy documents. Moving forward, updating the Local Plan is key to ensuring the development of low carbon, highly energy-efficient buildings enabling early engagement to go hand-in-hand with clear policy direction.

## Targets, facts and figures

We are currently on track to reduce council carbon emissions by around **50% by 2025**

Domestic buildings are responsible for **37 %** of Lewes District's emissions (BEIS LA GHG estimates 2020)

**62.5 %** of homes in the district have an energy efficiency rating of D or lower as of Sept 2022- this is an **improvement** on the previously reported figure of 71% meaning homes in the district are becoming more energy efficient.

Solar generation capacity as of end 2021 **16.7 MW**

Council energy consumption has **reduced by 9.5% on the baseline**



**Solar Together**- 2021/22 scheme has seen **161 PV installations** across the district that is forecast to reduce carbon emissions by almost **3,000 tonnes carbon** in their lifetime

## Case Studies

### **Decarbonising Our Housing Stock- Developing the regional market**

Homes First manages the council housing stock for Lewes District Council and Eastbourne Borough Council (in partnership with Eastbourne Homes Ltd). Lewes Council is part of the Greater Brighton Economic Board (GBEB), a partnership between seven local authorities, and in 2021 GBEB established a cross-sector Housing Retrofit Taskforce to work out how we can make homes zero carbon by 2030. Homes First is leading on this work and heads up a team of external specialists including academia, whole carbon experts, retrofit experts and specialists in energy and the supply chain.

The Taskforce's three objectives are to:

- determine how public sector homes and buildings can take be improved at scale across the region while boosting new skills, quality 'green-collar' jobs, and investment in low carbon industries;
- identify and promote long-term changes to energy usage while also increasing private sector engagement with the whole-lifecycle decarbonisation agenda;
- future-proof the region's homes

Core considerations that underpin the taskforce's decarbonisation decisions include the central role lower energy bills play in tackling poverty and how housing procurement tools can be used at scale to disrupt the current system.

Plans need to be scalable and replicable and work with existing supply chains and budgets. Collectively, to 2030 the GBEB region's councils will spend around £1 billion on repairs and maintenance of council homes. While the region will look for external funding, net zero will largely need to be achieved within a limited budget, not least because procurement needs to be coordinated and long-term to allow the development of a supply chain and local market. A deep assessment of 10 main types of housing has helped to shape what the future zero carbon pathways could be with the need to balance the cost to the landlord against the benefit to the tenant and whole-life carbon reductions.

The findings will be used to support the best possible decarbonisation strategy and possibly set new standards across the region, provide certainty for the supply chain and private sector, and establish the scale of work needed so that providers can gear up and train local staff. It is also hoped that working at scale will increase purchasing power and reduce unit costs.

Homes First in partnership with Eastbourne Homes have employed a Community Development and Sustainability Adviser as part of its zero-carbon work. Sustainability messaging is being promoted under the brand 'Not Costing the Earth' to raise awareness with accessible, down-to-earth, non-technical information. Non-technical guides on low carbon hardware such as solar PV panels explain how they work and benefit tenants who have them. The adviser has also worked in tandem with the taskforce, both supporting tenants involved in pilots and evaluating the best ways to engage and communicate with those whose homes are being retrofitted.







### Homes First User Guides

The Homes First Team is committed to reducing the carbon footprint of its housing stock. The team have produced guides and resources to support our commitment to reach zero carbon and to help you do the same.

An example of this guidance can be found in our user guide for Solar PV & Air Source Heat Pump (ASHP) User guides, which have been produced to explain how Solar PV on houses and flats can work, and how tenants can get the best value from, along with energy saving advice, tips and contact for help.

To help develop and comment on trialling and piloting carbon neutral solutions to heating and powering homes over the next 1 to 3 years, the Council will additionally focus on tenant involvement and consultations.

### CommuniHeat

The CommuniHeat project, based in Barcombe, is a partnership of local energy company Oveseco, Buro Happold and UK Power Networks and has now drawn to a close. The project looked at how planning at the community level made the transition from fossil fuels to electric heating easier and more affordable. The project has delivered a Home Action Plan to every home in Barcombe to help them plan their transition as well as providing support to those households who have decided to make the switch.

Ofgem funding is now being applied for so that the project can be expanded to clusters of villages.

For more information please contact [communiheat@ovesco.co.uk](mailto:communiheat@ovesco.co.uk)

(Photo – CommuniHeat event in Barcombe Village Hall November 2021)



**CommuniHeat**  
PATHWAY TO NET ZERO



## SUSTAINABLE TRAVEL & AIR QUALITY

### Progress towards our goals:

#### We will have improved air quality and reduced carbon emissions by:

##### 1. reducing reliance on cars and the need for personal car ownership

The Council recognises our dependency on cars and is working with car clubs to deliver more communally accessible vehicles as part of new housing developments. The council is also in the process of enabling existing and future car club vehicles to transition to electric where these are cited within our car parks.

The Council has given over car parking spaces within its car parks to facilitate cycle parking and continues to work with the county council on increasing cycle parking and car clubs.

##### 2. encouraging a more sustainable and low carbon district wide transport network

Various studies are currently underway by both the Council and other organisations to enable better cycle access around the district. These include development of a potential Hamsey to Lewes cycle route, a study into facilitating better cycling and more secure cycle parking in Lewes town, and a study into options for Seaford. Community groups have been particularly active in this area gaining funding from various sources to improve facilities for both pedestrians and cyclists.

##### 3. working with East Sussex County Council to promote and develop sustainable travel across the district

The Council continues to work with the county council, Transport for the South-East and rail operators to further improve the transport network and more locally to develop school streets and cycle parking. We have been actively working with the county council in starting the process of rolling out on-street electric vehicle charge points.

### Targets, Facts and figures

The council is on track to have approximately **58 EV charge points in 10 car parks by early 2023**, we will continue to roll out charge points to further car parks after this.

As a result of the fleet decarbonisation strategy, **we are on track to have a zero carbon fleet by 2030**

The council is on track to reach around **90% percentage reduction in fleet direct fossil fuel use by 2025** this will smash our 20% target

On road transport is responsible for **37.4 %** of Lewes district's emissions (BEIS LA GHG estimates 2020)

There are currently approximately **13 public electric vehicle charging** locations within the district. The Council's 2 charge points have come to the end of their life but they are imminently due to be replaced.

**921 Ultra Low Emission Vehicles** registered by the end of Q1 2022 in the district of which 546 are pure electric-an increase in ULEV's of 146% since the end of 2019

The Air Quality Action Plans for Lewes and Newhaven have taken longer to prepare than anticipated but are currently being drafted with publication expected 2023.

### Case Studies

#### Electric Vehicle Chargepoints to be installed into Council car parks

The Council has recently entered into contract with Connected Kerb, one of the UK's leading providers of electric vehicle charging solutions, to rollout fast charging into our car parks. Initially in 10-11 car parks across the district, the Council aims to install 58-62 charging bays with an additional 2 bays in Lewes town to enable the electrification of existing car club vehicles, by the end of March 2023. The rapid chargers in Lewes and Newhaven will be replaced with an increased number of fast chargers. Further charging and electric car club vehicle bays will then be evaluated during 2023/24.



#### Air Quality



Lewes District Council has worked to raise awareness of local air quality issues, providing information and encouraging active travel. Sussex authorities have produced Sussex Air Quality Guidance documents to provide developers on how to assess and mitigate the impact of new developments on air quality. Sussex-air has also been working with Sustrans (sustrans.org.uk) to promote active travel, walking and cycling to work and school in Sussex through the Defra funded schools project since 2018.



### Cycle Lewes awarded grants to further sustainable travel in Lewes town



**Deterring Bike Theft-** preventing theft of equipment is a key strand of encouraging personal modes of transport and Cycle Lewes proactively used Council provided grants of just under £800 to provide 7 free marking and bike registration events. A total of 155 bikes were marked and the events were much more popular than expected as the result of partnership publicity.

**Low Traffic Lewes-** this is a partnership project between Cycle Lewes and Lewes Living Streets which gained funding from Lewes Town Council as well as the District Council in order to create low traffic solutions for the Lewes High Street area. The progress report as of February 2022 can be found [here](#). The work of Cycle Lewes and partners is key to creating the evidence-based required for future High Street and town centre improvements to benefit pedestrians and cyclists, reducing emissions within the local Air Quality Management Area and compliments work being completed by the Council.



### Seaford Community Partnership – Seaford Better Cycling Options Study



The Seaford Better Cycling Options study was funded by the South Downs National Park with some of their Ouse Valley Climate Action development grant from the National Lottery. The objective is to encourage more people to make greener choices about how they travel round the town and the surrounding area, looking at the existing provision and where interventions could make cycling easier and more attractive.

The study carried out a physical review of existing and potential cycle routes. Physical surveys and consultations were undertaken with local stakeholders and the general public over a period of six months.

The final report will outline how specific improvements could be made if funding becomes available as previous reports identified that Seaford is poorly provided for but included no detail. It will identify physical barriers to cycling participation that exist and suggest possible prioritisations and likely cost estimates. This will aid future applications for funding and local decision making as well as raising local awareness generally.

Should SCP secure further revenue funding for cycling projects from SDNP or others, then a series of suitable projects to promote cycling locally are envisaged.

### “Engines Off” campaign



Over the last year [Seaford Environmental Alliance\(SEA\)](#) has been working with Lewes District Council to involve Seaford Schools in our “Engines Off” campaign. Idling of car engines, especially in areas where young people gather, represents a serious risk to health and also contributes to the build-up of greenhouse gases in the atmosphere.

SEA shared some information and resources with schools and asked their pupils to design some materials which could be used to raise awareness of the problem, and encourage more active travel to school. There was an enthusiastic take up and the resulting collection of posters have been on display at the Climate Hub. The initiative proved so successful that designs at Cradle Hill and Seaford Primary were turned in banners for the school gates. These give a very strong message from the young people that we all need to take responsibility for protecting the quality of air they breathe.



## BIODIVERSITY

### Progress towards our goals:

#### 1. All developments maximise the opportunities for well considered gains in biodiversity.

We currently seek to make maximise biodiversity on all of our own development sites this includes the installation of green walls and green roofs where feasible. The update to the Local Plan will see net gain written into planning policy for all developments.

#### 2. We have increased biodiversity on council owned and managed landholdings.

The Council's Biodiversity Strategy was approved by Cabinet in 2021. This strategy complements the pollinator strategy and pesticide policy adopted in 2019. Projects to increase valuable ecological habitats through better mowing machines, tree and hedge planting and continual reviews of management and contracts for council owned land and property support and proactively pursue measures to help arrest biodiversity losses, restore habitats and species and work for climate resilience to promote healthy and thriving communities. We are currently considering how we better measure and report the biodiversity improvements we have made, and we are a part of a regional project to investigate this.

#### 3. We have engaged and enabled community led nature-based projects and we are involved in partnerships that promote natural capital across the district including coast and sea.

Community led projects and partnership working are key to delivering improvements to our natural environment. The Council has an active Green Consultancy Team consisting of specialists across water, coast, ecology and parks management, that works with outside organisations and private landowners to deliver work across the district. We continue to benefit from our links with the University of Brighton and our access to their students for the conduction of research projects most recently having the GIS student complete mapping as part of the Sussex Flow Initiative project. The council works across the coast with partners such as Adur & Worthing Councils to determine how best to restore natural kelp forests off the Sussex coast, through the Sussex Bay project, that has the potential to capture the carbon emissions equivalent to those from 7235 homes.

### Targets, facts & figures

**1048 trees planted by the Council since 2019**

**24.8 kt CO<sub>2</sub>e was captured in 2020 within the landscape of the district**

**The Council completed** a woodland opportunity mapping exercise in 2021 utilising a University of Brighton GIS Masters student. This is now being expanded through the SELEP funded project 'accelerating nature-based climate solutions' which will hopefully lead to locally based carbon capture and biodiversity net gain projects and a **fund for these that the council can contribute to.**

The update to the Local Plan will ensure we meet our target that all major developments achieve at least 20% biodiversity net gain.

## Case Studies

### Accelerating nature-based climate solutions



Kent Wildlife Trust are currently delivering a South East Local Enterprise Partnership (SELEP) Project on Accelerating Nature Based Climate Solutions, primarily focussed with carbon sequestration. The project area covers East Sussex, Kent and Essex and there will be a specific case study on Lewes district with Officers working closely with the delivery team to ensure the legacy of the project.



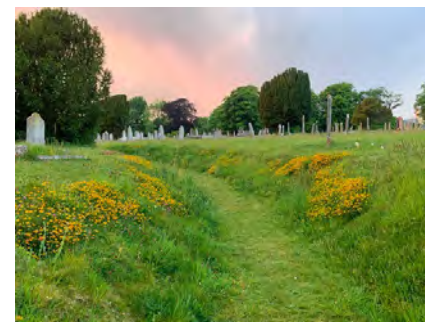
Work undertaken as part of this project aims to:

- a) Provide an understanding of the demand for nature-based projects from local authority climate emergency plans and the local businesses seeking to invest in local carbon offsetting.
- b) Assess the 'readiness' of nature-based organisations to develop and deliver nature-based projects for carbon sequestration and identify gaps in skills, knowledge and capacity that stand in their way.
- c) Produce resources to support the development and delivery of a coherent nature-based carbon sequestration offer.
- d) Begin to develop demonstration projects to showcase innovation and good practice.
- e) Understand what a SELEP-wide 'brokerage hub' might look like and begin to create a framework that can bring together 'buyers' and 'sellers' to co-develop nature-based carbon sequestration projects.

### Bee Lines Project

Bee Lines launched 3 years ago and is going from strength to strength to create a new network of wildflower corridors to help support bees and other pollinators. These insects have been on a steep decline across the UK for several decades and are now under threat from climate change. Funded through grants from the South Downs National Park trust the network of new planting will effectively create a road system for pollinating insects allowing them to move through the landscape more easily. Within Lewes district Lewes Cemetery has been transformed thanks to wildflower planting that occurred with the receipt of a grant. A recent survey found a total of 55 different species of wildflower at the site.

Chris Bibb, who works at Lewes District Council as a consultant on green projects, said: "The wildflower seeding and plug planting was a great success and the variety of flowers has been popular with visitors to the Cemetery and butterflies, moths, bees and bugs alike."



## Lewes Arboretum project



Since 2014, The Friends of Lewes have planted 123 mature street trees around Lewes and almost 2,000 whips as hedges. We work with partners including the council and local schools to plant the trees and hedges to improve biodiversity and to increase tree canopy cover because our i-Tree survey, published 2019, showed that Lewes Town had only 11.5 % tree canopy cover - and the minimum recommendation for urban environments is 20%. See: [iTree Survey – The Friends of Lewes \(friends-of-lewes.org.uk\)](https://www.friends-of-lewes.org.uk/) and the digest of the results: [friends-of-lewes-i-tree-eco-survey-report-2019.pdf \(wordpress.com\)](https://www.friends-of-lewes.org.uk/wp-content/uploads/2019/12/friends-of-lewes-i-tree-eco-survey-report-2019.pdf)

Photo- Audrey Jarvis (Chair of The Friends of Lewes) out planting



## AGRICULTURE & FOOD

### Progress towards our goals:

#### We will work in partnership with others to:

#### **1. educate and enable residents to access affordable, local and seasonal food through supporting opportunities for local production and distribution**

The Council works with the Lewes District Food Partnership (LDFP) and others to ensure accessibility to affordable food. This may be through the provision of space for community organisations in order to enable projects to go ahead, such as community larders and community fridges. Enabling and supporting local food markets where we can and engaging with landowners. The LDFP is bringing together communities, food businesses, local growers and producers, emergency food providers, food waste activists and other organisations from across the district at the October 2022 Lewes District Food Summit, in order to connect the dots and create better food systems for everyone.

Council tenants have had active participation and encouragement in food growing through the 'Not Costing the Earth' project and the council has reviewed landholdings for potential food growing use.

#### **2. implement a district and Sussex wide food strategy**

The food partnerships within Sussex are working together along with SCDA and others to explore how we can make the local food system in East Sussex work for its people, boost the local economy, and protect and enhance the environment through a regional event in October 2022.

#### **3. enable and support local food growing using regenerative farming methods**



The Council continues to promote more sustainable farming methods whenever there are conversations with landowners and farmers occurring. This is a crucial strand of how, Sussex wide, we can ensure local food businesses have the opportunity to thrive and tackle the climate and nature emergency at the same time. This action links to projects occurring within other action areas such as biodiversity.

Targets

Lewes Food Partnership is **actively pursuing work to tackle food poverty across the district**. There is a workplan, action plans in production, and governance structure in place, there is also a grants scheme to facilitate community projects. **The strategy is currently being developed.**



**Homes First have provided all residents with a 'Top-tips for Saving money and preventing food waste' guide.**

These guides have been designed to help families and residents across the district save money on the food budget, and to reduce food waste. The guides include issues related to meal planning, food storage and food labelling, as well as budget recipes. Food growing been encouraged through tenant events and publications. This is now a regular occurrence across Homes First Sites.

**All Homes First residents can also now apply to convert areas of land for food growing.**



has

## **Lewes Food Partnership**

### **Community Supermarket**

One of the priorities for Lewes District Food Partnership is to end dependency on food banks across the district, where 1 in 5 people report that they worry about how they will afford food (a figure likely to increase as the cost of living crisis deepens). SCDA offer community supermarkets in Newhaven and Peacehaven. These provide an alternative to food banks - there is no referral required and anyone can join as a member; there is a choice of food and



Photo credit Neil Macaninch

people can attend for as long as they want to. An average of 150 households attend each week across both locations. The community supermarkets offer a choice of items on a pay-as-you-feel basis, but also stock milk and boxes of eggs at 50p, as well as providing a range of frozen 'ready to reheat' meals cooked by volunteers in SCDA's community kitchen. Nearly three quarters of members report that meeting other people at the community supermarket is important to them, so the projects have developed café areas at each venue and aim to provide as much space for people to talk with each other as possible. In the Winter they anticipate that people may well want to just have somewhere warm to sit for a few hours. One member who had recently joined spoke about her experience, saying "The lady who helped me, she was really lovely, really kind, and she showed really good empathy, she didn't talk down to me, it was more about me than about them... It's nice, it's friendly, so rather than dreading it, I actually look forward to it now, it's the only thing I've got to look forward to every week."

### **Landport Estate case-study**

Food security can't be achieved on a 'one size fits all' basis. The beauty of community food projects is that they are typically ultra-local, run by people from the very communities they serve and quick to adapt and respond to the particular needs of people living close by. Volunteers are passionate about the work that they do, motivated by a desire to make a difference.

The Landport estate in Lewes is a fantastic example of this. Landport Residents Association and Landport Community Hub have collectively developed a joined up approach to community food provision, creating multiple opportunities for people to access healthy, affordable food right on their doorsteps.

The food bank, open every Monday, provides emergency food and support for residents who are really struggling, as well as making surplus food available to anyone. There's also a weekly pay-as-you-feel community café which is open to everyone and a community fridge is in the works. The community garden is being redeveloped using a small grant from Lewes District Food Partnership and there are plans dementia and wellbeing groups.

Even the local nursery gets involved, using funding from LDFP to offer healthy fruit and veg snacks to their pre-schoolers. Claire Connell, the manager at Pippa's Group nursery said, "We used the grant [from Lewes District Food Partnership] to buy fresh fruit and vegetables for the children to experience and enjoy as part of a healthy snack. We used some of the money to buy strawberry plants. With the fruit that was produced we made strawberry jam with the children who took it home to share with their families. This was a hugely popular activity with the children and their families. We also introduced a wider range of fruit and vegetables than we would normally use. We did taste tests with the children and we made smoothies with natural yogurt too."

From September 2022 the nursery will be using Landport Community Garden as one of their forest school bases, with the children taking responsibility for a small plot to grow some of their own veg, further embedding the links between these projects.

This community rooted, place-based approach isn't just about reacting in a crisis, but prioritises access to healthy and delicious food for all in a fair and equitable way. The inter-connectedness means that there is very little food waste and expertise can be shared – through initiatives such as the Landport Community Café recipe book. In August there was a free community BBQ on the green, with some of the food provided for free by the local corner shop as a way of thanking residents for their custom. Cooking on the grill while families relaxed together was Debbie Twitchen, chair of Landport Resident's Association, who provided the rest of the food and prizes. "This is what we do", she told us.







## REDUCING EMISSIONS FROM WASTE

### Progress towards our goals:

#### 1. we will have reduced emissions from waste collection

In June 2022 cabinet adopted the 'Fleet Replacement Strategy 2030'. This will lead to a new fleet of ultralow emission refuse and recycling vehicles by 2030. Initially in 2023 existing diesel vehicles will move to an ultralow carbon renewable diesel made predominantly from used cooking oil, and food waste collection pods (fitted on diesel refuse vehicles) will be replaced with specific electric trucks. Fleet procurement is now aligned to the zero carbon 2030 target.

#### 2. we have minimised the waste generated by residents, businesses and visitors

Communications 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. We have used the RRR bulletin to promote repair café type schemes. We have developed a Planning Technical Advice Note relating to construction waste and this is now a planning app validation requirement.

#### 3. we will have increased the proportion of the waste collected by the council that is recycled and reduced the emissions from this activity where we can influence and control this.

The Fleet Replacement Strategy 2030 will in part assist in reducing the amount of waste produced within the district by enabling more waste products to be recycled. This complements the ongoing communication strategy implemented by the council including the 'RRR' email bulletin.

### Targets, facts & figures

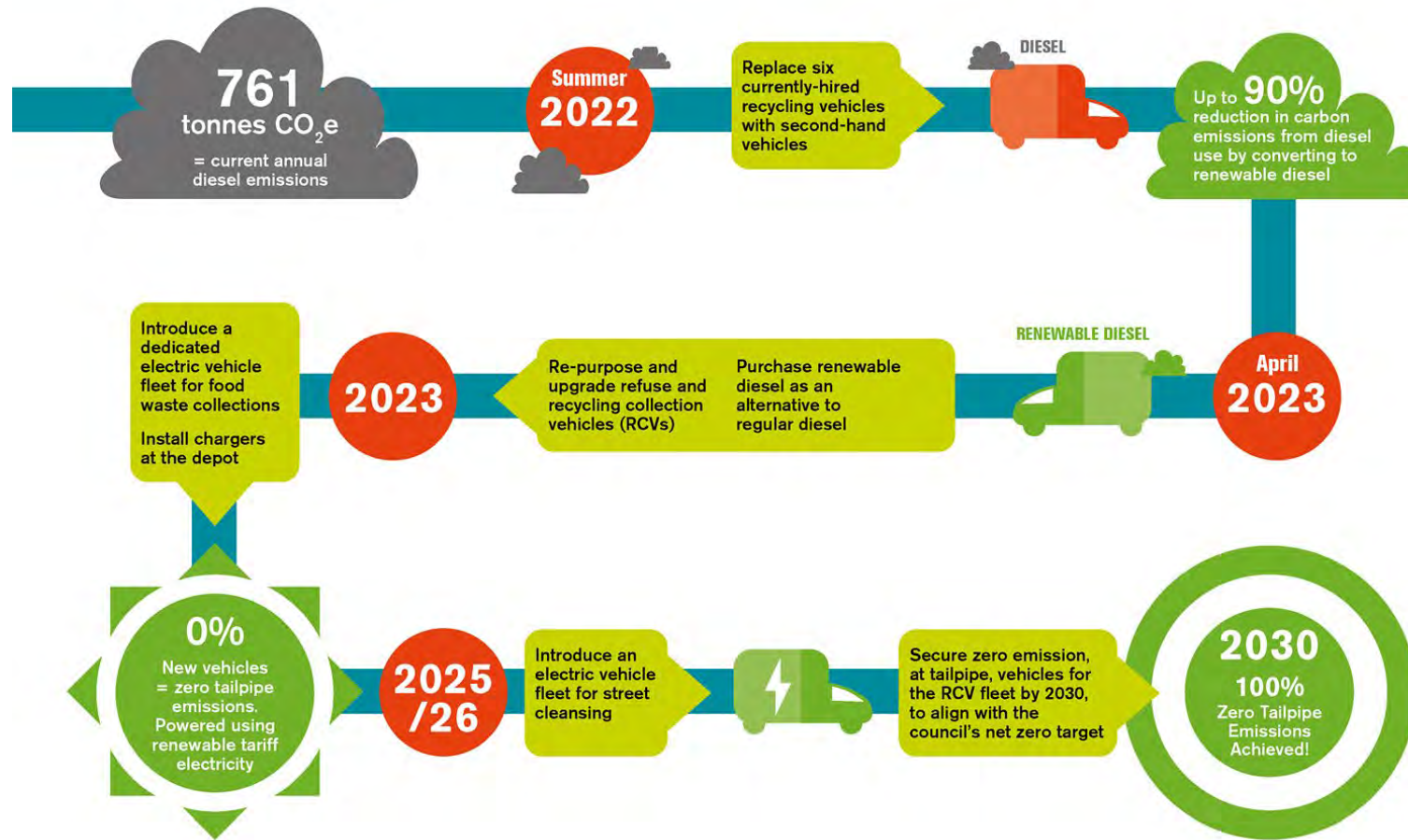
**The Council is on track to a zero carbon waste fleet by 2030.**

**Lewes recycles about 41% of its rubbish**

**The Council has met its target** to produce a pathway to a zero carbon waste fleet by the end of 2022 having had cabinet adopted the strategy in June 2022.

**The Council is continuing to work on strategies to recycle 55% of the district waste by 2025.**

## Fleet Replacement Strategy Timeline



### **The Litter and Fly-Tipping Reduction Strategy and Action Plan**



Lewes District cabinet councillors have agreed a new campaign, called The Litter and Fly-tipping Reduction Strategy and Action Plan, to tackle behaviours that damage the environment.

Anyone found fly-tipping, littering, graffitiing, fly-posting or failing to pick up their dog's mess can be fined or, where appropriate, face legal proceedings in court.

Residents are encouraged to report fly-tipping using the Report It smartphone app or on our website.

### **Sharing Skills CIC & Seaford Repair Café**

The Seaford Repair Cafe has its first birthday in September 2022! We've fixed over 300 items and saved them from landfill! We are now in the Mercread Youth Centre which gives us space to provide a free community lunch alongside. Books and activities are provided too.

The Repair Cafe now sits within a new social enterprise called Sharing Skills CIC.

We provide a free community lunch and activities and have also set up a community group who planted four flowerbeds in Seaford town centre with fruit bushes, vegetables and herbs. We meet every two weeks to maintain the beds. Our aim is to bring people together to learn practical skills from each other and to promote a circular economy.

We have a 'Get to know your sewing machine' workshop and a pre-Christmas toy swap planned for October 2022. Details of future events are available on our website [www.sharingskills.co.uk](http://www.sharingskills.co.uk)



### Council Partnership with Cheeky Wipes



Lewes District Council has partnered with a sustainable Newhaven company to launch an innovative voucher scheme that saves money for parents of young children and helps reduce waste.

In the first collaboration of its kind, the council and award-winning Cheeky Wipes - which specialises in reusable wipes and nappies - is opening the scheme to all parents in Lewes district with children under two-years-old or those expecting a baby. Parents can redeem a voucher worth £50 (part funded by the council) towards the cost of Cheeky Wipes reusable wipes and cloth nappies, offering savings of £500 on equivalent disposables over two years.

Billions of wet wipes are thrown away in this country every year, creating unnecessary waste or flushed away to end up polluting our sewers, rivers and sea. Disposable nappies are also one of the biggest factors in plastic waste globally. This scheme helps parents move from single-use to reusable alternatives.





## WATER

### Progress towards our goals:

#### We will work in partnership with others to achieve:

#### 1. reduced water consumption in the district, conserved and protected and water resources, including our aquifer.

The Council's new Local Plan policies will seek to achieve best practice water consumption in new developments and we will continue to encourage water conservation and activities through communications and events.

Southern Water's sewer discharges into the district's rivers and coastal waters has only got worse during 2022, as a result councillors in March 2022 resolved to endorse a motion seeking explanation from Southern Water as to how it will safeguard the River Ouse, its tributaries and the coastal waters of Lewes District.

#### 2. well managed and protected waterways and coastal areas that benefit residents and the natural environment.

#### 3. communities that are resilient against flooding and coastal erosion.



The Council has an excellent track record of working in partnership to meet the 2 goals above. Examples of these are provided in the case studies below but also include working with the Environment Agency to assess options for our coastal frontage and maintain ongoing discussions with East Sussex County Council, Southern water and other stakeholders.

- Works are currently underway in Peacehaven to repair sea defences to withstand more powerful storms that are a result of climate change.

- Newhaven Flood alleviation scheme has been completed in partnership with the District Council, the Town Council, the Environment Agency and others to reduce the risk of flooding from the sea and the river along the Ouse Valley. This £17.5m scheme has improved the flood risk for some properties from a 1 in 10 chance of flooding to a 1 in 100 chance in any given year. Local infrastructure has also been protected by more than 4km of upgraded flood defences and the work has supported the wider regeneration of the town enabling investment, jobs and new homes to be brought to the area.



## Targets, facts and figures

**Over 20,000 tons of carbon to be captured annually by woodland and hedgerows planted as a result of the Sussex Flow Initiative and Natural Flood Management.**

**568 leaky dams installed** to reduce the impacts of flash floods

**Zero new build** units approved contrary to environment advice on flooding

### Case Studies

#### Partnership approach to natural flood management

Lewes District Council has partnered with Ouse and Adur Rivers Trust and Sussex Flow Initiative, as well as landowners and other stakeholders, in order to promote natural flood management methods on the River Ouse. This work reduces the risk of flooding, increases biodiversity, assists in improving water quality and helps make our district more climate resilient.

The council and partner organisations are also reducing the risk of flooding for around 15 homes in Ringmer by creating a new wetland, and working with the Cuilfail community on reducing run-off affecting the South Street area of Lewes.



10 Years on from its 2012 pilot the Sussex Flow Initiative (SFI) has just published a summary of its last 5 years of achievements which can be found here [https://makingadifferenceinlewesdistrict.com/wp-content/uploads/2022/08/SFI\\_EndOfFiveYears\\_2017-22\\_Report\\_FINAL.pdf](https://makingadifferenceinlewesdistrict.com/wp-content/uploads/2022/08/SFI_EndOfFiveYears_2017-22_Report_FINAL.pdf).

These are some project highlights:

Constructed 568 leaky dams in many places including Chailey Common, Plashet Wood near Isfield, Hoath Wood above Newhaven and West Wood near Wivelsfield. These will hold back

586,000 litres of water per rainfall event reducing the likelihood and impact of flood events by slowing the flow of water and holding it within the landscape, then allowing it to gradually dissipate.

Planted 10.2km of native hedgerow- 77.3% within the Bee-Line area

Planted 65,000 native trees creating 8.7ha of woodland

Created 16.8million litres of seasonal water storage providing 1ha of wetland habitat for wildlife





# Sussex Flow Initiative: 5 year summary of achievements 2017-2022



- Trained 24 staff and contractors in leaky dams, scrapes and ponds.

- Planted 65,000 native trees including 500 Black Poplars, creating 8.7ha of woodland - 1.32ha in floodplain

- Constructed 568 leaky dams, to hold back approximately 586k litres of water per rainfall event

- Planted 10.2km of native hedgerow - 77.3% within Buglife's B-Line area

- Produced 9 case studies sharing knowledge from delivering different Natural Flood Management measures

- Volunteers gave 2,668 hours with an approximate value of £53,360

- Reconnected 4.95ha of floodplain, which will store approx. 9.9million litres of water at a depth of 0.2m

- Given advice to 11% of the catchment area, 7.8% within Flood Zone 2, and adjacent to over 18.4km of watercourse failing to meet Water Framework Directive (WFD) standards

- Created 16.8 million litres of seasonal water storage - providing 1ha of wetland habitat for wildlife

- Won a CPRE award for our work with landowners

- Delivered Natural Flood Management upstream of 18 properties deemed at significant risk of flooding

- Had positive influence on over 190.2km of waterway (17% of the catchment)

- 20,474 tonnes of CO<sub>2</sub> sequestered annually through created woodlands & hedgerows

- Produced 2 Sub catchment reports on Natural Flood Management potential within the Longford and Slaugham to Ardingly sub catchments.

## The River Festival



September saw the first River Festival take place in Lewes brought together in partnership by Love Our Ouse and the Railway Land Trust. There was a whole host of events taking place with a family orientated daytime programme of performances, crafts, guided walks and talks, citizen science and of course lots of river-based fun that celebrated the communities and wildlife that live along the Ouse. The evening saw the revelry transfer to the Linklater Pavilion where music, poetry and performance was enjoyed with food and refreshments, into the evening.







## CIRCULAR ECONOMY & COMMUNITY WEALTH

### Progress towards our goals:

#### 1. the Council has a sustainable procurement policy that facilitates local supply chains and encourages a circular economy.

The council has employed the Strategic Procurement Manager to help oversee work in this area. The Community Wealth Building Strategy (adopted in June 2021) contains within it an action plan that is in the process of being updated. The council has mapped current contract arrangements and reviewed and analysed spend data to understand spend patterns. A Social Value Charter has been developed and we will share our procurement analysis work once the anchor network has been established with our partners and we have engaged them in a wider investigation of procurement opportunities and approaches which will support local and some suppliers.

#### 2. the Council has enabled a local reuse networks

Work currently in progress as part of the Community Wealth Building Strategy action plan.

#### 3. investment has been made into the local urban, coastal and rural economies increasing local employment opportunities and reducing income inequality.

The Council is in the process of bringing outsourced contracts back in-house, for example the cleaning contract, and we have committed to actively considering in sourcing as an option to further community wealth building objectives.

Grants gained from the Towns Fund and the Future High Streets Fund of around £24million will enable the reuse of key vacant and underutilised assets within Newhaven town centre with an emphasis on local and community benefits. The council will work with local businesses and community organisations to deliver new facilities and opportunities with the aim of revitalising and regenerating the area.

#### 4. local skills supply chains and employment opportunities are improved as a result of our partnerships with East Sussex College Group, public sector organisations, social enterprises, cooperative businesses, as well as other forms of business particularly focusing on clean and green technologies.

The council has hosted multiple Recovery Summits in order to explore the principles of community wealth building and to gain multiagency buy-in. We have developed a framework contract to enable procurement of local modular housing through Boutique Modern in Newhaven.

We have maintained and built upon links with key community infrastructure organisations, such as 3VA, Sussex Community Development Association and action in rural Sussex, in order to take a partnership approach to promoting community ownership models and have revised our grants programme to include community wealth building as a criteria of award.

### Targets, facts and figures

The Council is aiming to **launch** a community investment product in **2023**

The Council is establishing and anchor **institution network** in order to progress the community wealth building approach

Through the use of the Strategic Procurement Manager, the recruitment of a Community Wealth Building Officer and the progression of the sustainable procurement training package (in development) we **expect to incrementally increase** the proportion of annual Council spend to be provided locally within Sussex as contracts are tendered and come up for renewal, **in order to meet our 50% local spend target by 2030.**

## Case Study

### Climate Bond Pledge



After completing the LGA's Net Zero Innovation Project in 2021 Lewes District Council subsequently became one of the first six councils in England and Wales to pledge its support for a local climate bonds campaign to fund green projects.

The Green Finance Institute and Abundance Investment launched the campaign in summer 2021 to raise awareness and support councils through the process of releasing their own bonds.

The bonds would allow the council to raise money through a crowdfunding model, with residents able to invest from as little as £5.

Funding could be used for clean energy initiatives such as solar panel installations, or climate action projects from rewilding through to electric vehicle charging. By supporting the campaign, Lewes District Council has committed to exploring the launch of local climate bonds within 18 months of the global climate conference, COP26.

Local Climate Bonds were first piloted by West Berkshire and Warrington councils in 2020, raising £2 million in total for projects including solar panels, habitat restoration, tree planting and LED lighting.

The Council is aiming to launch a bond in 2023.

## 5. Strategy action plan update and sustainability indicators

# The Action Plan 2022

## TIMEFRAMES

Short	2023-2024
Medium	2024-2026
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	ANNUA UPDATE NOVEMBER 2022	STATUS
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<b>1. Energy &amp; the built environment</b>	Lead Officers- Sustainability Lead & Strategic Programme Manager-Property & Development
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Actions by the council to enable the District to become net zero carbon by 2030

E1	Maintain asset register with up to date social housing stock condition surveys	Provides baseline information to enable retrofit and long term planning	Director of Planning and Regeneration & Cabinet Member for Housing		BAU		Can be delivered using existing resources	Business as usual- Ongoing	Will continue to maintain and update asset regsiter to ensure data is as up to date as possible.	Green
E2	Explore collaberation on joint Social Housing Decarbonisation Fund bid to test joint working. If successful consider scaling up for major works.	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			£500,000 allocated from HRA	Mar-24	Initial work of taskforce has been completed with update report due to go to GBEB in October 2022. From this the board will consider most appropraite action for future collaberation. A key outcome for the taskforce is to pursue solar PV.	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 Decarbonising Our Housing Stock project	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	Short Term	Medium Term	Long Term	Delivery costs to be determined once plan is prepared	Outline plan produced by March 2023	Looking to create a 4-8 year plan (up to 2030) that supports the asset management plan. An outline plan should be available by March 2023	Green
E4	Produce a Housing Strategy and implement the actions defined within it	Housing standards in the rented sector improve	Director of Planning and Regeneration & Cabinet Member for Housing		Medium Term		Can be delivered using existing resources	March 2024 for plan production	Housing needs assessments needs doing first- this is underway at the moment- this will then feed into the strategy- approval due to be within 23/24. 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. LAD3 is available for private sector landlords to participate in (through Warm Home Check Service)	Green
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		N/A
E6	Support and progress development of hydrogen hubs	Enable and devlop 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 has now been excluded from the Newhaven Town Plan however wider dicsussions are in place with SGN and other key organisations on the development of a regional hydrogen economy.	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	Supporting the Communiheat Project in Barcombe to understand if Council homes can help transition towards zero carbon village. Work is ongoing.	Green

E8	Determine need for a Sustainable Design guide for developers that could link to circular economy work- once local Plan evidence has been gathered.	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		Medium Term		Can be delivered using existing resources	Mar-24	The Local Plan is undergoing a comprehensive review. This will lead to strengthened policies with regard to sustainable design. The need for more in depth advice notes or design guides will be reviewed upon completion of the evidence gathering	Green
E9	Deliver 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	Guides developed on solar PV on house, solar PV on flats and retirement schemes, air source heat pumps. Not Costing the Earth webpage developed. Regular tenant engagement through events and newsletters.	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-24	Delayed due to staff changes. Climate change online training has been developed but needs reviewing prior to going live.	Amber
E12	REVISED- Work in collaboration with others to advertise the Government's Green Homes Grant and associated funding streams and retrofit schemes. Enable residents to access these and associated 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	Medium Term		Can be delivered using existing resources	Ongoing- ad-hoc	*Comms has been undertaken throughout the year to advertise schemes as they arise. Due to the limited amount of funding available, advertising of the current LAD3/HUG fund has been limited as the scheme has sufficient incoming referrals to not require active marketing. *The Solar Together Autumn 2021 auction has been very successful seeing 161 households across the district install solar panels. The next auction is due to be confirmed for early 2023. *Cost-of-Living crisis fund can be accessed to fund green heating/energy options for households. *See also Action C5.	Green
E13	Work in collaboration with others to develop bids for the Local authority delivery strands of the Government's 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	A strategic approach to private sector retrofit is being discussed at a regional level in order to make best use of future funding and grants. Pre-existing schemes (ECO, LAD3 and HUG1) are being delivered through the existing East Sussex Fuel Poverty Scheme. 10 homes have benefitted from retrofitting of various measures under LAD1 and LAD 3 to date.	Green
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, social media and specifically through the Cost of Living Crisis strand of work currently underway.  We will work to promote key messages regionally and continue to 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	Will continue to be publicised as needed within the Cost of Living work stream.	Green
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	There continues to be regular officer involvement with the groups progressing these plans. The Greater Brighton Energy Plan is currently being updated for a report in October 2022	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	<b>OVESCO leading</b> Director of Planning and Regeneration & Cabinet Members for Finance & Sustainability	Short Term	Medium Term		Externally funded- though innovative council funded schemes will need evaluation and resources to be determined	Ongoing- ad-hoc	Ongoing support for the Communiheat Project in Barcombe to understand if Council homes can help transition towards zero carbon village. Work is ongoing, including how to best refer households to grant schemes. Innovative funding schemes being investigated to enable retrofit in the village (inc. loan options)	Green
E19	Support the delivery of Net Zero Firle Village	Creation of a local microgrid for heat and power	<b>BHESCo</b>	Short Term	Medium Term		Externally funded	Ongoing - ad-hoc	No specific requests for support to date	N/A
E20	Support the delivery of Solar Schools to achieve regional aims	Expansion of PV on schools	<b>ESCC in partnership</b>	Short Term	Medium Term		Externally funded	Ongoing- ad-hoc	No specific requests for support to date- no recent update	N/A
<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			Strategy can be delivered using existing resources- *Funds for energy surveys have been requested for 23/24 *Condition surveys funding -TBC	Dec-23	Stock condition surveys have been completed for Wave assets. Condition surveys for other buildings are currently unfunded. Energy surveys are key to progressing the decarbonisation plans and budget has been requested for 2023/24 but condition surveys are also helpful to determine the suitability of the building for energy efficiency works as well as from a health & safety need. See below (E23) also.	Amber
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 *Funds for external consultancy support with regards to bids has been requested for 23/24	TBC	Delivery cannot start yet due to lack of plan, ideally this would have been completed by now but timescales have now been extended to deliver E22 above. Positively, a new dedicated Energy Manager post has been created (but not yet recruited into) which will embed carbon reduction into non-housing asset management plans and forward the production & delivery of these plans as well as enabling the development of grant bids as they arise. Reliance on grants however, will risk achievement of plan aims to reduce emissions by 2030.	Red
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. We cannot legitimately claim zero carbon for our electricity supply but we are supporting the growth of renewable generation and pledging to support it. We continue to seek out other forms of supply and to increase our own direct generation through increased solar.	Green

2. Sustainable Travel and Air Quality							Lead Officers- Specialist Advisor Air Quality, Sustainability Lead & Environment Lead			
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										
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	Dec-22	Completion of procurement was late but the council is now in contract. Surveys underway prior to delivery of implementation/delivery plan.	Green
T2	Prepare a plan during 2023 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	Dec-23 (revised date)	Southover CofE Primary School will be taking part in a six month trial School Street in 2023.	Green
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			Resources are limited to deliver non-statutory function	Mar-23 (revised date)	Still to be determined if/when this can be completed. Staff resource is limiting factor.	Red
T4	Prepare a plan during 2022/23 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	Mar-24	LDC as a member of Sussex-air successfully bid for Defra funding for a Sussex-wide schools and community engagement project to run until March 2024	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		Medium Term		Resources are limited to deliver non-statutory function	No date	Still to be determined if/when this can be completed. Staff resource is limiting factor.	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		Can be delivered using existing resources	2025	EVCPs now required as standard under updated planning guidance. New local plan policies being developed	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 refresh is due to be completed by ESCC. Work underway by LDC and community groups such as Cycle Lewes and Seaford Community Partnership to investigate potential improvements to routes and to increase access to cycling. The Ouse Valley Climate Action Project may produce funding opportunities.	Amber
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		Can be delivered using existing resources	Ongoing	Hydrogen Hub has now been excluded from the Newhaven Town Plan however wider discussions are in place with SGN and other key organisations on the development of a regional hydrogen economy.	Amber
T9	Support Greater Brighton to develop a network of EV charge points 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		Can be delivered using existing resources	2030	Linked to T1- progress reported to GBEB October 2022	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		Can be delivered using existing resources	2025	Moving all diesel fleet to renewable diesel as of April 2023- expected emissions reductions of upto 90% for our own fleet (inc. Waste, Neighbourhood First etc.)	Green

<b>T11</b>	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	<b>Short Term</b>	<b>Medium Term</b>		Funding requested Nov 2022- final decision Feb 2023	2023/24 if budget is allocated and project proceeds	Project proposed within the 23/24 budget planning process to enable the facilitation of car clubs in Newhaven and Seaford. Depending on location these may be EV.	Amber
<b>T12</b>	Determine how to support reduction in emissions from deliveries to local businesses/residents in particular 'last mile deliveries.' E - 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	<b>Short Term</b>			Can be delivered using existing resources	Ongoing	E-Cargo bikes available in Newhaven and Lewes	Green
<b>T13</b>	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	<b>Short Term</b>			Can be delivered using existing resources	2023	Action to be included in Air Quality Action Plans	Amber
<b>T14</b>	REVISED- Implement anti-idling campaigns	Discourage unnecessary idling by vehicles to reduce pollution and air quality issues	Director of Service Delivery & Cabinet Member for Sustainability	<b>Short Term</b>	<b>Medium Term</b>	<b>Long Term</b>	Can be delivered using existing resources	Ongoing	Anti-idling work is predominantly completed by working with schools as a holistic campaign on air quality. Encompasses a teaching session on air pollution, the children then design a banner that the council funds. Schemes delivered during 2022 in-conjunction with community campaigns in Seaford and Peacehaven.	Green
<b>T15</b>	Develop a pathway to a low carbon taxi fleet	Reduced carbon emissions and improved air quality	Director of Service Delivery & Cabinet Member for Sustainability	<b>Short Term</b>	<b>Medium Term</b>		Can be delivered using existing resources	End Feb 2023	Working with Sussex Air on a grant funded taxi study- The aim of the proposed taxi engagement project is to facilitate a transition to EV vehicles by taxi drivers which will help districts to build an infrastructure that is convenient, reliable and works for the taxi trade and will drive the progression of taxi licensing policies for EV drivers. The outcomes of the Taxi Study project will provide data for technical and financial feasibility surveys to enable installations of EV charge points and will help inform network planning across the county. Currently at inception stage.	Green
<b>T16</b>	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	<b>Short Term</b>	<b>Medium Term</b>		Can be delivered using existing resources	Ongoing	AQ Officer has and continues to lead air quality work (especially the air quality action plans) in partnership	Green
<b>T21</b>	NEW- Complete Electric Vehicle Chargepoint installations at priority car park sites	Charging is available at key priority car parks in areas where residents lack off-street parking	Director of Service Delivery & Cabinet Member for Sustainability	<b>Short Term</b>			Can be delivered using existing resources	Apr-23	Surveys nearing completion October 2022. Delivery plan due. Application to On-street Residential Chargepoint Scheme (ORCS) in process. Install expected over winter 2022/23.	Green



<b>T22</b>	NEW- Review housing sites for electric vehicle charging options and determine strategy to enable installations.	Accessibility to charging is equitable and easily available to our tenants	Director of Service Delivery & Cabinet Member for Sustainability	<b>Short Term</b>			Can be delivered using existing resources	End 2023	Review of sites due to start once priority car parks have entered delivery phase- completion no later than end of 2023. Officers engaged in discussion around enabling tenant access.	Green
<b>T23</b>	NEW- Prepare delivery & funding plan for non-priority car park sites	Electric Vehicle charging is enabled throughout the district.	Director of Service Delivery & Cabinet Member for Sustainability	<b>Short Term</b>	<b>Medium Term</b>		Delivery plan can be completed using existing resources- finance needs to be determined	TBC- Not yet started	Review of sites due to start once priority car parks have entered delivery phase. Delivery plan will then be developed and funding determined.	N/A
<b>T24</b>	NEW- Enable car clubs to convert ICE vehicles to electric	Each area with a car club sited in one of our car parks has at least one EV option.	Director of Service Delivery & Cabinet Member for Sustainability	<b>Short Term</b>	<b>Medium Term</b>		Funding may need to be sought through capital fund allocation, S106 or CIL as appropriate at the time.	Initial conversion of 2 sites in Lewes by end of 2023	2 sites in Lewes town are currently being reviewed for conversion of existing Co-Wheels cars to EV before the end of 2023. This will hopefully be funded through planning contributions though this is subject to the final quote and application to the most appropriate fund.	Green
<b>Actions to make the Council net zero carbon by 2030</b>										
<b>T18</b>	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		<b>Medium Term</b>		Fleet decisions to be costed at the appropriate time	end 2023	All fleet is currently diesel- all vehicles that can re-fuel at Robinson Road will be able to access renewable diesel as of April 2023. Up to 90% emissions reductions. Lessons from waste fleet work being shared to enable Neighbourhood First fleet decarbonisation plan to be produced by end of 2023.	Green
<b>T19</b>	REVISED- Implement the fleet decarbonisation plans to remove non-RCV fossil fuel fleet vehicles (small and medium vans, cars, other vehicles)	Zero emission at tail-pipe fleet achieved	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces			<b>Long Term</b>	Fleet decisions to be costed at the appropriate time	2030	Zero emission fleet procurement is due to start with food waste vehicles 2023. Street cleansing to follow 2025/26. Neighbourhood First fleet decarbonisation plan to be produced by end of 2023	Green
<b>T20</b>	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	<b>Short Term</b>	<b>Medium Term</b>		Can be delivered using existing resources	Mar-22	Planned to be incorporated into procurement training programme for 2023.	Amber

3. Biodiversity								Lead Officer - Environment Lead		
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 2022	Status
Actions by the council to enable the District to become net zero carbon by 2030 and to address the ecological emergency										
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	The Green Consultancy (GC) team works closely with Planning Policy to ensure the current evidence-gathering exercise for the new Local Plan reflects the themes and priorities within the council's Biodiversity Strategy.	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	The Green Consultancy team works extensively with colleagues to enhance the biodiversity offer within their plans and schemes. An online training package is planned for development in 22/23	Green
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	Working with Friends of Lewes Trees Committee, Newhaven tree wardens and others we work with local tree champions to support planting both on LDC owned land and other sites where possible.	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	LDC and SxWt continue to work closely on the vision for our district and the wider area	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	Medium Term	Long Term		Ongoing	LDC and SxWt continue to work closely on the vision for our district and the wider area	Amber
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	Working with local landowners and Sussex Nature Partnership on potential sites. Also with planning policy on local requirements for BNG. Part of SELEP funded project to review opportunities for regional carbon offsetting- report due end of 2022.	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	LDC owned land - as above - Cockshut feasibility underway. Planning permission has been granted, most funding streams now in place, moving to delivery phase in 2023	Green
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	Medium Term		Can be delivered using existing resources	Ongoing as projects and student interests permit	Student placement in 2022 - Natural Flood Management research - working with partners to seek further placement opportunities for Brighton Uni students	Green
B11	Support Changing Chalk bid and the delivery of the 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	2025/26	The bid was successful. Post holders in place, Railway Land Wildlife Trust is our local delivery partner, working with the GC team on shared priorities. Entering delivery phase. Community grants available from 2023.	Green

<b>B12</b>	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	<b>Short Term</b>	<b>Medium Term</b>	<b>Long Term</b>	Can be delivered using existing resources	Ongoing	Ouse Valley Climate Action funding bid to be announced imminently and this will be our delivery vehicle	Green
<b>B13</b>	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	<b>Short Term</b>	<b>Medium Term</b>	<b>Long Term</b>	Can be delivered using existing resources	Ongoing	Ongoing Business As Usual	Green
<b>B14</b>	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	<b>Short Term</b>	<b>Medium Term</b>	<b>Long Term</b>	Can be delivered using existing resources	Ongoing	Wider partnership approach - long term - with EA to establish habitat suitability for the coast of East Sussex	Green
<b>B15</b>	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	<b>Short Term</b>	<b>Medium Term</b>		Can be delivered using existing resources	2025	On the back of research taking place under the auspices of the Biosphere, we are developing the Bell Lane rain garden with East Sussex Highways and other partners	Green
<b>B24</b>	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	<b>Short Term</b>	<b>Medium Term</b>	<b>Long Term</b>	Can be delivered using existing resources	Ongoing	The GC team now works alongside planning colleagues in considering planning applications, as consultee on all relevant planning applications	Green
<b>Actions to make the Council net zero carbon by 2030 and address the ecological emergency on its own land</b>										
<b>B16</b>	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	<b>Short Term</b>	<b>Medium Term</b>		Can be delivered using existing resources		There are a range of projects underway including Cockshut, natural flood management on the Ouse catchment, annual tree planting and wildflower meadow creation: <a href="https://makingadifferenceinlewesdistrict.com/">https://makingadifferenceinlewesdistrict.com/</a>	Green
<b>B17</b>	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	<b>Short Term</b>	<b>Medium Term</b>		Resources to be determined	2025	Working with landowners (e.g. at Hamsey)	Green
<b>B18</b>	REVISED- Maintain reduced mowing practices on District Council land	Improved habitat for insects	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	<b>Short Term</b>			Can be delivered using existing resources		BAU	Green

<b>B19</b>	REVISED- ontinue to review our ability to reduce the use of pesticides on District Council land. 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	<b>Short Term</b>			Can be delivered using existing resources	On-going lobbying of ESCC	BAU	Green
<b>B20</b>	REVISED- Increase and maintain wildflower and pollinator planting where suitable	Improved habitat for insects	Director of Service Delivery & Cabinet Members for Sustainability and for Recycling, Waste & Open Spaces	<b>Short Term</b>			Can be delivered using existing resources	Ongoing	BAU - Downs created in 2022	Green
<b>B21</b>	Increase community management of council owned land and ensure biodiveristy 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	<b>Short Term</b>	<b>Medium Term</b>	<b>Long Term</b>	Can be delivered using existing resources	Ongoing	Community projects are funded through Ouse Valley Climate Action programme, LDC supports.	Green
<b>B22</b>	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	<b>Short Term</b>	<b>Medium Term</b>		BAU delivered using existing resources - additional/new projects will require costing	Ongoing	Producing mini management plans for sites to show how we can increase biodiversity - these should be ready for winter 2022	Green
<b>B23</b>	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		<b>Medium Term</b>		Can be delivered using existing resources	2025	This approach is being developed across the region through a SELEP project with Kent Wildlife Trust, with one of the pilot areas being Lewes district- Linked to B8	Green



4. Agriculture & Food								Lead Officer - Sustainability Lead		
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 2022	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	2022	<b>Completed</b> - Homes First Community Growing Spaces - Guidance and Application Process Approved by Asset Management Board, piloted and live on website: <a href="https://www.lewes-eastbourne.gov.uk/housing/zero-carbon-and-renewables/">https://www.lewes-eastbourne.gov.uk/housing/zero-carbon-and-renewables/</a>	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	Completed- partnerships across East Sussex now up and running with developed work plans. Regional meetings and vision being developed. Regular Officer input into the partnership.	Green
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	Short Term	Medium Term	Long Term	Can be delivered using existing resources	Ongoing	Work being completed regionally with the East Sussex Food Partnerships, Food Matters & ESCC (hosted by 3VA, SCDA & HVA). 'Feed into East Sussex' cross partnership discussion on creating a shared vision for the food system in East Sussex occurring October 2022. Aiming to: -support local food businesses -ensure no-one experiences food poverty -reducing diet related ill health -tackling climate & nature emergency	Green
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 Climate Action Project has made contact with cluster group, projects likely to progress through this route. SDNP supporting farming sector within National Park to understand and reduce carbon footprint-deliver through farm cluster groups. Internally needs planning and resourcing for this to occur proactively. Though conversations with landowners occur frequently on various environmental topics there is no specific work underway by the Council on this.	Amber

5. Reducing Emissions from Waste								Lead Officer- Environment Lead		
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 vehicle replacement plan reflects the priorities of the service and anticipates, for example, reduced food waste and this material being diverted from residual waste and increasingly collected for composting.	Green
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	Medium Term	Long Term		Ongoing	The Reduce Reuse Recycle (RRR) bulletin goes to about 17,500 homes in Lewes district and the themes are supported on social media including: waste reduction tips; collection dates and any service variations; garden waste promotion; food waste promotion; anti-littering, litter pick volunteering; what happens to recycling after it’s collected; support for national campaigns e.g. Keep Britain Tidy.	Green
W3	Help develop, and encourage the use of, local reuse and repair schemes which divert and reduce waste.	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	New partnership scheme- Cheeky Wipes scheme which will have two fold benefits locally: reducing costly nappy and wipes waste for incineration and from our sewers and waterways; providing local families who are suffering from the cost of living crisis a way to save up to £500 over two years. Cheeky Wipes are a Newhaven based business who have been specialising in Simple Reusables since 2008 and were delighted to have this recognised by being awarded the Queens Award for Enterprise in Sustainable Development last year.	Green
Actions to make the Council net zero carbon by 2030										
W5	Deliver on zero carbon RCV fleet	Zero carbon fleet achieved	Director of Service Delivery & Cabinet Member for Recycling, Waste & Open Spaces	Short Term	Medium Term	Long Term	Financial implications to be assessed at the time	2030	Delivering on the pathway approved by Cabinet June 2022	Green
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	Green Goblet cups which are re-usable and recyclable have replaced single-use items. Traders requested to use plastic-free packaging and serve ware. Working on plastic free solutions to items such as cable ties.	Green
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	Medium Term	Long Term	Can be delivered using existing resources	Ongoing - BAU	BAU	Green

6. Water								Lead Officer - Environment Lead		
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 2022	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	The GC team currently dedicates resource and capacity to ensuring the evidence-gathering phase of the Local Plan development reflects these priorities	Green
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	Work is underway to establish the next phase of this Natural Flood Management programme and share the success and learning from the 5 year review of the Sussex Flow Initiative: <a href="https://makingadifferenceinlewesdistrict.com/wp-content/uploads/2022/08/SFI_EndOfFiveYears_2017-22_Report_FINAL.pdf">https://makingadifferenceinlewesdistrict.com/wp-content/uploads/2022/08/SFI_EndOfFiveYears_2017-22_Report_FINAL.pdf</a>	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	Telscombe cliffs: LDC are working with the Environment Agency to assess options for this coastal frontage. We are also having discussions with ESCC, Southern Water and other stakeholders which are ongoing. The work is progressing and outputs being assessed by team and project board.	Green
WA5	REVISED: Support the Greater Brighton partnership to deliver Pledge 2- Water Recycling: partnership projects to introduce recycled water into new homes.	Research and knowledge is gained and can be transferred for use on new developments within our district	Southern Water & Greater Brighton Economic Board	Short Term	Medium Term		Can be delivered using existing resources	2025	Southern Water/South East Water project exploring water recycling from Peacehaven wastewater treatment works to Barcombe/ Arlington reservoirs. Southern Water progressing strategic solutions in wider region to blend large scale recycled water with raw water to reduce the pressure on sensitive ecological sites (chalk rivers). Crawley Water neutrality study published, that explores how to enable development whilst managing demand for water and environmental impacts. Water recycling forms a part of the package of measures proposed.	Green
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	The Green Consultancy team currently dedicates resource and capacity to ensuring the evidence-gathering phase of the Local Plan development reflects these priorities	Green
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 evidence base being developed for the Local Plan which will be used to develop future guidance	Green
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	2025	Not yet started	N/A






7. Circular Economy and Community Wealth								Lead Officer- Head of Business Planning & Performance		
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 2022	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	Action plan is currently being updated October 2022	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	Procurement strategy training for Officers being rolled out 2023	Amber
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	Legal due diligence underway to launch ISA eligible product, projects that could be delivered with a £1m investment have been outlined, treasury management requirements understood and planned for completion (inc. paper to Cabinet outlining scheme and Treasury Management Startegy changes required) early 2023.	Green
C5	NEW- Investigate partnerships to enable local people to fund the retrofitting of their homes	Council investment works to enable retrofitting and to reduce carbon emissions from homes	Director of Planning and Regeneration & Cabinet Member for Finance & Assets	Short Term	Medium Term		Can be delivered using existing resources	Mar-23	Mechanisms are being investigated to enable council to invest in loans for households to retrofit homes making them more energy efficient. Relates to Action E12.	Green



Sustainability Indicators

To be reported annually

Key corporate Indicators		Outturn	Direction of travel on baseline and RAG status	Method	RAG key Red= poor performance Amber= adequate/risk Green= good performance
Dist.	Annual District Carbon Emissions	2018 = 465 ktCO <sub>2</sub> e 2019 = 438 ktCO <sub>2</sub> e 2020 = 393 ktCO <sub>2</sub> e		BEIS LA data- now in ktCO <sub>2</sub> e (data is annually updated 2 years in arrears)	
Corp.	Annual Corporate Carbon Emissions	2018-19 = 1590 tCO <sub>2</sub> e 2019-20 = 1479 tCO <sub>2</sub> e 2020-21 = 1430 tCO <sub>2</sub> e 2021-22 = 1439 tCO <sub>2</sub> e		GHG Protocol and method described in the baseline report for scope 1 and scope 2 emissions	
Energy & the built environment Indicators		Outturn	Direction of travel on baseline and RAG status	Method	
SI.E1	Carbon dioxide emissions from domestic dwellings	2017 data: 157 ktCO <sub>2</sub> e 2018 data: 154 ktCO <sub>2</sub> e 2019: 147 ktCO <sub>2</sub> e 2020: 146 ktCO <sub>2</sub> e		BEIS UK, Local and regional GHG emissions dataset - now in ktCO <sub>2</sub> e (data is annually updated 2 years in arrears)	
SI.E2	Average SAP rating of Lewes District Council Housing Stock	2020 data: 71 (Band C) 2022 data: 68.85 (Band C (69)/D (68))		From Housing Asset database	
SI.E3	Percentage of fuel poor households in the borough	2019: 7.1% 2020: 8.6%		East Sussex in Figures (LILEE definition)	
SI.E4	Solar PV generation: number of sites and total generation capacity	2018: 2,350 installations and capacity: 14.6 MW 2019: 2,585 installations and capacity 14.9 MW 2020: 2,641 installations and capacity 15.3 MW 2021: 2,723 installations and 16.7 MW capacity		BEIS renewable energy statistics- Renewable electricity by Local Authority dataset (updated Sept 2022-possible issue with PV capacity figures in the BEIS dataset for 2019 & 2020- BEIS have been contacted, previously reported figures are quoted here )	
SI.E5	Number of staff to have undertaken carbon reduction training	Zero- training needs updating New Councillor training planned for 2023 post election		HR & Democratic Services records	
SI.E6	Carbon dioxide emissions from domestic properties using 'other' forms of fuel (not gas or electricity)	2017: 20.3 ktCO <sub>2</sub> e 2018: 21 ktCO <sub>2</sub> e 2019: 19.9 ktCO <sub>2</sub> e 2020: 20.7 ktCO <sub>2</sub> e		BEIS UK, Local and regional CO2 emissions dataset (data is annually updated 2 years in arrears)	

Sustainable travel and air quality Indicators		Outturn	Direction of travel on baseline and RAG status	Method
SI.T1	Carbon dioxide emissions from transport	2017 data: 191 ktCO <sub>2</sub> e 2018 data: 186.1 ktCO <sub>2</sub> e 2019: 180.5 ktCO <sub>2</sub> e 2020: 148.2 ktCO <sub>2</sub> e		BEIS UK, Local and regional CO2 emissions dataset (data is annually updated 2 years in arrears)
SI.T2	Number of electric vehicle chargepoints in the district (total number) and the number in our car parks	District (public): 13 devices (of which LDC Car parks= 0 -both out of service- due for replacement)		ZapMap and internal records
SI.T3	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 2019= 20.5 minutes		DfT Journey time statistics: Table JTS0104 2019
SI.T4	% of users within 15 minutes of public transport and cycling/walking journey time of services	2017 = 39% 2019= 38%		DfT Journey time statistics: Table JTS0408 2019 (dataset: Town106)
SI.T5	Annual mean Nitrogen Dioxide levels in AQMA's	2019 Lewes NOx: 19µg/m3 Lewes PM10: 18 µg/m3 Newhaven NOx: no data  2020 Lewes NOx: 16µg/m3 Lewes PM10: no data Newhaven NOx: 20µg/m3		Source: LA Monitoring report (2020/21)

Biodiversity Indicators		Outturn	Direction of travel on baseline and RAG status	Method
SI.B1	Number of trees/hedges planted	Nov 2019 to Nov 2022 = 1048		Figure collected from council 'Tree planting register' running total
SI.B2	% of major developments achieving a minimum 10% biodiversity net gain	TBC	TBC	TBC 2020/21
SI.B3	% of SSSI's (Sites of Special Scientific Interest) in a favourable and unfavourable and declining condition	2019/20: Favourable: 53.9% Unfavourable and declining: 1.1% 2020/21: Favourable: 52.8% Unfavourable and declining: 2.2%		Local Wildlife Sites Initiative Sussex/LA Monitoring Report
SI.B4	Value of annual investment in natural capital projects	£ = None Carbon sequestration potential = 0 tonnes	Research project underway	TBC
Agriculture & food Indicators		Outturn	Direction of travel on baseline and RAG status	Method
SI.A1	Area of Council land that has been made available for food growing	TBC	TBC	TBC
SI.A2	Can NFU provide data on farmers converting to more sustainable practices? or engaged with?	TBC	TBC	TBC
Waste Indicators		Outturn	Direction of travel on baseline and RAG status	Method
SI.W1	Total amount of waste produced	2019/20 = 31,913.89 tonnes 2020/21 = 34,108.51 tonnes 2021/22 = 34,807 tonnes		Sourced from WasteDataFlow
SI.W2	% of waste recycled	2019/20 = 41.71% 2020/21 = 39.8% 2021/22 = 41.02%		Sourced from WasteDataFlow
Water Indicator		Outturn	Direction of travel on baseline and RAG status	Method
SI.WA1	Number of units approved contrary to Environment Advice regarding flooding	2018/19= 1 2019/20 = 0 2020/21= 0		Source: LA Monitoring report
SI.WA2	Percentage of dwellings meeting required water consumption standards	Not yet monitored	TBC	Source: LA Monitoring report
Circular Economy & Community Wealth		Outturn	Direction of travel on baseline and RAG status	Method
SI.C1	Progress against the 'Re-imagining Lewes District' Action Plan	Good progress		Progress reporting via the Recovery and Reset Board/updates of project delivery group

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<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 November 2022</b>
<b>Title:</b>	<b>Housing Development Update</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 progress of the housing delivery programme and key projects.</b>
<b>Officer recommendations to the Cabinet:</b>	<b>1) To approve the business case (Appendix 1 - Exempt) and capital budget allocation (up to £3.1m), including the release of the available commuted sums collected for affordable housing purposes, for the project known as the Former Newhaven Fire Station within the capacity of the HRA Capital Programme; and</b>  <b>2) To authorise the Director of Regeneration and Planning, in consultation with the Portfolio Holder for Housing, Portfolio Holder for Finance and Assets, and Chief Finance Officer, to carry out all necessary actions to facilitate the project including financing, feasibility, development and determining the terms of, and authorising the execution of, all necessary documentation.</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>

## **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.
- Appendix 1 – **Housing Development Update**

**Report to:** Cabinet

**Date:** 10 November 2022

**Title:** Housing Development Update

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

**Cabinet member:** Councillor William Meyer, Cabinet Member for Housing

**Ward(s):** Newhaven South

**Purpose of report:** To provide an update on the progress of the housing delivery programme and key projects.

**Decision type:** Key Decision

**Officer recommendation(s):**

- (1) To approve the business case (Appendix 1 - Exempt) and capital budget allocation (up to £3.1m), including the release of the available commuted sums collected for affordable housing purposes, for the project known as the Former Newhaven Fire Station within the capacity of the HRA Capital Programme.
- (2) To authorise the Director of Regeneration and Planning, in consultation with the Portfolio Holder for Housing, Portfolio Holder for Finance and Assets, and Chief Finance Officer, to carry out all necessary actions to facilitate the project including financing, feasibility, development and determining the terms of, and authorising the execution of, all necessary documentation.

**Reasons for recommendations:** To provide progress updates and secure the necessary approvals to bring forward ongoing key housing development projects within the district.

**Contact Officer(s):**

**Name:** Marc Stephens  
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## **1 Introduction**

- 1.1 This paper provides an update on the Council's housing development programme, specifically the market context and updates on schemes now requiring decisions.
- 1.2 This update focuses on the progression of new Council housing at the Former Newhaven Fire Station.

## **2 Background**

- 2.1 In February 2020, Cabinet approved the acquisition of the Former Fire Station in Newhaven to create 7 x new affordable 3-bed houses with high sustainable features, including fabric first and a zero gas (all electric) approach.
- 2.2 In June 2022, a report was presented to Cabinet ('Housing Development Update') that provided an update that the scheme using modular construction was being reduced from 7 to 6 homes following feedback from the planning department. This paper also set out the economic environment and specific inflationary impacts on the construction sector nationally at that time. These unprecedented challenges, which have only increased, will continue to have significant implications to projects not already in contract and will require an ongoing review to ensure viability.
- 2.3 Negotiations have taken place and a reduced purchase price has been agreed with the fire service that reflects the reduced number of units now being proposed in-conjunction with an independent red book valuation. Subject to Cabinet approval, the Council is now ready to complete on the purchase and progress the development.
- 2.4 As brownfield land, there are higher challenges with associated costs impacting the site, which will need to be addressed prior to starting on site, including:
  - Demolition of existing structures
  - Ground contamination and remediation
  - Retaining walls and strengthening/support works
  - Buried services and infrastructure adjustments

These impacts would typically limit interest from private developers and/or other Registered Providers without changes to the tenure, most commonly introducing market sale. Without LDC intervention, this site will likely remain vacant and unused to the benefit of the town and in-line with corporate objectives.

## **3 Market Update**

- 3.1 The update provided to Cabinet in June 2022 set the context for the operating environment within which new homes are being delivered. Since that update, further pressures have since arisen in the current economic climate and that will further challenge the Council's ability to deliver new affordable homes without additional financial support:



- **Costs** – inflation continues to rise and impact on project capital costs, with increases of up to 20% in some instances.
- **Interest** – a rise in PWLB borrowing rates and since the lifting of the 1% reduction for housing impacts on project revenue costs.
- **Rents** – the government consultation on the proposals for social housing rent caps in 2023/24 will limit revenue income to support development in the medium-long term.

3.2 The HRA Capital Programme is being reviewed in the context of these significant external pressures and the viability of the housing delivery programme considered, seeking to utilise the limited resources available to the Council where possible but also recognising the compromises that might need to be made.

#### 4 **Former Newhaven Fire Station**

4.1 In September 2022, the updated scheme to provide 6 x modular 3-bed houses was approved at Planning Committee. The development meets the Council's Employers Requirements for a fabric first approach and is also all electric (no gas), supported through PV solar panels on each property. Electric vehicle charging will also be provided as required and in line with the updated Building Regulations.

4.2 The scheme will be delivered through the Lewes District Council (LDC) Modular Housing Framework. Boutique Modern have submitted their latest costs to deliver the scheme as set out in Appendix 1 (exempt). These costs include the site-specific remedial and enabling works required to make this redundant public sector brownfield land suitable for re-use. Although the total budget allocation is higher than it would have been only 6 months ago, in the current environment and with context to the brownfield agenda, the costs are comparable to traditional construction and present value for money at this time.

4.3 The use of a lightweight modular structure will limit the level of groundworks required (less trenches, foundations & concrete) through the use of helical piles. This will also help to reduce the amount of spoil/material needing to be taken off site and lessen the impact of construction waste in-line with corporate carbon reduction objectives. Boutique Modern are also finalising options to negate any impact to Fort Road during the delivery of the house modules, with on-site local disruption limited through the off-site manufacturing process.

4.4 The use of modular "off-site" construction also reduces the delivery programme by up to 50% compared to traditional construction, where ground & enabling works on site can run in conjunction with the modules being constructed. Delays as a result of bad weather are also limited, as works can continue within the controlled factory conditions.

4.5 Final detailed design will be complete in the next phase and options to provide more solar panels and/or air source heat pump(s) are being explored and within the capacity of the recommended budget, subject to viability. These additional "above and beyond" improvements (in excess of Building Control requirements)

will help support residents with lower energy bills when considering total annual household costs alongside tenancy rent levels.

- 4.6 As set out in Appendix 1 (exempt), the business case will be supported with the use of commuted sums collected within the district to support affordable housing purposes alongside capital receipts and external grant(s) secured from government. The use of resources in addition to borrowing is crucial, now more than ever, to support affordable housing viability given the current significant economic pressures.
- 4.7 All the homes will continue to be developed and owned within the Housing Revenue Account (HRA), rented as affordable housing, and managed internally by Homes First. The completed homes will support 6 x households from the Council's Housing Register and further support in the strategic reduction of costs to the organisation associated with increasing local housing pressures, including the uses of emergency / temporary accommodation.

## **5 Outcome expected and performance management**

- 5.1 The overall outcomes of the recommendations will be the continued delivery of the Council's HRA Capital Programme to meet corporate objectives to bring forward more Council homes that meet local housing need.
- 5.2 The homes will continue to meet local housing needs and reduce the Council's reliance on temporary / emergency accommodation where homelessness pressures increase, especially in this cost-of-living crisis.
- 5.3 These new homes will also be built to high performance and quality standards through the modular construction methods proposed, including the use of additional renewable sustainable technologies, which will make the properties efficient to heat and run. As such, when considering the cost-of-living crisis impacts, will in turn help to keep total annual household costs low when considering both rent levels and operating costs.
- 5.4 The business case considers the current economic and financial pressures, which will continue to be reviewed leading up to (and thereafter) entering into a fixed price contract with Boutique Modern under the LDC Modular Housing Framework.

## **6 Consultation**

- 6.1 Local consultation has been undertaken on site prior to the planning application being submitted, as well during the statutory consultation process. Additional consultation has also been carried out with Ward Councillors, the Town Council and Tenants of Lewes District (TOLD), which will continue as the scheme moves toward on-site works commencing.
- 6.2 A formal response has been issued by LDC to the government consultation on social housing rents, which sets out the pressures on the capital programme and the Council's ability to deliver without additional support and taking into consideration the additional impacts of inflation and rising PWLB rates.

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

- 7.1 The new housing delivered will contribute to the housing targets as set-out in the Corporate Plan 2020-2024 – Reimagining Lewes District. The programme will increase the number of affordable rented homes directly accessible to the Council and increase sustainable development within the district.
- 7.2 The proposals will also utilise modern methods of construction (MMC) through the Council's established Modular Housing Framework alongside Eastbourne Borough Council (EBC). The use of MMC and modular considerably reduces waste by up to 20% in the construction process compared to traditional methods. Site traffic and vehicle movements are also reduced, as a large proportion of the works are complete off site with in-house operatives
- 7.3 The proposals will also make best use of a redundant brownfield site within the public sector for continued public benefit. The site presents a number of challenges, especially when considering its previous use as a fire station, which will need to be addressed at cost as part of the proposals. However, the site is in a key location within the district and the Council, considering its corporate and community wealth objectives, has the ability to re-purpose the site to support local housing need. In addition, the homes will be constructed to a high standard and using renewable technologies to support households and keep household costs low in this cost-of-living crisis.

## **8 Next Steps**

- 8.1 Following approval of this report, the formal appointment of Boutique Modern through the Modular Housing Framework will be made and the demolition of the existing buildings carried out. A target completion of the development works has been programmed for 2024/25 Q1, subject to ongoing programme monitoring.
- 8.2 Throughout the development, further resources that may become available will continue to be reviewed that could support the development finance and help to further reduce rent levels. Equally, the estimations for household energy levels and costs will continue to be firmed up as part of the overall project sustainability and carbon reduction strategy.

## **9 Financial implications**

- 9.1 The proposals outlined within this report are in accordance with the HRA Business Plan and capital programme allocations.
- 9.2 The HRA Revenue Budget and Rent Setting 2022/23 and HRA Capital Programme 2020-24 includes the overall allocation for new acquisitions and new build construction. The outline plan for projects being covered by this allocation is covered in the July 2021 Cabinet report entitled 'Housing Development Update' and includes an allocation for the Former Newhaven Fire Station Site.
- 9.3 The current financial pressures remain significant and will continue to be reviewed in the context of this scheme alongside the usual financial due diligence.

## 10 Legal implications

- 10.1 The Council can rely on section 9 of the Housing Act 1985 (HA 1985) to undertake the development. This is a power to provide sub-market rented housing for its area i.e., to address a gap in the housing market and meet the needs of the local community. Right to Buy will apply to these properties.

In disposing of properties, Section 32 of the HA 1985 permits the Council to let on secure tenancies without the requirement for Secretary of State consent.

The Council will take full advice on any title issues associated with the development and in respect of appropriate ways to address any issues revealed.

*[011466-LDC-KS 7 October 2022]*

## 11 Risk management implications

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

Ref	Risk	Mitigations
1	External/world pressures (CV-19, war in Ukraine, Brexit) increasing construction/fuel costs, inflation, borrowing rates, and impacts on development viability	Entering into a fixed price contract now will secure the development cost and enable the council to monitor spend moving forward. The use of other Council resources (commuted sums, capital receipts etc.) helps to reduce the costs of borrowing that impact on scheme viability in the current economic circumstances.
2	Security risk and vandalism to an empty Council own building	The former Newhaven fire station is now empty and as soon as the purchase is complete, within LDCs ownership, works will be progressed quickly to ensure the building is demolished and secured.

## 12 Equality analysis

- 12.1 The proposed development has been through the statutory planning process and surrounding residents have been consulted throughout that process. As this is a brownfield site, formally used as a fire station, there are no existing residents that are affected by the proposals.
- 12.2 The design proposed is for high quality/specification sustainable units, to reduce running costs for residents. Properties will also be designed to current Building Regulation standards to ensure access and facilities at ground floor meet the needs of those visiting who may have disabilities.

### **13 Environmental impact analysis**

- 13.1 The design will undergo a full detailed review of the sustainability features (both for the construction and usage of future residents) in accordance with Council corporate priorities and in consideration of the overall financial viability.
- 13.2 The proposal is being developed on a brownfield site to reduce the impact of developing on green spaces and promote more Council housing in the process. The proposal will also see ecological improvements and a full landscape proposal will be agreed with planning prior to occupation

### **14 Contribution to Community Wealth Building**

- 14.1 The Council's Community Wealth Building strategy includes a focus on the socially productive use of land and assets. The former Newhaven Fire Station is a public sector asset that will be utilised and repurposed to provide much needed housing in the town for local people. This is a clear demonstration of the benefits of operating as 'One Public Estate' (OPE) and ensuring that the public sector makes the best use of its combined estate.
- 14.2 The appointment of Boutique Modern will utilise the growing network of local partnerships and supply chains, as set out in the Modular Housing Framework, which was procured using the Council's Social Value Charter.
- 14.3 The new Council homes will also utilise the latest Employers Requirements (ERs), encompassing the current thinking on sustainable house building, healthy homes principles, and social housing decarbonisation, to deliver the most affordable homes financially possible when considering both rents and household costs.

### **15 Appendices**

- 15.1
  - Appendix 1 (Exempt) – Former Newhaven Fire Station Business Case.

### **16 Background papers**

- 16.1 The background papers used in compiling this report were as follows:
- LDC Cabinet Report (10<sup>th</sup> February 2020) - Former Police and Fire Station Sites, Newhaven  
<https://democracy.lewes-eastbourne.gov.uk/documents/g2973/Public%20reports%20pack%2010th-Feb-2020%2014.30%20Lewes%20District%20Council%20Cabinet.pdf?T=10>
  - LDC Cabinet Report (8<sup>th</sup> July 2021) – Housing Development Update  
<https://democracy.lewes-eastbourne.gov.uk/documents/g3381/Public%20reports%20pack%2008th-Jul-2021%2014.30%20Lewes%20District%20Council%20Cabinet.pdf?T=10>
  - LDC Cabinet Report (23<sup>rd</sup> June 2022) – Housing Development Update

<https://democracy.lewes-eastbourne.gov.uk/documents/g3570/Public%20reports%20pack%2009th-Jun-2022%2014.30%20Lewes%20District%20Council%20Cabinet.pdf?T=10>

<b>Report to:</b>	<b>Policy and Performance Advisory Committee</b>
<b>Date:</b>	<b>3 November 2022</b>
<b>Title:</b>	<b>Property and Asset Management Update</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 and seek decisions on key property and assets</b>
<b>Officer recommendations to the Cabinet:</b>	<p><b>(1) To note the progress of the Newhaven waste and recycling depot development plans and the focus on re-utilising the existing site at Robinson Road, subject to a detailed business case to follow in the future.</b></p> <p><b>(2) To delegate authority to take all necessary steps to conclude lease arrangements with Boutique Modern at 9/10 Avis Way, Newhaven in line with the key terms outlined in section 2 of the Appendix, subject to such variations that may be agreed in the course of negotiations.</b></p> <p><b>(3) To delegate authority to take all necessary steps to conclude a 30-year lease with Ringmer Parish Council at Fingerpost Field, Ringmer.</b></p> <p><b>(4) To delegate authority to take all necessary steps to conclude leases at the Marine Workshops, Newhaven for a period of longer than 10 years and at an annual rental of more than £25,000.</b></p> <p><b>(5) For Cabinet to recommend to Full Council:</b></p> <ul style="list-style-type: none"><li><b>• the grant of a 25- year lease to Lewes Sports Club for the Clubhouse at the Stanley Turner Ground on existing lease terms, subject to such variations that may be agreed in the course of negotiations; and</b></li><li><b>• the grant of a 25-year lease to Lewes Priory Cricket Club at the Stanley Turner Ground on terms to be finalised.</b></li></ul> <p><b>* For this purpose, the Council will be sitting in its capacity as the sole charitable trustee of the Stanley Turner Recreation Ground (charity no 305275).</b></p> <p><b>(6) Notwithstanding the fact that it is not a corporate asset of the Council, to approve the capital budget allocation set</b></p>

out in section 6 of the Appendix and delegate authority to take all necessary steps to undertake remedial action in respect of the retaining wall in New Road & Castle Rise – Lewes.

(7) The delegated authority referred to in paragraphs (2), (3), (4) and (6) are delegations to the Director of Regeneration and Planning, in consultation with the Lead Member for Finance and Assets and the Chief Finance Officer. The delegations include authorisation to carry out all necessary steps including financing, negotiation and determining the terms of, and authorising the execution of, all necessary documentation.

(8) In respect of the proposed grant of a lease to Boutique Modern and the leases at the Marine Workshops, Cabinet waives compliance with the Council's Contract Procedure Rules in the event that the agreed rent exceeds £25,000 per annum, for the reasons set out in this report.

**Recommendations to the Committee**      The recommendations are detailed at 1.3 of this report

**Reasons for recommendations to the Committee:**      To provide a critical friend challenge to the Cabinet decision and policy making process.

**Contact Officer(s):**      **Name: Nick Peeters**  
   **Post title: Committee Officer**  
   **E-mail: [nick.peeters@lewes-eastbourne.gov.uk](mailto:nick.peeters@lewes-eastbourne.gov.uk)**  
   **Telephone number: 01323 415272**

## **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 Appendices**
- 3.1 Appendix 1 – **Property and Asset Management Update**

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<b>Report to:</b>	<b>Cabinet</b>
<b>Date:</b>	<b>10 November 2022</b>
<b>Title:</b>	<b>Property and Asset Management Update</b>
<b>Report of:</b>	<b>Ian Fitzpatrick, Deputy Chief Executive and Director of Regeneration and Planning</b>
<b>Cabinet member:</b>	<b>Councillor Zoe Nicholson, Deputy Leader and Cabinet Member for Finance and Assets</b>
<b>Ward(s):</b>	<b>All</b>
<b>Purpose of report:</b>	<b>To provide an update and seek decisions on key property and assets.</b>
<b>Decision type:</b>	<b>Key</b>
<b>Officer recommendation(s):</b>	<p><b>(1) To note the progress of the Newhaven waste and recycling depot development plans and the focus on re-utilising the existing site at Robinson Road, subject to a detailed business case to follow in the future.</b></p> <p><b>(2) To delegate authority to take all necessary steps to conclude lease arrangements with Boutique Modern at 9/10 Avis Way, Newhaven in line with the key terms outlined in section 2 of the Appendix, subject to such variations that may be agreed in the course of negotiations.</b></p> <p><b>(3) To delegate authority to take all necessary steps to conclude a 30-year lease with Ringmer Parish Council at Fingerpost Field, Ringmer.</b></p> <p><b>(4) To delegate authority to take all necessary steps to conclude leases at the Marine Workshops, Newhaven for a period of longer than 10 years and at an annual rental of more than £25,000.</b></p> <p><b>(5) For Cabinet to recommend to Full Council:</b></p> <ul style="list-style-type: none"> <li><b>the grant of a 25- year lease to Lewes Sports Club for the Clubhouse at the Stanley Turner Ground on existing lease terms, subject to such variations that may be agreed in the course of negotiations; and</b></li> <li><b>the grant of a 25-year lease to Lewes Priory Cricket Club at the Stanley Turner Ground on terms to be finalised.</b></li> </ul>

For this purpose, the Council will be sitting in its capacity as the sole charitable trustee of the Stanley Turner Recreation Ground (charity no 305275).

(6) Notwithstanding the fact that it is not a corporate asset of the Council, to approve the capital budget allocation set out in section 6 of the Appendix and delegate authority to take all necessary steps to undertake remedial action in respect of the retaining wall in New Road & Castle Rise – Lewes.

(7) The delegated authority referred to in paragraphs (2), (3), (4) and (6) are delegations to the Director of Regeneration and Planning, in consultation with the Lead Member for Finance and Assets and the Chief Finance Officer. The delegations include authorisation to carry out all necessary steps including financing, negotiation and determining the terms of, and authorising the execution of, all necessary documentation.

(8) In respect of the proposed grant of a lease to Boutique Modern and the leases at the Marine Workshops, Cabinet waives compliance with the Council's Contract Procedure Rules in the event that the agreed rent exceeds £25,000 per annum, for the reasons set out in this report.

**Reasons for recommendations:**

To enable decisions to progress key property and assets as part of the Council's capital programme.

**Contact Officer(s):**

Name: Mark Langridge-Kemp  
Post title: Head of Property and Asset Management  
E-mail: Mark.Langridge-Kemp@lewes-eastbourne.gov.uk  
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Name: Nathan Haffenden  
Post title: Head of Development, Investment and Delivery  
E-mail: Nathan.Haffenden@lewes-eastbourne.gov.uk  
Telephone number: 01323 436422

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## **1 Introduction**

- 1.1 Lewes District Council (LDC) holds a range of assets across its corporate property portfolio, which are continually reviewed in order to ensure that they provide the maximum benefit to the Council, the residents it serves, and local businesses.

1.2 This report focuses on a number of sites, including:

- Robinson Road
- 9/10 Avis Way
- Fingerpost Field
- Stanley Turner Ground
- Marine Workshops
- Lewes Wall

## **2 Robinson Road, Newhaven**

2.1 In 2015/16, the Council approved plans to develop options to relocate the existing waste and recycling depot from Robinson Road to 9/10 Avis Way and allocated a budget of £3.5m. This was on the basis that the existing site was no longer capable of meeting the medium-long term operational needs of the waste service at that time and given the condition of the facilities. The project was however paused following due to the poor ground conditions and budget pressures.

2.2 In February 2020, the Council reconsidered the project and approved a new budget of up to £4.9m to deliver the new depot at Avis Way. The complexities and site abnormalities, including the poor ground conditions previously identified, as well as contamination, derelict structures, and the presence of asbestos containing materials (ACMs), meant that budget expectations had increased by up to 40% in the 5-years since the site was originally considered.

2.3 Although a concept design had been developed by early 2020, the subsequent impacts of the Covid-19 global pandemic meant that those proposals had to be put on hold. The implications of those unprecedented events have now superseded those plans and the requirements of the service must now also take into consideration:

- Alternative fuels for the fleet.
- Changes in staff / office working arrangements.
- Sustainability requirements and the future needs of the fleet.
- Increased market pressures - the impacts of inflation, PWLB borrowing rates, and the need for income generation to support expenditure.

2.4 Upon assessing the Robinson Road site further, it has become clear that the complications and complexities of the site, including the associated costs given its existing use and location, makes it challenging for any other redevelopment plans to meet other corporate requirements (e.g., housing).

2.5 In conjunction with Environment First, the Property and Development team have been working up the space needs of the service, reflecting on the current circumstances as above, and have identified a number of options for the redevelopment of the Robinson Road site to continue to accommodate the waste and recycling depot to meet operational requirements.

2.6 The 2022/23 General Fund Capital Programme included an allocation of £2.3m for the provision of a new waste and recycling depot. It is proposed that the Council now focuses its attention on the plans for the Robinson Road site,

addressing the office, workshop, parking, access, security, and infrastructure needs, including the undertaking of the necessary feasibility and due diligence work to develop proposals further for Cabinet consideration in the future alongside any budget ratifications

### **3 9/10 Avis Way, Newhaven**

- 3.1 In February 2020, Cabinet approved up to £200k in the Capital Programme for the demolition of the two units on this site within the Avis Way Industrial Estate as they had become a health and safety issue as well as some other site remediation works. The site has largely remained vacant since demolition was completed pending final decisions on the location of the new waste and recycling depot as above.
- 3.2 Separately to discussions on the future location of the depot, officers have been approached by Boutique Modern (BM) who are in urgent need of securing a new site for their business. BM is a modular building manufacturer based for the last 10 years at Beach Road, Newhaven specialising in providing affordable homes to local authorities and housing associations within 20 miles of the town. Their local delivery model is focussed on maximising social value and people-focussed community wealth, which has seen material benefits in recent years for the Council and upon the award of the Modular Housing Framework.
- 3.3 BM propose to build a new headquarters at 9/10 Avis Way – the factory would serve as a flagship for the company business model in its embracing of environmental technology, high quality employment and innovative design of affordable housing, with a particular focus on maximising community wealth in Newhaven.
- 3.4 The majority of the existing workforce is from Newhaven and BM has said that the construction of their new facility and increased output will generate more than 50 new jobs in a broad variety of production, construction and office roles allowing BM to strengthen working relationships with local organisations such as the East Sussex College Group (ESCG), Brighton University, and the local Job Centre+, which have helped BM recruit a large proportion of its existing workforce (over 30%). All new production and office roles would be offered to these organisations for recruitment.

### **4 Fingerpost Field, Ringmer**

- 4.1 Ringmer Parish Council (RPC) hold Fingerpost Field under a lease dated 5<sup>th</sup> August 2005. The original lease was for a period of 5 years, but the lease was not excluded from the protections of the Landlord and Tenant Act 1954 (LTA); this means that RPC have a right to renew the lease at the end of the lease term. RPC have been holding over the lease since the end of the lease term – this is an accepted practice where leases have LTA protection but both RPC and LDC now wish to regularise the situation with a new lease.
- 4.2 RPC would like a 30-year lease of the site.

## **5 Marine Workshops, Newhaven**

- 5.1 The Council has acquired the former UTC in Newhaven (Marine Workshops) as previously approved by Cabinet. Officers are assembling a tenancy schedule for the property as well as developing plans for LDC office accommodation/civic facilities and other public sector collaboration space.
- 5.2 Lease terms will be developed with each incoming tenant but under the Scheme of Delegations officers cannot currently grant a lease for more than 10 years or at an annual rent of more than £25,000 (except for a rent review). In order to provide maximum flexibility on utilisation of the building, officers would like the Director of Regeneration and Planning to have authority to grant leases longer than 10 years and/or for more than an annual rent of £25,000, subject to consultation on any final terms with the Lead Member for Finance and Assets and the Chief Finance Officer.

## **6 Stanley Turner Recreation Ground**

- 6.1 Lewes Sports Club (LSC) have a lease dated 13 November 1979 for the Stanley Turner Clubhouse. The original lease was for a period of 30 years, but the lease was not excluded from the protections of the LTA; this means that LSC have a right to renew the lease at the end of the lease term. LSC have been holding over the lease since the end of the lease term – this is an accepted practice where leases have LTA protection but both LSC and LDC now wish to regularise the situation with a new 25-year lease in order that LSC can attract grant funding. In addition, Lewes Priory Cricket Club (LPCC) are seeking a 25-year lease for the groundsman's space and scoreboard within Stanley Turner Changing Rooms/Pavilion that they use and the cricket square in order to attract grant funding.
- 6.2 Charities, such as the Stanley Turner Recreation Ground Trust, need to obtain best value when disposing (including granting a lease) of charitable land. Charity land can only be disposed of at an undervalue where the disposal is to another charity and the disposing charity has appropriate powers. LSC and LPCC are not currently registered charities and therefore a disposal at an undervalue would not be permitted.
- 6.3 An independent rental valuation of the areas proposed to be leased is being undertaken.

## **7 Lewes Wall**

- 7.1 In May 2022, a defect in the retaining wall to Castle Rise, Lewes was identified by Building Control and emergency works carried out to provide additional temporary support whilst surveys and legal work have been carried out. One resident in Castle Rise has been temporarily relocated, as access is currently restricted.
- 7.2 Ground survey works and structural engineering advice have been received to understand what remedial works are required. A defective drain has been

identified as part of these works and Southern Water has carried out repairs to rectify the issue.

7.3 The works to date have also identified the need to carry out maintenance works to the retaining wall in the rear of 1-11 New Road. This wall supports 2 x LDC owned Housing Revenue Account (HRA) properties in Castle Banks.

7.4 The next phase of works requires scaffold to be erected to the whole length of the wall and vegetation cleared to enable the remedial and maintenance works to be fully scoped and costed. The Appendix sets out costs to date and projected capital budget allocation. The Appendix also sets out the legal findings and implications.

## **8 Outcome expected and performance management**

8.1 The recommendations seek to make decisions on key property and assets within the district in-line with strategic objectives and the Corporate Plan. This includes:

- Refocusing the plans for the future of the waste and recycling depot
- Leasing land/property within the Council's ownership
- Undertaking essential works to an asset within the district
- Associated delegations to enable officers to progress operationally

The proposals for the Robinson Road depot will continue to be developed within the capacity of the capital programme and a detailed business case presented to Cabinet in the future.

The lease arrangements proposed shall be managed via individual contractual terms.

The monitoring of the Lewes Wall is as set out within the Appendix.

## **9 Consultation**

9.1 The proposals for the redevelopment of the Robinson Road waste and recycling depot are being progressed in close consultation with Environment First as service provider and the Lead Member for Waste, Recycling and Open Spaces. Further consultation will be undertaken as the proposals are developed and a final option worked through, subject to legal and financial due diligence.

9.2 Strategic Property Board (SPB) have been consulted on the principles of the proposed lease of land at 9/10 Avis Way to Boutique Modern.

## **10 Corporate plan and council policies**

10.1 The proposals outlined within this paper will support the Re-imagining Lewes District Corporate Plan 2020-2024 in the following ways:

- **Your Services: Getting it right first time.** Providing excellent recycling and refuse services through a new purpose-built depot at Robinson Road



and improving public spaces through a new lease of Fingerpost Field to Ringmer Parish Council.

- **Building Community Wealth.** Prioritising investment into local communities, developing local skills through partnership working and increasing local employment opportunities through new education and employment spaces at Marine Workshops and supporting BM with a new site at Avis Way.

## **11 Financial appraisal**

- 11.1 The 2022/23 Capital Investment Programmes for the Council does not include a provision to undertake remedial action in respect of the retaining wall in New Road & Castle Rise as detailed within the Appendix that contains exempt information as defined in Schedule 12A of the Local Government Act 1972.

Any further capital allocation for 2022/23 and future years is dependent on the generation of new capital receipts or new grant. Therefore, the new capital outlay request will need to be funded through additional borrowing from the PWLB, to enable the wider financial implications to be incorporated into the overall Council's revenue budget and capital programme.

## **12 Legal implications**

- 12.1 The Council cannot dispose of land held in the General Fund for a consideration less than the best that can be reasonably obtained in the market, except with the express consent of the Secretary of State. Disposal includes granting a lease. The rule only applies to leases where the lease term exceeds seven years.
- 12.2 The Secretary of State has given a general consent (General Disposal Consent (England) 2003) so that specific consent is not required for the disposal of land where the authority considers it will help to secure the promotion or improvement of the economic, social, or environmental wellbeing of its area. Disposal at less than best consideration is always subject to the condition that the undervalue does not exceed £2m.
- 12.3 If publicly owned land is disposed of at less than best consideration, the local authority is providing a subsidy to the purchaser. Any such subsidy will need to be determined in accordance with the new Subsidy Control rules.
- 12.4 The Council's Contract Procedure Rules (CPRs) say that no lease of land where the estimated rent exceeds £25,000 per annum shall be made except after auction or the invitation of tenders or expressions of interest following appropriate public advertisement, unless authorised by Cabinet. This rule does not apply to the renewal of a lease under the Landlord and Tenant Act 1954. At present the amount of rent for the proposed leases to BM and the Marine Workshops leases are uncertain and this report seeks a waiver from the CPRs in the event that the agreed rent exceeds £25,000 per annum. The justification for the waivers is set out in the body of the report.

- 12.5 In relation to the charitable land at the Stanley Turner Ground, the object of the charity is as a public recreation ground and the proposals facilitate this purpose. The Charities Act 2011 imposes restrictions on charities when disposing of charitable land. In order for a charity to dispose of land to a non-charity without a Charity Commission order, the charity trustees should follow a set procedure. This involves obtaining a report from a qualified surveyor that covers specific matters and the charity trustee determining that the terms on which the disposal is to be made are the best that can reasonably be obtained for the charity. the Council, as charitable trustee, will comply with all requirements imposed by charity law and all other legal requirements, in granting the lease.

*[11482-LDC-KS KS 14/10/2022]*

### **13 Risk management implications**

- 13.1 A risk strategy for the Robinson Road project shall be developed alongside the detailed business case to be presented to Cabinet in the future.

The lease proposals have been subject to operational risk assessments underpinning the recommendations proposed.

The risks associated with Lewes Wall are set out in the Appendix.

### **14 Equality analysis**

- 14.1 There are no equalities impacts identified as a result of these proposals.

### **15 Environmental sustainability implications**

- 15.1 There are no environmental sustainability implications identified as a result of these proposals.

### **16 Contribution to Community Wealth Building**

- 16.1 These proposals support the Community Wealth Building agenda by prioritising investment into local communities, developing local skills through partnership working and increasing local employment opportunities through new education and employment spaces at Marine Workshops and supporting BM with a new site at Avis Way.
- 16.2 BM's local delivery model is focussed on maximising social value and people-focussed community wealth. They secured the LDC Modular Housing Framework in 2021 and are the only certified B Corporation in the UK modular construction industry. B Corporation is a global accreditation certifying companies that meet the highest standard of verified environmental performance across 5 key impact area of governance, workers, community, environment, and customers.

## **17 Appendices**

- 17.1
- Appendix 1 (Exempt) – Supporting information

## **18 Background papers**

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

- Cabinet report 10 February 2020 - Avis Way Waste Vehicle Depot Revised Funding  
<https://democracy.lewes-eastbourne.gov.uk/documents/s13531/Avis%20Way%20Waste%20Vehicle%20Depot%20-%20Revised%20Funding.pdf>

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Lewes District Council

October 2022

## FORWARD PLAN OF DECISIONS

Period covered by this Plan:

1 October 2022 to 31 January 2023

Date of publication:

12 October 2022

### Membership of Cabinet:

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

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

**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:
<b>Elections Act 2022</b> To provide members with an overview of the Elections Act and in particular implications of Voter ID.  (Lead Cabinet member: Councillor Chris Collier)	All Wards	Non-Key	Cabinet	10 Nov 2022	Open	Policy and Performance Advisory Group (if requested)	Report	Director of Regeneration and Planning (Ian Fitzpatrick)  Tracey Pannett, Head of Elections Tel: 01323 415074 <a href="mailto:Tracey.Pannett@lewes-eastbourne.gov.uk">Tracey.Pannett@lewes-eastbourne.gov.uk</a>
<b>Medium term financial strategy</b>  To consider and approve the council's medium term financial strategy.  (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	10 Nov 2022	Open	Consultation be undertaken as part of a wider consultation on the council's budget later in the year.	Report	Chief Finance Officer (Homira Javadi)  Ola Owolabi, Deputy Chief Finance Officer - Corporate Finance <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>

## 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:
<b>Climate Change and Sustainability Strategy - Annual update 2022</b> Annual progress report detailing the council and district carbon footprints, and progress against the action plan.  (Lead Cabinet member: Councillor Matthew Bird)	All Wards	Key	Cabinet	10 Nov 2022	Open	Policy and Performance Advisory Committee to receive report if requested.	Report	Director of Regeneration and Planning (Ian Fitzpatrick)  Kate Richardson, Strategy and Partnership Lead for Sustainability <a href="mailto:kate.richardson@lewes-eastbourne.gov.uk">kate.richardson@lewes-eastbourne.gov.uk</a>

## 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:
<b>Corporate Assets Update</b>  To provide an update on the progress of various assets across the corporate estate.  (Lead Cabinet member: Councillor Zoe Nicholson)	Newhaven South	Key	Cabinet	10 Nov 2022	Fully exempt  Exempt information reason: 3	Policy and Performance Advisory Committee (if requested)	Report	Director of Regeneration and Planning (Ian Fitzpatrick)  Nathan Haffenden, Head of Commercial Business Development Tel: (01323) 410000 <a href="mailto:nathan.haffenden@lewes-eastbourne.gov.uk">nathan.haffenden@lewes-eastbourne.gov.uk</a>

## 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:
<b>Housing development update</b>  The report will provide updates on housing development projects across Lewes District Council that the District Council is proposing to develop.  (Lead Cabinet member: Councillor William Meyer)	All Wards	Key	Cabinet	10 Nov 2022	Part exempt  Exempt information reason: 3	Policy and Performance Advisory Committee (if requested)	Report	Director of Regeneration and Planning (Ian Fitzpatrick)  Nathan Haffenden, Head of Commercial Business Development Tel: (01323) 410000 <a href="mailto:nathan.haffenden@lewes-eastbourne.gov.uk">nathan.haffenden@lewes-eastbourne.gov.uk</a>

## 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:
<b>Homes First Repairs Service: Re-design and Development</b> <p>This describes an operational model for the delivery of a repairs service which, developed over time, will enable greater flexibility to deliver the Councils' aspirations of Community Wealth Building, Social Value and Sustainability. Members are asked to ratify the management actions and decisions taken by officers.</p> <p>(Lead Cabinet member: Councillor William Meyer)</p>	All Wards	Key	Cabinet	10 Nov 2022	Fully exempt  Exempt information reasons: 3, 4	Consultation has taken place with tenants to determine what the service experience should be like. Their views form part of this report.  Policy and Performance Advisory Committee (if requested)	Report	Director of Service Delivery (Tim Whelan)  Simon Watts, Interim Lead, Homes First <a href="mailto:simon.watts@lewes-eastbourne.gov.uk">simon.watts@lewes-eastbourne.gov.uk</a>

## 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:
<b>Cost of Living Crisis Fund Update</b>  To update on council's progress around the Cost of Living Crisis Fund. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Non-Key	Cabinet	8 Dec 2022	Open	Policy and Performance Advisory Committee (if requested).	Report	Director of Regeneration and Planning (Ian Fitzpatrick)  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>

## 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:
<b>Local council tax reduction scheme</b>  To approve the local council tax reduction scheme and agree any amendments as necessary. It is a legal requirement that the council approve the scheme annually.  (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Budget and policy framework	Cabinet  Full Council	8 Dec 2022  20 Feb 2023	Open	With such persons and groups as the council considered likely to have an interest in the operation of the scheme.	Report	Director of Service Delivery (Tim Whelan)  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>



## 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 2023/24</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	8 Dec 2022	Open	Policy and Performance Advisory Committee (if requested)	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>

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<b>Finance update - performance quarter 2 - 2022-2023</b> To provide an update on the Council's financial performance, revenue budgets and capital programme to the end of quarter 2 2022/2023 and explain the impact on the current financial position.  (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	8 Dec 2022	Open	Audit and Standards Committee	Report	Chief Finance Officer (Homira Javadi)  Ola Owolabi, Deputy Chief Finance Officer - Corporate Finance <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>

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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:
<b>Portfolio progress and performance report quarter 2 - 2022-2023</b> To update Members on the Council's performance against corporate plan priority actions, performance indicators and targets over the quarter 2 2022/23 period.  (Lead Cabinet member: Councillor Chris Collier)	All Wards	Key	Cabinet	8 Dec 2022	Open	Policy and Performance Advisory Committee	Report	Director of Regeneration and Planning (Ian Fitzpatrick)  Luke Dreeling, Performance Lead <a href="mailto:luke.dreeling@lewes-eastbourne.gov.uk">luke.dreeling@lewes-eastbourne.gov.uk</a>

## 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:
<b>Sustainable Energy Investment</b>  To consider a business case for developing further sustainable energy investments and in partnership with the industry, combining local authority spending power with market specialists.  (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Budget and policy framework	Cabinet  Full Council	8 Dec 2022  20 Feb 2023	Fully exempt  Exempt information reason: 3	Policy and Performance Advisory Committee (if requested).	Report	Director of Regeneration and Planning (Ian Fitzpatrick)  Nathan Haffenden, Head of Commercial Business Development Tel: (01323) 410000 <a href="mailto:nathan.haffenden@lewes-eastbourne.gov.uk">nathan.haffenden@lewes-eastbourne.gov.uk</a>

## 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.

Category	Condition No.
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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.
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 to view on our [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 2022/2023

Subject	Lead Officer	Date of meeting
Housing development update	Leighton Rowe, Development Project Manager <a href="mailto:Leighton.rowe@lewes-eastbourne.gov.uk">Leighton.rowe@lewes-eastbourne.gov.uk</a>	31 May 2022
Waste and recycling services - fleet	Sean Towe, Head of Environment First <a href="mailto:sean.towe@lewes-eastbourne.gov.uk">sean.towe@lewes-eastbourne.gov.uk</a> & Jane Goodall, Strategy and Partnership Lead, Quality Environment Tel: 01273 484383 <a href="mailto:Jane.Goodall@lewes-eastbourne.gov.uk">Jane.Goodall@lewes-eastbourne.gov.uk</a>	31 May 2022
Portfolio progress and performance report quarter 4 - 2021-2022	Luke Dreeling, Performance Lead <a href="mailto:luke.dreeling@lewes-eastbourne.gov.uk">luke.dreeling@lewes-eastbourne.gov.uk</a>	29 June 2022
Provisional Revenue and Capital Outturn 2021/22	Homira Javadi, Chief Finance Officer, <a href="mailto:Homira.javadi@lewes-eastbourne.gov.uk">Homira.javadi@lewes-eastbourne.gov.uk</a> & Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>	29 June 2022
Treasury Management Annual Report 2021/22	Homira Javadi, Chief Finance Officer, <a href="mailto:Homira.javadi@lewes-eastbourne.gov.uk">Homira.javadi@lewes-eastbourne.gov.uk</a> & Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>	29 June 2022
Recommendations for Community Infrastructure Levy Spending	Emma Kemp, Senior Planning Policy Officer <a href="mailto:emma.kemp@lewes-eastbourne.gov.uk">emma.kemp@lewes-eastbourne.gov.uk</a>	29 June 2022
Methodology for collecting monitoring fees in connection with the compliance with S106 Legal Agreements	Leigh Palmer, Head of Planning First <a href="mailto:leigh.palmer@lewes-eastbourne.gov.uk">leigh.palmer@lewes-eastbourne.gov.uk</a>	29 June 2022

## Policy and Performance Advisory Committee Work Programme 2022/2023

Reimagining Newhaven - Project Update	Nathan Haffenden, Head of Commercial Business Development <a href="mailto:nathan.thompson@lewes-eastbourne.gov.uk">nathan.thompson@lewes-eastbourne.gov.uk</a>	29 June 2022
Cost of Living Crisis	Jo Harper Head of Business Planning and Performance	29 June 2022
Revised Planning Pre-Application Charging Schedule	Leigh Palmer, Head of Planning <a href="mailto:leigh.palmer@lewes-eastbourne.gov.uk">leigh.palmer@lewes-eastbourne.gov.uk</a>	29 June 2022
Portfolio progress and performance report quarter 1 - 2022-2023	Luke Dreeling, Performance Lead <a href="mailto:luke.dreeling@lewes-eastbourne.gov.uk">luke.dreeling@lewes-eastbourne.gov.uk</a>	14 September 2022
Finance update - performance quarter 1 - 2022-2023	Homira Javadi, Chief Finance Officer, <a href="mailto:Homira.javadi@lewes-eastbourne.gov.uk">Homira.javadi@lewes-eastbourne.gov.uk</a> & Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a> , Sian Hedger, Interim Deputy Chief Finance Officer <a href="mailto:sian.hedger@lewes-eastbourne.gov.uk">sian.hedger@lewes-eastbourne.gov.uk</a>	14 September 2022
Lewes District Council Cost of Living Emergency Fund	Bill McCafferty, Lead for Income Maximisation and Welfare <a href="mailto:bill.mccafferty@lewes-eastbourne.gov.uk">bill.mccafferty@lewes-eastbourne.gov.uk</a>	14 September 2022
Housing development update (part exempt)	Nathan Haffenden, Head of Commercial Business Development <a href="mailto:nathan.thompson@lewes-eastbourne.gov.uk">nathan.thompson@lewes-eastbourne.gov.uk</a>	14 September 2022
To scrutinise the issue of wastewater discharge into local rivers and seas	Tim Whelan, Director of Service Delivery <a href="mailto:tim.whelan@lewes-eastbourne.gov.uk">tim.whelan@lewes-eastbourne.gov.uk</a>	3 November 2022

## Policy and Performance Advisory Committee Work Programme 2022/2023

Corporate Assets Update	Nathan Haffenden, Head of Commercial Business Development <a href="mailto:nathan.thompson@lewes-eastbourne.gov.uk">nathan.thompson@lewes-eastbourne.gov.uk</a>	3 November 2022
Elections Act 2022	Tracey Pannett, Head of Elections <a href="mailto:Tracey.Pannett@lewes-eastbourne.gov.uk">Tracey.Pannett@lewes-eastbourne.gov.uk</a>	3 November 2022
Medium term financial strategy	Ola Owolabi, Deputy Chief Finance Officer - Corporate Finance <a href="mailto:ola.owolabi@lewes-eastbourne.gov.uk">ola.owolabi@lewes-eastbourne.gov.uk</a>	3 November 2022
Climate Change and Sustainability Strategy - Annual update 2022	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 2022
Housing development update	Nathan Haffenden, Head of Commercial Business Development Tel: (01323) 410000 <a href="mailto:nathan.haffenden@lewes-eastbourne.gov.uk">nathan.haffenden@lewes-eastbourne.gov.uk</a>	3 November 2022

### Standing Items at all meetings of the Committee

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

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