

Full Council

16 November 2022



Working in partnership with **Eastbourne Homes**

Quorum: 7

Published: Tuesday, 8 November 2022

To the Members of the Borough Council

You are summoned to attend an ordinary meeting of Eastbourne Borough Council to be held at the Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 16 November 2022 at 6.00 pm to transact the following business.

Agenda

1 Minutes of the meeting held on 20 July 2022 (Pages 5 - 12)

2 Declarations of disclosable pecuniary interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct (please see note at end of agenda).

3 Mayor's announcements. (Pages 13 - 16)

A list of the Mayor's announcements in respect of his activities since the last meeting is attached for information.

4 Notification of apologies for absence.

5 Public right of address.

The Mayor to report any requests received from a member of the public under council procedure rule 11 in respect of any referred item or motion listed below.

6 Order of business.

The Council may vary the order of business if, in the opinion of the Mayor, a matter should be given precedence by reason of special urgency.

7 Result of the St Anthony's Ward By-Election

To receive the result of the St Anthony's Ward By-Election held on 6 October 2022 and welcome Councillor Hugh Parker (Liberal Democrat) as a new member of the Council.

8 Proposed changes to Conservation Advisory Group Terms of Reference (Pages 17 - 22)

Report of the Head of Democratic Services.

9 Matters referred from Cabinet or other council bodies.

The following matters are submitted to the Council for decision (council procedure rule 12 refers):-

(a) Eastbourne Local Development Scheme (Pages 23 - 60)

Report of Councillor Swansborough on behalf of the Cabinet. Referred from Cabinet on 2 November 2022.

10 Motions.

The following motions have been submitted by members under council procedure rule 13:-

(a) Motion - Cost of School Equipment

Councillor Vaughan has submitted the following motion:

“Eastbourne Borough Council recognises that the cost of specialist items, such as school uniform is putting enormous additional financial pressure and stress on families and can also lead to discriminatory and mental health issues.

This Council calls upon the Government to issue guidance to schools to require a more flexible approach in this cost of living crisis.”

(b) Motion - No Confidence

Councillor Babarinde has submitted the following motion:

“This Council notes that:

- Under the Conservative Government, inflation rose to 10.1% in September 2022 and The International Monetary Fund has predicted that UK inflation will be the highest in the G7 by the end of 2023.
- Under the Conservative Government, mortgage rates have sharply risen, with the Joseph Rowntree Foundation forecasting that homeowners will face average mortgage increases of £250 per month.
- Under the Conservative Government, the Bank of England has predicted that the UK will experience its longest recession since records began.
- Under the Conservative Government, Eastbourne’s Foodbank has become the busiest Foodbank in the UK.
- Eastbourne’s Conservative Member of Parliament has supported the Conservative Government in 99% of votes in the House of Commons.
- The UK’s third Conservative Prime Minister of 2022, Rishi Sunak, has been given no mandate to govern from the people of Eastbourne.
- Conservative Minister Zac Goldsmith has said that a General Election is “morally unavoidable”.
- Former Conservative Cabinet Minister Nadine Dorries has said that “it will now be impossible to avoid a General Election”.

The Council therefore:

- Has no confidence in the UK’s Conservative Government;
- Has no confidence in Eastbourne’s Conservative Member of

- Parliament; and
- Demands that the Conservative Government calls a General Election immediately to give the people of Eastbourne, and the people of the UK, a say.”

11 Discussion on minutes of council bodies.

Members of the Council who wish to raise items for discussion (council procedure rule 14) on any of the minutes of the meetings of formal council bodies listed below must submit their request to the Head of Democratic Services no later than 10.00 am on the day of the meeting. A list of such items (if any) will be circulated prior to the start of the meeting.

The following are appended to this agenda:-

- (a) **Minutes of Planning Committee - 25 July 2022** (Pages 61 - 64)
- (b) **Minutes of Audit and Governance Committee - 28 September 2022** (Pages 65 - 70)
- (c) **Minutes of Planning Committee - 3 October 2022** (Pages 71 - 74)
- (d) **Minutes of Scrutiny Committee - 10 October 2022** (Pages 75 - 80)
- (e) **Minutes of Planning Committee - 17 October 2022** (Pages 81 - 86)
- (f) **Minutes of Cabinet - 2 November 2022** (Pages 87 - 92)

12 Date of Next Meeting

The next meeting of Full Council is scheduled for 22 February 2023 at 6 pm.



Robert Cottrill
Chief Executive

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

Items for discussion:

Members of the Council who wish to raise items for discussion on any of the minutes of council bodies attached to the meeting agenda, are required to notify Democratic Services by 10am on the day of the meeting.

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).

Democratic Services

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

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Telephone: 01323 410000

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Working in partnership with **Eastbourne Homes**

Full Council

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 20 July 2022 at 6.00 pm.

Present:

Councillor Pat Rodohan (Mayor).

Councillors Candy Vaughan (Deputy Mayor), Josh Babarinde, Margaret Bannister, Colin Belsey, Helen Burton, Sammy Choudhury, Penny di Cara, Tony Freebody, Stephen Holt, Jane Lamb, Robin Maxted, Paul Metcalfe, Colin Murdoch, Kshama Shore, Alan Shuttleworth, Robert Smart, Colin Swansborough, Barry Taylor, David Tutt, Steve Wallis and Rebecca Whippy.

Officers in attendance:

Robert Cottrill (Chief Executive), Homira Javadi (Director of Finance and Performance (Chief Finance Officer)), Simon Russell (Head of Democratic Services), Kate Slattery (Solicitor) and Sarah Lawrence (Committee Team Manager).

21 Minutes of the meeting held on 18 May 2022

RESOLVED (unanimously) – That the minutes of the meeting of the Full Council held on 18 May 2022 be approved as an accurate record.

22 Declarations of disclosable pecuniary interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct .

Councillor Holt declared a personal and non-prejudicial interest in Item 9a – ‘Motion – Support for Gatwick Airport’s Northern Runway’, as he understood that the Eastbourne Chamber of Commerce had submitted a statement in relation to the Motion. Councillor Holt advised that he worked for Eastbourne Bid which had close ties to the Chamber of Commerce and was also a non-remunerated Director of the Chamber of Commerce.

23 Mayor's announcements.

The Mayor drew members’ attention to the list of his and the Deputy Mayor’s activities from May to July 2022, that were set out on the agenda.

The Mayor drew attention in particular to the following:

- The Queen’s Platinum Jubilee Civic Thanksgiving Service had been held in June and the Mayor thanked his chaplain, Reverend Mike Blanch, for organising the event. In addition, the Mayor thanked Nina O’Brien for organising the Platinum Jubilee Carnival.
- The Volunteers Network CIC (VNC) and The People Matter Trust Ltd

had each received the Queen's Award for Voluntary Service in June 2022, the highest award for voluntary service that could be received. The latter had also celebrated its 25th anniversary and the Mayor extended the thanks of the Council to organisation for all it had achieved over the last 25 years.

- Mayor advised he had attended the finals of the Rothesay International Tennis Tournament, which was something incredibly beneficial to Eastbourne.
- Finally, the Mayor advised that he had attended two citizenship ceremonies since the last meeting and enjoyed welcoming people into citizenship.

24 Notification of apologies for absence.

Apologies for absence were received from Councillors Diplock, Dow, Maxted, Miah, Morris and Murray.

25 Public right of address.

There were no requests for the public to address the meeting.

26 Order of business.

The Mayor confirmed the order of business would be as set down on the agenda.

27 Conservation Area Advisory Group (CAAG) - Proposed changes to Terms of Reference

The Council considered the report of the Head of Democratic Services, recommending an expansion to the remit of the Conservation Area Advisory Group to enable discussion and a broader input into the decision-making process in respect of matters affecting Conservation Areas, Listed Buildings and Heritage Assets, and an increase in its membership to 5 Councillors and for it to be politically balanced. As part of this proposal the name of the Group would change to the Conservation Advisory Group.

The recommendations were moved by Councillor Wallis and seconded by Councillor Tutt.

Councillor Taylor moved and Councillor Belsey seconded an amendment to the recommendations to retain the current numbers of Councillors on the Group of four Councillors, two from each Political Group.

The amendment was put to a vote and declared lost by 8 votes to 12 with 1 abstention.

The original recommendations were then put to a vote and declared carried by 12 votes to 6 with 3 abstentions.

RESOLVED: (By 12 votes to 6 with 3 abstentions)

1. To agree the revised Terms of Reference in respect of remit and membership, set out at Appendix 1 to the report;
2. To authorise the Head of Democratic Services and Deputy Monitoring Officer to make the necessary changes to the Council's Constitution in order to give effect to these changes; and
3. To authorise the Head of Democratic Services and Deputy Monitoring Officer to appoint to any outstanding vacancies (including that of Vice-Chair), in consultation with the relevant Group Leader, for the remaining municipal year.

28 Matters referred from Cabinet or other council bodies.**28a Approval of additional licensing fees 2022-23**

Councillor Vaughan moved and Councillor Tutt seconded the recommendation to Full Council made by the Licensing Committee on 7 July 2022 to approve the additional licensing fee proposed for the English Proficiency Test, Safeguarding and Disability Awareness training, and 6 monthly DBS check.

A question was raised as to whether the safeguarding and disability training should be carried out on a regular basis by taxi drivers, at a minimum of every two years, rather than as one of training. It was confirmed that this could be relayed to licensing officers outside the meeting to consider building into future budgets.

RESOLVED (unanimously):

To approve the Licensing Fee, as set out in the report to the Licensing Committee, for the English Proficiency Test, Safeguarding and Disability Awareness training, and 6 monthly DBS check.

28b Annual treasury management report

Councillor Holt (as Cabinet Member for Finance) moved and Councillor Tutt seconded the recommendation made by Cabinet on 13 July 2022 to approve the annual Treasury Management Report for 2021/22 and the 2021/22 prudential and treasury indicators included in the Cabinet Report.

A question was raised by the Leader of the Opposition on whether the level of debt reported in paragraph 4.3 of the Cabinet report was correctly listed as £5m, on the rollover of debt, and on the papers available to the meeting. The Leader responded by confirming that the full list of temporary loans taken out was set out in Appendix 2 to the Cabinet Report. He congratulated the treasury management team that all loans were below 1%. Councillor Holt offered to go through the debt position with the Leader of the Opposition as part of the recovery and stabilisation programme. He confirmed that the Council was approving the Cabinet report, and he advised that the Council had a diverse portfolio of debt and he was comfortable with the level of debt held and how it was being managed.

RESOLVED (by 20 votes to 0 with 1 abstention):

1. To approve the annual Treasury Management Report for 2021/22; and
2. To approve the 2021/22 prudential and treasury indicators included in the Cabinet Report.

29 Motions.**29a Motion - Support for Gatwick Airport's Northern Runway**

Councillor Smart moved and Councillor di Cara seconded the following motion as set out in the agenda papers:

“Eastbourne Borough Council expresses its support for the proposal by Gatwick Airport to bring the existing Northern Runway into regular use:

- To deliver employment opportunities and careers now and in the future
- To energise our visitor economy
- To support our existing businesses and attract new businesses to our area

This Council recognises that:

- Transport links are vital to our local economy and a major regional driver of economic growth and prosperity.
- That Gatwick’s plans represent a vitally important financial boost of an estimated additional £1.5 billion p.a. to our regional economy with 18,400 new jobs.
- That a successful business sector funds our public services including the NHS and schools.
- As the busiest single runway operation in the world, additional capacity has long been needed.
- There have been significant developments in the aviation sector on sustainability, including Gatwick becoming the first carbon neutral London airport in 2017 and the second busiest carbon neutral airport in Europe. “

In moving the recommendation, Councillor Smart read out a statement from the Chamber of Commerce in support of the extra runway at Gatwick Airport.

Councillor Swansborough moved and Councillor Holt seconded an alternative proposal to the motion as follows:

“Eastbourne Borough Council notes its previous support for a second runway for Gatwick Airport in 2013.

Since then, Eastbourne Borough Council has pledged to be Carbon Neutral by 2030.

Eastbourne Borough Council further notes the UK Government has committed to increase airplane capacity and a new runway located at either Heathrow or Gatwick.

Eastbourne Borough Council understands that Gatwick Airport has claimed to be the first carbon neutral London airport in 2017 and states on their website that they are committed to net zero direct emissions by 2040

Eastbourne Borough Council asks Scrutiny Committee to consider these claims and the carbon neutrality pledge of Gatwick airport and the impact on this Council's carbon neutrality pledge - before considering further its support for a second runway. This should include both passenger journeys to and from the airport and fuel emissions.“

The Council debated the motion and the alternative proposal together.

A question was raised as to whether this was a valid amendment, and the Head of Democratic Services confirmed that the constitution allowed for an alternative proposal to be submitted.

The alternative proposal was put to a vote by a show of hands and declared carried by 13 votes to 0 with 8 abstentions.

RESOLVED (13 votes to 0 with 8 abstentions):

Eastbourne Borough Council notes its previous support for a second runway for Gatwick Airport in 2013. Since then, Eastbourne Borough Council has pledged to be Carbon Neutral by 2030.

Eastbourne Borough Council further notes the UK Government has committed to increase airplane capacity and a new runway located at either Heathrow or Gatwick.

Eastbourne Borough Council understands that Gatwick Airport has claimed to be the first carbon neutral London airport in 2017 and states on their website that they are committed to net zero direct emissions by 2040.

Eastbourne Borough Council asks the Scrutiny Committee to consider these claims and the carbon neutrality pledge of Gatwick airport and the impact on this Council's carbon neutrality pledge - before considering further its support for a second runway. This should include both passenger journeys to and from the airport and fuel emissions.

30 Special Urgency Decisions by Cabinet Members

The Council formally noted the decision made by the Leader under special urgency powers on 13 May 2022 in relation to the Council Tax Rebate Scheme and Discretionary Rebate Scheme urgency powers, in accordance with the Council's Procedure Rules.

31 Updates to Appointments

The Council formally noted the appointments made by Group Leaders under

delegated authority since the last meeting including:

- Councillor Burton's appointment to a new role as Cabinet Member for property assets, heritage assets and communications.
- Councillor Babarinde's appointment to a new post of Cost of Living Champion.
- Councillor Shore having replaced Councillor Freebody on the Scrutiny Committee.
- Councillor Burton having replaced Councillor Shuttleworth on the Conservation Area Advisory Group.
- Councillor Burton having replaced Councillor Bannister on the Strategic Property Board.

32 Discussion on minutes of council bodies.

The minutes of the following Council bodies were submitted to the meeting for information as part of the agenda and agenda supplement:

- Planning Committee – 30 May 2022
- Cabinet – 1 June 2022 and 13 July 2022
- Licensing Committee – 7 July 2022
- Scrutiny Committee – 11 July 2022
- Audit and Governance Committee – 12 July 2022

Requests to speak on specific minutes have been made by Councillors Wallis, Holt, Shuttleworth and Shore, as follows:

1. Councillor Wallis spoke in respect of Item 12f, Cabinet Minutes of 13 July 2022, Minute 14 'The Homelessness and Rough Sleeping Strategy'. In response to a concern raised, Councillor Shuttleworth agreed to raise with the Government the need for national targets around the speed of which people are housed in permanent as opposed to temporary accommodation.
2. Councillor Holt spoke in respect of Item 12f, Cabinet Minutes of 13 July 2022, Minute 15 'Review of Planning Policy and Licensing of HMOs'.
3. Councillor Shuttleworth spoke in respect of Item 12f, Cabinet Minutes of 13 July 2022, Minute 18 'Housing Development Update'.
4. Councillor Shore spoke in respect of Item 12e, Audit and Governance Minutes of 12 July 2022, Minute 7 'External Audits Update'.
5. Councillor Shore spoke in respect of Item 12e, Audit and Governance Minutes of 12 July 2022, Minute 8 'Strategic Risk Register Quarterly Review'. In response, Councillor Holt offered to meet with Councillor

Shore and the Audit Independent Member to discuss the risk register.

6. Councillor Shore spoke in respect of Item 12e, Audit and Governance Minutes of 12 July 2022, Minute 9 'Arrears Collection Update'.
7. Councillor Shore spoke in respect of Item 12f, Cabinet Minutes of 13 July 2022, Minute 9 'Recovery and Stabilisation Programme'.
8. Councillor Shore spoken in respect of Item 12f, Cabinet Minutes of 13 July 2022, Minute 10 'Cost of Living Crisis'.

Councillor Tutt moved and Councillor Holt seconded acceptance of the minutes.

RESOLVED – That the minutes be accepted.

33 Date of Next Meeting

It was noted that the date of the next scheduled meeting was 16 November 2022 at 6 pm.

The meeting ended at 7.50 pm

Councillor Pat Rodohan (Mayor)

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Agenda Item 3

Eastbourne Borough Council



Mayor
Councillor PAT RODOHAN

Deputy Mayor
Councillor CANDY VAUGHAN

MAYOR'S ANNOUNCEMENTS

Mayor's ENGAGEMENTS July to November 2022

Date	Attendee	Event
14.07.22	Mayor and Mayoress	Graduation Ceremony, The View Hotel (1.00pm)
14.07.22	Mayor and Mayoress	A Band of Brothers Homecoming Celebration, Assembly Hall, Town Hall (7.00pm)
15.07.22	Mayor and Mayoress	Tom Doyle Memorial Garden Opening, Meadowburne Place (12.30pm)
15.07.22	Mayor and Mayoress	Eastbourne Open Bowls Tournament Presentation, Eastbourne Bowling Club, Saffrons Road (5.00pm)
20.07.22	Mayor and Mayoress	Italian Students Town Hall Tour (3.00pm)
22.07.22	Mayor and Mayoress	LTA Summer County Cup, Devonshire Park (3.00pm)
23.07.22	Mayor and Mayoress	Pop Up Park Opening, Victoria Place (2.00pm)
25.07.22	Mayor and Mayoress	Mayor's Charity Committee Meeting, Town Hall (1.00pm)
27.07.22	Mayor	Eastbourne Access Group Challenging Barriers to Accessibility, Online (10.30am)
28.07.22	Mayor	University of Brighton Graduation Ceremony, The Brighton Centre (9.15am)
28.07.22	Mayor and Mayoress	Charity Golf Day, Willingdon Golf Club (5.30pm)
30.07.22	Mayor and Mayoress	RHMC Family Fun Day, Hampden Park (10.30am)
31.07.22	Mayor and Mayoress	Mayor of Seaford's Civic Service, Seaford Baptist Church (3.00pm)
01.09.22	Mayor	Rotary Club of Eastbourne Meeting, The Lansdowne Hotel (12.45pm)
02.08.22	Deputy Mayor	Darkness Into Light Exhibition Opening Ceremony, Eastbourne Library (12.00pm)

Date	Attendee	Event
02.08.22	Mayor and Mayoress	CWCF Building Opening, 4 The Triangle (2.30pm)
06.08.22	Deputy Mayor	Eastbourne Allotments Summer Show, Gorringe Road (3.45pm)
07.08.22	Deputy Mayor	Wheels on the Waterfront, Sovereign Harbour (11.00am)
11.08.22	Deputy Mayor	English Bridge Union Summer Meeting, Winter Garden (6.45pm)
14.08.22	Mayor and Mayoress	Dieppe Raid Commemoration 80 th Anniversary, Newhaven (12.30pm)
15.08.22	Mayor and Mayoress	ESCC Chairman's Reception, Herstmonceux Castle (6.00pm)
18.08.22	Mayor	Airbourne Bucket Collection, Seafront
19.08.22	Mayor and Mayoress	Chamber of Commerce Airbourne Luncheon, The View Hotel (12.00pm)
20.08.22	Mayor and Mayoress	Chandlers Mini Event for Foodbank, Chandlers Mini/BMW, Hailsham (10.00am)
21.08.22	Mayor	Airbourne Bucket Collection, Seafront
22.08.22	Mayor and Mayoress	Mayor's Charity Committee Meeting, Town Hall (1.00pm)
27.08.22	Mayor and Mayoress	Celebrating Diversity, Terminus Road (9.30am)
01.09.22	Deputy Mayor	International Brotherhood of Magicians Convention Opening Ceremony, Devonshire Park Theatre (10.10am)
03.09.22	Deputy Mayor	International Brotherhood of Magicians Convention Magicians Show, Devonshire Park Theatre (7.00pm)
04.09.22	Deputy Mayor	Mid Autumn Moon Cake Festival, Hampden Park Community Centre (1.00pm)
04.09.22	Deputy Mayor	Novara Welcome Reception, Sovereign Harbour Yacht Club (6.00pm)
10.09.22	Mayor and Mayoress	Volunteer's Network Queen's Award for Voluntary Service Presentation, Langney Community Centre (6.15pm)
11.09.22	All Members of the Civic List	Borough Proclamation Ceremony, Town Hall
12.09.22	Mayor and Mayoress	Mayor's Charity Committee Meeting, Town Hall (1.00pm)
18.09.22	All Members of the Civic List	A Civic Service of Commemoration Marking the Death of Her Late Majesty Queen Elizabeth II, St Mary's Church, Old Town (6.00pm)
22.09.22	Mayor and Mayoress	Lightning Fibre Office Opening, Moy Avenue (4.30pm)
23.09.22	Mayor and Mayoress	Best of British Event, The Grand Hotel (12.15pm)
23.09.22	Deputy Mayor	Compass Community Arts Private View, St Mary's Church, Hampden Park (4.15pm)

Date	Attendee	Event
24.09.22	Mayor and Mayoress	110 th Anniversary Gala Dinner and Dance, The Lansdowne Hotel (6.30pm)
25.09.22	Mayor and Mayoress	Relaunch of Leaf Hall Community Arts Centre, Leaf Hall (12.00pm)
26.09.22	Mayor and Mayoress	Launch of Community Hub, TJ Hughes Building (10.00am)
26.09.22	Deputy Mayor	Opening of New Burger King Restaurant, Terminus Road (10.30am)
27.09.22	Mayor and Mayoress	Vigo Students Visit to Mayor's Parlour (3.30pm)
28.09.22	Mayor	Hospital Radio Interview by phone (3.00pm)
29.09.22	Mayor and Mayoress	Vigo Students Visit to Mayor's Parlour (3.30pm)
30.09.22	Mayor and Mayoress	Eastbourne Business Awards, Winter Garden (6.30pm)
01.10.22	Mayor and Mayoress	Family Support Work Event, Chichester Cathedral (1.45pm)
01.10.22	Deputy Mayor	Royal British Legion Band Concert, Salvation Army Citadel (7.15pm)
03.10.22	Mayor and Mayoress	Junior Enterprise Challenge, Town Hall (11.30am)
04.10.22	Mayor and Mayoress	Lightning Fibre Afternoon Tea and Town Hall Tour (1.30pm)
08.10.22	Deputy Mayor	One Great Day Charity Event, Langney Shopping Centre (10.00am)
09.10.22	Mayor and Deputy Mayor	Mayor's Charity Sponsored Walk, Eastbourne Seafront (11.00am)
10.10.22	Mayor and Mayoress	Mayor's Charity Committee Meeting, Town Hall (1.00pm)
14.10.22	Deputy Mayor	Rotary Club of Eastbourne Centenary Dinner, The Grand Hotel (6.30pm)
15.10.22	Deputy Mayor	Eastbourne Listening Tour Launch, The Beacon (10.30am)
15.10.22	Deputy Mayor	St Barnabus United Reformed Church 50 th Anniversary, St Barnabus Church (2.20pm)
21.10.22	Mayor and Mayoress	Mayor's Charity Quiz Night, Town Hall (6.30pm)
23.10.22	Mayor and Mayoress	ESO Concert, St Saviours Church (6.45pm)
24.10.22	Mayor	Vigo Students Town Hall Tour (3.00pm)
25.10.22	Mayor	Vigo Students Town Hall Tour (3.00pm)
25.10.22	Mayor	Lord Lieutenant Awards 2022, Christ's Hospital (6.30pm)
26.10.22	Mayor	Vigo Students Town Hall Tour (3.00pm)

Date	Attendee	Event
01.11.22	Mayor and Mayoress	Eastbourne Climate Coalition Hub Opening E-Hive, The Beacon (11.45am)
05.11.22	Mayor and Mayoress	East Sussex Prayer Breakfast, Eastbourne Downs Golf Club (8.30am)
06.11.22	Mayor and Mayoress	Concert of Remembrance, Our Lady of Ransom Church (2.30pm)

Agenda Item 8

Report to:	Full Council
Date:	16 November 2022
Title:	Proposed changes to Conservation Advisory Group Terms of Reference
Report of:	Simon Russell, Head of Democratic Services
Ward(s):	All
Purpose of report:	To propose a minor amendment to the terms of reference for Conservation Advisory Group (CAG).
Officer recommendation(s):	<p>(1) To approve a minor amendment to the revised Terms of Reference (ToR) in respect of the Council’s Heritage Champion, as set out at Appendix 1 to the report;</p> <p>(2) To authorise the Head of Democratic Services and Deputy Monitoring Officer to make the necessary changes to the Council’s Constitution in order to give effect to these changes.</p> <p>(3) To re-confirm the appointment of Councillor Hugh Parker as the Council’s Heritage Champion for the remainder of the municipal year, following his election to the Council.</p> <p>(4) To authorise the Head of Democratic Services and Deputy Monitoring Officer to appoint a nominee (as the Council’s Heritage Champion sits on the membership of Planning Committee), to act as a Co-opted advisor to the Conservation Advisory Group, in consultation with the relevant Group Leader, Chair of Conservation Advisory Group and Head of Planning for the remaining municipal year.</p>
Reasons for recommendations:	It is proposed to make a minor amendment to the terms of reference for Conservation Advisory Group, to allow Full Council flexibility to appoint a nominee to the Group, if the Council’s Heritage Champion is appointed to the Planning Committee.
Contact Officer(s):	Name: Simon Russell Post title: Head of Democratic Services (and Deputy Monitoring Officer) E-mail: simon.russell@lewes-eastbourne.gov.uk Telephone number: 01323 415021

1 Introduction

- 1.1 At its meeting on 20 July 2022, Full Council agreed changes to the Terms of Reference for the Conservation Advisory Group (CAG).
- 1.2 The changes agreed expanded the remit for CAG, enabling more discussion and a broader input into the decision-making process in respect of matters affecting Conservation Areas, Listed Buildings and Heritage Assets.
- 1.3 At the Annual Meeting of the Council on 18 May 2022, Mr Hugh Parker was appointed as the Council's Heritage Champion for the municipal year.
- 1.4 Following the St Anthony's By-Election on 6 October 2022, Hugh Wayne Parker was duly elected a Councillor for the St Anthony's Ward.
- 1.5 Following his election, the Leader of the Council advised Democratic Services that Councillor Parker was to be appointed to the Planning Committee. He also proposed that he remain as the Council's appointed Heritage Champion.
- 1.6 The terms of reference for the Conservation Advisory Group preclude a member of the Planning Committee from sitting on the Group. The Council's Heritage Champions sits on the Group as a co-opted advisor (with non-voting rights), however an elected Councillor's participation on the Group would preclude their participation as a voting member on the Planning Committee.

2 Proposal

- 2.1 It is proposed to make a minor amendment to the terms of reference for Conservation Advisory Group, to allow Full Council flexibility to appoint a nominee to the Group, in the event that the Council's Heritage Champion is appointed to the Planning Committee.
- 2.2 In addition, given that Councillor Parker was originally appointed as the Council's Heritage Champion as an external individual, Full Council is asked to formally ratify that he remains as the Council's Heritage Champion, following his election to the Council.
- 2.3 Currently, the membership of CAG and Council's Heritage Champion is appointed at the Annual Council meeting. Co-opted advisors are determined by the Head of Planning in liaison with the Chair of the Conservation Advisory Group on an annual basis.
- 2.4 As this proposal would necessitate a change to CAAG's Terms of Reference, as set out in the Council's Constitution, it requires Full Council approval. The proposed amended ToR is set out in Appendix 1.

3 Consultation

- 3.1 Prior to Full Council consideration, officers have been consulted on the report and no objections have been received. The Chair of Conservation Advisory Group has also raised no objections.

4 Financial appraisal

- 4.1 There are no additional financial and resource implications as a result of this report.

5 Legal implications

- 5.1 The Council's Legal Team have been consulted and provided the following comment:

Representations from CAG are material considerations to be taken into account by the Planning Committee in deciding whether to grant planning permission. To maintain transparency and fairness in decision-making, members of CAG should not be members of the planning committee. If adopted, the recommendations in this report will ensure that CAG has the appropriate number of members whilst achieving the necessary separation between these 2 bodies.

Legal Implications provided 02.11.22 - Proposed Changes to Conservation Advisory Group Terms of Reference - 011524-EBC-JCS

6 Risk management implications

- 6.1 There are no new risks arising from the proposals in this report.

7 Equality analysis

- 7.1 The proposed minor amendment will allow Full Council flexibility to appoint a nominee if the Council's Heritage Champion is appointed to the membership of Planning Committee, precluding their participation as a co-opted advisor on the Group.

8 Environmental sustainability implications

- 8.1 There are no new implications arising from the proposals in this report.

9 Appendices

- Appendix 1 – Recommended changes to CAG's Terms of Reference as set out in the Council's Constitution, in accordance with the recommendations in this report.

10 Background papers

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

- [Full Council Report – 20 July 2022](#)

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Proposed Changes to Terms of Reference for Conservation Advisory Group Report

Proposed amendments to the Terms of Reference for CAG – as they appear in Eastbourne Borough Council's Constitution, Part 3 Section B, Responsibilities for Functions – Full Council and its committees (page ref: B12-13).

NB: Proposed amendments highlighted in blue italics

6. Conservation Advisory Group

6.1 Composition:

Up to 5 Councillors who are not members of the Planning Committee or approved substitutes, plus co-opted advisors.

Co-opted advisors to include the Council's Heritage Champion (*or nominee if Heritage Champion is appointed to Planning Committee or otherwise unable to act in this capacity*) and up to 3 others of which at least two must be external, this to be determined by the Head of Planning in liaison with the Chair of CAAG on an annual basis, usually at the start of each municipal year.

Quorum to be 3 Councillors and 1 co-opted advisor.

Voting rights remain with the elected members only and the Chair and Vice Chair continues to be appointed by full Council.

6.2 Terms of Reference:

To meet as an informal advisory body.

To advise the Planning Committee and the South Downs National Park Authority with regards to planning applications in Conservation Areas where there is a material effect on the Conservation Area and applications affecting Listed Buildings.

To comment and advise, with regards to planning applications and scheduled works, affecting heritage assets.

To comment and advise on any matter under consideration by Cabinet or the Planning Committee that has a significant material effect (as deemed by Cabinet or Planning Committee) on the Conservation Area and/or listed buildings and/or heritage assets.

EXTRACT ENDS

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Working in partnership with **Eastbourne Homes**

Meeting: Council

Date: 16 November 2022

Subject: Local Development Scheme 2022-2025

Report of: Councillor Colin Swansborough on behalf of the Cabinet

The Council is asked to consider the minute and resolution of the Cabinet meeting held on 2 November 2022 as set out below.

The Council is recommended to:

- (1) Adopt the Eastbourne Local Development Scheme 2022-2025 as set out at Appendix 1 to the report.
 - (2) To delegate authority to the Director of Regeneration and Planning in consultation with the Cabinet Member for Climate Change, Heritage Assets, Place Services and Special Projects to make minor and technical updates to timetables within the Local Development Scheme where necessary.
-

**Minute extract
Cabinet – 2 November 2022.**

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning, seeking their endorsement of the Local Development Scheme 2022-2025, in order to allow formal adoption at Full Council on 16 November 2022.

Recommended to Full Council (Budget and policy framework):

- (1) Cabinet recommends to Full Council that the Eastbourne Local Development Scheme 2022-2025 as set out at Appendix 1 to the report be adopted at the Full Council meeting on 16 November 2022.
 - (2) That delegated authority is given to the Director of Regeneration and Planning in consultation with the Cabinet Member for Climate Change, Heritage Assets, Place Services and Special Projects to make minor and technical updates to timetables within the Local Development Scheme where necessary.
-

Reason for decisions:

(1) The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and the Council's constitution identifies that the adoption of the Local Development Scheme is a function of Full Council.

(2) To ensure that the Local Development Scheme can be kept up to date without needing to bring minor amendments back to Full Council.

Appendix:

The Cabinet report and appendix from the meeting on 2 November is attached.

Report to:	Cabinet
Date:	2 November 2022
Title:	Local Development Scheme 2022-2025
Report of:	Ian Fitzpatrick, Deputy Chief Executive and Director of Regeneration & Planning
Cabinet member:	Councillor Colin Swansborough, Cabinet Member for Climate Change, Heritage Assets, Place Services and Special Projects.
Ward(s):	All
Purpose of report:	To seek Cabinet endorsement of the Local Development Scheme 2022-2025 in order to allow formal adoption at Full Council on 16 November 2022
Decision type:	Key Decision
Officer recommendation(s):	(1) That Cabinet recommends to Full Council that the Eastbourne Local Development Scheme 2022-2025 as set out in Appendix 1 be adopted at the Full Council meeting on 16 November 2022 (2) That delegated authority is given to the Director of Regeneration and Planning in consultation with the Cabinet Member for Climate Change, Heritage Assets, Place Services and Special Projects to make minor and technical updates to timetables within the Local Development Scheme where necessary.
Reasons for recommendations:	(1) The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and the Council's constitution identifies that the adoption of the Local Development Scheme is a function of Full Council. (2) To ensure that the Local Development Scheme can be kept up to date without needing to bring minor amendments back to Full Council.

Contact Officer(s): **Name: Anna Clare**
Post title: Senior Planning Policy Officer
E-mail: anna.clare@lewes-eastbourne.gov.uk
Telephone number: 07935085768

1. Introduction

- 1.1 The Local Development Scheme (LDS) is the Council's timetable for the production of planning documents. It covers a three year period from 2022-2025 and outlines the planning documents to be produced with the key dates and milestones.
- 1.2 Local Planning Authorities are required to produce a LDS under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). The LDS must be made publicly available and kept up-to-date.
- 1.3 The LDS must specify (among other matters) the documents which, when prepared, will comprise the Local Plan for the area. It can also include other planning policy documents such as Supplementary Planning Documents (SPDs) that are due to be produced.
- 1.4 The current LDS was approved in February 2019. Progress against the LDS is monitored on an annual basis through the Authority Monitoring Report (AMR). The AMR has recognised that the LDS needs to be amended to reflect changes in circumstances relating to Local Plan production.
- 1.5 The adoption of the LDS is a function of Full Council, and it is requested that Cabinet endorse the LDS for adoption at Full Council on 16 November 2022.

2. Background

- 2.1 The Government has set out a clear expectation that all local planning authorities should have a local plan in place, and that it should be kept up-to-date to ensure policies remain relevant.
- 2.2 The National Planning Policy Framework (NPPF) requires that local planning authorities undertake a review of their local plans at least once every 5 years from adoption to ensure that policies remain relevant and effectively address the needs of the local community.
- 2.3 The NPPF is clear that housing policies should not be considered up-to-date if the local planning authority cannot demonstrate a five-year supply of deliverable

housing sites. Furthermore, guidance sets out clearly that a local plan is likely to require updating in whole or in part at least every five years.

2.4 The Core Strategy was adopted in 2013. The status of the Core Strategy and progress against the LDS is monitored on an annual basis through the Authority Monitoring Report (AMR).

2.5 A review of the Core Strategy in 2018 due to its five year anniversary determined that the Core Strategy cannot be considered to be up to date. There are a number of reasons for this:

- Housing delivery over the plan period has been lower than the amount required by the Core Strategy;
- Housing need has increased significantly since 2013;
- A five year housing land supply cannot be demonstrated; and
- The Core Strategy is more than five years old.

2.6 In addition, the current development management policies date back to the Eastbourne Borough Plan 2003 and need to be reviewed to take into account the changing needs and dynamics of the Borough, as well as to be consistent with recent revisions to national policy and reflect any new strategies for the town.

2.7 The need to prepare a new Eastbourne Local Plan to replace the Core Strategy is not a newly identified need as the current LDS that was adopted in 2019 identified that a new Local Plan should be produced.

3. Progress against current LDS

3.1 The previous LDS was adopted in February 2019, and set out a timetable for the preparation of a new Local Plan, as well as timetables for a new CIL Charging Schedule.

3.2 The timetable for the preparation of the new Local Plan in the previous LDS has been delayed due to a number of factors including uncertainties caused by regular changes to the planning system and announcements of significant reforms over recent years, resourcing issues associated with the Covid-19 pandemic, and the preparation of evidence documents taking longer than expected to be completed. This has included the production of a new fluvial flood model for the Eastbourne and South Wealden area to ensure that flooding issues across the town are properly understood, which is fundamental to the Local Plan and was only completed in early 2022.

4. Future Work Programme

4.1 The new LDS identifies the timetable for the preparation of a new Eastbourne

Local Plan.

- 4.2 The NPPF requires that local planning authorities (individually or in conjunction with other local planning authorities) prepare a plan that sets out the strategic policies for their area, with non-strategic policies being included in either the same plan or a separate plan.
- 4.3 The new Eastbourne Local Plan will cover the whole of the Borough outside of the South Downs National Park. It will contain both strategic policies that set out an overall strategy for the pattern, scale and quality of development, and non-strategic policies that will contain more detail for the determination of planning applications.
- 4.4 The new Eastbourne Local Plan will cover the period between 2019 and 2039, and is required to will look ahead over a minimum 15 year period from adoption, which is anticipated for late 2024.
- 4.5 The timetable for the preparation of the new Local Plan in the updated LDS is as follows:
- Proposed Growth Strategy Consultation (Regulation 18): November 2022 - January 2023
 - Proposed Submission Consultation (Regulation 19): November to December 2023
 - Submission to the Secretary of State: February 2024
 - Examination: Spring/summer 2024
 - Adoption: November 2024
- 4.6 A separate report seeks authority from Cabinet to publish a proposed Growth Strategy for the new local plan for consultation in November 2022.

5. Consultation

- 5.1 The Local Plan Steering Group was consulted on the preparation of the LDS. The Local Plan Steering Group oversees the preparation and finalisation of Local Plan documents before approval by the Cabinet, and Full Council where relevant.

6. Financial appraisal

- 6.1 The work programme within the LDS will be used to cover costs of specialist evidence study commissions, consultation and examination that will be required for the preparation of the Local Plan.
- 6.2 The work programme identified in the LDS will be supported through the net budget of £47,000 (E32320) and a one-off contribution from reserves of £204,000, which has had 50% committed to date and with the remaining being

committed Autumn 2022 – Spring 2023.

7. Legal implications

- 7.1 Section 15(1) of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires local planning authorities to prepare and maintain a scheme to be known as their local development scheme. It is important for the Council to comply with S.15(8) Planning and Compulsory Purchase Act 2004 which provides that a local planning authority must revise their local development scheme at such time as they consider appropriate.
- 7.2 Subsection (9) sets out that the same statutory provisions apply to the revision of a scheme as they apply to the preparation of the scheme. Upon the revision of a scheme, the local planning authority must make the following available to the public –
- a) The up-to-date text of the scheme
 - b) A copy of any amendments made to the scheme
 - c) Up-to-date information showing the state of the authority's compliance (or non-compliance) with the timetable
- 7.3 Under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and the Council's constitution, the adoption of the LDS is a function of Full Council. However, it is a proper function of Cabinet to consider the LDS and make a recommendation to Full Council for its adoption with or without amendment.

Legal Implications checked 05.10.22 - 011457-EBC-JCS

8. Risk management implications

- 8.1 Not preparing the Local Plan in accordance with an up to date LDS would risk the Local Plan not being considered legally compliant, and it would therefore fail at examination and could not be adopted.
- 8.2 In terms of risk management in the preparation of the new Local Plan, the LDS identifies governance support procedures and resource implications. It also identifies risks associated with delivery of the Local Plan and mitigation measures that could be put in place to avoid adverse impact on the delivery of the LDS.

9. Equality analysis

- 9.1 It is not considered that an Equalities and Fairness Analysis is required for the Local Development Scheme because the timetable for the preparation of a new Local Plan will not impact on protected groups.
- 9.2 The new Local Plan itself will need to undergo an equalities and fairness analysis,

and this will be undertaken during the preparation of the plan.

10. Conclusion

- 10.1 Eastbourne Borough Council has a legal obligation to prepare a Local Development Scheme that identifies the future preparation of Local Plans, and to keep this up to date.
- 10.2 The previous LDS (2019-2022) no longer reflects the timetable for the preparation of the new Eastbourne Local Plan. A new LDS covering the period 2022-2025 is required in order to set out an updated timetable.
- 10.3 The adoption of the LDS is a function of Full Council, but should first be endorsed by Cabinet. It is recommended that Cabinet endorse the Local Development Scheme 2022-2025 and recommend formal adoption at Full Council on 16 November 2022.

11. Appendices

- Appendix 1 – Eastbourne Local Development Scheme 2022-2025

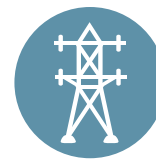
12. Background papers

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

- Planning and Compulsory Purchase Act 2004 - <https://www.legislation.gov.uk/ukpga/2004/5>
- Town & Country Planning (Local Planning) (England) Regulations 2012 (as amended) - <http://www.legislation.gov.uk/uksi/2012/767/made>
- National Planning Policy Framework (2021) - <https://www.gov.uk/government/publications/national-planning-policy-framework--2>
- Eastbourne Authority Monitoring Reports - <https://www.lewes-eastbourne.gov.uk/planning-policy/authority-monitoring-report-amr/>
- Eastbourne Local Development Scheme 2022-2025 Equalities and Fairness Screening Report



EASTBOURNE LOCAL DEVELOPMENT SCHEME 2022-2025





EASTBOURNE LOCAL DEVELOPMENT SCHEME 2022-2025

Planning Policy
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Date: November 2022

The document can be viewed and downloaded from:
www.lewes-eastbourne.gov.uk/lds



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Introduction

The Planning and Compulsory Purchase Act 2004 requires Local Planning Authorities to prepare and maintain a Local Development Scheme (LDS). A Local Development Scheme sets out the work programme for the preparation of documents that will form the Local Plan over a rolling three-year time period.

The Local Plan contains the policies which all planning applications are considered against unless a material consideration indicates otherwise.

Legislation requires that the Local Development Scheme specifies the Local Plan documents that are to be produced; the subject matter and geographical area to which each document relates; and the timetable for the preparation and revision of these documents. It must be made publicly available and kept up-to-date as it is important that local communities and interested parties can keep track of progress.

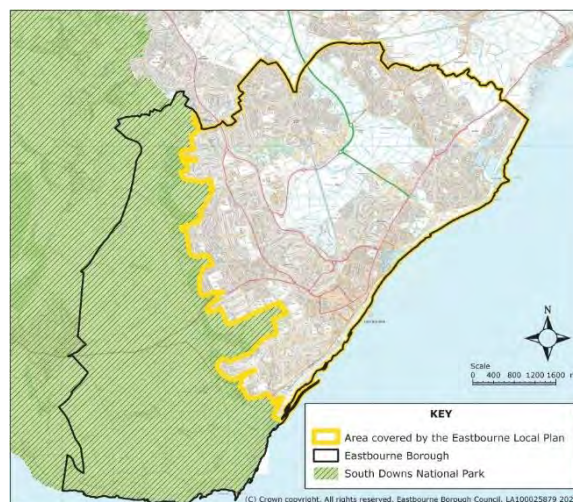
Although the Planning and Compulsory Purchase Act originally required Local Planning Authorities to submit their Local Development Scheme to the Secretary of State, the Localism Act 2011 removed this requirement and allows Local Planning Authorities to adopt their own Local Development Schemes without approval from the Secretary of State.

This Local Development Scheme covers the period 2022-2025 and sets out the timetable for the production of the Eastbourne Local Plan. Progress will be monitored against the targets and milestones set out in this Local Development Scheme each year

through the Annual Monitoring Report, which will be published annually each December on the Councils website¹.

The South Downs National Park Authority (SDNPA) became the local planning authority for the South Downs National Park (SDNP) in April 2011, including the area of the National Park within Eastbourne Borough. The Eastbourne Core Strategy (2013) applies only to the area of Eastbourne Borough outside of the National Park. Subsequently the South Down Local Plan was adopted in 2019. The new Eastbourne Local Plan will relate only to the area of Eastbourne Borough outside of the SDNP and therefore this LDS also relates only to the plan area (see Figure 1).

Figure 1 – Eastbourne Local Plan Area



¹ www.lewes-eastbourne.gov.uk/planning-policy/authority-monitoring-report-amr/

Background

Planning law requires that applications for planning permission must be determined in accordance with the Local Plan unless material considerations indicate otherwise².

The National Planning Policy Framework [NPPF] (2021) requires local planning authorities to prepare succinct and up-to-date plans that provide a positive vision for the future of each area; a framework for addressing housing needs and other economic, social and environmental priorities; and a platform for local people to shape their surroundings (*para 15*).

The NPPF sets out how Local Plans should be shaped to accord with the principles of sustainable development, and all new Local Plans must be consistent with the NPPF in order to be sound. At the heart of the NPPF is a presumption in favour of sustainable development.

Local Plans must be underpinned by relevant and up-to-date evidence, which should be adequate and proportionate, focused tightly on supporting and justifying the policies concerned, and take into account relevant market signals (*NPPF, para 31*). In addition, Local Plans are subject to the European Strategic Environment Assessment Directive and should incorporate a sustainability appraisal to ensure that they accord with the principles of sustainable development.

² Section 38(6) of the Planning and Compulsory Purchase Act 2004 and Section 70(2) of the Town and Country Planning Act 1990

The NPPF requires that a local planning authority has a plan that includes strategic policies to address the priorities for the development and use of land in its area.

Policies to address non-strategic matters can be included within the same plan that contains the strategic policies, or they can be contained within a separate plan. They may also be contained within a neighbourhood plan that is produced by the local community.

Supplementary Planning Documents (SPDs) can be produced to provide additional detail on a policy within a Local Plan and are a material consideration in the determination of a planning application. The NPPF requires that they should be used where they can help applicants make successful applications or aid infrastructure delivery and should not be used to add unnecessarily to the financial burdens on development.

The Town & Country Planning (Local Planning) (England) Regulations 2012 (also known as '*the Local Plan Regulations*') sets out the stages in the preparation of Local Plans, which includes independent examination by a person appointed by the Secretary of State. The process for SPDs is similar but does not require the document to be subject to independent examination. The only exception to this is a Community Infrastructure Levy Charging Schedule, which has its own set of planning regulations that outline how it is prepared and examined.

Purpose of Local Development Scheme

Under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Planning Act 2008, the Localism Act 2011 and the Housing and Planning Act 2016), Local Planning Authorities must produce a Local Development Scheme (LDS).

The LDS is a 3-year project plan setting out the timetable for the preparation of the Local Plan and any other DPDs that are proposed. It provides a starting point for the local community, businesses, other stakeholders to find out what planning documents the Council is intending to prepare and to see when they will be able to view and make comments on the contents of new planning policies and proposals. The LDS is available on the Council's website³:

³ www.lewes-eastbourne.gov.uk/planning-policy/local-development-scheme/

Community involvement throughout the preparation of the Local Plan is very important in order to ensure local views are taken into account. The Council is committed to the close involvement of stakeholders and the wider local community and this approach is set out in the Council's Statement of Community Involvement (SCI). The SCI is available on the Council's website⁴:

Section 15 (9A) of the Planning and Compulsory Purchase Act (as amended by the Localism Act 2011 (c. 20), ss. 111(7), 240(1)(h) (with s. 144)) requires that a copy of any amendments made to the scheme be made available to the public. The amendments between the previous version of the LDS and this version are summarised in Appendix 4.

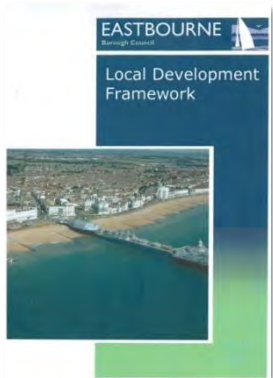
⁴ www.lewes-eastbourne.gov.uk/planning-policy/statement-of-community-involvement/

Adopted Local Plan and Other Planning Documents

The Eastbourne Local Plan currently consists of:

- Saved Policies from the Eastbourne Borough Plan 2001-2011 (adopted 2003)
- The Eastbourne Core Strategy Local Plan (adopted 2013)
- The Eastbourne Town Centre Local Plan (adopted 2013)
- The Eastbourne Employment Land Local Plan (adopted 2016)
- East Sussex, South Downs and Brighton and Hove Waste and Minerals Local Plan (adopted 2013)
- East Sussex, South Downs and Brighton and Hove Waste and Minerals Sites Plan (adopted 2017)

Eastbourne Borough Plan

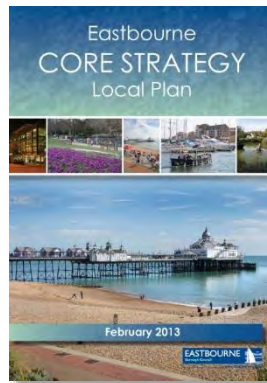


The Eastbourne Borough Plan 2001-2011 was adopted in 2003. Selected policies from the Borough Plan were saved indefinitely in 2007.

Some Borough Plan policies were superseded by the adoption of the Core Strategy and Town Centre Local Plan in 2013 and the Employment Land Local Plan in 2016 and have therefore been deleted.

The saved Borough Plan policies are mainly those related to Development Management issues that are used on a day-to-day basis in determining planning applications and guiding development.

Core Strategy



The Eastbourne Core Strategy Local Plan was adopted in February 2013 following Public Examination by a Planning Inspector in May 2012.

The Core Strategy is the main strategic planning document for Eastbourne, and all other DPDs were required to conform to the primary policies in this Plan. It sets out the Council's spatial vision for Eastbourne up to 2027, and the primary land use objectives which will deliver it. It includes broad locations for residential and economic development along with time frames and delivery mechanisms where appropriate. It also sets the direction for the Town Centre Local Plan and Supplementary Planning Documents.

However, it is now considered that the Core Strategy is out of date and should be reviewed through the preparation of a new Local Plan containing strategic policies.

Town Centre Local Plan

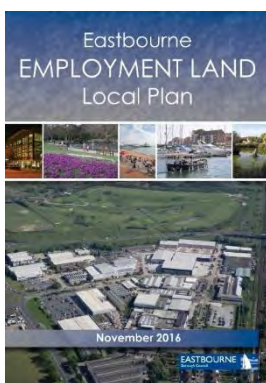


The Eastbourne Town Centre Local Plan (TCLP) was adopted in November

2013 following Public Examination by a Planning Inspector in May 2013.

The Town Centre is an area which will experience considerable change over the coming years. The purpose of the TCLP is to provide a shared vision and strategy of actions, for the whole of the town centre. This Plan covers a wide range of issues relating to general planning and design management of the centre. It provides the basis of an agreed strategy for the allocation of land and other policies to guide the further development of the Eastbourne Town Centre.

Employment Land Local Plan



As a result of the Inspector's consideration of Policy D2 at the Core Strategy examination, an early review of this policy was required.

The Employment Land Local Plan

(ELLP) re-examined Policy D2: Economy and the identification of land for employment uses within the Core Strategy Local Plan. It reviewed the employment needs of Eastbourne to 2027 and considered how much land needed to be identified to

provide for uses within Class B of the Use Classes Order. The ELLP allocated employment land to meet this need.

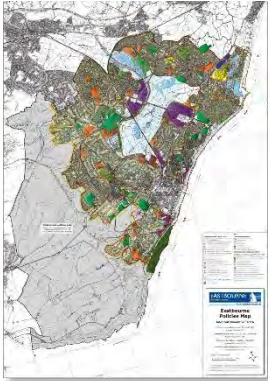
It was adopted in November 2016 and supersedes Core Strategy Policy D2.

Other Planning Documents

In addition, Eastbourne Borough Council has also produced the following documents:

- Eastbourne Policies Map (2016)
- Statement of Community Involvement (2019)
- Community Infrastructure Levy – Charging Schedule (2015)
- Sovereign Harbour Supplementary Planning Document (2013)
- Eastbourne Park Supplementary Planning Document (2013)
- Sustainable Building Design Supplementary Planning Document (2013)
- Local Employment & Training Supplementary Planning Document (2016)
- Tourist Accommodation Retention Supplementary Planning Document (2017)
- Affordable Housing Supplementary Planning Document (2017)
- Sustainability in Development Technical Advice Note (2021)
- Electric Vehicle Charging Points Technical Advice Note (2021)
- Biodiversity Net Gain Technical Advice Note (2021)
- Authority Monitoring Report

Policies Map

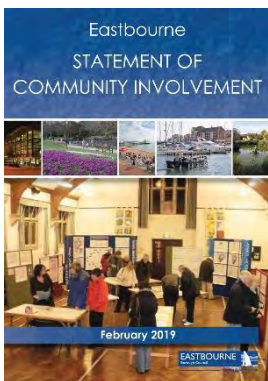


The Policies Map (previously referred to as the Proposals map) illustrates the policies and proposals of the Local Plan. The Policies Map excludes that part of the Borough which now forms

part of the South Downs National Park and falls under the jurisdiction of the South Downs National Park Authority (SDNPA). The SDNPA are responsible for planning policies and making development management decisions within the designated area of the National Park.

The current Policies Map was adopted alongside the Employment Land Local Plan in 2016. It will be revised and updated as new Local Plan policies are adopted.

Statement of Community Involvement

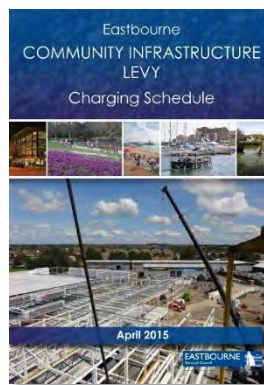


The Statement of Community Involvement (SCI) sets out how we will involve the community in the planning process, including Local Plans and planning applications (Development

Management). It sets out the activities that the Council will undertake to reach stakeholders and the public during the various stages of preparation of Local Plan documents.

The SCI was adopted in 2017 to replace the original SCI that was produced in 2006 and updated in 2009. An update to the SCI was made in 2019 to ensure that changes in legislation through the Neighbourhood Planning Act 2017 that require the inclusion of a policy of advice and assistance in Neighbourhood Planning were met. The current SCI can be viewed on the Council's website⁵.

Community Infrastructure Levy Charging Schedule

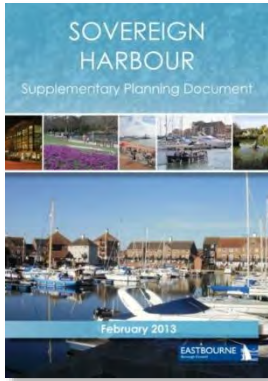


The Community Infrastructure Levy (CIL) Charging Schedule was adopted on 1st April 2015 and builds upon information contained in the Council's Infrastructure

Delivery Plan (IDP), which identifies the infrastructure needed to support future growth within the Borough. CIL takes the form of a levy per square metre of additional floorspace, based on £50 per square metre for residential uses (except apartments) and £80 per square metre for retail uses. The CIL rates were determined in order to ensure the overall viability of development in the area will not be compromised, and this was confirmed by an Examiner in January 2015.

⁵ <https://www.lewes-eastbourne.gov.uk/planning-policy/statement-of-community-involvement/>

Sovereign Harbour SPD



The Sovereign Harbour SPD provides guidance on the future of Sovereign Harbour in support of Policy C14 of the Core Strategy. It was adopted alongside the Core Strategy in February 2013.

The SPD sets out a strategy for the completion of the planned Sovereign Harbour development proposals, whilst meeting the community needs of local residents. It ensures that any future development on the remaining sites provides the social infrastructure necessary to ensure the neighbourhood becomes a sustainable centre. In order to maximise the community benefits this infrastructure will include a community centre, children's play areas and public open space. A maximum of 150 homes will be permitted.

The SPD provides guidance on the uses considered to be appropriate for each of the remaining development opportunity sites, including details of the size, scale and form of development and the specific community benefits to be delivered.

Eastbourne Park SPD



The Eastbourne Park SPD was adopted in February 2013 alongside the Core Strategy and provides additional detail to Core Strategy Policy D11: Eastbourne

Park. Eastbourne Park covers the area of Willingdon Levels and forms a green largely undeveloped heart of the Borough and is mostly an area of grazing fields and small-scale recreational activities.

The future of Eastbourne Park is a key priority for the Council and the SPD builds on policies in the Core Strategy to provide a sustainable development framework for future management and change in the area.

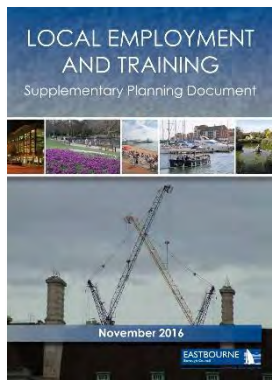
Sustainable Building Design SPD



The Sustainable Building Design SPD was adopted alongside the Core Strategy in February 2013. It provides guidance on Core Strategy Policy D1: Sustainable Development in

relation to the provision and design of sustainable buildings and environmentally friendly developments, reflecting best practice.

Local Employment & Training SPD



The Local Employment and Training SPD was adopted alongside the Employment Land Local Plan in November 2016. It provides additional detail on the implementation of the requirement for

local labour agreements within Policy EL1.

It provides a framework and guidance as to how local labour agreements (including employment and training measures) will be secured and how to maximise local employment opportunities at both the construction and first operational phase of the development.

Affordable Housing SPD

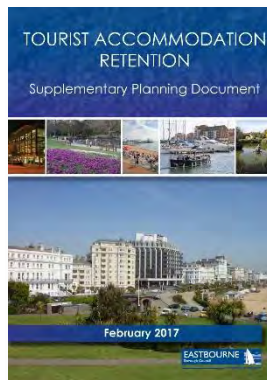


The Affordable Housing SPD was adopted in November 2017, following public consultation between 26 May and 21 July 2017.

The Affordable Housing SPD

provides detailed explanation in support of the implementation of Policy D5: Housing of the Eastbourne Core Strategy Local Plan 2006-2027 (adopted 2013). It contains advice relating to the standards required of the range of residential sites in order to deliver the affordable housing necessary to meet local needs.

Tourist Accommodation Retention SPD



The Tourist Accommodation Retention SPD was adopted in February 2017. The SPD sets out additional detail on how local plan policies relating to the retention of tourist accommodation will

be implemented, and what is required in order to satisfy the policy and the reasons why such information is sought.

Authority Monitoring Report



The Authority Monitoring Report (AMR) looks at how Local Plan policies and proposals are being implemented and identifies any emerging issues that may need to be addressed.

The AMR has the following functions:

- to measure progress made in respect of the planning documents being prepared;
- to review the effectiveness of the adopted planning policies;
- to monitor the extent to which policies and targets are being achieved against a range of indicators.

The Authority Monitoring Reports can be viewed at on the Council's website⁶.

⁶ <https://www.lewes-eastbourne.gov.uk/planning-policy/authority-monitoring-report-amr/>

Planning Context in Eastbourne

Current Local Plan Position

The Eastbourne Core Strategy Local Plan 2006-2027 (“the Core Strategy”) was adopted in February 2013.

Amendments to the Town and Country Planning (Local Planning) (England) Regulations in December 2017 require local planning authorities to undertake a review of a local plan every five years starting from the date of adoption.

In completing this review, the local planning authority must decide either:

- that their policies do not need updating and publish their reasons for this decision; and/ or
- that one or more policies do need updating and update their Local Development Scheme to set out the timetable for this revision.


The five-year anniversary of the Core Strategy was on 20th February 2018.

The Authority Monitoring Report (AMR) 2017/2018 identified that Eastbourne had delivered a total of 2,702 homes over the plan period out of a total of 5,022 homes. However, delivery at that stage in the plan period should have been 2,880 homes. Delivery over the three years from 2015-2018 in relation to the Core Strategy Target was 77% of that required.

The NPPF (para 33) identifies that strategic policies will need updating at least once every five years if local housing need has changed significantly. Eastbourne’s Local Housing Need (calculated by the standard method introduced through the NPPF in 2018) at the time of the review was 640 homes per year. The Core Strategy was based on a housing need of 400 homes per year. Therefore, housing need had changed considerably since the adoption of the Core Strategy.

The AMR 2017/2018 also identified that at 1st October 2018, Eastbourne had a 1.56 year supply of housing land. Because the Core Strategy is more than five years old, the five-year housing land supply is measured against the Local Housing Need calculated via the Government’s standard method. The lack of a five-year housing land supply means that in accordance with the NPPF, the Core Strategy policies relating to housing delivery cannot be considered to be up to date.

Therefore, it was determined that the Core Strategy required updating due to the under delivery of housing against the housing requirement set out in the plan, an increase in the housing need requirement calculated through the Local Housing Need standard method, and the lack of a five-year housing land supply.



Since 2018 the trend of under delivery against the Core Strategy target has continued. The 2020-21 AMR identified that 3,262 homes had been delivered over the plan period against the Core Strategy target of 3,600, therefore 90% of the target to date. Eastbourne's Local Housing Need (calculated by the standard method introduced through the NPPF in 2018) at the time of the review was 640 homes per year but this has since raised to 738 homes per year. The 2020-21 AMR also identified a five-year housing land supply of 1.8 years, therefore improved since 2018 however still significantly short of 5 years.

Work Programme for 2022-2025

Eastbourne Local Plan 2019-2039

There is a clear expectation that local planning authorities should have a Local Plan in place, and that it should be kept up-to-date to ensure policies remain relevant.

An assessment of the Core Strategy concluded that it can no longer be considered to be up to date and therefore a new Local Plan for Eastbourne needs to be produced.

Work on a new Local Plan for Eastbourne commenced in 2018. The previous LDS for the period 2019-2022 set out an ambitious timetable for development of the new Local Plan. This LDS follows the previous LDS and updates on progress towards the new Local Plan. The amendments between the previous version of the LDS and this version are summarised in Appendix 4.

The NPPF requires that local planning authorities (individually or in conjunction with other local planning authorities) prepare a plan that sets out the strategic policies for their area, with non-strategic policies being included in either the same plan or a separate plan.

The new Eastbourne Local Plan will contain both strategic and non-strategic policies and will supersede all existing local plan policies.

The strategic policies within the Eastbourne Local Plan will set out an overall strategy for the pattern, scale and quality of development and make provision for: housing, employment, retail, leisure and

other commercial development; infrastructure including transport, water, flood risk and coastal management; community facilities including health and education; and conservation and enhancement of the natural, built and historic environment.

In accordance with the NPPF (para 22), the Eastbourne Local Plan will look ahead over a minimum 15-year period from adoption to anticipate and respond to long-term requirements and opportunities, such as those arising from major improvements in infrastructure.

The Eastbourne Local Plan will cover the period between 2019 to 2039, which reflects the introduction of the new method for calculating Local Housing Need in 2018 and allows for the plan to look ahead for a minimum 15-year period from adoption.

The Eastbourne Local Plan will also contain non-strategic policies that set out more detailed policies. These will include site allocations, the provision of infrastructure and community facilities, establishing design principles through a Design Code, conserving and enhancing the natural and historic environment and setting out other development management policies.

There are currently no Neighbourhood Plan designations within the Borough. Where neighbourhood plans come forward, these will replace the non-strategic policies in specific areas. However, Neighbourhood plans will need to be in general conformity with the strategic policies contained in the new Local Plan.

The preparation of the Local Plan should be informed by proportionate evidence that supports and justifies policies. Plans should also set out the contributions expected from development, such as affordable housing contributions and infrastructure provision, although such policies should not undermine the deliverability of the plan.

Local plans should be informed throughout their preparation by a Sustainability Appraisal (SA) that incorporates Strategic Environmental Assessment (SEA). This should demonstrate how the plan has addressed relevant economic, social and environmental objectives.

A profile for the Local Plan is provided in Appendix 1.

Stages of a Local Plan and Timetable

The Local Plan Regulations 2012 set out the stages in the preparation of a Local Plan.

The first stage in the production of the Local Plan is the Preparation of a Local Plan (Regulation 18), which includes evidence gathering and inviting the local community and other stakeholders to make representations to the local planning authority about what the local plan ought to contain.

A public consultation took place for a 12-week period in accordance with the adopted SCI in November 2019 to January 2020. A copy of the consultation is available on our website⁷.

⁷ <https://planningpolicyconsult.lewes-eastbourne.gov.uk/EBIOR/consultationHome>

Following the Issues and Options Regulation 18 consultation, the progress of the Local Plan was delayed due to a number of factors including uncertainties caused by regular changes to the planning system and announcements of significant reforms over recent years, resourcing issues associated with the Covid-19 pandemic, and the preparation of evidence documents taking longer than expected to be completed. This has included the production of a new fluvial flood model for the Eastbourne and South Wealden area to ensure that flooding issues across the town are properly understood, which is fundamental to the Local Plan and was only completed in early 2022.

Representations made to the Issues and Options consultation will be considered, along with other technical evidence, to carry out a further regulation 18 consultation on the proposed 'Growth Strategy' for the new local plan between November 2022 and January 2023.

Following this public consultation, any representations made on the Local Plan will be taken into account, and a version of the Local Plan (known as the Proposed Submission version) will be made available under Publication of a Local Plan (Regulation 19). As this version of the Local Plan is the one intended to be submitted to the Secretary of State for public examination, it will require Full Council approval, and will be published in November 2023.

Representations relating to a Local Plan (Regulation 20) will be invited in November to December 2023 before the Submission of documents and information to the Secretary of State (Regulation 22) in February 2024.

The Secretary of State will appoint an Inspector to carry out an Independent examination of the Local Plan. The Inspector will consider the representations made (Regulation 23) and conduct the Examination (Regulation 24) at least six weeks after first inviting persons who made representations to be heard at any hearings. This is anticipated to take place through the spring/summer of 2024.

Publication of the recommendations of the appointed person (Regulation 25) would be expected in autumn 2024, with Adoption of a local plan (Regulation 26) at Full Council taking place in November 2024.

A timetable for the preparation of the Local Plan is set out in Appendix 2.

Figure 2 - Steps in the preparation of the Eastbourne Local Plan



Other documents

The Planning Policy team’s top priority is the preparation of the Local Plan. Additional SPDs or other documents will only be produced where it is considered necessary to address a significant issue that has arisen.

Resources and Programme Management

Governance

The implementation of this LDS will require effective governance support procedures.

The preparation of Local Plans and SPDs is guided by the Local Plan Steering Group. This consists of five Councillors, including the Leader of the Council, the Portfolio Holder for Climate Change, Heritage Assets, Place Services and Special Projects, Chair of Planning Committee, as well as a Member of the Opposition.

Local Plans are to be reported to Cabinet for approval to publish and consult, following a consultation with the Planning Committee. Full Council approval is required to submit the Local Plan for examination, and to formally adopt a Local Plan or SPD, in accordance with the Council's constitution.

The timeframe necessary to comply with the Council's in-house processes and procedures have been included within the timeline given for preparing the Local Plan. The timescale for preparing the Local Plan also assumes that resources will be available to handle the workload.

Resources

The Council's Planning Policy team will take the lead on preparing the Local Plan, as well as the SA/SEA and the preparation of evidence base studies to support the Local Plan. The Planning Policy team will be supported by other Council officers where necessary.

Overall management responsibility for the Local Plan will be with the Head of Planning, who will be responsible for appropriate allocation of staff and negotiating for resources and funding where necessary.

External specialist consultants may also be used to supplement existing resources where studies are of a specialist nature and/or where there are benefits in terms of timing to outsource the work, or in providing a critical friend to the Council's teams.

Risk Assessment

It is important that the risks associated with delivery of the Local Plan are acknowledged and mitigating measures put in place to avoid adverse impact on the delivery of the LDS.

The main risks to delivery together with proposed mitigation measures are identified in Table 1.

Table 1 - Risk Assessment

Issue	Risk / Implications	Mitigation
<p>Changes to National Planning Policy or procedural requirements</p>	<p>Changes to national policy and planning guidance could result in abortive or inappropriate progress.</p> <p>Changes to procedural requirements and new legislation may alter the stages in plan preparation.</p> <p>In 2020 the Government set a deadline of December 2023 for all authorities to have an up-to-date local plan. It is currently unknown what the implications of not meeting this deadline may be.</p> <p>There are also pending reforms to the planning system through the Levelling Up and Regeneration Bill, which is currently going through Parliament. The new Prime Minister is also expected to instigate changes to the current system.</p>	<p>Closely monitor new policy and practice guidance and anticipate changes to national policy.</p> <p>Take into account any changes at the next appropriate stage in preparation.</p> <p>Consistent and ongoing legal advice from within the Council.</p>
<p>Staff Resources</p>	<p>EBC have previously had issues recruiting suitably qualified staff. If positions become vacant and cannot be quickly filled by qualified staff, there may be a need to review the LDS.</p>	<p>Robust management of staff resources and cross-service and partnership working.</p> <p>Consideration of additional external resources where appropriate</p>
<p>Evidence</p>	<p>Delay to Plan progress if the production of evidence studies is delayed.</p> <p>Additional unforeseen evidence base requirements and the need for specialist information and expertise which is unavailable in-house.</p>	<p>Early and thorough assessment of available evidence and need.</p> <p>Management of consultants, including setting of appropriate deadlines. Timely provision of information/comments for consultants. Close monitoring of adherence to project timescales.</p>
<p>Political Decision-making</p>	<p>Potential changes in political support for the Local Plan, due to events such as local and national elections.</p> <p>Politically contentious issues may require unforeseen procedures to resolve.</p>	<p>Ongoing engagement and progress updates given to the cross-party Local Plan Steering Group</p> <p>Provide opportunities for Councillors to discuss emerging policies through Member Training sessions.</p>

Issue	Risk / Implications	Mitigation
Legal compliance (including Duty to Co-operate) and Tests of Soundness	<p>Risk that Local Plan could be found unsound or fail tests relating to legal compliance & Duty to Co-operate. Being found unsound could cause a potential resultant major delay to the progress of the Local Plan.</p> <p>There may be risks to the timetable in securing the appropriate level of 'co-operation' with neighbouring authorities at officer and member level.</p>	<p>Continuous soundness self-assessment. Consultation with the Planning Inspectorate and Planning Advisory Service.</p> <p>Make use of the East Sussex Strategic Planning Members Group to discuss duty to co-operate issues.</p>
Financial Resources	<p>Undertaking evidence gathering projects, public consultation events and the examination of the new Local Plan require significant financial resources. Any additional unforeseen costs would place a further burden on the budget.</p>	<p>Close monitoring of the new Local Plan preparation budget and likely future commitments.</p>
Consultation	<p>Unexpectedly large numbers of representations may require extra work to respond to issues raised or could require a longer examination in public and a delay in the Inspector reporting.</p>	<p>Identify expected level of response during consultation period and prioritise response to representations post consultation period.</p>
Timescales	<p>The scale and uncertainty of the content of a single Local Plan presents potential risks to its deliverability.</p>	<p>Robust scoping. Keep Local Development Scheme under constant review and amend as necessary. Ensure sound project planning.</p>



Monitoring and Review

The Local Plan Steering Group will oversee the preparation and finalisation of the Local Plan before approval by the Council's Cabinet and Planning Committee. Local Plan Steering Group meets on a once every two months basis (or more regularly if required) and consists of five Councillors, including the Leader of the Council, the Portfolio Holder for Climate Change, Heritage Assets, Place Services and Special Projects and Chair of Planning Committee, as well as a Member of the Opposition.

Overall responsibility for the ongoing management of the LDS programme rests with the Head of Planning. Input on certain documents and evidence studies will be required from other internal Council officers and external specialists as appropriate.

The Local Development Scheme will be monitored on an annual basis through the Authority Monitoring Report.



Appendices

Appendix 1: Local Plan Profile

Appendix 2: LDS Timetable 2022-2025

Appendix 3: Glossary

Appendix 4: Amendments to the LDS

Appendix 5: Previous LDS Timetable 2019-2022

Appendix 1: Local Plan Profile

EASTBOURNE LOCAL PLAN

Role and Subject:	The Eastbourne Local Plan will contain strategic policies that set out an overall strategy for the pattern, scale and quality of development and make provision for residential, commercial, community, infrastructure development. It will also contain non-strategic policies that provide more detail for development management purposes. Once adopted, it will supersede all other planning policies for Eastbourne.
Geographical coverage:	The whole of Eastbourne Borough, excluding the part of the Borough that is within the South Downs National Park.
Status:	Development Plan Document (DPD) which will form part of the statutory Development Plan for Eastbourne.
Conformity:	Must be consistent with the National Planning Policy Framework. Regard will also be had to the National Planning Practice Guidance and other relevant strategies.

Timetable & Key Milestones

Public consultation on Preparation of a local plan (Reg. 18)	November 2022 – January 2023
Publication of a local plan (Reg. 19)	November 2023
Consultation relating to a local plan (Reg. 20)	November – December 2023
Submission of documents and information to the Secretary of State (Reg. 22)	February 2024
Consideration of representations by appointed person (Reg. 23)	March-August 2024
Independent Examination (Reg. 24)	May-June 2024
Publication of the recommendations of the appointed person (Reg. 25)	September 2024
Adoption of a local plan (Reg. 26)	November 2024



Production Arrangements

Organisational lead:	Head of Planning
Management Arrangements:	Local Plan Steering Group
Resources:	Planning Policy team, Specialist Advisors (Planning) and external consultants
Approach to consultation:	Set out in the Statement of Community Involvement. Consultation will be led by Eastbourne Borough Council.

Post Production

Monitoring and review mechanisms:	The implementation of the objectives and policies of the Eastbourne Local Plan will be monitored in the Authority Monitoring Report
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Appendix 3: Glossary

Term	Definition
Adoption	The final confirmation of a Development Plan / Local Plan or Supplementary Planning Document status by a Local Planning Authority.
Authority Monitoring Report (AMR)	Local Planning Authorities are required to prepare and publish an Authority Monitoring Report containing information on the implementation of the Local Development Scheme (LDS) and the extent to which the policies set out in the Local Plan documents are being achieved (previously known as Local Monitoring Report).
Community Infrastructure Levy (CIL)	The Community Infrastructure Levy is a charge which local authorities in England and Wales are empowered, but not required, to charge on types of new development in their area. The proceeds of the levy will be spent on local and sub-regional infrastructure to support the development of the area.
Conservation Area	An area of special architectural or historic interest, the character or appearance of which is desirable to preserve or enhance.
Core Strategy	The main planning policy document for Eastbourne that sets out the long term strategic planning vision between 2006 and 2027.
Corporate Plan	Sets out the major place-shaping initiatives crucial to the future success of Eastbourne. Examples of these initiatives are the Town Centre Regeneration and the development of a Business Park at Sovereign Harbour.
Development Plan	The set of documents that provide the Local Planning Authority's policies and proposals for the development and use of land and buildings in the authority's area. This includes adopted Local Plans, any Neighbourhood Plans and the Waste & Minerals Local Plan.
Development Plan Document	Statutory documents which are subject to specified consultation periods and are subject to independent examination. Also known as Local Plans.
Evidence Base	The information and data gathered by local authorities to justify the "soundness" of the policy approach set out in the Local Plan, including physical, economic, and social characteristics of an area.
Examination / Examination in Public	The process by which a Planning Inspector may publicly examine a Local Plan for legal compliance and 'soundness' before issuing a binding report.
Infrastructure Delivery Plan (IDP)	Detailed assessment of the infrastructure required to deliver the spatial development strategy and how this will be delivered.
Inspectors Report	A report issued by a Planning Inspector regarding the planning

Term	Definition
	issues debated at an Independent Examination of a Development Plan or a Planning Inquiry.
Local Development Scheme (LDS)	The LDS sets out the programme for the preparation of the Local Development Documents. All plan making authorities must maintain an up to date LDS.
Local Housing Need	The number of homes needed within a local authority area, calculated using the standard method introduced alongside the NPPF in July 2018.
Local Plan (LP)	The plan for the future development of the local area, drawn up by the Local Planning Authority in consultation with the community
Local Plan Regulations	See Town & Country Planning (Local Planning) (England) Regulations 2012
National Planning Policy Framework (NPPF)	The NPPF sets out the Government’s planning policies and how these are expected to be applied. It was last updated in 2021.
Planning and Compulsory Purchase Act 2004	The legislation that introduced a new development planning system, based on the preparation of Local Development Frameworks. The Act commenced 28th September 2004.
Policies Map	A map which shows the policies and proposals in the Development Plan on a map.
Soundness / Test of Soundness	<p>In order to be sound, a Local Plan must be:</p> <ul style="list-style-type: none"> a) Positively prepared – providing a strategy which seeks to meet the area’s objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development; b) Justified – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence; c) Effective – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and <p>Consistent with national policy – enabling the delivery of sustainable development in accordance with the policies in the NPPF.</p>
South Downs National Park (SDNP)	England's newest National Park, covering the South Downs and Western Weald, situated in the counties of Hampshire, and West and East Sussex. Planning responsibility within this area falls to the South Downs National Park Authority.
Statement of Community Involvement (SCI)	Document explaining to stakeholders and the community how they can be involved in the preparation of Local Development Documents, and the steps that will be taken to facilitate their



Term	Definition
	involvement.
Strategic Environmental Assessment (SEA)	The term used internationally to describe the environmental integration of policies, plans and programmes. The SEA Directive (2001/42/EC) requires a formal ‘environmental assessment’ of plans and programmes that are to be adopted by a public authority including those in spatial planning. This assessment is often combined with the Sustainability Appraisal.
Supplementary Planning Document (SPD)	These provide additional planning policy guidance to the policies and proposals in the Local Plan. They do not need to be subject to independent examination
Sustainability Appraisal (SA)	Assessment of the social, economic and environmental impacts of proposals in Local Development Documents.
Town & Country Planning (Local Planning) (England) Regulations 2012	Regulations (as amended) that govern the process for preparing Local Plans and Supplementary Planning Documents. Also known as ‘Local Plan Regulations’.



Appendix 4: Amendments to the LDS

A summary of the main changes from the previous LDS is provided below:

The period that the LDS covers has changed from 2019-2022 to 2022-2024.

Changes have been made to **Section 6: Work Programme;**

- Change to the timetable for the preparation of the Eastbourne Local Plan:
 - A further Reg. 18 consultation from November 2022 - January 2023
 - Proposed Submission (Reg. 19): from November-December 2020 to July to September 2023
 - Submission (Reg. 22): from February 2021 to November 2023
 - Examination (Reg. 24): from May-June 2021 to 2024
 - Adoption (Reg. 26): from November 2021 to November 2024



Working in partnership with **Eastbourne Homes**

Planning Committee

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 25 July 2022 at 6.00 pm.

Present:

Councillor Jim Murray (Chair).

Councillors Jane Lamb, Md. Harun Miah, Amanda Morris, Colin Murdoch, Barry Taylor and Candy Vaughan.

Officers in attendance:

Neil Collins (Senior Specialist Advisor for Planning), Leigh Palmer (Head of Planning First), Helen Monaghan (Lawyer, Planning), and Emily Horne (Committee Officer).

12 Introductions

Members of the Committee and Officers present introduced themselves to all those who were present during the meeting.

13 Apologies for absence and notification of substitute members

Apologies had been received from Councillor Diplock.

14 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None.

15 Minutes of the meeting held on 30 May 2022

The minutes of the meeting held on 30 May 2022 were submitted and approved as a correct record, and the Chair was authorised to sign them.

16 Urgent items of business.

There were no urgent items. An officer addendum, however, was circulated to the Committee prior to the start of the meeting, updating the main reports on the agenda with any late information (a copy of which was published on the Council's website).

17 2 Burrow Down. ID: 220109

Section 73a retrospective application for single storey side/rear extension, open sided glass roofed covered walkway to rear and gated parking area at

front of property with new vehicular access and alterations to first floor extension approved under ref: 180360 – **OLD TOWN**.

The Senior Specialist Advisor (Planning) presented the report. The application had been brought to the Committee following issues relating to the retrospective proposals and the number of objections received. It was noted the proposal description had been revised to take into account the works undertaken on the property.

The Committee was advised by way of an Addendum that no further representations had been received since the publication of the report. Paragraph 11.9 was amended to refer to condition 4, paragraph 11.5 instead of paragraph 11.6 (Programme of Works).

The Senior Specialist Advisor (Planning) advised verbally that Paragraph 11.5 (Programme of Works), would be brought forward from 3 months to 1 month of the date of permission.

Councillor Ungar, East Sussex Ward Councillor, addressed the Committee as a near neighbour and on behalf of the local residents in objection to the application. Councillor Ungar left the room after speaking as he had a prejudicial interest in the matter.

The Committee raised concerns regarding the unauthorised alterations and the visual impact, colour, windows, bulk, height and drainage. It was felt that further landscaping would soften the visual impact.

The Committee questioned the restriction of further development. Officers advised that the retrospective application was permissible and that enforcement measures would be applied if the conditions were breached.

Councillor Taylor proposed a motion to approve the application in line with the officer's recommendation. This was seconded by Councillor Miah and was carried.

RESOLVED: by (6 votes to 1 against) to delegate to the Head of Planning for Officers to negotiate improvements to the appearance of the building and then to grant planning permission, subject to the conditions set out in the officer's report (taking account of amended plans) and for the submission of the Programme of Works be brought forward to 1 month of the date of the permission.

18 41 Brampton Road. ID: 210882

Change of use of existing building from light industrial to storage and distribution (Use Class B8) and erection of bulk storage facility – HAMPDEN PARK.

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum that no further representations had been received since the publication of the report, the proposal description had been revised to omit Use Class B1, an additional condition at paragraph 10.9 was added regarding secure and covered cycle parking facilities, the numbering at paragraph 6.8 was corrected to 6.4, and the wording at paragraph 6.4 (6.4.2) was amended.

A revised schedule of conditions was circulated prior to the start of the meeting which included: cycle storage facilities, EV charging facilities, site operation and parking, and micro renewables.

Councillor Miah proposed a motion to approve the application in line with the officer's recommendation. This was seconded by Councillor Taylor and was carried.

RESOLVED: (unanimously) to delegate the Head of Planning to liaise with East Sussex County Council (ESCC) Highways with regard to any proposed heads of terms for S106 and any additional conditions, and on conclusion of this consultation process to approve with conditions, subject to S106 Agreement to secure a) Local Labour Agreement and b) any ESCC Highways requested heads of terms as set out in the officer's report, the additional conditions listed in the revised schedule of conditions and any further conditions requested by ESCC Highways.

19 Unit 7, The Crumbles. ID: 211058

Change of use of former cinema (sui generis) to Class E(a) and erection of external garden centre - **SOVEREIGN**.

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum of the regeneration consultation response dated 29 December 2021, that had been missed from the officer's report.

The Committee welcomed the proposal.

Councillor Lamb proposed a motion to approve the application in line with the officer's recommendation. This was seconded by Councillor Morris and was carried.

RESOLVED (unanimously): that Planning permission be approved subject to a S106 agreement for a Local Employment and Training Agreement and monitoring fee and the Travel Plan Monitoring Fee of £6,000 and the conditions, as set out in the officer's report.

20 Date of next meeting

It was noted that the next meeting of the Planning Committee was scheduled to commence at 6:00pm on Monday, 22 August 2022.

The meeting ended at 7.15 pm

Councillor Jim Murray (Chair)



Working in partnership with **Eastbourne Homes**

Audit and Governance Committee

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 28 September 2022 at 6.00 pm.

Present:

Councillor Robin Maxted (Chair).

Councillors Amanda Morris (Deputy-Chair), Sammy Choudhury, Tony Freebody, Md. Harun Miah, Kshama Shore, Candy Vaughan and Stephen Gilbert (Audit Independent Member).

Officers in attendance:

Ola Owolabi (Deputy Chief Finance Officer - Corporate Finance), Lee Ewan (Counter Fraud Investigations Manager) and Nick Peeters (Committee Officer).

Also in attendance: Ben Sherrif and Tanya Chikari, (external auditor Deloitte)

14 Minutes

The minutes of the last meeting, held on 12 July 2022, were confirmed as an accurate record.

15 Apologies for absence/declaration of substitute members

Apologies for absence were received from Councillor Diplock.

16 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

There were none.

17 Questions by members of the public.

There were none.

18 Urgent items of business.

There were none.

19 Right to address the meeting/order of business.

The Chair confirmed there were no requests to address the meeting.

20 External Audit Update

Ola Owolabi, Deputy Chief Finance Officer, provided an update on the work of the external auditors, Deloitte. Ben Sheriff and Tanya Chikari, representing Deloitte, also addressed the Committee.

Ben Sheriff, Deloitte, advised Members that the audit had commenced in July with a mix of remote and site visits by the Deloitte Audit team, working with the Council's Finance team. As not all of the information requested had been available, the planned timings for completion had moved back. The audit was progressing and, with support from the Finance Team, issues were being addressed. It was anticipated that the 2019/2020 audit would be completed by the end of October and the focus would then move to the 2021 audit.

Ola Owolabi advised the Committee that time was being taken to ensure that the requests for information from Deloitte and reconciliations were being dealt with thoroughly. These areas had caused delays, however weekly progress meetings were taking place and the timetable revised with the expectation that the 2019/2020 Audit would be presented to the Committee on 23 November and the 2020/2021 Audit would be available in January 2023. The 2021/2022 Audit would be presented to the Committee's 1 March meeting. The Finance Team was working closely with colleagues across the organisation and with Deloitte to provide responses to questions as quickly as possible.

The following points were highlighted during discussion:

- In terms of providing assurances that the revised timetable was realistic, Officers explained that meeting the specific format for reconciliations requested by the Auditors had taken considerable time. Now that had been provided, it was expected that the Audit for 2021/2022 would be easier and quicker to complete.
- Deloitte representatives explained that the time taken to provide the 2019/20 audit had been impacted by issues which surfaced during the testing of information. Many local government audits were experiencing similar challenges in respect of timings.
- Officers advised that providing additional or reformatted information and data also added time to the process. Each sample requested by the Auditors often included multiple accounting entries and the data behind each entry needed input from the relevant departments.
- Deloitte representatives stated that not all items requested to initiate the 2019/20 Audit had been available. Specific examples mentioned included papers for the 2020 ICE (Investment Company Eastbourne Ltd) Valuation, reconciliation of the trial balance and general ledger, and group accounts.
- Members expressed concern at the delays in providing the highlighted information requested and that internal requests to colleagues for data should be prioritised. Officers explained that the format for production of

trial balances had needed to be changed to one that was acceptable to the Auditors.

- Officers explained the process through which the information requests from the Auditors was received and information provided. This highlighted that that timeframe between receipt of the request and the required date for returning information was not always practical.
- Members asked if there was anything that the Audit and Governance Committee could do to support the process of providing information requested by the Auditors. Officers explained that the Chief Finance Officer was working closely with the rest of the Corporate Management Team (CMT) to ensure that heads of service and the relevant officers were providing timely responses to requests from the Finance team. The minuting of the Committee's discussion on this matter would also help highlight the issue to CMT.
- Officers explained that the timeframe around the request for working papers had presented difficulties and it was also recognised that global events, particularly in the private sector had added to the requirements from the Auditors.
- Deloitte representatives advised Members that there had been underlying changes in auditing standards nationally over the previous years that had changed the requirements when auditing. Typically, when organisations had accounting issues, it was often due to preparation and issues in the systems and controls used.

Resolved (unanimously):

To note the update.

21 Treasury Management Report

Ola Owolabi, Deputy Chief Finance Officer, presented the report which provided details on the activities and performance of the Treasury Management service during April to June 2022/23. During discussion the following points were highlighted:

- Members were offered the opportunity for basic treasury management training.
- Officers were thanked for providing the report in a more understandable format and a number of abbreviations were clarified.
- Following discussion on the recommendations, Members expressed concern that part of the recommendation required acceptance that the Treasury Management Activities for the period 1 April to 30 June 2022 had been in accordance with the approved Treasury Strategies, when it was not known if this was the case. Stephen Gilbert suggested that the Committee recommend that Council accepts that Treasury Management Activities for

the period 1 April to 30 June 2022 have been in accordance with the approved Treasury Strategies, based on assurances given by the Deputy Chief Finance Officer.

Resolved (unanimously):

To note and agree to accept that Treasury Management Activities for the period 1 April to 30 June 2022 have been in accordance with the approved Treasury Strategies, based on assurances provided by the Deputy Chief Finance Officer.

22 Internal Audit and Counter Fraud Report

Lee Ewan, Counter Fraud Investigations Manager, presented the report, which provided a summary of the activities of Internal Audit and Counter Fraud for the first quarter of the financial year 2022-2023 – 1st April 2021 to 30th June 2022. During discussion the following points were highlighted:

- As many businesses had come forward for grants due to Covid 19, particularly small businesses, the Council now had a clearer, updated picture of businesses in existence. Visits could once again take place to confirm details.
- Members discussed the indicators for the Stage Door Pub and expressed concern at their red status. Members requested an update and further detail on the status of the Stage Door pub in the next report.

Resolved (unanimously):

- 1) To note the update on the work of Internal Audit and Counter-Fraud; and
- 2) To approve the draft Audit Charter; and
- 3) To approve the draft Code of Ethics for Internal Auditors.

23 Strategic Risk Register Quarterly Review

Lee Ewan, Counter Fraud Investigation Manager, presented the report which detailed the outcomes of the quarterly review of the register by the Corporate Management Team (CMT).

The scoring in the red/amber/green (RAG) rating was explained to the Committee and how the likelihood/impact score was mitigated by internal controls to provide an overall RAG rating

During discussion, Members highlighted particular concerns over the following indicators:

- SR006 – the Council prevented from delivering services for a prolonged period of time.
- SR007 – the Council materially impacted by medium to long term effects of an event under the Civil Contingencies Act.

- SR010 - the Council suffers a personal data breach by inadequate handling of data or an I.T. incident.

Members were not satisfied that all internal controls detailed in appendix A of the report provided assurance and confirmed that they would welcome a report to the Committee, providing further detail on the indicators highlighted above.

Resolved (unanimously):

- 1) To note the update to the strategic risk register; and
- 2) To request that officers provide a report relating to the robustness and reliability of the Council's IT and communications systems, and that proportionate mitigation of those risks is in place.

24 Date of next meeting

The date of the next meeting was confirmed as Wednesday 23 November, at 6pm, in the Court Room at Eastbourne Town Hall.

The meeting ended at 7.50 pm

Councillor Robin Maxted (Chair)

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Working in partnership with **Eastbourne Homes**

Planning Committee

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 3 October 2022 at 6.00 pm.

Present:

Councillor Jim Murray (Chair).

Councillors Peter Diplock (Deputy-Chair), Jane Lamb, Amanda Morris, Colin Murdoch, Barry Taylor and Candy Vaughan.

Officers in attendance:

Neil Collins (Senior Specialist Advisor for Planning), Helen Monaghan (Lawyer, Planning), and Emily Horne (Committee Officer)

21 Introductions

Members of the Committee and Officers present introduced themselves to all those who were present during the meeting.

22 Apologies for absence and notification of substitute members

Apologies had been received from Councillor Md. Harun Miah.

23 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None.

24 Minutes of the meeting held on 25 July 2022

The minutes of the meeting held on 25 July 2022 were submitted and approved as a correct record, and the Chair was authorised to sign them.

25 Urgent items of business.

There were no urgent items. An officer addendum, however, was circulated to the Committee prior to the start of the meeting, updating the main reports on the agenda with any late information (a copy of which was published on the Council's website).

26 24 Hurst Road. ID: 220566

Demolition of existing dwelling and erection of 3no. 3-bedroom dwellings (resubmission of refused planning application 220216) - **UPPERTON.**

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum that there were no further updates following completion of the officer's report.

Mr Mike Munson (neighbour) spoke in objection to the application.

The Committee sought clarification on biodiversity, trees, overlooking, footprint, flint wall, lamppost, tile hanging, loft development and archaeology. The Senior Specialist Advisor responded to the matters raised. He advised that it would be possible to condition the obscure glazing to the upper floor side facing windows and upper floor outdoor amenity space to improve privacy. Delegated authority would be required to condition the bee blocks, bird nest boxes, bat boxes, materials for tile hanging, and to control the permitted development allowance to restrict the potential for loft extensions.

Councillor Vaughan proposed a motion to approve the application in line with the officer's recommendation and to delegate to the Head of Planning to condition changes to the obscure glazing, to approve tile hanging materials, for installation of bee blocks, bird and bat boxes, and the removal of permitted development allowance on the loft conversion. This was seconded by Councillor Lamb and was carried.

RESOLVED: (Unanimously) that delegated authority be provided to the Head of Planning to allow for revisions to provide details of tile hung cladding and to seek details of obscure glazing and balcony screening and then for planning permission to be approved subject to the conditions set out in the officer's report in addition to conditions requiring the installation and retention of obscure glazing and balcony screening, for installation of bee blocks, bird and bat boxes, and the removal of permitted development allowance on the loft conversion.

27 The Counting House, Star Road (The Rainbow Public House). ID: 220220 (Planning Permission) and 220284 (Listed Building Consent)

Erection of new timber framed garden seating pods, 4 no. large olive trees planters with drinking shelves, new resin bound gravel floor finish and paved areas, new wrought iron fence and gates to Western external area – **UPPERTON.**

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum of one further communication received since the publication of the report from the speaker relating to Paragraph 8.4.2 which incorrectly referred to the adjacent carpark as a 'public car park', this was corrected to 'private ownership'. The County Archaeologist response to the consultation requested the Historic Environment Record (HER) should be consulted. The officer recommendation was amended to allow delegated authority to reach an agreement to either omit the

recommended conditions following consultation of the HER, or attach any new conditions recommended by the County Archaeologist.

Ms John Martin (neighbour) spoke in objection to the application. Ms Shoes Simes (Lessee of the site) spoke in support of the application.

The Planning Lawyer advised the Committee to have regard to both planning and listed building applications when balancing the material considerations. It was further advised that the agenda was published in line with government legislation and the Council's Constitution.

The Committee queried the hours of use, parking, electric bike charging and noise, and the Senior Specialist Advisor responded to the matters raised. It was noted that electric charging points could be secured by condition.

ID 220220 (Planning Permission)

Councillor Morris proposed a motion to approve the planning application in line with the officer's recommendation and an additional condition for electric charging points. This was seconded by Councillor Vaughan and was carried.

RESOLVED: (unanimously) that Planning permission be approved subject to the conditions set out in the officer's report and an additional condition for electric cycle charging points and delegate the Head of Planning to reach an agreement to either omit the recommended conditions following consultation of the HER, or attach any new conditions recommended by the County Archaeologist.

ID 220284 (Listed Building Consent)

Councillor Lamb proposed a motion to approve the Listed Building application in line with the officer's recommendation and to delegate to the Head of Planning to conclude the consultation with County Archaeologist on the Historic Environment Records (HER). This was seconded by Councillor Vaughan and was carried.

RESOLVED: (unanimously) that Listed Building consent be granted subject to the conditions set out in the officer's report and to delegate the Head of Planning to reach an agreement to either omit the recommended conditions following consultation of the HER, or attach any new conditions recommended by the County Archaeologist.

28 Date of next meeting

It was noted that the next meeting of the Planning Committee was scheduled to commence at 6:00pm on Monday, 17 October 2022.

The meeting ended at 7.11 pm

Councillor Jim Murray (Chair)

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Working in partnership with **Eastbourne Homes**

Scrutiny Committee

Minutes of meeting held in Court Room - Town Hall, Eastbourne on 10 October 2022 at 6.00 pm.

Present:

Councillor Kshama Shore (Chair).

Councillors Josh Babarinde, Peter Diplock, Md. Harun Miah, Amanda Morris, Robert Smart, Hugh Parker and Penny di Cara.

Officers in attendance:

Homira Javadi (Director of Finance and Performance (Chief Finance Officer)), Nick Peeters (Committee Officer), Kate Slattery (Solicitor), Linda Farley (Head of Customer First), Jo Harper (Head of Business Planning and Performance), Parmjeet Jassal (Interim Head of Financial Planning), Ross Sutton (Head of Financial Reporting) and Tim Whelan (Director of Service Delivery).

Also in attendance: Councillor Jonathan Dow

24 Minutes of the meeting held on 11 July 2022

Resolved - That the minutes of the meeting held on 11 July 2022 were submitted and approved and signed as a correct record by the Chair.

25 Apologies for absence / declaration of substitute members

Apologies were received from Councillors Wallis and Lamb, with Councillors Parker and Di Cara acting as substitutes.

26 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct

There were none.

27 Questions by members of the public

There were none.

28 Urgent items of business

There were none.

29 Right to address the meeting/order of business

Requests to speak on item 9 on the agenda – ‘A review of Eastbourne Airshow’ had been received from two members of the public and Councillor Dow. Committee member, Councillor Wallis had provided a statement on this item which would be read out on his behalf.

30 A review of Eastbourne Airshow

Prior to discussion on the item, the following public speakers and Councillor Dow, addressed the Committee.

Mr Ian Elgin, Chair of the United Nations Association, Eastbourne, addressed the Committee and highlighted the issues around offsetting the volume of CO2 emissions from the Town’s population through the planting of trees.

Mr Nicholas Taylor, a resident of Eastbourne, addressed the Committee and expressed his concern that, although Eastbourne Airshow was supported by residents and Businesses in the Town, the Event for 2023 had not received support from the Council.

Councillor Dow addressed the Committee and expressed concern that, through support of the Airshow, the Council would not be delivering on its carbon neutral policies. Councillor Dow felt there was insufficient or unsubstantiated evidence in the report and that the Committee should not support the recommendations.

Councillor Wallis was unable to attend the meeting and a statement was read out on his behalf. The key points were that Councillor Wallis did not consider that Eastbourne was dependent on Airbourne as a visitor destination and for economic prosperity, and he expressed concern that the representation on the Airbourne Project Board was not balanced. Councillor Wallis did not support the recommendations in the report.

Annie Wills, Head of Leisure and Enterprise and Peter Martin, Events Manager, presented the report which provide an update to the Scrutiny Committee on the Eastbourne Airshow (Airbourne). During discussion, the following points were highlighted:

- Officers advised that single use plastics had been prohibited at the Event. Where incidents of traders selling plastic bottles of water were identified, it was highlighted that any future purchases in relation to the Event had to be in cans. It was noted, however, that a safe supply of water was needed during hot weather.
- Officers explained that a large volume of people had been transported through the park and ride facility, however, Industrial action on the railways had put increased pressure on the scheme. Discussions with Stagecoach were taking place to deliver a park and ride scheme outside of the Town in 2023.
- Members felt the key issue was the sustainability of transport and that

investment in rail infrastructure was needed to improve connectivity. A reduction in the number of bus services had also impacted on the ability to provide sustainable transport for the Event. If these measures were not achievable, members urged that a road strategy for the Event be introduced with controls on traffic movement in place.

- Members also felt that a further report with quantifiable data, that reflected the actual carbon footprint of the Event, be considered. Officers advised that whatever data was available for the Committee's next meeting would be provided.

Councillor Babarinde proposed that additional recommendations should be added that encouraged a transition for the Event to a more carbon neutral position. This was seconded by Councillor Diplock.

RESOLVED (unanimously):

- 1) To note the report;
- 2) To recognise the importance of Airbourne to the economic wellbeing of Eastbourne and its reputation as a visitor destination;
- 3) To recognise that significant efforts have been made by Eastbourne Borough Council and the Airbourne Project Board to reduce Airbourne 2022's carbon footprint, compared to 2019; and
- 4) To continue support for Airbourne on the condition that its carbon footprint for 2023 is further reduced as part of a just transition into a carbon neutral event.

31 Corporate performance - quarter 1 - 2022/23

Luke Dreeling, Performance Lead, presented part A of the performance report which provided an update to Members on the Council's performance against Corporate Plan priority actions, performance indicators and targets for the first quarter of the year 2022-23.

- Officers advised that Action days, including work with residents in the Borough's housing estates had taken place, to remind residents about the items that could be disposed of through the Council. Work had also taken place with 'Furniture Now' to reduce the number of furniture items going into the 'waste-stream'. It was hoped that furniture manufacturers would take responsibility for old items when new, replacement items were delivered.
- Officers noted that the percentage of abandoned calls was a concern and the indicator referred to customers who had abandoned a call after approximately 5 seconds. Vacancy levels (including back-office vacancies) and the resources needed to complete the training for new staff had impacted on the indicator. The process for replacing a member of the

Contact team to the point where the new starter was fully trained took approximately 8 months. Small improvements were being made, with activity specific responses being focused on. Artificial Intelligence had been introduced on the phones and this would provide answers from a database. Calls were more complex as a result of the cost-of-living crisis and therefore took longer with the average Quarter 2 wait time at 11.5 minutes.

- Officers explained that appendix 2 to the report provided a summary of the achievements to date, in the first two years of the Corporate Plan, which had been amended as a result of an assurance review and agreed in May 2022.
- Officers confirmed that the increase in the figure for the number of households living in emergency (nightly paid) accommodation had increased as a direct result of the cost-of-living crisis. The number of people presenting as being at risk of homelessness had also increased. Previous recruitment issues in the House of Multiple Occupation team had been addressed and improvements in Quarter 2 were expected.
- Officers agreed to provide a report to the Committee's next meeting which gave an overview of the work of the customer contact team.

Homira Javadi, Chief Finance Officer, Parmjeet Jassal, Interim Head of Finance and Ross Sutton, Head of Financial Reporting. Presented part B of the report which provided an update to Members on the Council's financial performance in Quarter 1. During discussion, the following points were highlighted:

- An update on the Council's financial position would be presented to the Cabinet on the 2 of December. However, a fuller picture, reflecting the impact of inflationary changes and changes in interest rates on financial planning, would not be available until later in December. The Chancellor of the Exchequers announcement and the local government financial settlement plans would also have an impact.
- The inflationary impact together with the increase in cost of living meant the Council continues to face an increased demand for its services and the cost of delivering those services would increase. Recruitment was a difficult area for the Council and a pending pay award for staff would add pressure also.

RESOLVED (unanimously) – To note the report.

32 A review of Eastbourne Airshow - Exempt Appendices D & E

This item was not considered by the Committee.

33 Request from the Council for the Scrutiny Committee's consideration of Gatwick Airport's Carbon Neutrality Pledge

The Chair, Councillor Shore, introduced the report, which outlined the request from the Full Council to consider a motion looking at the Carbon Neutrality of Gatwick Airport and how it accords with the Council's pledge to be Carbon Neutral by 2030. During discussion, the following points were highlighted:

- Members considered a single, additional meeting of the Scrutiny Committee, with relevant stakeholders invited, to be the best option for dealing with the request from the Full Council. Members requested that a range of stakeholders be invited, in order that a balanced discussion could be held. Councillor Shore asked that the Committee Members provide details of organisations that they felt could contribute to the discussion.

RESOLVED - To accept the request from Full Council and arrange an additional meeting of the Committee and invite representatives from Gatwick Airport and other relevant stakeholders to attend.

34 Forward Plan of Decisions

The Chair, Councillor Shore, introduced the Forward Plan of Cabinet decisions. Members requested that the following reports be included on the agenda for the Committee's meeting on the 28 November:

- Local council tax reduction scheme
- Council tax and business rate base 2023/24
- Corporate performance - quarter 2 - 2022/23
- Update to the Local Validation List:- Information required to support/accompany planning applications
- Congress and Devonshire Park Theatres – Future Governance Arrangements
- Eastbourne Carbon Neutral 2030: Annual Progress Report

RESOLVED (unanimously) - To note the Forward Plan of Cabinet Decisions.

35 Scrutiny Work Programme

The Chair, Councillor Shore, introduced the Committee's work programme.

Members were reminded that an update from the consultants commissioned to provide robust evidence to support and justify any future decisions on actions regarding HMO planning policy and licensing, was due for consideration at the 28 November meeting

RESOLVED (unanimously) - To note the Committee's work programme.

36 Date of the next meeting

RESOLVED - To note that the date of the next meeting of the Scrutiny Committee was scheduled for Monday 28 November 2022, in the Court Room, Eastbourne Town Hall, Grove Road, Eastbourne, BN21 4UG.

The meeting ended at 8.10 pm

Councillor Kshama Shore (Chair)



Working in partnership with **Eastbourne Homes**

Planning Committee

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 17 October 2022 at 6.00 pm.

Present:

Councillor Jim Murray (Chair).

Councillors Sammy Choudhury, Jane Lamb, Md. Harun Miah, Amanda Morris, Colin Murdoch, Barry Taylor and Candy Vaughan.

Officers in attendance:

Neil Collins (Senior Specialist Advisor for Planning), Leigh Palmer (Head of Planning First), James Smith (Specialist Advisor, Planning), Helen Monaghan (Lawyer, Planning), and Emily Horne (Committee Officer)

29 Introductions

Members of the Committee and Officers present introduced themselves to all those who were present during the meeting.

30 Apologies for absence and notification of substitute members

The Chair advised that there had been a change in membership of the Committee since the agenda was published, with Councillor Hugh Parker replacing Councillor Peter Diplock (former Deputy Chair). Apologies had been received for this meeting from Councillor Hugh Parker. Councillor Sammy Choudhury confirmed he was acting as substitute for Councillor Parker.

31 Appointment of Deputy Chair

The Chair invited nominations from Councillors for Deputy Chair of the Planning Committee.

Councillor Vaughan proposed Councillor Hugh Parker be appointed as Deputy Chair of the Planning Committee. This was seconded by Councillor Morris and was carried.

RESOLVED: by (5 votes to 0 against and 3 abstentions) that Councillor Hugh Parker be appointed as Deputy Chair of the Planning Committee.

32 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None.

33 Minutes of the meeting held on 3 October 2022

The minutes of the meeting held on 3 October 2022 would be submitted for approval to the next meeting.

34 Urgent items of business.

There were no urgent items. An officer addendum, however, was circulated to the Committee prior to the start of the meeting, updating the main reports on the agenda with any late information (a copy of which was published on the Council's website).

35 177-187 Terminus Road (Former TJ Hughes). ID 220633

Retention of original building façade (on Terminus and Seaside Roads), demolition of remaining building and redevelopment of the site for a mixed-use development comprising 710 sqm (GIA) of commercial space (Class E) on the ground floor with 65 residential units (Class C3) on part ground and up to six upper floors with associated communal amenity space, cycle and car parking, refuse, recycling and servicing facilities – **TOWN CENTRE.**

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum that no further representations had been received since the publication of the report. Amended drawings had been received for an additional window on the North Street elevation. Discussions had taken place regarding the S106 contributions. Although discussions were ongoing, the scheme was not viable for financial contributions outlined in the Financial Viability Statement, and through delegated authority, Officers would resolve the servicing arrangements with East Sussex County Council Highways (ESCC) relating to contributions; highways matters, and the legal position concerning the removal of parking permits.

Ms Wilson (resident) spoke in objection to the application. Mr Chris Leach (Chair of the Eastbourne Society) spoke in support of the application. Councillor Holt, Ward Councillor, addressed the Committee in support of the application.

The Committee welcomed the proposal and the collaborative approach between the developer, residents and the Eastbourne Society. The Committee sought clarification on various points: emissions; density, total number of units, scales, roof materials, disabled parking, staircases, practicality of the amenity space, enforcement of parking permits and provision of exterior railings. Officers responded to the matters raised.

Councillor Taylor proposed a motion to approve the application in line with the officer's recommendation. This was seconded by Councillor Miah and was carried.

RESOLVED: (Unanimously)

1. To delegate to the Head of Planning:
 - to clarify the servicing arrangements and agree them with East Sussex County Council Highways;
 - on the provision that these issues are concluded favourably, to approve planning permission subject to conditions, taking account of any revisions required following consultation, and a negotiated S106 legal agreement to include:
 - a) any contributions that the scheme can financially sustain; and
 - b) a review mechanism to ensure any market changes affecting the scheme's viability will capture any contributions that become viable.
2. If no meaningful progress is made in the S106 within 6 months of the date of this approval, then the Head of Planning be authorised to refuse the application given that the development has failed to deliver sufficient infrastructure to mitigate the impacts of the development.

36 Hadleigh Hotel, 14-22 Burlington Place. ID: 220579

Various extensions and alterations to rear up to fifth-storey level, alterations and opening up of lower ground floor to front elevation and change of use from hotel (C1) to 16 x residential flats (C3) and 12 x holiday let flats (C3) – **MEADS**.

A typographical error was noted at paragraph 8.4.3 the word 'moo-pitch' was corrected to read 'mono-pitch'.

The Committee was advised by way of an Addendum that there were no further updates following completion of the officer's report.

Mr Chris Sampson (Agent) spoke in support of the application.

The Committee welcomed the restoration of the building, but raised concerns regarding access for disability scooters, charging points, loss of hotel, the potential for holiday flats to be turned into residential use, the railings and parking. Officers responded in relation to the matters raised.

Councillor Miah proposed a motion to approve the application in line with the officer's recommendation and the additional condition for charging points for electric wheelchairs and e-bikes. This was seconded by Councillor Vaughan and was carried.

RESOLVED: (by 7 votes to 0 against, and 1 abstention) that Planning permission be approved subject to a S106 Agreement to secure affordable housing and a local labour agreement; submission of acceptable landscaping details as reserved matters, the conditions set out the officer's report and an additional condition to secure charging points for electric wheelchair and e-bikes.

(The Committee paused for a 5 minute comfort break at the end of this item).

37 Wood Winton, 63a Silverdale Road. ID: 220535

Section 73A retrospective application for the Installation of doors and windows to all elevations to house 1 (following the approval of planning application 190861) - **MEADS**.

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum that there were no further updates following completion of the officer's report.

Mr Dennis Scard (Chair of Meads Community Association) spoke in objection to the application.

The Committee raised strong concerns regarding overlooking, potential for the glazing of the obscure windows to be a covering and not fixed shut as requested.

The Lawyer advised the Committee that the retrospective application must be considered on its own merits and any refusal must have robust reasons.

The Senior Specialist Advisor recommended an additional condition prior to the grant of any permission for delegated authority to oversee the installation of obscure glazing to be retained for the lifetime of the development. The Committee further requested the opening sash windows be replaced with fixed sash windows, and not screwed shut.

Councillor Taylor proposed a motion to refuse the application against the officer's recommendation. This was not seconded and the motion was lost.

Councillor Taylor requested a named vote and this was agreed.

Councillor Miah proposed a motion to approve the application in line with the officer's recommendation and the additional condition for delegated authority to oversee the installation of obscure glazing and opening sash windows to be fixed, before the grant of consent. This was seconded by Councillor Vaughan and was carried.

RESOLVED (by 7 votes to 1 against): that planning permission be approved subject to the conditions set out in the officer's report and to delegate the Head of Planning to oversee the installation of the obscure glazing and the sash windows to be fixed shut prior to the grant of consent, for the lifetime of the development.

(For: Councillors Murray, Choudhury, Lamb, Miah, Morris, Murdoch and Vaughan. Against: Councillor Taylor. No abstentions).

38 Devonshire Park, College Road. ID: 220671

Reconstruction of miniature temple in a new location - **MEADS**.

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum that there were no further updates following completion of the officer's report.

Mr Chris Leach (Chair of the Eastbourne Society) spoke in support of the application.

The Committee welcomed the proposal.

Councillor Miah proposed a motion to approve the application in line with the officer's recommendation. This was seconded by Councillor Lamb and was carried.

RESOLVED (unanimously): that Planning permission be approved subject to the conditions set out in the officer's report.

39 Date of next meeting

It was noted that the next meeting of the Planning Committee was scheduled to commence at 6:00pm on Monday, 14 November 2022.

The meeting ended at 7.48 pm

Councillor Jim Murray (Chair)

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Working in partnership with **Eastbourne Homes**

Cabinet

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 2 November 2022 at 6.00 pm.

Present:

Councillor David Tutt (Chair).

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

Officers in attendance:

Robert Cottrill (Chief Executive), Homira Javadi (Director of Finance and Performance (Chief Finance Officer)), Ian Fitzpatrick (Deputy Chief Executive and Director of Regeneration and Planning), Tim Whelan (Director of Service Delivery), Becky Cooke (Assistant Director for Human Resources and Transformation), Jo Harper (Head of Business Planning and Performance), Ola Owolabi (Deputy Chief Finance Officer - Corporate Finance), Leigh Palmer (Head of Planning First), Simon Russell (Head of Democratic Services) and Kate Slattery (Solicitor).

Also in attendance:

Councillor Penny di Cara (Opposition Deputy Leader), Councillor Kshama Shore OBE (Shadow Cabinet Member) and Councillor Robert Smart (Opposition Leader).

21 Minutes of the meeting held on 13 July 2022

The minutes of the meeting held on 13 July 2022 were submitted and approved and the Chair was authorised to sign them as a correct record.

22 Apologies for absence

None were reported.

Councillor Tutt welcomed Councillor Diplock to his first meeting of the Cabinet, following his appointment. Councillor Diplock portfolio title was Cabinet member for disabilities and community safety, replacing Councillor Whippy. Thanks were expressed to Councillor Whippy for all her achievements and work she had undertaken under that portfolio during her time on Cabinet.

23 Declaration of members' interests

None were declared.

24 Corporate performance - quarter 1 - 2022/23

The Cabinet considered the report of the Chief Finance Officer and Deputy

Chief Executive/Director of Regeneration of Planning, updating members on the Council's performance against Corporate Plan priority actions, performance indicators and targets for the first quarter of the year 2022-23.

Thanks were conveyed to officers for their performance and achievements during the quarter. Detailed commentary on those performance indicators that were currently below target was detailed in the report. Part B of the report detailed the Council's financial performance for the same Quarter. Cabinet advised that the data contained in the report was now dated (1 April-30 June 2022) and that the second quarter, to be considered in December, would better reflect the Council's current performance.

Visiting members, Councillors Shore and Di Cara addressed the Cabinet on this item. Following questions raised, the Director of Service Delivery updated Cabinet and visiting members on the functionality of the newly implemented ELLIS Chatbot digital assistant. The Cabinet also echoed concerns raised around fly-tipping and advised that this would be relayed back to East Sussex County Council, following their change in policy on charging at waste tips.

Resolved (Non-key decision):

(1) To note the achievements and progress against Corporate Plan priorities for 2022-23, as set out in Part A of the report.

(2) To note the General Fund, HRA and Collection Fund financial performance for the quarter, as set out in Part B of the report.

Reason for decision:

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

25 Draft Medium Term Financial Strategy 2023/24-2026/27

The Cabinet considered the report of the Chief Finance Officer, asking them to agree the update General Fund budget and updated Medium Term Financial Strategy, together with the updated Capital Programme position.

Visiting member, Councillor Smart, addressed the Cabinet on this item. Following points raised, Councillor Holt agreed to meet with Councillor Smart following the meeting regarding presentation and a breakdown of pay related costs.

Councillor Holt, in his presentation of the report, advised that a more suitable title of the report would be "Interim Medium Term Financial Strategy", to reflect the council's current position and work being undertaken in the finance and audit teams.

The report detailed the significant uncertainty in terms of future financial settlements for local government. Cabinet urged cross-party support to

continue lobbying central government for a proper settlement. Local authorities would continue to plan should no further funding be made available.

Resolved (Key decision):

(1) To note the updated MTFS forecasts and the requirement to identify additional savings of £2.6 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;

(2) To note that at this stage a forecast £1.9 million of savings are required to balance the 2023/24 budget; and

(3) To note the planned review of earmarked reserves and reallocate in line with the emerging risks where possible.

Reason for decisions:

The report provides Cabinet with an 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.

26 Recovery and Stabilisation Programme

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

Achievements of the programme to date were set out at section 2 of the report. Thanks were conveyed to the work of the cross-party Recovery and Stabilisation Member Board, which meets on a quarterly basis.

Resolved (Non-key decision):

To note the progress made with the Recovery and Stabilisation Programme.

Reason for decision:

The Recovery and Stabilisation programme provides a structured and accountable approach for delivering the level of significant organisational change needed to respond to current and future challenges.

27 Local Development Scheme 2022-2025

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning, seeking their endorsement of the Local Development Scheme 2022-2025, in order to allow formal adoption at Full Council on 16 November 2022.

Recommended to Full Council (Budget and policy framework):

(1) Cabinet recommends to Full Council that the Eastbourne Local Development Scheme 2022-2025 as set out at Appendix 1 to the report be adopted at the Full Council meeting on 16 November 2022.

(2) That delegated authority is given to the Director of Regeneration and Planning in consultation with the Cabinet Member for Climate Change, Heritage Assets, Place Services and Special Projects to make minor and technical updates to timetables within the Local Development Scheme where necessary.

Reason for decisions:

(1) The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and the Council's constitution identifies that the adoption of the Local Development Scheme is a function of Full Council.

(2) To ensure that the Local Development Scheme can be kept up to date without needing to bring minor amendments back to Full Council.

28 Eastbourne Local Plan - Growth Strategy Consultation

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning, seeking their approval to publish the Eastbourne Local Plan Growth Strategy for public consultation between 11 November 2022 and 20 January 2023. The Cabinet urged all to participate in the consultation process, to ensure their views were captured.

Thanks were conveyed to the Planning department for their work in producing the document.

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

Following comments made, it was stated that central government would continue to be lobbied on their excessive and unachievable housing targets for Eastbourne (738 net additional homes per year).

Resolved (Key decision):

(1) To approve the publication of the Eastbourne Local Plan Growth Strategy Consultation (Appendix 1) for public consultation between Friday 11th November 2022 and Friday 20th January 2023;

(2) To delegate authority to the Deputy Chief Executive and Director of Regeneration & Planning, in consultation with the Cabinet Member for Climate Change, Place Services and Special Projects, to make any necessary editorial changes and minor amendments to the consultation document and supporting evidence prior to publication if necessary.

Reason for decisions:

(1) To meet the requirements of Regulation 18 of the Town & Country Planning (Local Planning) (England) Regulations 2012 (as amended) in the preparation of a Local Plan.

(2) To ensure that any minor or typographical errors can be corrected prior to the Local Plan Growth Strategy Consultation being published for consultation.

The meeting ended at 6.56 pm

Councillor David Tutt (Chair)

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