

Full Council

20 November 2023

Quorum: 11

Published: Friday, 10 November 2023



To the Members of the Council

You are summoned to attend a meeting of the Council to be held in the Council Chamber, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE on 20 November 2023 at 6.00 pm to transact the following business.

Note: At the commencement of the meeting the Chair will ask for a period of silence to enable councillors to focus their thoughts on the meeting or to pray silently.

Agenda

1 Minutes of the meeting held on 25 September 2023 (Pages 7 - 12)

To confirm and sign the minutes of the meeting of the Council dated 25 September 2023.

2 Apologies for absence

3 Declarations of interest

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

4 Announcements

To receive any announcements from the Chair of the Council, Leader of the Council, Members of the Cabinet or the Chief Executive. A list of the Chair of the Council's engagements since the previous meeting will be circulated.

5 Urgent items

Items not on the agenda which the Chair of the meeting is of the opinion should

be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.

6 Questions from members of the public

To deal with questions which members of the public may wish to put to members of the Cabinet in accordance with Council Procedure Rule 11 (if any).

7 Petitions

To receive petitions from councillors or members of the public in accordance with Council Procedure Rule 13 (if any).

8 Urgent decisions taken by the Cabinet or Cabinet members

In accordance with Scrutiny Procedure Rule 17, to receive details of any urgent decisions taken by the Cabinet or Cabinet members since the previous meeting.

9 Code of Conduct Matter

The Monitoring Officer (MO) received several complaints regarding the conduct of Councillor Sean Macleod, following a social media post in March 2023.

The MO dealt with the complaints under the Council's arrangements for alleged failures to comply with the Code of Conduct. A thorough investigation took place, including interviews with key individuals. In reaching his conclusion, the MO consulted with the Council's Independent Person, Neal Robinson.

Councillor Macleod has accepted the conclusion of the Monitoring Officer in full regarding this matter and will issue a verbal apology at the meeting.

10 Recommendations from Cabinet, Committees and Other Bodies

(a) Updated and Aligned Scheme of Delegation to Officers (Pages 13 - 76)

Report of the Monitoring Officer and Legal Officer.

Considered and Referred by Audit and Governance Committee on 4 September 2023, and Cabinet on 4 November 2023.

(b) Lewes Local Plan - Preferred Options and Policies Directions (Pages 77 - 298)

Report of Councillor O'Connor on behalf of Cabinet held on 9 November 2023.

(c) Housing Benefit War Pensions and Armed Forces Compensation Policy (Pages 299 - 304)

Report of Councillor Nicholson on behalf of Cabinet held on 9 November 2023.

11 Polling Districts and Polling Places Review (Pages 305 - 346)

Report of the Head of Elections and Local Land Charges.

12 Notices of motion.**(a) Motion for the Ocean (Pages 347 - 350)**

To consider the notice of motion submitted by Councillor Francomb.

(b) Motion on Puppy Farms (Pages 351 - 352)

To consider the notice of motion submitted by Councillor Hoareau.

13 Written questions from Councillors

To deal with written questions which councillors may wish to put to the Chair of the Council, a Lead Councillor on the Cabinet or the Chair of any committee or sub-committee in accordance with Council Procedure Rule 12 (if any).

14 Questions to the Leader of the Council

To deal with questions (if any) which councillors may wish to put to the Leader of the Council. It will be at the Leader's discretion to re-direct questions to relevant Members of the Cabinet. A councillor wishing to raise a question must notify the Chair of the Council of the text of the question prior to the commencement of the meeting. (NB This item is limited to a maximum of 5 questions, with no more than 1 question being asked per councillor. If a question requires a detailed or technical response, the Leader may decide that a written response is more appropriate).

15 Ward issues

To deal with ward issues which councillors wish to raise (if any).

16 Reporting back on meetings of outside bodies (Pages 353 - 358)

To receive any reports from the Council's representatives who serve on outside bodies in respect of meetings they have attended.

17 Date of Next Meeting

The next meeting is scheduled for 19 February 2024 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.

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

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

Information for Councillors

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

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

Councillor right of address: A member of the Council may ask the Chair, the Leader, a Cabinet member, the Chair of any committee or sub-committee, or a member of the Council to any external body or joint authority a question on any matter in relation to which the Council has powers or duties of which affects the district.

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

Democratic Services

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

Email: committees@lewes-eastbourne.gov.uk

Telephone: 01323 410000

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

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Full Council

Minutes of meeting held in Council Chamber, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE on 25 September 2023 at 6.00 pm.

Present:

Councillor Ian Alexander (Chairman).

Councillors Graham Amy, Lucy Agace, Janet Baah, Christine Brett, Christina Bristow, Ciarron Clarkson, Roy Clay, Graham Clews, Ezra Cohen, Chris Collier, Paul Davies, Johnny Denis, Nikki Fabry, Becky Francomb, Cathy Gallagher, Stephen Gauntlett, Olivia Honeyman, Charlotte Keenan, Paul Keene, Nick Kortalla-Bird, Christoph von Kurthy, James MacCleary, Sean MacLeod, Imogen Makepeace, Wendy Maples, James Meek, Paul Mellor, Zoe Nicholson, Emily O'Brien, Joa Saunders, Isobel Sharkey, Mark Slater and Stella Spiteri.

Officers in attendance:

Robert Cottrill (Chief Executive), Kate Slattery (Head of Legal Services), Sarah Lawrence (Committee Team Manager), Simon Russell (Head of Democratic Services and Monitoring Officer), Ian Fitzpatrick (Deputy Chief Executive and Director of Regeneration and Planning) and Nick Peeters (Committee Officer).

33 Minutes of the meeting held on 24 July 2023

The minutes of the meeting held on 24 July 2023 were confirmed and signed as a correct record.

33 Minutes of the meeting held on 24 July 2023

The minutes of the meeting held on 24 July 2023 were confirmed and signed as a correct record.

34 Apologies for absence

Apologies for absence were reported from Councillors Boniface, Clay, Coupland, Houreau, O'Connor, Robinson, Stewart-Roberts.

35 Declarations of interest

There were no declarations of interest.

36 Announcements

The Chair drew attention of the Council to the list of his engagements since the last Council meeting, in particular his attendance at the 81st Anniversary of the

Dieppe Raid Commemorations in Dieppe, France. There were no other announcements.

37 Urgent items

There was no urgent items.

38 Questions from members of the public

There were no questions from members of the public.

39 Petition - 'To Return Lewes Farmers Market Back to Cliffe Precinct'.

Celia Schultz of Poppys of Lewes (on behalf of the traders in the Riverside) presented the petition signed by 924 signatories, and with the statement:

‘To return Lewes Farmers Market back to Cliffe Precinct’ and with the explanation:

‘Please support Riverside Lewes and Local businesses if you think that Lewes Farmers Market should return to Cliffe Precinct to allow Friars Walk car park to be used for Car Parking’.

In accordance with the Council’s Petitions Scheme procedure, the Chair invited two Lewes Ward Councillors and then two other Councillors to speak on the matter. Councillor Baah (ward councillor), Councillor Maples (ward councillor for Lewes and Cabinet Member), Councillor Denis (Cabinet member) and Councillor MacCleary (Shadow Cabinet Member) spoke in relation to the petition.

Key issues identified by the speakers for consideration in relation to the petition on the market location, were the needs and views of residents, traders and special interest groups, and taking into account accessibility, availability of car parking, and the impact on local businesses.

In line with the petitions scheme, the petition was then referred to the Policy and Performance Advisory Committee for consideration.

The Chair thanked Celia Schultz for attending the meeting and presenting the petition.

40 Urgent decisions taken by the Cabinet or Cabinet members

In accordance with the Policy and Performance Advisory Committee Procedure Rule 17, the Council was notified of the details of an urgent Cabinet Member Decision in relation to the ‘Contract Renewal - Core IT Systems’ made on 3 August 2023.

41 Notice of Motion: Bins for Boys Campaign

Councillor MacCleary moved and Councillor Macleod seconded a motion on

the Bins for Boys Campaign as set out in the agenda.

Councillor Maples, as the relevant Cabinet member, spoke in support of the motion.

The motion was put to a vote and carried unanimously.

RESOLVED that

1. That the Council notes Prostate Cancer UK's campaign of "boys need bins" and supports the provision of sanitary bins in toilets, wherever possible, so that waste products can be disposed of in a discreet and hygienic manner;
2. That the Council requests that the Cabinet Member for Neighbourhood Wellbeing works with Officers of the Council to roll out a trial programme to provide sanitary bins in several Council managed facilities and calls upon Cabinet to make the funding available to achieve this, and the Council asks that Cabinet reviews the success of the trial during 2024 to consider an extension to other Council owned and managed facilities; and
3. That the Council further requests that the Leader writes to the MPs covering our Authority area to ask them to publicly back the campaign, as found on the Prostate Cancer UK website.

42 Written questions from Councillors

No written questions had been received in accordance with procedure rule 12.

43 Questions to the Leader of the Council

Two questions had been submitted to the Leader of the Council:

1. Question from Councillor Keene:

Councillor Keene asked: "How will recent Government announcements have an impact on the Council's sustainability plans?"

Councillor Nicholson asked Councillor O'Brien to respond as the relevant Cabinet Member. Councillor O'Brien advised that she had been contacted by other Councillors and residents concerned by the Government's announcement that it intended to delay implementation of some key green policies nationally, aimed at achieving net zero for the UK, and asking about the implications for the Council and locally. Councillor O'Brien responded first in a personal capacity of her concerns of the implications of the changes for the UK economy, the wellbeing of its citizens and the future of the environment. As a Cabinet Member, she confirmed that the Council had declared a climate emergency in 2019 including an aspiration to achieve net zero for the Council, and if possible, for Lewes District by 2030 rather than 2050. However, many local measures depended on national policy.

Councillor O'Brien advised that she had asked officers to look urgently into the implications of the announcement for the Council's own local plans, including the refresh of the Climate and Sustainability action plan which aimed to be completed for March next year, and would be reporting back on these through Cabinet, and via the climate scrutiny panel.

2. Question from Councillor Gauntlett:

Councillor Gauntlett advised that during the summer Seaford Councillors had received numerous complaints and revolting photos of Council owned and maintained toilets in Place Lane and The Salts in his ward, in particular the women's toilets, which faced those arriving at Seaford station. He asked that there be some investment to improve and update these toilets, as other parts of the district had received, and asked how the Council would ensure regular cleaning, re-supply of toilet paper and mending of broken locks.

Councillor Nicholson responded that the Council owned toilets were cleaned twice a day, so would attribute their state in the pictures to vandalism. Councillor Nicholson advised she would ask Officers to provide a written response to Councillors with a breakdown of who owned and who is responsible for the maintenance of which toilets in Seaford. She also committed to involve ward councillors in the discussion about the refurbishment and maintenance programme for Council owned facilities.

44 Ward issues

There were no ward issues to be discussed.

45 Reporting back on meetings of outside bodies

The following reports had been received on outside bodies set out in the agenda and agenda supplement, and were noted:

- Newhaven Town Deal Board – Councillors Nicholson and Robinson
- Aspiration Homes LLP – Councillors Nicholson and Robinson
- Greater Brighton Economic Board – Councillor Nicholson
- South Downs National Park Authority – Councillor Stewart-Roberts
- Armed Forces Champion – Councillor Stewart-Roberts
- Lewes Citizens Advice – Councillor Makepeace

46 Date of Next Meeting

It was confirmed that the next meeting of Full Council was scheduled for 20 November 2023 at 6 pm.

The meeting ended at 6.40 pm

Councillor Ian Alexander (Chairman)

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Report to:	Full Council
Date:	20 November 2023
Title:	Updating and Alignment of Scheme of Delegations to Officers
Report of:	Simon Russell, Monitoring Officer
Ward(s):	All
Purpose of report:	To set out the need for an updated and aligned Scheme, and to outline key amendments.
Officer recommendation(s):	(1) To consider the draft updated and aligned Scheme at Appendix 1 and approve all council delegations. (2) To note Cabinet’s approval of all executive delegations.
Reasons for recommendations:	Lewes District Council’s existing Scheme has not been fully updated since 2015, leading to lack of clarity over certain officer powers and difficulty with implementation.
Contact Officer(s):	Name: Oliver Dixon Post title: Lawyer and Data Protection Officer E-mail: oliver.dixon@lewes-eastbourne.gov.uk Telephone number: 01323 415881

1 Introduction

- 1.1 The Council’s Scheme of Delegations to Officers forms part of the constitution and sets out the substance and extent of powers delegated by the executive and full Council to each of the directors, the Monitoring Officer and Head of Legal Services. These delegations relate to officers’ operational powers to perform their routine day to day functions.
- 1.2 Additionally, the Scheme delegates powers to Proper Officers, namely those officers designated under local government legislation to perform ‘proper officer’ functions.
- 1.3 Since the Joint Transformation Programme in 2015, the Council (LDC) and Eastbourne Borough Council (EBC) have continued to operate under individual Schemes. The presentation and scope of each one is drafted differently.
- 1.4 This differing approach, in addition to the absence of a much needed update, has led to inconsistencies at corporate level where directors acting across both authorities have sought clarity over the nature and extent of their delegated

powers. Equally, references to 'Proper Officer' legislation require a refresh to ensure only current law is cited.

- 1.5 Whilst updating and alignment is the overriding objective, two individual Schemes will remain, since the Council retains exclusive functions relating to–
- (i) its Port Health Authority functions at Newhaven harbour (see item C38A in Appendix 1);
 - (ii) its development management functions on behalf of South Downs National Park Authority (see introduction and item (iii) of item C57); and
 - (iii) its management of Code of Conduct matters in relation to town and parish councils (see C104).

For ease of reference, these are highlighted in green in the draft Scheme.

EBC retains exclusive functions relating to Eastbourne Homes, Devonshire Park culture and tourism, and the Eastbourne Downs Golf Club.

- 1.6 The two Schemes will in all other respects be identical in presentation and content, enabling officers to interpret and apply their powers correctly and consistently across their entire service responsibility and both authorities' geographical areas.

2 Drafting and consultation to date

- 2.1 The Monitoring Officer prepared initial drafts, which he referred to the Corporate Management Team on 14 June 2023 and to the Senior Managers Forum for comment. Their recommended amendments were reflected in a revised draft.
- 2.2 The Lewes Constitution Working Group (CWG) met on 21 June and 20 July 2023 to review the Lewes draft Scheme. CWG is a cross-party advisory body with a remit to consider proposed amendments to the constitution and make recommendations to Audit and Governance Committee. Subsequently it's for this Committee to refer the draft Scheme to Cabinet and full Council for approval.
- 2.3 At their first meeting, CWG commented on the draft in detail and suggested amendments. In light of this, the Monitoring Officer revised the draft and presented it back to the Group for re-consideration. The latest version was endorsed by all members at their second meeting.
- 2.4 Since CWG's meeting in June, officers have made minor presentational improvements to the draft, for example listing the Director of Service Delivery's powers as consecutive entries on the Contents list and adopting a systematic numbering protocol throughout the document. These are included in the draft Scheme presented in Appendix 1.
- 2.5 At its meeting on 4 September 2023, the Audit and Governance Committee – in its capacity to consider proposed governance amendments – reviewed the latest version of the draft.

- 2.6 The Committee identified certain text omitted from item F3 (authorisations to enter premises for environmental health and housing reasons) and a minor error in the drafting of that part. These have since been corrected.
- 2.7 Further discussions included executive functions, powers delegated to Regeneration and Planning, periodic reviews of the Scheme and training Officers on the Scheme. None of these observations required textual amendment. Subject to the corrections referred to at 2.6 above, the Committee recommended the draft Scheme to Cabinet (executive delegations) and to full Council (Council delegations).
- 2.8 At its meeting on 9 November 2023, Cabinet approved all the executive delegations in the Scheme and referred this approval to Full Council for noting.

3 Proposal

- 3.1 Council is invited to accept the Audit and Governance Committee's recommendation to approve the delegation of all Council functions listed in the draft Scheme at Appendix 1.
- 3.2 All functions in the Scheme are executive delegations except those marked with a 'C' suffix in the first column; these are Council functions and for approval by full Council only.
- 3.3 Subject to –
- (i) Full Council approving the Council functions at its meeting on 20 November 2023; and
 - (ii) Eastbourne Borough Council's Cabinet and Full Council taking the same steps for its Scheme,
- both authorities' revised Schemes will come into force once the directors' existing sub-delegations are aligned to the new parent Schemes.
- 3.4 Part A3 paragraphs (v) and (vi) authorise officers with powers conferred on them by the Schemes to delegate those powers further to another officer under a process known as sub-delegation. Paragraphs (vii) and (viii) set out the conditions under which sub-delegations may operate.
- 3.5 Sub-delegation alignment by the Council's legal team should be complete by the end of December, allowing the revised Schemes to take effect from 1 January 2024.

4 Summary of Key Changes

4.1 Layout

- Contents list added for ease of reference, Scheme opens with principles of interpretation (A) followed by delegations to all chief officers (B), and then to specified chief officers (C).
- Annex A summarises the remits of each chief officer.

- Delegations to Director of Service Delivery now listed sequentially.
- Consistent numbering protocol applied throughout.

4.2 Content amendment

- All references to legislation checked and updated where necessary.
- Repealed legislation is deleted
- Chief Officers' titles and remits updated
- Obsolete powers removed
- Urgency powers added
- Limitations to exercise of Chief Executive's powers to take urgent action, now requiring pre-notification to the Leader or Deputy Leader where reasonably practicable
- Chief Officers' powers to determine staff matters at item B43 require consultation with the Director of Tourism, Culture and Organisational Development for the functions listed in the Limitations column
- Clarification of Chief Finance Officer's treasury management powers
- Clarification added to the Director of Regeneration and Planning's planning functions
- Clarification of Assets of Community Value review powers conferred on Head of Legal Services

5 Outcome expected and performance management

- 5.1 An aligned and updated Scheme should ensure lawful, valid and consistent decision making by directors, the Monitoring Officer and Head of Legal Services across both authority areas.
- 5.2 The Monitoring Officer has authority to make minor administrative amendments (such as job title and statute updates) and may at any time refer substantive amendments to the Council's Constitution Working Group for consideration and referral to Audit and Governance Committee.

6 Consultation

- 6.1 Consultation arrangements are summarised in part 2 above.

7 Corporate plan and council policies

- 7.1 An updated and aligned Scheme will support all elements of the Council's corporate plan, as each director, the Monitoring Officer and Head of Legal Services will have clear, lawful and consistent reference point for delegated decision-making.

8 Business case and alternative option(s) considered

- 8.1 The Council is under a legal duty to include in its constitution a list of powers exercisable by officers. See further at paragraph 10.

9 Financial appraisal

- 9.1 The cost of updating and managing an updated set of Schemes can be met by the revenue budgets of the Legal and Democratic Services teams.

10 Legal implications

- 10.1 Section 9P (1) of the Local Government Act 2000 requires a council operating executive arrangements to prepare and keep up to date a constitution which contains (amongst other things) “such information as the Secretary of State may direct.” Under the Local Government Act 2000 (Constitution) Direction 2000, the Secretary of State directed that councils must include in their constitution–
- a. a description of those powers of the **executive** which are exercisable by an officer of the local authority, stating the title of the officer by whom each of the powers so specified is exercisable; and
 - b. a description of those powers of the **council** which are exercisable by an officer of the local authority stating the title of the officer by whom each of the powers so specified is for exercisable.
- 10.2 Apart from the record needing to list all powers delegated to specified officers, the document format is not prescribed by statute or common law. It is in the interests of council members, officers and the public, however, that the Scheme is clear and concise. It should also be prefaced by a set of principles as to how the Scheme operates (including arrangements for amending and adding to the Scheme as necessary from time to time) and guidelines by which it should be interpreted.
- 10.3 Section 100G(4) of the Local Government Act 1972 and section 9P(3) of the Local Government Act 2000 require that local authorities make a copy of its constitution available for inspection by members of the public at all reasonable hours. The council satisfies this obligation by publishing its constitution on its website.
- 10.4 The distinction between executive and council functions is specified in the Local Authorities (Functions and Responsibilities) Regulations 2000.

11 Risk Management implications

- 11.1 An aligned and updated Scheme provides a sound and proper basis on which directors can exercise powers on a delegated basis. It is no longer tenable for directors to rely on the current Scheme, given its many references to obsolete job titles, repealed legislation and lack of consistency across the shared LDC-EBC areas.
- 11.2 Officer decisions made without proper authority could provide an affected party with grounds to apply for a judicial review.

12 Equality analysis

- 12.1 This proposal will have a positive impact on all staff, including staff with protected characteristics, as it will provide senior officers with a lawful and therefore robust decision-making protocol across both authorities. Subsequently, the risk of a decision being challenged for lack of legitimate power conferred on the decision-maker is minimised.

13 Appendices

- 13.1 Appendix 1 – proposed Scheme of Delegations to Officers, aligned and updated.

14 Background papers

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

- Lewes District Council's current Scheme of Delegations
[Microsoft Word - Constitution Part9 T \(Scheme of Delegation\) \(June 2021\) \(lewes-eastbourne.gov.uk\)](#)
- Eastbourne Borough Council's current Scheme of Delegations
[Microsoft Word - part 3 D \(Responsibility for Functions\) \(Section D - Scheme of delegations\) \(Updated April 2023\) \(lewes-eastbourne.gov.uk\)](#)
- List of functions reserved to full Council
[PART 2 \(lewes-eastbourne.gov.uk\)](#) – see Articles 2 and 4



Lewes District Council

APPENDIX 1

Part 9

**Scheme of Delegations to Officers
and
Proper Officer List**

LEWES DISTRICT COUNCIL

CONTENTS

A – General Principles

- A1 to A4: Principles
- A5: Interpretation
- A6: Abbreviations

B – Delegations to **all** Chief Officers

- B1: To manage functions for which the Chief Officer is responsible, per Annex A
- B2-B44: Generic delegations

C – Delegations to **specific** Chief Officers, the Head of Legal Services and the Monitoring Officer

- C1: Scope of delegations
- C2 - C6: Chief Executive
- C7: Chief Officers other than Chief Executive
- C8 - C11: Director of Tourism, Culture and Organisational Development
- Director of Service Delivery:
 - C12 - C36: - benefits, local taxes and rates, housing, community safety and waste
 - C37 - C41: - parks, pleasure grounds, boats, regulatory functions, health and safety investigations and prosecutions
- C42 - C56: Director of Finance and Performance
- C57 - C82: Director of Regeneration and Planning
- C83 - C103: Head of Legal Services
- C104 - C106: Monitoring Officer

D – Proper and/or Authorised Officer Functions

E – Specific authorisations for Court

F – Authorisation to enter land or premises

Annex A – Chief Officers’ and Monitoring Officer’s Areas of Responsibility

A General Principles

A1. Statutory authority permitting the Council to delegate the discharge of its functions to an officer is provided by:

- The Local Government Act 1972, section 101(a), in respect of **non-executive** functions. The power to decide which of these functions are to be delegated to an officer resides with full Council or, where full Council has authorised a committee to discharge any function, with that Committee.
- The Local Government Act 2000, section 9E(2)(b), in respect of **executive** functions. The power to decide which executive functions are to be delegated to an officer is in the sole gift of the Leader or, where the Leader has authorised the Cabinet or a Cabinet Member to discharge any function, in the gift of the Cabinet or Cabinet Member as applicable.

The Proper Officer appointments are made under the relevant provisions of section D of this scheme.

An officer or other person is authorised to exercise such powers as are shown in the Scheme of Delegations including those reasonably applied or incidental to the matters specified in respect of the functions of the Council. Functions, matters, powers, authorisations, delegations, duties and responsibilities etc. within the scheme shall be construed in a broad and inclusive fashion.

A2. For the purposes of this scheme:

If the post of an officer to whom a function is delegated (or to which he/she has been appointed as a Proper Officer) is vacant, or if the post-holder is absent through sickness, on leave (of whatever type), or otherwise unavailable, then unless the Council otherwise decides:

- i) In the case of the Chief Executive, the delegation shall be exercisable by the Deputy Chief Executive, a formally-appointed Acting Chief Executive (to include an Interim Chief Executive) or any one of the Chief Officers (as defined below).
- ii) In the case of a Chief Officer the delegation shall be exercisable by the Chief Executive or another Chief Officer.
- iii) In the case of the Officer who carries the role of a Section 151 Officer, the delegation shall be exercisable by the Deputy Section 151 Officer in relation to matters under Section 151 of the Local Government Act 1972.

- iv) In the case of the Officer who carries the role of Monitoring Officer, the delegation shall be exercisable by the Deputy Monitoring Officer in relation to matters which are the responsibility of the Monitoring Officer.
- v) In the case of a Head of Service, the delegation shall be exercisable by the Chief Executive, Deputy Chief Executive or a Director or a Head of Service sub-delegated to in writing by one of these officers, provided that the officer exercising the delegation has the requisite professional qualification, where such is required (e.g. planning).

A3. Where decisions are taken by officers under delegated powers the following conditions and rules shall apply:

- i) Powers shall be exercised in accordance with the Council's Constitution (including budgetary, financial and contractual procedural rules), in accordance with professional advice and, if appropriate, from the relevant lead service officer, in accordance with the Council's approved Policy Framework and other approved plans and policies and also with regard to all relevant legislative provisions.
- ii) Any Officer exercising a delegation, except in cases of emergency, shall only do so:
 - a) in accordance with the relevant policies and procedure of the Council, and
 - b) where provision has been made for any expenditure within the relevant budget.
- iii) In cases of emergency an Officer may, if justified by all of the circumstances, exercise delegations in a manner which is not in accordance with Council policies or procedures and/or where provision has not been made in any budget. A written record of the reasons for deviating from the policies and procedure and/or expenditure without a relevant budget must be made and kept.
- iv) The Officer exercising such power shall give effect to any resolution or decision of the Council, Leader, Cabinet, Cabinet Member or a Committee upon any matter of principle or policy in relation to the functions concerned.
- v) Where an Officer is authorised to take a decision or exercise a function either directly or by virtue of the provisions relating to absence detailed in paragraph A2 above, he/she may authorise any other officer specifically or generally to take such action as is necessary to implement that decision or exercise that function either in the name of the Officer so delegating or in the sub-delegate's own name.
- vi) Officers carrying delegations under this Scheme of Delegations, while retaining the delegation themselves, may also, in writing, further delegate the authority to exercise the delegation to another officer, although final responsibility for the

actions taken under any such sub-delegation will remain with the original delegator. Officers entrusted with such sub-delegations may, with the written agreement of the relevant Director, further delegate the authority.

- vii) Any sub-delegation is to be recorded in writing.
- viii) A copy of any sub-delegation or its revocation shall be provided to the Head of Democratic Services within five working days. The Head of Democratic Services shall maintain a central register of sub-delegations and the current list of sub-delegations shall be shown on the intranet and be available to Members and Officers.
- ix) An Officer may be required under this Scheme of Delegations to Officers to exercise a delegation after consultation with the Leader, a Cabinet Member or other nominated Councillors. Any sub-delegation or further sub-delegation of the original delegation will retain any original consultation requirement. The Officer dealing with a matter shall also arrange for any inter-departmental consultation that may be required.
- x) Where an Officer is authorised to take decisions, action to implement such decisions shall be taken in the name of (but not necessarily personally by) that Officer.
- xi) Any Officer to whom a delegation or sub-delegation is given may waive his/her right to exercise the delegation or sub-delegation and refer the matter back to the Council, the Leader, the Cabinet, the Individual Cabinet Member or to the relevant Committee or the original delegate for a decision.
- xii) Where an Officer is taking a decision which could attract legal liability to the Council, he/she shall consider whether or not the nature of the decision justifies it being taken in consultation with the Head of Legal Services to the Council (e.g. termination of a contract).
- xiii) Each delegated power includes authority, after consultation with the Council's senior legal officer, for:
 - (a) the prosecution, defence, institution of or appearance in any legal or other proceedings in any Court, inquiry or tribunal or before any similar body; and
 - (b) the conduct of any such proceedings. All legal proceedings shall be undertaken under the name of the Council's senior legal officer.

- xiv) Any decision which has financial implications other than those budgeted for shall be taken in consultation with the Council's Director of Finance and Performance.
- xv) Unless specifically stated, no delegation authorises the taking of decisions as to whether or not simple cautions (as a punishment) should be administered to defendants or legal action should be taken by or on behalf of the Council.
- xvi) Subject to any express provision or instruction from the Council, the Leader, the Cabinet or other decision-making body of the Council to the contrary, any power to approve or deal also includes the power to refuse and the power to impose appropriate conditions.
- xvii) Decisions taken under delegated powers may need to be recorded. Rule 13 of the Access to Information Procedure Rules shall apply in respect of any key decision taken by an Officer under delegated authority of the Leader or the Cabinet. An Officer exercising a delegated power shall, where necessary, append a note to the record of his/her decision detailing the steps taken to inform/consult with the Leader/Cabinet Members/Councillors and the responses received. In accordance with regulation 13(4) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 and regulation 7 of the Openness of Local Government Bodies Regulations 2014, where a written statement of executive and non-executive officer decisions must be recorded, it is published as soon as reasonably practicable after a decision has been made.
- xviii) This Scheme of Delegation should be read in conjunction with any of the Council's business plans. These set out the general priorities for the Council's activities and are agreed by the Council on an annual basis. Chief Officers are delegated to carry out the activities described in these plans, with overview by the Council carried out through its performance management and budget monitoring framework.

A4. Other matters

- i) Those Officers designated as proper officers, authorised officers, appropriate person or any other statutory description of officer listed in Section D shall exercise the powers and have the responsibilities attributed to them by legislation.
- ii) The Chief Executive, Deputy Chief Executive, Directors and the Director of Finance and Performance may appoint any appropriate officer to be a proper officer, authorised officer, appropriate person or any other statutory description of officer in respect of any legislation and written confirmation of such appointment shall be conclusive evidence of its application in particular cases.

- iii) In the event that a post to which a delegation is given ceases to exist and its responsibilities are transferred to another post temporarily or permanently, then the delegations given under this scheme shall be exercisable by the post to which the responsibilities have been transferred. There should be written confirmation of the change in responsibilities from the Chief Executive, which shall be provided to the Head of Democratic Services to be retained with the central copy of the Scheme of Delegations and sub-delegations.
- iv) An Officer acting up to or seconded to a post on which delegations have been bestowed in accordance with this Scheme of Delegations shall be able to exercise those delegations in the same way as the original postholder.
- v) The Monitoring Officer may at any time make minor technical or presentational amendments to this Scheme to reflect changes in legislation, policy, or Chief Officer titles and remits. Amendments of a substantive nature must, after consideration by the Senior Managers Forum and the Corporate Management Team, be referred to the Constitution Working Group for consideration and to formulate a recommendation to Audit and Governance Committee.

A5. Interpretation

Term	Definition
Act, Order or other legal provision	Any reference to an Act, Order or other legal provision shall include a reference to any modification or re-enactment thereof and any reference to any Directive, Act, Order or other legal provision shall include any Regulations, Orders, Rules, Instruments, Directions, Statutory Guidance or other legal provision made thereunder.
Chief Officer	The Chief Executive and any of the Directors.
Consultation	Consultation shall mean seeking the comments of the person(s) to be consulted with. Consultation shall not mean obtaining the consent of the person(s) to be consulted with. A written record of the consultation shall be retained by the officer managing the exercise.
The Council	Shall include the Council, the Leader, the Cabinet, an Individual Cabinet Member or a Committee.
Emergency	Circumstances where action is necessary immediately and where inaction may lead to a loss of life, injury to a person or animal or damage to or loss of property.
The Planning Acts	The Town and Country Planning Act 1990, the Town and Country Planning Act 2008, the Planning (Listed Building and Conservation Areas) Act 1990, and the Planning (Hazardous Substances) Act 1990; and, in respect of them all, any amendments as may be made from time to time and any regulations and orders made pursuant to the same.
In writing	When applied to a sub-delegation, further sub-delegation or the cancellation of such a sub-delegation or further sub-delegation from this Scheme of Delegations, “in writing” shall be taken to include email, whether or not by specific reference to the elements of the scheme within such an email, or by a combination of general sub-delegation and attachment to the email of part or parts of this Scheme. As provided at A3(viii) above, the Head of Democratic Services shall be responsible for maintaining an up to date register of such sub-delegations, further sub-delegations or retractions of such delegations and sub-delegations, which shall be available to view on the Council’s Intranet.

A6. Abbreviations

Post	Abbreviation
Chief Executive (and Head of Paid Service)	CE
Director of Regeneration and Planning	DRP
Director of Service Delivery	DSD
Director of Finance and Performance	DFP
Director of Tourism, Culture and Organisational Development	DTCOD
Head of Legal Services	HLS
Head of Democratic Services	HDS
Head of Electoral Services	HES

Act / Regulation or Order	Abbreviation
Planning (Listed Buildings and Conservation Areas) Act 1990	P(LB&CA)A
Town and Country Planning Act 1990	TCPA
Town and Country Planning (Control of Advertisement) Regulations 1992	TCP(CA) Regs
Town and Country Planning (General Permitted Development) Order 2015	GPDO

B Delegations to all Chief Officers

Subject to the foregoing, there are delegated to the Chief Officers those matters detailed in column 2 below, subject to any consultation requirements set out in column 3 and any limitations listed in column 4 below. Chief Officers can make any decision that can be made by a Head of Service or other Officer.

General:

No.	Delegation	Consultees	Limitations
B1.	To manage the functions for which they are responsible as set out in Annex A .		
B2.	To make consequential amendments to any policy, strategy, consultation or similar document and sign notices, other than legal notices, arising from any decision of the Council.		
B3.	To respond to consultations.	Relevant Cabinet Member	
B4.	To dispose of lost or uncollected property.		
B5.	To procure goods and services in accordance with Contract Procedure Rules.	DFP	
B6.	To exercise powers under Section 1 of the Localism Act 2011 (the general power of competence) in respect of the functions for which they are responsible as set out in Annex A .		
B7.	To exercise powers and determine all matters relating to the supply of goods and services to other local authorities and public bodies in respect of the functions for which they are responsible as set out in Annex A .	DFP	

No.	Delegation	Consultees	Limitations
B8.	To carry out the 'Proper Officer' and 'Authorised Officer' functions as identified in the list set out in Section D below.		
B9.	To carry out minor development for which planning permission is not required.		
B10.	To authorise Officers to carry out inspections, take samples, enter premises, form opinions and take any other necessary action as may be required by law or in accordance with the Council's functions and policies in relation to the functions for which they are responsible.		

Contracts:

No.	Delegation	Consultees	Limitations
B11.	To do all matters in relation to the letting of contracts.		In accordance with Contract Procedure Rules
B12.	To invite and accept tenders received on any matter.		In accordance with Contract Procedure Rules
B13.	To sign contracts on behalf of the Council.		In accordance with Contract Procedure Rules

Financial:

No.	Delegation	Consultees	Limitations
B14.	To manage budgets allocated to the functions for		In accordance with Financial Procedure

No.	Delegation	Consultees	Limitations
	which they are responsible as set out in Annex A, including authority to incur expenditure, and enter into contracts, on items included in the approved Revenue Estimates or Capital Programme except where the Council has placed a reservation on any such item.		Rules and Contract Procedure Rules
B15.	To implement the substance and conditions of a grant provided by the government under s.31 of the Local Government Act 2003.		
B16.	To provide business grants under government schemes.		
B17.	To write off amounts as irrecoverable.	DFP/Relevant Cabinet Member	In accordance with Financial Procedure Rules
B18.	To determine grant applications in relation to the functions for which they are responsible as set out in Annex A.		(NB this delegation does not relate to the award of grants to Voluntary sector organisations)
B19. C	To vary, in exceptional circumstances, annual fixed fees and charges, subject to any relevant Council policies.	Relevant Cabinet Member	
B20. C	To determine charges for the use of relevant services and events not covered by the annual review of fees and charges.	Relevant Cabinet Member	
B21.	To take any action authorised by Financial Procedure Rules.		

No.	Delegation	Consultees	Limitations
B22.	To submit bids for the Council to receive grants etc from outside bodies in accordance with the functions of the Council.	DFP	

Assets:

No.	Delegation	Consultees	Limitations
B23.	Disposal of surplus / redundant moveable assets (i.e. not land or buildings).		Not to include any item that may be considered to be of historical significance, interest or value.

Data Protection and Freedom of Information:

No.	Delegation	Consultees	Limitations
B24.	Respond to requests under Data Protection and Freedom of Information legislation, the latter comprising the Freedom of Information Act 2000 and Environmental Information Regulations 2004.		

Emergency Powers:

No.	Delegation	Consultees	Limitations
B25.	To take any action necessary with regard to the Council's Emergency Planning functions, as required under the Civil Contingencies Act 2004 and the Council's other emergency plans, including authority to incur expenditure.		

Land:

No.	Delegation	Consultees	Limitations
B26.	In accordance with Council policies, to manage land, property and other assets allocated to the functions for which they are responsible.		

Health and Safety:

No.	Delegation	Consultees	Limitations
B27.	To exercise all powers, functions, duties and responsibilities of the Council with regard to Health & Safety.		

Equalities:

No.	Delegation	Consultees	Limitations
B28.	To exercise all powers, functions, duties and responsibilities of the Council with regard to equalities.		

Legal:

No.	Delegation	Consultees	Limitations
B29.	To make application for warrants of entry to land or property under the provisions of any legislation, other than warrants for possession of land or property, in relation to functions for which the Chief Officer is responsible.	Where practicable, with the HLS	

No.	Delegation	Consultees	Limitations
B30.	After consultation with the Head of Legal Services, (i) to prosecute, defend, commence or appear in any legal or other proceedings in any Court, inquiry or tribunal or before any similar body; and (ii) to conduct any such proceedings. All legal proceedings shall be undertaken under the name of the Head of Legal Services.		
B31.	To sign, issue and serve all notices required by statute or otherwise to be given by the Council and all necessary advertisements.		

Regulatory:

No.	Delegation	Consultees	Limitations
B32.	To issue fixed penalty notices where permitted by statute in relation to the functions for which they are responsible.		
B33.	The grant, review, renewal and cancellation of authorisations under the Regulation of Investigatory Powers Act 2000 (RIPA) and Investigatory Powers Act 2016, in accordance with the Council's surveillance and communications data acquisition policies.		Applies to RIPA authorising officers only.

No.	Delegation	Consultees	Limitations
B34.	The making of ex gratia payments in cases of maladministration.	DFP	

Licences, notices etc.

No.	Delegation	Consultees	Limitations
B35. C	The determination of any application for permissions, consents or licences or for registration within the functions for which he/she is responsible.		Except where they are reserved to Council, the Leader, the Cabinet, a Cabinet Member or Committee.
B36. C	The issue and service of any notice or requisition for information concerned with matters within the functions for which he/she are responsible.		
B37. C	The carrying out of works in default following non-compliance with any notice concerned with matters within the functions for which the/she are responsible.		
B38.	The management of any internal appeal, challenge or objection process against or in support of any of the Council's decisions, other than before a court or tribunal.		
B39.	The incurring of expenditure on the reception and entertainment by way of official courtesy of persons representative of or connected with local government or other public services whether inside or outside the United Kingdom.		To maximum of £2000.

Planning:

No.	Delegation	Consultees	Limitations
B40.	To make application for all consents required in relation to planning permission in respect of Council land or property in relation to the functions for which they are responsible as set out in Annex A .		

Regulation etc:

No.	Delegation	Consultees	Limitations
B41.	To make application for all consents required in relation to Building Regulation Approval in respect of Council land or property in relation to the functions for which they are responsible as set out in Annex A .		

Staffing:

No.	Delegation	Consultees	Limitations
B42.	To determine and take action in relation to all staff matters relating to permanent and temporary staff below Chief Officer level, allocated to the functions for which they are responsible.		In respect of applications from ill health retirement, and applications from former employees to have their LGPS pensions released on compassionate or exceptional grounds, directors may proceed only in consultation with DTCOD and Council appointed Occupational Health Team.
B43.	To appoint officers as ‘Authorised Officers’, ‘Inspectors’, ‘Proper Officers’ or similar and to undertake enforcement functions excluding the		

No.	Delegation	Consultees	Limitations
	issuing or defending of legal proceedings in respect of functions for which the officer is responsible.		
B44.	In accordance with section 113(1) of the Local Government Act 1972, to place officers at the disposal of other local authorities.	The individual officer(s) to whom the disposal applies	Where the disposal relates to a high profile matter or one of strategic importance, the Chief Officer should give due consideration to consulting the relevant Cabinet member.

C Delegations to Specific Chief Officers, the Head of Legal Services and the Monitoring Officer

Subject to the foregoing, there are delegated to the Officers listed below those matters detailed in column 2 subject to any consultation requirements in column 3 and any limitations in column 4.

No.	Scope of Delegations
C1.	<p>Chief Officers, the Head of Legal Services and the Monitoring Officer shall exercise the following powers or may authorise suitably experienced or qualified officers who shall have, save for any consultation requirements and limitations listed, the range of powers set out below. The powers referred to shall not include the following:</p> <ul style="list-style-type: none">a) Powers where an individual officer is required by law to hold a relevant qualification and he/she does not hold that qualification.b) Powers which fall outside the individual's actual authority as determined by his/her post or are not covered by the authorisation issued by or on behalf of the delegating Officer.c) Any situation where an individual Officer is prevented, for whatever proper reason, from exercising such power.d) Powers to determine whether or not civil or criminal proceedings should be issued once evidence to support the issue of such proceedings is available save as set out below in respect of cautions and administrative penalties.e) Powers to authorise civil or criminal proceedings.

Chief Executive:

No	Function	Consultation	Limitation
C2. C	The taking of any action required in connection with the organisation or holding of neighbourhood, parish, district, county, general elections or referenda.		
C3.	To take urgent action on behalf of the Council.		<p>This power may be exercised only where all efforts, so far as reasonably practicable, have been made to inform the Leader or Deputy Leader in advance.</p> <p>Where it is not practicable to inform the Leader or Deputy Leader in advance, the Chief Executive should do so at the earliest feasible time thereafter.</p> <p>For the purposes of this delegation, “urgent action” means action that needs to be taken immediately or in a very short timescale to meet operational needs and cannot reasonably be deferred to allow the normal decision making process.</p>
C4.	The grant and supervision of exemptions from political restriction.	HLS	
C5.	To maintain a register of politically restricted posts and ancillary matters.	HLS / HDS	
C6.	To convene and cancel meetings of the Council, the Leader, the Cabinet, Cabinet Members, Committees and all other Council bodies.	HLS / HDS	

Chief Officers other than the Chief Executive:

No	Function	Consultation	Limitation
C7.	In the absence of the Chief Executive, to take urgent action on behalf of the Council.		The relevant Chief Officer(s) will, where reasonably practicable, inform the Leader or Deputy Leader in advance.

Director of Tourism, Culture and Organisational Development:

No	Function	Consultation	Limitation
C8.	To confirm the appointment of staff on the satisfactory completion of probationary period.	Relevant Chief Officer.	
C9.	To implement the Council's pay and grading procedure.	DFP.	
C10.	To implement any nationally agreed pay settlements.	DFP.	
C11.	To exercise the Council's functions relating to the provision and management of cultural facilities and activities, including but not limited to the provision the hospitality and catering.		

Director of Service Delivery:

No	Function	Consultation	Limitation
C12.	To make payments of housing and Council Tax or similar benefits.		
C13.	To take all necessary actions including legal enforcement relating to the demand, collection and the recovery of Council Tax, Rates and any other local levy or collected taxes.		
C14.	To determine entitlement to mandatory or discretionary rate relief.	Relevant Cabinet Member	
C15.	To serve on the Valuation Officer notice of objection to any proposals for alteration of the Valuation List.		
C16.	To make proposals for the alteration of the Valuation List or for inclusion of particular properties in the Valuation List.		
C17.	To sign off Valuation Agreements.		
C18.	To determine any applications for Housing, Council Tax or similar benefits.		
C19.	To determine and take all action in relation to the management and maintenance of the Council's housing accommodation including the letting, transfer, exchange and repossession of dwellings, garages, open spaces and parking spaces. To determine and where appropriate give consent for alterations or extensions to former Council houses and flats.		

No	Function	Consultation	Limitation
C20	<p>In relation to all and any council owned housing properties:</p> <p>(i) to acquire or dispose of land, and to grant and/or modify leases, easements, licences and way-leaves of, in, or over such properties, in accordance with the limits specified in paragraphs C1 a) to e) above.</p> <p>(ii) To vary the terms and conditions of, or negotiate the surrender of, leases and licences.</p> <p>(iii) To determine as landowner or landlord, applications for licences, consents and permissions in respect of properties.</p>	<p>Where any value exceeds the limits specified in paragraphs a) to e), the DSD may exercise the powers referred to in C20(i) but only after consulting with the relevant cabinet portfolio holder.</p>	<p>a) Where the payment from the other party does not exceed £50,000 (£25,000 for amenity land); or</p> <p>b) where the payment to the other party does not exceed £50,000; or</p> <p>c) where the annual rent does not exceed £25,000 (except for a rent review); or</p> <p>d) where the lease term of the property does not exceed 10 years; or</p> <p>e) if an easement or way-leave, the annual fee does not exceed £1,000.</p>
C21	<p>To make the necessary application for permission to dispose of 5 or more HRA assets direct to the Secretary of State.</p>		
C22.	<p>To investigate allegations of council tax benefit fraud.</p>		
C23.	<p>To determine whether or not a simple caution or administrative penalty should be administered following an investigation into an alleged criminal offence</p>	<p>HLS</p>	<p>There must be a full admission. It must be a first offence. It must be in the public interest. It must be a minor matter. It must not be a complex fraud or attempted fraud.</p>
C24.	<p>To administer simple cautions and administrative penalties, following determination in accordance with paragraph C23 above.</p>		

No	Function	Consultation	Limitation
C25.	To implement the Council’s policies regarding Community Safety and the reduction of crime and disorder.		
C26.	To take appropriate enforcement action in relation to – (i) any Council byelaw; and (ii) any anti-social behaviour regulated by the Council under powers conferred by the Anti-social Behaviour, Police and Crime Act 2014, such enforcement to include the issuing of fixed penalty notices.		
C27.	To exercise the Council’s functions relating to homeless persons. This includes the power to carry out and/or arrange for the carrying out of homelessness reviews in accordance with Part VII of the Housing Act 1996. The Director of Service Delivery may carry out such reviews personally or may instruct another council officer to carry out such a review or may instruct a third party individual or body to carry out such a review on his/her behalf. A third party individual or body may be instructed to carry out such a review by the Director of Service Delivery personally or by a council officer acting on his/her behalf.		
C28.	To determine applications for appropriate Housing Grants and the taking of all steps concerned with certification of payment of the same.		
C29.	To devise, manage and maintain the Housing Register maintained by the Council under the relevant statutory		

No	Function	Consultation	Limitation
	provisions in accordance with the Council’s Housing Allocations Policy.		
C30.	To nominate people on the Council’s Housing Register to properties managed by Homes First and the Registered Social Landlords in accordance with the Council’s allocations policy.		
C31.	To exercise the Council’s regulatory and any associated management functions in relation to fitness and standards of housing and residential accommodation.		
C32.	To exercise the Council’s regulatory and any associated management functions in relation to houses in multiple occupation and private housing.		
C33.	To exercise all the Council’s functions in relation to cremations, burials and all bereavement-related services.		
C34.	To collect, remove, recycle and dispose of waste and fly tipping waste to ESCC’s nominated Waste Disposal Authority (WDA) site.		
C35.	To collect, remove, recycle and dispose of litter to ESCC’s nominated WDA site.		
C36.	To authorise revisions to charges in relation to the following “charged for” services: Garden Waste, Trade Waste, Bulky Waste, as well as replacement bin provision; and new refuse bins and dog and litter bins to town and parish councils.		

Director of Service Delivery:

No	Function	Consultation	Limitation
C37.	To manage, including the authority to agree usage (and, where appropriate, agree temporarily reduced charges for usage where such reduction is in the financial and/or overall interests of the Council) and, to maintain all the parks, pleasure grounds, gardens, open spaces, commons, recreational facilities, museums, nature reserves and allotments within the Council's control.		
C38. C	All matters relating to pleasure boats, boatman's licences, fisherman's agreements and all such other matters related to the Council's powers and duties in relation to the coast, rivers and harbours.		
C38A. C	To exercise Council powers and responsibilities as the Newhaven Port Health Authority		
C39. C	Regulatory functions. To exercise all the regulatory and any associated management functions for which the Council has responsibility, including but not limited to the following: <ul style="list-style-type: none">a. Amenities on the highway.b. Animal welfare and controlc. Caravan Sitesd. Environmental protectione. Fitness and Standards of Housingf. Food Safety and Hygieneg. Gamblingh. Gaming permitsi. Hackney Carriages and Drivers		

No	Function	Consultation	Limitation
	j. Health and Safety at Work k. Houses in Multiple Occupation and Private Housing. l. House to house collections m. Highway management n. Licensable activities under the Licensing Act 2003 o. Lotteries p. Markets q. Motor Salvage Operators r. Pest Control s. Leisure Boats t. Private Hire Vehicles drivers and operators u. Public Health v. Public Safety w. Registration Plates x. Residential Accommodation y. Scrap metal dealers z. Shops and Sunday trading aa. Street Collections bb. Street Trading cc. Water and Sewerage dd. Street Closures ee. Cremations, Burials and all Bereavement-related services.		
C40. C	All matters relating to the investigation and prosecution of matters under the Health & Safety at Work legislation.	HLS	Using duly appointed inspectors as appropriate.
C41. C	To issue and serve notices pursuant to the Building Act 1984 and Building Regulations and to carry out works in		

No	Function	Consultation	Limitation
	default.		

Director of Finance and Performance (Section 151 Officer):

No	Function	Consultation	Limitation
C42.	<p>In respect of Treasury Management:</p> <p>(i) to arrange the borrowing of money authorised by the Council and manage the Council's debt in accordance with any guidelines laid down by the Council, but this authority does not extend to matters other than the strict management of debt and does not include (for the sake of illustration only) other measures, such as interest rate swaps, any financial arrangements which are based on notional amounts of debt, or any speculative proposals of any kind;</p> <p>(ii) to borrow by way of bank overdraft from the Council's current bankers, in accordance with the Treasury Management Strategy and any other relevant Council budgetary policy, subject to annual review by the bank and the Relevant Cabinet Member;</p>	Relevant Cabinet Member	

No	Function	Consultation	Limitation
	<p>(iii) to manage the investment of the funds of the Council but not in equities or any investment of a speculative nature;</p> <p>(iv) to implement and monitor a treasury management policy statement setting out the matters detailed in CIPFA’s Code of Practice on Treasury Management in Local Authorities;</p> <p>(v) to have control of all money in the hands of the Council and to manage the Council’s banking arrangements;</p> <p>(vi) to report, at or before the start of the financial year, to the Cabinet on the strategy for treasury management it is proposed to adopt for the coming financial year;</p> <p>(vii) to take all executive decisions on borrowing, investment or financing and to act in accordance with CIPFA’s Code of Practice on Treasury Management in Local Authorities; and</p> <p>(viii) to report to the Cabinet not less than twice in each financial year on the activities of the treasury management operation and on the exercise of delegated treasury management powers. One such report shall comprise an annual report on treasury management for</p>		<p>In the event of the Director of Finance and Performance wishing to depart in any material respect from the main principles of CIPFA’s Code of Practice, the reasons must be disclosed in a report to Cabinet.</p> <p>In the event of the Director of Finance and Performance wishing to depart in any material respect from the main principles of CIPFA’s Code of Practice, the reasons must be disclosed in a report to Cabinet.</p>

No	Function	Consultation	Limitation
C	<p>presentation by 30 September of the succeeding financial year.</p> <p>(ix) quarterly reporting to the Audit Committees on treasury management activities and performance.</p>		
C43.	<p>To deal with all matters relating to the Council's insurances including without limitation:</p> <p>(i) the authorisation of the payment of increased premiums as necessary, subject to any general direction of the Cabinet or the Council, and to a report being made to the Cabinet upon the matter of insurance generally from time to time;</p> <p>(ii) the making of payments into the insurance fund.</p> <p>(iii) the making of payments in respect of any claims where the Council's insurers may be involved.</p>		
C44.	<p>To administer the functions of the Council under the Local Government and Finance Act 1992 and regulations made thereunder in connection with the collection and enforcement of the Council Tax including, without limitation, the Council's functions regarding:</p> <p>(i) determinations as to persons to be disregarded for the purposes of discount under Section 11(5) and Schedule 1 to the Act;</p>		

No	Function	Consultation	Limitation
	<p>(ii) the administration etc of the Council Tax under regulations made pursuant to Section 14(1) and Schedule 2 to the Act;</p> <p>(iii) the imposition of penalties under Section 14(2) and Schedule 3 to the Act;</p> <p>(iv) the enforcement of the Council Tax under regulations made pursuant to Section 14(3) and Schedule 4 to the Act;</p> <p>(v) the administration of and making determinations under legislation relating to Council Tax benefits and reductions; and</p> <p>(vi) the authorisation of officers to levy distress on behalf of the Council pursuant to regulation 45 of the Council Tax (Administration and Enforcement) Regulations 1992</p>		
C45.	To invest available funds on appropriate terms and in accordance with the Council's investment strategy.		
C46.	Where annual contributions have been made to specific reserves for either repairs and maintenance to land and buildings and facilities or replacement of equipment, vehicles, plant and transport, to incur the expenditure, subject to there being sufficient funds available to meet the expenditure.		
C47.	With the approval of the Chief Executive, to roll forward specified amounts within the revenue budget between		

No	Function	Consultation	Limitation
	financial years where it has not been possible to incur the expenditure within the approved financial year and where the appropriate budget is not overspent and the purpose of the expenditure is to remain the same. Any amounts rolled forward shall be reported to the next meeting of the Cabinet.		
C48.	To administer the Council’s functions in relation to the collection of non-domestic rates in accordance with the Local Government Act 1988 and all relevant regulations made thereunder.		
C49.	To exercise determinations, discretionary powers and all functions contained under the Social Security and Housing Benefit Act 1982 including any regulations and amendments thereto and any subsequent relevant legislation.		
C50.	To maintain an adequate and effective Internal Audit Service and to be responsible for staff engaged in financial and key business plan target performance management work		
C51.	To make payment of any sums due from the Council.		
C52.	To make repayments to the Council’s Pension Fund from those reserves earmarked for pension’s contribution.		
C53.	To write off debts in accordance with the Council’s Financial Procedure Rules.		
C54.	To investigate and report upon any allegations of fraud		

No	Function	Consultation	Limitation
	or dishonesty.		
C55.	For the purposes of the Regulation of Investigatory Powers Act 2000 (RIPA), the Investigatory Powers Act 2016 (IPA) and associated codes of practice, to perform all functions required of the Council's RIPA Monitoring Officer.	HLS in their capacity as Senior Responsible Officer for the Council's functions under RIPA and IPA	
C56.	Functions relating to: (i) preparation and updating of the Medium Term Financial Strategy (ii) preparation of the Councils' annual budget proposal for consideration by Cabinet (iii) invoicing of debtors (iv) preparation of proposed fees and charges for consideration by Licensing Committee and Cabinet (v) calculation of Council Tax Base and setting of precepts (vi) responsibility for financial reporting including the preparation of annual report and accounts relating to both Councils and their trading companies (vii) the financing of the Capital Programme; (viii) any other services allocated to the Director of		

No	Function	Consultation	Limitation
	Finance and Performance by the Chief Executive. (ix) quarterly reporting to Cabinet and audit committees on revenue and capital budget performance and forecast		

Director of Regeneration and Planning:

No	Function	Consultation	Limitation
	To carry out the functions at C57 to C65 (Planning and Trees) in accordance with the Agency Agreement with the South Downs National Park Authority in respect of the Lewes District Council Area within the South Downs National Park. ¹		
	Planning		
C57. C	To determine applications for planning permission, to vary planning permission, listed building consent, express consent to display advertisements, hazardous substances consent and footpath diversions pursuant to the Planning Acts, including: i) development specified in the GPDO where express planning permission is required by reason of limitations or conditions by that order; ii) determinations in connection with prior notification procedure under the GPDO;		The delegation shall not be exercised in relation to: a) applications for development which significantly conflicts materially with adopted policy, unless to refuse. b) applications requiring the Secretary of State to be notified under the Town and Country (Development Plans and Consultations)(Departures) Direction 2009, unless to refuse. c) applications materially affecting ancient monuments, and sites of special scientific interest, unless to refuse.

¹ Text in green indicates a function unique to Lewes District Council

No	Function	Consultation	Limitation
	<p>iii) in accordance with an agency agreement with the South Downs National Park Authority, applications and other matters in that part of the South Downs National Park within the Lewes district area; and</p> <p>(iv) reserved matters as defined in article 2 of the Town and Country Planning (Development Management Procedure (England) Order 2015.</p>		<p>d) where the application has been made by an elected member (or their spouse/partner) of the Council; or any direct employee (or their spouse/partner) of Lewes District Council or Eastbourne Borough Council.</p> <p>e) where the Senior Specialist Advisor dealing with the matter considers that the application should be dealt with by the Committee.</p> <p>f) where a member of the Council not more than 28 days after the validation of an application requests the matter be determined by committee and that this request is based on material planning grounds and in the view of the Senior Specialist Advisor has the potential to lead to a substantive/sustainable reason(s) for refusal.</p> <p>g) where a town or parish council in the Lewes district submits an objection (or comments in support, contrary to the officer's recommendation) within any notification period relating to the application, unless the objection or comment in support is not, in the opinion of the officer, reasonable or sufficient in planning terms to justify a referral to committee, in which case officer's reasons will be recorded.</p> <p>h) where a substantial number of objections have been received on material planning grounds and in the view of the Senior Specialist Advisor have the potential to lead to a substantive/sustainable reason(s) for refusal and these objections are in opposition (contrary) to the</p>

No	Function	Consultation	Limitation
			officer's recommendation.
C58. C	To negotiate the terms of and authorise section 106 planning obligations, to include applications to vary existing obligations and to determine all requests for approval made pursuant to these obligations.		Unless a Member of the Council not more than 28 days after the validation of an application to vary an existing section 106 obligation requests the matter be determined by committee and that this request is formed by material planning grounds and in the view of the Senior Specialist Advisor have the potential to lead to a substantive/sustainable reason(s) for refusal.
C59. C	To discharge applications for consent pursuant to the conditions and limitations imposed under the Planning Acts.		
C60. C	To determine applications for lawful development certificates (TCPA, sections 191 and 192).	HLS in respect of section 191 applications (existing use)	
C61. C	To give, make and confirm any order or direction under the Planning Acts.	HLS	
C62. C	To issue, serve, modify and withdraw any notice under the Planning Acts, to include all types of planning enforcement activity and to carry out works in default.	HLS in respect of enforcement notices and temporary stop notices	
C63. C	The issue and service of a requisition for information on planning matters under the Local Government		

No	Function	Consultation	Limitation
	(Miscellaneous Provisions) Act 1976		
	Trees		
C64. C	To make and confirm Tree Preservation Orders with or without modification (and associated applications for consent for works) and to deal with notification of works to trees in conservation areas.		Not to confirm Tree Preservation Orders if there are any objections, unless the objection(s) are not based on valid planning grounds and in the view of the Senior Specialist Advisor in consultation with the Chair of Planning Committee do not have the potential to lead to a substantive/sustainable reason(s) not to confirm the Order.
C65. C	To determine applications and to take any action under the Anti-Social Behaviour Act (2003) Part 8 (High Hedges).		
	Planning Policy		
C66. C	To determine the Council's stance in respect of and respond to consultation and opinions sought concerning cross boundary and neighbouring authority planning matters, and ESCC and the South Downs National Park Authority planning applications.	Chair of Planning Committee	
C67. C	To exercise all powers and duties under the Community Infrastructure Levy regulations, to include the determination of any applications for discretionary or exceptional circumstances relief from liability.		
	Building Control		
C68. C	To issue, serve, modify and withdraw any notice under the Building Act 1984, including in respect of		

No	Function	Consultation	Limitation
	ruinous and dilapidated buildings and neglected sites (section 79).		
	Other Regulatory Functions		
C69. C	All matters relating to the Planning (Hazardous Substances) Act 1990.		
C70. C	To issue and serve notices and take any further regulatory action where required, including enforcement in consultation with the HLS, under planning, environmental and other relevant legislation applicable to the Council as local planning authority.		Action must have regard to the Council's Regulatory Services Enforcement Policy
C71.	To exercise the Council's powers in respect of water supply, sewerage and drainage, including land drainage.		
C72.	All matters relating to the naming and numbering of streets.	Relevant Cabinet Member and Ward Cllrs	
C73. C	To exercise the Council's powers affecting the design or maintenance of highways.		
C74.	All matters relating to coastal and dredging licence applications.		Such development must be permitted by a General Permitted Development Order or have been granted planning permission.
C75.	[Deleted]		
C76.	All matters relating to on and off-street parking.	Relevant Cabinet	

No	Function	Consultation	Limitation
		Member	
C77.	To manage the improvement, refurbishment and maintenance of the Council's non-housing property portfolio where not specifically the responsibility of other officers, this to include all tasks related to new build provision.		
C78.	To acquire land in connection with the Council's functions and to grant and/or modify leases, easements, licences and way-leaves of, in, or over buildings or land in connection with the Council's functions.		
C79.	To dispose of land in connection with the Council's functions and to grant and/or modify leases, easements, licences and way-leaves of, in, or over buildings or land in connection with the Council's functions.		
C80.	To vary the terms and conditions of, or negotiate the surrender of, leases and licences.		
C81.	To determine as landowner or landlord applications for licences, consents and permissions in respect of the Council's buildings or land.		
C82.	To determine asset of community value nominations and/or applications for compensation, pursuant to sections 87 to 108 of the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012; and to review successful nominations on receipt of a valid request made under section 92 of		

(Date of draft: 25.10.23 – clean)

No	Function	Consultation	Limitation
	the Act.		

Head of Legal Services:

No	Function	Consultation	Limitation
C83.	Legal Proceedings: a) To determine what, if any legal action should be taken following any investigation into a criminal matter. b) To institute, prosecute or terminate any proceedings which the Council is empowered to undertake in or before any Court, Tribunal, Inquiry or by way of Fixed Penalty Notice. c) To defend or settle any proceedings brought against the Council. d) To take any action incidental or inclusive to or which would facilitate any action under this paragraph, including instruction of Counsel and appearance in any Court, or any Inquiry, Tribunal or other forum on behalf of the Council. e) To advise the relevant Chief Officer who is contemplating administering a formal caution to a person that has admitted an offence. f) To determine whether or not any legal proceedings should be taken in any particular case or set of circumstances.		Except in relation to Health & Safety at Work in relation to a), b), c) and f).
C84.	To appoint and instruct external legal service providers where necessary, by reason of technical or specialist competence, rights of audience, resource availability or otherwise.		
C85.	To settle any claims where the Council's Insurers may be involved.	DFP	

No	Function	Consultation	Limitation
C86.	To negotiate and enter into planning or other agreements regulating or controlling the use of development of land.		
C87.	To make minor amendments in planning or other agreements regulating or controlling the use or development of land.		
C88.	To issue, serve, modify, or withdraw any enforcement action or notices under the Planning Acts, the Building Acts, the Environmental Protection Acts and any other such regulatory legislation enforced by the Council.		
C89.	To carry out or authorise the carrying out of works in default under any statutory provisions including but not limited to notices concerning ruinous and dilapidated buildings and neglected sites (Building Act 1984, Section 79).		
C90.	To give, make and confirm any Order or Direction under the Planning Acts including Tree Preservation Orders (and associated applications for consent for works) and notification of works to trees in conservation areas.		Not to confirm if there are any objections
C91.	To seal any document.	Relevant Chief Officer	
C92.	To negotiate and agree the terms of any contract.		
C93.	To sign any contract on behalf of the Council.		
C94.	To authorise the attendance of officers at Court under any statutory provision.		

No	Function	Consultation	Limitation
C95.	To authorise service of any statutory requisition for information as to interests in land.		
C96.	To execute any legal document on behalf of the Council.		
C97.	All matters relating to consultations with Sussex Police and other bodies in relation to anti-social behaviour.		
C98.	All matters relating to the consecration of land.		
C99.	To issue, serve, suspend or withdraw any notices in respect of any matter for which the Council has power to act.		
C100.	To carry out any and all functions of Senior Responsible Officer in connection with Part 2 of the Regulation of Investigatory Powers Act 2000, Part 3 of the Investigatory Powers Act 2016 and any related secondary legislation, as specified by the codes of practice issued under those Acts.		
C101.	<p>To exercise the following functions for the management and administration of assets of community value (ACV) pursuant to Part 5, chapter 3, of the Localism Act 2011 and associated secondary legislation:</p> <ol style="list-style-type: none">1. to conduct reviews of the Council's decisions to include land/buildings in the Council's ACV list;2. to conduct reviews of the Council's decisions in respect of ACV owners' claims for compensation; and		

No	Function	Consultation	Limitation
	to put in place all necessary procedures and processes to support the functions numbered 1 and 2 above.		
C102.	To take all and any measures necessary to exercise high standards of client care, regulatory compliance relevant to the solicitors profession, and practice management, whether by applying for and maintaining a recognised legal practice mark such as Lexcel or by adopting equivalent standards.		
C103.	To formulate and implement a general undertakings policy and an undertakings policy for property transactions, to enable legally qualified members of the Legal Practice to give undertakings on behalf of the Council in appropriate circumstances and subject to any limitations or other controls set out in the policies.		

Monitoring Officer (MO):

No	Function	Consultation	Limitation
C104.	Pursuant to sections 28(6) and (7) of the Localism Act 2011, to decide, in relation to members of the Council and members of town and parish councils in the Lewes district, whether to investigate allegations that a member has failed to comply with the Code of Conduct.	Independent Persons appointed by the Council.	
C105.	Establish, maintain and publish the register of interests in accordance section 29(1) of the Localism Act 2011.		

No	Function	Consultation	Limitation
C106.	To grant dispensations for relief of interest restrictions	Independent Persons appointed by the Council if appropriate.	

D Proper and/or Authorised Officer Functions

No	Act	Function	Officer	Deputy
D1.	All legislation prior to 1 st April 1972	Proper Officer in relation to references to Treasurer	DFP	Deputy DFP
D2.	All legislation prior to 1 st April 1972	Proper Officer in relation to declarations and certificates with regard to securities	DFP	Deputy DFP

Local Government Act 1972:

No	Act	Function	Officer	Deputy
D3.	Section 83(3)	Declarations of acceptance of office of Councillors	CE	HDS
D4	Section 84(1)(a)	Receipt of resignations of Councillors	CE	HDS
D5.	Section 88(2)	Convene a meeting of the Council to fill a vacancy of Chair of the Council	CE	HDS
D6.	Section 89(1)(b)	Receive from electors Notices of Casual Vacancies of Councillors	CE	HES
D7.	Section 100B(2)	Excluding from the public reports which are not likely to be considered in open session	HLS	HDS

No	Act	Function	Officer	Deputy
D8.	Section 100C(2)	Where part or the whole of the report has been exempt the Proper Officer shall make a written summary of the proceedings or a part to provide a record without disclosing the exempt information	HLS / HDS	
D9.	Section 100D	Compilation of list of background documents	Director or actual author of report for Director	
D10.	Section 100F(2)	Deciding whether documents for inspection contain exempt information under relevant paragraph of Schedule 12A which is not required to be open to inspection by Members of the Council	HLS / HDS	
D11.	Section 115(2)	For receipt of monies due to the Council from Officers	DFP	
D12.	Section 146(1)(a)	Statutory Declaration regarding change of name of the Authority in connection with the Companies Act 2006.	HLS	
D13.	Section 191(2)	Applications under the Ordnance Survey Act 1841	DSD	
D14.	Section 210	In respect of powers with regard to charities	HLS	
D15.	Section 225	Deposit of documents in accordance with Standing Orders of either House of Parliament, Enactment or Statutory Instrument	HLS	
D16.	Section 229	To certify photographic copies of documents to be a true copy.	HLS	
D17.	Section 234	To sign notices, orders or other documents authorised or required by or under any enactment.	HLS	
D18.	Section 236	To send copies of Byelaws to any parish and/or community	HLS	

No	Act	Function	Officer	Deputy
		councils to which it applies		
D19.	Section 238	Certification of printed copies of Byelaws	HLS	
D20.	Section 248	To keep roll of persons admitted to the Freedom of the Borough	CE	HDS
D21.	Parts IV and Schedule 12	Signing and serving of summonses to attend meetings of the Council.	CE	HDS
D22.	Schedule 14 Paragraph 25(7)	To certify copies of resolutions applying or disapplying provisions of the Public Health Act 1875 to 1925	HLS	

Local Government Miscellaneous Provisions Act 1976:

No	Act	Function	Officer	Deputy
D23.	Section 41	To certify copies of resolutions, orders, reports or minutes of the Council or any predecessor authority	CE	HLS

Local Government & Housing Act 1989:

No	Act	Function	Officer	Deputy
D24.	Section 2	To receive a list of politically restricted posts	CE	Deputy CE
D25.	Section 4	Designation as Head of Paid Service	CE	Deputy CE
D26.	Section 5	Designation as Monitoring Officer	HDS	HLS

Representation of the People Act 1983:

No	Act	Function	Officer	Deputy
D27.	Sections 8 and 52	Appointed as Electoral Registration Officer (s.8). Power to appoint Deputy Registration Officer (s. 52)	CE	HES
D28.	Section 35	Returning Officer at District Elections	CE (appointed by the Council when post-holder changes)	HES
D29.	Sections 82 and 89	To receive declaration of election expenses and holding of documents for public inspection	CE	DCE

Local Government (Committees and Political Groups) Regulations 1990:

No	Act	Function	Officer	Deputy
D30.	Regulation 8	Receipt of Notice of Political Groups	CE	DCE
D31.	Regulation 10	Receipt of Notice of cessation of membership of Political Group	CE	DCE
D33.	Regulation 13	To accept wishes of Political Groups in respect of proportionality	CE	DCE
D34.	Regulation 14	To notify Political Groups of allocations	CE	DCE

Local Government Act 1974:

No	Act	Function	Officer	Deputy
D35.	Part 3	Local Government Ombudsman	CE	HLS

Local Authorities (Referendum) (Petitions and Directions) Regulations 2000:

No	Act	Function	Officer	Deputy
D36.	Whole	Proper Officer function	CE	HLS / HES

Local Authorities (Conduct of Referendums) (England) Regulations 2007:

No	Act	Function	Officer	Deputy
D37.	Whole	Proper Officer function	CE	DCE / HES

Public Health Act 1936

No	Act	Function	Officer	Deputy
D38.	Section 79	Removal of noxious matter	DSD	
D39.	Section 84	Verminous Articles	DSD	
D40.	Section 85	Verminous People	DSD	

National Assistance Act 1948:

No	Act	Function	Officer	Deputy
D41.	Section 47	Removal of people in need	DSD	Officers of Health Authority etc authorised under S 113 (1A) of the Local Gov Act 1972

Public Health Act 1961:

No	Act	Function	Officer	Deputy
D42.	Section 37	Verminous Articles	DSD	

Public Health (Control of Disease) Act 1984

No	Act	Function	Officer	Deputy
D43.	Whole Act	Infectious Diseases and Dead Bodies	DSD	

Public Health (Infectious Diseases) Regulations 1988

No	Act	Function	Officer	Deputy
D44.	All	Infectious Diseases	DSD	

Food Safety Act 1990

No	Act	Function	Officer	Deputy
D45.	All	Food Safety	DSD	

Any other legislative provisions for which arrangements are not specifically made under this Scheme of Delegations:

No	Act	Function	Officer	Deputy
D46.	All	Proper/Authorised etc. Officer functions or similar	CE	DCE

E Specific authorisations for Court

E1 Officers authorised to represent the Council in Court etc:

- A. Every solicitor, barrister or legal executive employed or engaged by the Council shall be authorised to appear on its behalf before any Court, Tribunal or other Hearing before which they have a Right of Audience and to exercise the powers given by the relevant professional body.
- B. The following post holders are authorised to appear on behalf of the Council and to conduct proceedings in court and these are additional to the powers delegated by the Scheme of Delegation to Officers and the rights to appear in Court given to solicitors, barristers and legal executives:
- a. pursuant to the Local Government Act 1972 section 223 and the County Courts Act 1984 section 60 (in respect of possession matters) and for any purpose for which the Council is empowered to authorise Officers to appear on its behalf:
 - (i) Legal Assistants
 - (ii) Trainee Solicitors
 - (iii) Other suitably experienced and/or qualified Officers specifically authorised in writing so to appear by the Head of Legal Services.
 - b. pursuant to the Local Government Act 1972 section 223 in respect of rating or council tax matters:
 - (i) The Director of Service Delivery
 - (ii) Officers of the Council authorised in writing so to appear by the Director of Service Delivery
 - c. pursuant to Part I of the Health and Safety at Work etc Act 1974
 - (i) Director of Service Delivery
 - (ii) Officers of the Council so authorised in writing to appear by the Director of Service Delivery and/or in accordance with the legislation.
 - d. pursuant to the Insolvency Rules 1986 Part 9 (examination of persons concerning company and individual insolvency)
 - (i) The Director of Service Delivery
 - (ii) Officers of the Council so authorised in writing to appear by the Director of Service Delivery

F Authorisation to enter land or premises

F1 General:

- a. This authorisation authorises those Officers named in paragraphs F2-7 to enter land or premises for or in connection with their duties and pursuant to the functions mentioned.
- b. The authority to enter land or premises shall be exercisable subject to any statutory constraints.
- c. A reference to any Act shall include reference to any amendment or re-enactment and any subordinate legislation.
- d. In the event that a post ceases to exist or the name of the post is changed or the responsibilities of that post are transferred to another post temporarily or permanently then the authority given by this authorisation shall be exercisable by the officer in whose area of responsibility the previous responsibilities now reside.
- e. The right to enter given by paragraphs 2-7 below shall extend to the exercise of the power to make inspections, to provide samples and to examine and seize goods as and if appropriate.
- f. A person authorised to enter land may take with him or her or such other persons and equipment as may be necessary.
- g. This authorisation entitles the person authorised to enter land to seek a warrant to enter.
- h. The authorisation of an Officer to enter land shall be taken as this appointment of that Officer among other things for that purpose.

F2 All purposes:

- a. Chief Executive
- b. Deputy Chief Executive
- c. Directors
- d. Director of Finance and Performance
- e. Operational Lead – Emergency Planning

F3 Environmental Health, Housing etc

The following are authorised to enter land or premises for the following function:

No	Function	Officer	Deputy
a.	Animal Welfare and Control	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time	
b.	Caravan Sites	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time	
c.	Environmental Protection	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time	
d.	Food Safety and Hygiene	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time	
e.	Health and Safety at Work	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time	
f.	Housing	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
g.	Licensing Act 2003	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
h.	Pest Control	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
i.	Public Health	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	

No	Function	Officer	Deputy
j.	Public Safety	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
k.	Scrap Metal Dealers	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
l.	Shop Acts	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
m.	Street Trading	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
n.	Sunday Trading	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
o.	Environmental Protection	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
p.	Gambling Act 2005	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
q.	Street Closures	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	
r.	Cremations and Burials	Director of Service Delivery and such other Officers as shall be delegated to in writing by him/her from time to time.	

F4 Planning

The following are authorised to enter land or premises for the following function:

No	Function	Officer	Deputy
a.	The Town and Country Planning Act 1990, Sections 178, 196A, 196B, 214B, 214C, 324 and 325A	Director of Regeneration and Planning and such other Officers as shall be delegated to in writing by him/her from time to time	
aa	Order made under the Plant Health Act 1967, including but not limited to those relating to Dutch Elm Disease	Director of Regeneration and Planning and such other Officers as shall be delegated to in writing by him/her from time to time	
b.	Planning (Listed Buildings and Conservation Areas) Act 1990, Section 88 and 88A	Director of Regeneration and Planning and such Officers as may be delegated to in writing by him/her from time to time	
c.	Planning (Hazardous Substances) Act 1990, Section 36, 36A, 36B and 36C	Director of Regeneration and Planning and such Officers as may be delegated to in writing by him/her from time to time	
d.	Anti-Social Behaviour Act 2003, Part 8, sections 74 and 77(5)	Director of Regeneration and Planning and such Officers as may be delegated to in writing by him/her from time to time	
e.	Local Government (Miscellaneous Provisions) Act 1976, sections 23 and 24	Director of Regeneration and Planning and such other Officers as shall be delegated to in writing by him/her from time to time.	
f.	Hedgerows Regulations 1997, regulations 12 and 13	Director of Regeneration and Planning and such other Officers as shall be delegated to in writing by him/her from time to time.	
g.	Community Infrastructure Levy Regulations 2010, regulation 109	Director of Regeneration and Planning and such other Officers as shall be delegated to in writing by him/her from time to time.	

F5 Building Control

The following are authorised to enter land or premises pursuant to the following power:

No	Function	Officer	Deputy
a.	Building Act 1984, section 95	The Director of Regeneration and Planning and such Officers as may be delegated to in writing by him/her from time to time.	

F6 Local Taxation

The following are authorised to enter land or premises pursuant to the following power:

No	Function	Officer	Deputy
a.	Collection of Local Taxes	The Director of Service Delivery and such Officers as may be delegated to in writing by him/her from time to time	

F7 Land Drainage and Sewerage Undertaking

The following are authorised to enter land or premises pursuant to the following function:

No	Function	Officer	Deputy
a.	Water Industry Act 1991	The Director of Service Delivery and Director of Regeneration and Planning and such Officers as may be delegated to in writing by them from time to time.	
b.	Land Drainage Act 1991	The Director of Service Delivery and Director of Regeneration and Planning and such Officers as may be delegated to in writing by them from time to time.	

ANNEX A

Chief Officers' and Monitoring Officer's areas of responsibility:

Chief Executive (and Head of Paid Service)	<i>Strategic leadership and the delivery of quality services. Legal and Democratic Services, Member Services, devolution and governance.</i>
Director of Service Delivery	<i>Service delivery, including but not limited to Customer First, Neighbourhood First, Environment First, Homes First, bereavement services and waste services.</i>
Director of Regeneration & Planning	<i>Planning First (planning policy and development control), property development, regeneration, energy and sustainability, Corporate Plan, procurement, asset management, strategic partnerships, voluntary sector, community engagement, community safety, community grants, youth strategy and equality.</i>
Director of Tourism, Culture and Organisational Development	<i>Human Resources, organisational development, Chief Executive's Office, internal and external communications, information and communications technology (ICT), business improvement and transformation, information management, and civil contingencies. Tourism, events, marketing, sports, seafront and culture.</i>
Director of Finance and Performance (Section 151 officer)	<i>Accountancy, internal audit, counter-fraud, purchasing and payments, general income & system support, business planning and performance.</i>
Monitoring Officer	<i>The assurance that all actions and decisions taken by the Officers and Members of the Council are lawful and that the interests of the Council are legally protected and enhanced. All arrangements related to the maintenance and promotion of high standards of conduct among Councillors and arrangements for dealing with complaints about Councillor conduct.</i>

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Lewes District Council

Meeting:	Council
Date:	20 November 2023
Subject:	Lewes Local Plan, Preferred Options and Policies Directions
Report of:	Councillor Laurence O'Connor on behalf of the Cabinet

The Council is asked to consider the minute and resolution of the Cabinet meeting held on **9 November 2023** as set out below.

The Council is recommended to:-

(1) Approve the Local Plan Regulation 18: Towards a spatial strategy and policies directions document, as set out in Appendix 1, together with the supporting documents for public consultation in accordance with the regulations and the Local Development Scheme.

(2) Agree delegated authority to the Director of Regeneration and Planning, in consultation with the Cabinet Member for Planning and Infrastructure to make any minor changes to the appearance, format and text of the Local Plan and supporting documents in the interests of clarity and accuracy prior to their publication for consultation.

Minute extract Cabinet – 9 November 2023.

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning, seeking their recommendation to Full Council for a period of public consultation on the Regulation 18 Local Plan 'Towards a Spatial Strategy and Policies Approaches', and publication of supporting documents.

The Local Plan covers the area of the district for which the Council is the local planning authority. The area of the district covered by the South Downs National Park is not included in this Local Plan.

The Local Development Scheme (December 2022) sets out the stages of public consultation in preparing the Local Plan and the Statement of Community Involvement sets out when and how the Council consult on planning matters.

Policy and Performance Advisory Committee (PPAC), held on 7 November 2023 considered the report and were supportive of the officer recommendations in full.

Recommended to Full Council (Budget and policy framework):

(1) To approve the Local Plan Regulation 18: Towards a spatial strategy and policies directions document, as set out in Appendix 1, together with the supporting documents for public consultation in accordance with the regulations and the Local Development Scheme.

(2) To agree delegated authority to the Director of Regeneration and Planning, in consultation with the Cabinet Member for Planning and Infrastructure to make any minor changes to the appearance, format and text of the Local Plan and supporting documents in the interests of clarity and accuracy prior to their publication for consultation.

Reasons for decisions:

The preparation of the Local Plan must be undertaken in accordance with the relevant regulations. This includes consultation at Regulation 18 of the Town and County Planning (Local Planning) (England) Regulations 2012 (as amended). The proposed consultation is at Regulation 18.

The consultation document sets out policy directions for policies to be developed further at the subsequent draft Local Plan stage. It also sets out the identified development needs of the plan area, and the Council's proposed approach to meeting these needs within its plan area.

As part of this consultation, assessment material of land submitted in response to the 'Call for Sites' will be included. This assessment has drawn on the technical evidence produced to support this stage of the consultation as well as information that has been submitted by parties with an interest.

For a copy of the report is attached as **Appendix 1** and may be downloaded on the [Council's website](#). For further information please contact Democratic Services:

Tel. (01273) 471600.

E-mail: committees@lewes-eastbourne.gov.uk

Report to:	Cabinet
Date:	9 November 2023
Title:	Lewes Local Plan, Preferred Options and Policies Directions
Report of:	Ian Fitzpatrick, Deputy Chief Executive and Director of Regeneration and Planning
Cabinet member:	Councillor Laurence O'Connor, Cabinet member for planning and infrastructure
Ward(s):	Areas of the district for which the Council is the local planning authority
Purpose of report:	<p>To seek agreement for a period of public consultation on the Regulation 18 Local Plan 'Towards a Spatial Strategy and Policies Approaches', and publication of supporting documents.</p> <p>The Local Plan covers the area of the district for which the Council is the local planning authority. The area of the district covered by the South Downs National Park is not included in this Local Plan.</p> <p>The Local Development Scheme (December 2022) sets out the stages of public consultation in preparing the Local Plan and the Statement of Community Involvement sets out when and how we will consult on planning matters.</p>
Decision type:	Key decision
Officer recommendation(s):	<p>(1) To approve and recommend to Full Council, the Local Plan Regulation 18: Towards a spatial strategy and policies directions document, as set out in Appendix 1, together with the supporting documents for public consultation in accordance with the regulations and the Local Development Scheme.</p> <p>(2) To agree delegated authority to the Director of Regeneration and Planning, in consultation with the Cabinet Member for Planning and Infrastructure to make any minor changes to the appearance, format and text of the Local Plan and supporting documents in the interests of clarity and accuracy prior to their publication for consultation.</p>

Reasons for recommendations: The preparation of the Local Plan must be undertaken in accordance with the relevant regulations. This includes consultation at Regulation 18 of the Town and County Planning (Local Planning) (England) Regulations 2012 (as amended). The proposed consultation is at Regulation 18.

The consultation document sets out policy directions for policies to be developed further at the subsequent draft Local Plan stage. It also sets out the identified development needs of the plan area, and the Council's proposed approach to meeting these needs within its plan area.

As part of this consultation, assessment material of land submitted in response to the 'Call for Sites' will be included. This assessment has drawn on the technical evidence produced to support this stage of the consultation as well as information that has been submitted by parties with an interest.

Contact Officer(s): Name: Nadeem Din
Post title: Planning Policy Lead
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Telephone number: 07800 689269

ES1. Executive Summary

- ES2 Members will recognise that a key part of the local plan making process is to establish the development needs for the Plan Area and then through extensive consultation and engagement with the public, stakeholders, community groups, and elected councillors identify appropriate locations that will help meet this need. In carrying out this exercise we must take into account any conflict with national policy or if the harm caused would outweigh the benefits of the development.
- ES3 This need is informed by a suite of evidence documents and earlier consultation(s) from which officers have drawn key issues and themes, this sets the structure to the Regulation18 consultation document.
- ES4 Studies within the evidence base acknowledge that the Plan Area is highly constrained and that these constraints will have a direct impact upon the growth potential for the Plan Area (outside of the National Park).
- ES5 One of the key themes of the Regulation18 consultation relates to new housing to meet the identified need and specifically where within the Plan Area this growth could potentially be located. While there is much focus on housing need, the Local Plan also has to make provision of other development types, such as employment or Green Infrastructure needs.
- ES6 Members will be aware that land-owners/land-promoters submitted locations for all types of development through a 'call for sites' exercise in 2020. Officers have reviewed these sites and tested them against the evidence base received to date.

- This assessment of the sites is presented through the Land Availability Assessment documentation.
- ES7 Sites within the LAA are assessed as ‘Deliverable or Developable’ (Green), ‘Potentially Deliverable or Developable’ (Amber, and require further engagement) or ‘Not deliverable or Developable’ (Red).
- ES8 It is only the amber and green sites that the Reg 18 document considers could contribute towards meeting the housing needs.
The Green sites alone mark the lower end of the housing growth.
The Green and Amber sites in full mark the upper end of new housing growth.
See paragraphs ES15 & 16 below for numbers
- ES9 The Strategic site at North Barnes Farm is assessed as ‘Not deliverable or Developable’ and therefore is considered to NOT be a suitable location for development for this plan to take forward through this consultation.
- ES10 It is likely through this consultation, and as the local plan progresses that some of the assessed sites may become ‘Not deliverable or developable’ and others will come into evaluation. Against this backdrop and to recognise the flux in sites officers are recommending that the Regulation 18 consultation document should consult on several scenarios including a lower and upper range for housing growth.
- ES11 This range is informed by the development capacity of submitted sites and an evaluation of constraints.
- ES12 Scenario 1, Benchmarking against the Government 2014 Standard Methodology target is 602 dwellings per annum.
- ES13 Scenario 2 Benchmarking against the Standard Methodology using 2018 data would be 396 dwellings per annum
- ES14 Scenario 3 Benchmarking against the Standard Methodology using 2021 data would be 574 dwellings per annum
- ES15 Against this housing growth Members should note that the process allows for certain dwellings to be counted towards meeting the identified need. These would include, for example sites with valid planning permission, sites that have an existing allocation that have not been built out and a number/proportion that cannot be identified that will come forward as windfall sites.
 Approximately 5000 units fall within this category.
- ES16 At the **lower end** of the range (Green sites only) and including those already accounted for then the local plan would be seeking **new sites to accommodate approximately 21 residential unit per annum.** (approx. 413 over plan period)
- ES17 At the **upper end** of the range (Green & Amber in full) and including those already accounted for then the local plan would be seeking **new sites to accommodate approximately 210 residential unit per annum.** (approx. 4200 over plan period)
- ES18 Members should note that due to the highly constrained nature of the plan area and the development potential of the amber and green sites that the housing need as established in scenario 1 using the Government’s 2014 Standard Methodology **cannot be met.**

ES19 Members should also note the lower end of the growth range is in the region of the level within the existing adopted plan and that the upper end settles midway between the 2018 projections and the 2021 Census data position.

ES20 Officers recommend to Cabinet that the range for housing growth reflects the sites received and assessed to date and that Cabinet should recommend to Full Council that the Regulation 18 consultation documentation should be consulted upon publicly.

1 Introduction

1.1 The purpose of this report is to provide Cabinet with the necessary information to endorse the Regulation 18 Local Plan 'Towards a Spatial Strategy and policies approaches' (Appendix 1) and refer the document to Council for statutory public consultation.

1.2 May 2021 marked the 5-year anniversary for the adopted [Joint Local Plan](#) (adopted in 2016). Government expects a Local Plan to be reviewed every five years and updated where necessary. This means, that although the Joint Local Plan (LPP1) was adopted in May 2016 and Local Plan Part 2 adopted in Feb 2020, we are having to review a fairly recent plan when compared to some other local planning authority local plans. Lewes District Council (LDC) commenced its review in 2020, and in summer 2021 the council published the [Issues and Options consultation](#) to seek views on a range of issues and options for the local plan to further develop. The response to this initial stage consultation was unprecedented and over 42,000 comments were received. The [full set of comments](#) is available to view on the council's website as well as a summary report. These comments, alongside national planning guidance and technical evidence studies have also been used to inform the preparation of this iteration of the Local Plan.

1.3 In preparing a new Local Plan, the National Planning Policy Framework (September 2023), must be taken into account, and the Local Plan must be in conformity with the Framework or risk being rejected by the Planning Inspector. Local planning authorities also need to make sure that their Local Plan prepares for sustainable development. We are concluding that our Local Plan will not be able to plan to meet housing 'need' in full, and will only be able to deliver between a range of approximately 271 dwellings per annum (which would be comparable to the 2016 adopted Local Plan, and 45% of the identified need) and approximately 468 dwellings per annum (which is between the 2018 and 2014 population projections). This upper level (468dpa) would be approximately 25% lower than the housing need (602dpa) identified using the government Standard Method algorithm for the plan area.

1.4 Of the dwellings contributing towards the supply, approximately 5,000 (or approximately 250dpa) are from existing sources of supply (including completions between 2020-23, windfall allowance and adopted Local Plan allocations). This means that for the Local Plan, in order for it, to meet the lower range new site allocations for approximately 21 new dwellings per annum would be needed (approx. 413dpa over plan period), or approximately 210 dwellings per annum at the higher range. Further work will be required following this consultation and prior to a housing requirement being determined for the draft Local Plan stage.

- 1.5 The Local Plan will cover the period up to 2040 and, the Regulation 18 Local Plan consultation document presents the direction to be taken on a number of potential policies under a series of themes. These policy directions, as well as any additional policies which are identified as a result of this consultation will be further developed for the draft Local Plan.
- 1.6 This consultation will enable the Local Plan to be shaped by early, proportionate, and effective engagement with communities, local organisations, businesses, infrastructure providers and operators and statutory consultees. The consultation document will be accompanied by a Sustainability Appraisal, on which we will also be inviting comments. The evidence studies which have informed this Local Plan will also be made available for reference purposes.

2 Proposal

- 2.1 The Local Plan is the main development plan document, setting out a vision and strategy for future development in the area of the district for which the Council is the local planning authority. A new Local Plan is being prepared to ensure that appropriate and up to date planning policies are in place for the 'plan area' and is vital to the council gaining control over local planning decisions. Once in place, the Local Plan will address the needs and opportunities in relation to housing, the local economy, community facilities and infrastructure.
- 2.2 The Local Plan consultation document (Appendix 1) sets out the direction for the detailed Local Plan policies that will be prepared for managing growth and change, offering protection to our natural environment, meeting the climate change challenge, securing good design from development, and allocating specific land uses.
- 2.3 Of particular importance is the potential level of growth that will be brought forward through the Local Plan. At this stage, no definitive level of growth is required to be set. However, as mentioned in 1.3 above, a constrained level of growth is being planned for and Members' attention is being drawn to 'Section D: Developing a spatial strategy in response to climate change and other challenges' of the consultation document (Appendix 1) which details the range for growth to be assessed further following this consultation.

The table below provides a summary of the different levels of modelled growth and the range as a lower and upper percentages against each scenario.

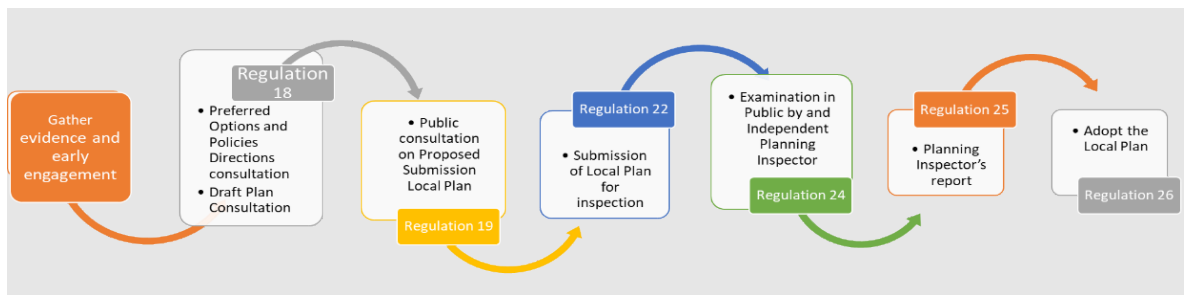
2.4

				local plan range as a % against scenarios	
Housing need scenarios	Housing Need calculation	Local Plan period (2020-2040)	Annualised over Local Plan Period	Lower range	Upper range
1	SM 2014	12040	602	45%	78%
2	SM 2018	7920	396	68%	118%
3	SM 2021	11480	574	47%	82%
	Adopted and Emerging Local Plan				
4a	Adopted Local Plan - plan area	5500	275	98%	170%
4b	Adopted Local Plan - district wide	6900	345	78%	136%
	Regulation 18 Local Plan Lower range	5412	271		
	Regulation 18 Local Plan Upper range	9365	468		

2.5 This report seeks endorsement from Cabinet and referral of the Local Plan document (appendix 1) to Council for approval for public consultation. A number of other documents will also be published alongside the consultation document, providing information to assist the consultation, including the technical evidence studies used to prepare the Local Plan.

2.6 How the Local is being prepared?

The [National Planning Policy Framework \(NPPF\)](#) and accompanying Guidance² sets the parameters under which local plans are to be prepared. There are a number of stages in the preparation of the Local Plan. In addition, there are procedural requirements that the council is required to comply with throughout. These stages and requirements are prescribed by national policy and legislation. This includes undertaking public consultation, at key stages of the Local Plan's journey towards Submission and Examination. The diagram below gives effect to the Local Plan preparation process and our current position.



2.7 Policy Context

The National Planning Policy Framework (NPPF) clearly states, that where there are no development plan policies, or where policies which are most important for determining an application are considered out of date, the council must grant planning permission (unless very limited exceptional circumstances apply). Since the introduction of the Housing Delivery Test in 2019, not being able to demonstrate a five-year housing land supply (5YHLS) also results in the application of the ‘presumption in favour of development’, in line with NPPF paragraph 11. At present, the council is unable to demonstrate a 5YHLS of deliverable sites against its Standard Method housing target and is experiencing more ‘planning by appeal’.

2.8 The timetable for preparing the Local Plan is set out in the Council’s adopted Local Development Scheme (LDS), December 2022. This document recognises that the Preferred Options Consultation Regulation 18 is scheduled for Autumn 2023.

2.9 It is important to note that the Local Plan is still evolving, and no firm decisions have been or are being made at this stage. Evidence will continue to be gathered throughout the Local Plan making process and this consultation forms an important aspect of the process. Additionally, it is a legal requirement that the Local Plan is prepared in accordance with an up-to-date LDS, and this will be tested at the Plan’s examination.

2.10 What evidence has informed the preparation of the local plan?

The Local Plan has to be underpinned by a robust evidence base to justify policy requirements and will be tested through the examination process. We have compiled several studies and supporting documents to help inform the preparation of the new Local Plan. These have been prepared, both by the Council and other organisations, including government bodies. Collectively, this evidence base helps to ensure that the policy directions in the Local Plan (Appendix 1) are appropriate and justified, including considering the latest available information.

2.11 The evidence studies supporting the Local Plan consultation document include:

- Local Housing Needs Assessment
- Land Availability Assessment
- Economic Needs Assessment
- Retail and Leisure Needs
- Landscape Character Assessment
- Landscape Sensitivity Assessment
- Strategic Transport Evidence Base

- East Sussex Gypsy and Traveller Need Accommodation Assessment
 - Settlement Hierarchy Study
 - Development Capacity Study
 - Settlement Services Assessment
 - Water Cycle Study Scoping study
 - Sustainability Assessment
- 2.12 The evidence base documents will be made publicly available and form part the Local Plan library. While the majority of our evidence is gathered, we are still working to refine some of the evidence and will need to commission more evidence to inform the draft Local Plan and the Regulation 19 Submission versions of the Local Plan.
- 2.13 The Local Plan consultation document has also been informed by the responses to the Issues and Options consultation held in summer 2021. All comments received were made available publicly on the Council’s website in May 2022 and a consultation summary document will be made available in time for the consultation.
- 2.14 The Local Plan Steering Group has been presented with the policies within the consultation document with the exception of ‘Policy SDS1: Approach to the spatial development strategy’. This is to be tabled at the LPSG meeting scheduled for 12 October 2023. Following this engagement with Members, amendments have been incorporated into the draft consultation document including grammatical corrections and punctuation errors.
- 2.15 For legibility the Local Plan in Appendix 1 has taken a departure from the adopted Local Plan. It is a single document set in sections with the policy directions contained under a series of themes. However, it must be read as a whole, particularly for planning and investment purposes.
- 2.16 The Local Plan is organised into sections:
- Section A: About this Plan** – provides the background information on the Local Plan. The consultation also includes a new ‘call for sites’ for housing, employment, Biodiversity Net Gain, and climate change mitigation and adaptation.
- Section B: Lewes Local Area in 2040** – Sets out the Vision and aims for the Local Plan area.
- Section C: Key facts about our Plan area** – key statistics about the plan area and the wider areas of the district
- Section D: Developing a spatial strategy in response to climate change and other challenges** - seeks to provide the context for the Local Plan’s preparation and the challenges of planning in a constrained area.

Section E: The Plan themes – set out, under a number of themes, the strategic and non-strategic policy directions.¹ These are based on evidence and have regard to national policy. Feedback, in response to the earlier Issues and Options public consultation has also shaped the policy directions. The policy direction parameters set out the purpose of each policy. These are not full policies but outline the scope or framework of the emerging policy. It is on these policy directions that we are seeking comments prior to developing them into detailed policies for the next stage (draft Local Plan).

Section F: Delivery and Monitoring - will set out at the draft Local Plan stage the framework for performance indicators for the Local Plans and which will be reported upon through the Authority Monitoring Report annually.

2.17 **Next Steps**

The next stage, after this consultation, is to prepare a draft Local Plan (still at Regulation 18). The draft Local Plan will set out the requirements under each policy and any further policies that are identified as being needed. It will also seek to identify sites which will help deliver the strategy for meeting the identified housing need. Representation received during this consultation will be taken into consideration in the preparation of the draft Local Plan. The draft Local Plan will then be returned to the Council for approval for consultation, currently programmed for spring 2024.

2.18 While a significant amount of evidence has been gathered, there remains work to be undertaken. This includes:

- Some of the evidence that has been prepared to support this stage of the consultation will require finer grain analysis / updates.
- Some new evidence, which has not been commissioned for this stage will be needed
- further interrogation of sites which are within the ‘potentially deliverable / developable’ category will be required before they can be included in the ‘deliverable/developable’ category for consideration for allocation in the draft Local Plan.
- further work required to seek [alternative/additional] land opportunities to ensure the plan is able to exhaust all opportunities through a further ‘call for sites’ exercise alongside consultation on the Local Plan document. This is because an insufficient amount of land has been identified to meet the level of identified housing need and at Examination, we will be required to demonstrate that a ‘no stone unturned’ approach was undertaken in seeking

¹ Non-strategic policies are locally specific policies that will be used in day-to-day planning decisions and against whose criteria development proposals will be required to comply. Strategic policies are for the starting point for the non-strategic policies and seek to address the council’s strategic priorities.

to meet the housing need.

- testing of the [alternative/additional] land identified through the 'call for sites' to assess its suitability in helping meet the housing and other development needs in the plan area.

3 Outcome expected and performance management.

- 3.1 Following this consultation, the Local Plan will then be returned to Council for further consideration and approval sought for consultation on it at the draft Local Plan stage scheduled to take place in spring 2024.

4 Consultation

- 4.1 Preparing the Local Plan and its successful implementation requires a positive and proactive approach to working alongside a wide range of stakeholders. Meaningful dialogue recognises the importance of engaging with local residents, community groups, businesses, infrastructure providers, landowners, neighbouring local authorities, statutory bodies, and other stakeholders.
- 4.2 Consultation on the Local Plan will be undertaken in accordance with the Statement of Community Involvement, which is itself required by law. This sets out how and when we will consult and involve the community and other stakeholders in planning matters. The consultation asks questions to actively engage and invite comments from communities, businesses, the development industry, and others.
- 4.3 The council's retained consultation platform will be used to host the public consultation documents, and respondents will be encouraged to use this as the main channel for providing their representations.
- 4.4 The following methods of public consultation, amongst others, are to be arranged and undertaken by officers:
- 'Drop in' events across the plan area [and Lewes Town Centre]
 - Use of social media to highlight key themes.
 - Webinars for Parish Councils
 - Deposit of documents in key locations for 'inspection'
 - All district councillor webinar ahead of public consultation

Circulation of an Executive Summary of the Plan to encourage interest and stimulate involvement from local residents, businesses, and other stakeholders.

- 4.5 The public consultation is proposed to run from 29th November to 8th February 2024. This is in excess of the minimum period of consultation set out in our adopted Statement of Community Involvement and takes account of the Christmas/new year period.

5 Corporate Plan and Council Policies

- 5.1 The Local Plan sets out the long-term development strategy for the plan area and is one of the most important Council plans. It makes provision for new housing, employment, and other development needs, as well as for infrastructure. It has a central role in implementing the spatial aspects of the Council's corporate strategy and policy priorities.

6 Business case and alternative option(s) considered.

- 6.1 An alternative would be to not carry out consultation at this stage and to consult at the draft Local Plan Stage. However, this would not allow for views to be gained from consultees prior to policies being developed, nor allow the council to set out its development capacity issues, as well as other options, at this early stage of the plan making process.
- 6.2 Failure to proceed in a timely manner with the preparation of the new local plan through to adoption will leave the council with a dated Local Plan, and the application of the 'presumption in favour of sustainable development' in place for much longer.

7 Financial Appraisal

- 7.1 There are no direct financial implications arising from approving the consultation and noting the document relating to it. The costs associated with preparing, publishing, and consulting on the Local Plan are included in existing budgets.

8 Legal Implications

- 8.1 The Lewes Local Plan, Preferred Options and Policies Directions document is to be consulted upon pursuant to Regulation 18 Town and Country (Local Planning) (England) Regulations 2012. This sets out who must be consulted and requires that in preparing the Local Plan, the council must take into account any representation made.
- 8.2 The Local Plan is a statutory development plan and the legal requirements for the preparation of Local Plans are set out in the Planning and Compulsory Purchase Act 2004, The Localism Act 2011, The Housing and Planning Act 2016 and associated regulations and the Town and County Planning (Local Planning) (England) Regulations 2012 (as amended). Failure to comply with the statutory requirements will potentially lead to an unsound plan at the examination in public stage.

Legal Implications provided 04.10.23 JCS.

9 Risk management

- 9.1 None as a result of this report. However, a failure or delay in delivering the Local Plan may lead to uncertainty in the planning process and a potential increase in planning appeals, with a risk of intervention by the Secretary of State in the Local Plan preparation process.
- 9.2 Additionally, national planning policy is in flux at present, with changes to the national planning policy framework anticipated for introduction in the autumn, and further changes with the enactment of the Levelling Up and Regeneration Bill, upon its passage through parliament. There is also a risk to the Local Plan from a general election being called in the next year and this may mean more alterations to national planning policy.

10 Equality analysis

- 10.1 The consultation and engagement programme recognises that all sections of the community need to be engaged if we are to prepare a forward-looking local plan.
- 10.2 We have prepared an initial screen which sets out our commitment to producing and Equality and Fairness assessment following consultation. Publishing at this stage enables views on the content of the document and any likely adverse impact of the policy directions on equalities groups to be identified prior to policies being developed for the next stage of the Local Plan process.

11 Environmental sustainability implications

- 11.1 The Local Plan will play an important role in helping us respond to the climate emergency. The Plan provides a strategic framework for climate mitigation and adaptation with regards to land use. The policy directions within the Plan are cross cutting and seek to ensure that new development will be designed, constructed, and operated in a way that is sustainable, but also reflects the complexity of the challenges in aiming to plan positively for climate change resilience.
- 11.2 The evidence suite prepared to inform the Local Plan includes a Sustainability Appraisal to minimise the environmental impact of the local plan policies. A Climate change study, Biodiversity Study and Water Cycle Study amongst others have also been prepared.

12 Contribution to Community Wealth Building

- 12.1 The production of the Local Plan documents may have health and wellbeing implications. These will be considered during the next stage of the plan-making process for the Local Plan documents through the preparation of Health Impact Assessments.
- 12.2 Policies within the Economy and Regeneration theme will likely contribute to wealth building through linking development with employment opportunities locally. Developments which are allocated through the local plan will also potentially bring

forward opportunities to create or support wealth building projects through locally implemented labour agreements.

13 Appendices

- 13.1 Appendix 1 - Regulation 18 Local Plan, 'Towards a Spatial Strategy and Policy Approaches' consultation document

14 Background Papers

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

- [Local Development Scheme \(December 2022\)](#)
- [Statement of Community Involvement](#)
- Local Plan evidence studies

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Lewes District Council

Towards a Local Plan spatial strategy and policies directions

(Regulation 18 Consultation)

Autumn 2023

Welcome

[Welcome text to be added]

Councillor Laurence O'Connor
Cabinet Member for Planning and Infrastructure

Lewes District Council

Contents page

- Welcome..... 2
- Contents page 3
- Executive Summary..... 7
- Getting involved..... 11
- A. About this Plan 12
 - 1. What is the Lewes Local Plan? 12
 - 2. How does Local Plan fit with other plans and strategies? 14
 - 3. Our plan-making journey so far..... 16
 - 4. What is the timetable and, how is the Local Plan prepared? 18
 - 5. The purpose of this plan making stage 19
 - 6. The structure of the new Local Plan..... 21
- B. Lewes Local Plan Area in 2040 22
 - Vision and Aims 22
 - Vision for Lewes District’s plan area 23
 - Proposed Aims for our Local Plan..... 24
- C. Key facts about our Plan Area 27
- D. Consultation questions 30
- E. Developing a spatial strategy in response to climate change and other challenges 33
 - What development do we have to plan for? 33
 - Delivering new housing in a managed way 39
 - Other Development Needs..... 41
- F. The Plan Themes 43
 - Theme: Development strategy [responding to Climate Change] 43
 - Strategic Policy SDS1: A spatial development strategy approach 44
 - Strategic Policy SDS2: Settlement Hierarchy..... 57
 - Strategic Policy SDS 3: Settlement boundaries 60
 - Theme: Climate Change..... 62
 - Strategic Policy CC1: Mitigating and Adapting to Climate Change 62
 - Policy CC2: A design response to a changing climate 65
 - Policy CC3: Solar PV, Storage and Demand Management 69
 - Policy CC4: Sustainable Construction 71

Policy CC5: Renewable Energy Development	74
Strategic Policy CC6: Coastal Change	76
Theme: Natural Environment.....	79
Strategic Policy NE1: Green and Blue Infrastructure	80
Policy NE2: Biodiversity	83
Policy NE3: Landscape	86
Policy NE4: Clean and Healthy Environment.....	89
Theme: Homes for Everyone.....	93
Strategic Policy H1: Meeting Housing Needs.....	95
Policy H2: Suitable Homes for All	99
Strategic Policy H3: Affordable Housing	104
Policy H4: Specialist Accommodation for Vulnerable People.....	109
Policy H5: New Residential Development in the Countryside	113
Policy H6: Making Best Use of Existing Rural Buildings	117
Policy H7: Making Best Use of the Existing Housing Stock	120
Policy H8: Accommodation for Gypsies, Travellers and Travelling Showpeople	122
Theme: Economy and Regeneration	127
Strategic Policy E1: Meeting Economic Needs	128
Strategic Policy E2: Newhaven Town	131
Policy E3: Newhaven Port.....	135
Policy E4: Local Labour Agreements	138
Policy E5: Rural Employment.....	142
Policy E6: Retail and Town Centres.....	144
Policy E7: Visitor Economy	147
Policy E8: Equestrian Development.....	149
Theme: Infrastructure and Community Facilities	151
Strategic Policy IC1: Infrastructure Provision	153
Policy IC2: Water Supply and Wastewater Management.....	155
Policy IC3: Digital Infrastructure and Communications	158
Policy IC4: Safeguarding Community Facilities.....	161
Policy IC5: Commercial community uses.....	163
Policy IC6: Outdoor Playing Space	167
Policy IC7: Local Food Infrastructure	169

Policy IC8: Sustainable transport and movement	171
Policy IC9: Parking Standards [and EVCP].....	174
Policy IC10: Former Lewes to Uckfield railway line.....	176
Policy IC11: Public Rights of Way.....	179
Theme: Design, Landscape and the Built Environment.....	181
Strategic Policy D1: Development Principles	183
Policy D2: Achieving High-Quality Design in Development.....	186
Policy D3: Landscape Character.....	189
Policy D4: Conservation and Enhancement of Heritage Assets.....	191
Policy D5: Public Realm.....	193
Theme: Water.....	195
Strategic Policy W1: Flood risk and flood management.....	196
Policy W2: Protection of water resources and water quality.....	199
Policy W3: Water efficiency in new development.....	202

Table of Figures

Figure 1: Consultation Document Order 8

Figure 2: Map of District within the wider South East13

Figure 3: Map of the Plan Area.....13

Figure 4: Planning Policy Framework.....14

Figure 5: Our Plan Making Journey16

Figure 6: Local Development Scheme Timetable18

Figure 7: Key Facts About Our Plan Area29

Figure 8: Historic Housing Delivery Rates35

Figure 9: Spatial Development Approach45

Figure 10: Spatial Option 1 Indicative Locations.....48

Figure 11: Spatial Option 2 Indicative Locations.....49

Figure 12: Spatial Option 3 Indicative Locations.....51

Figure 13: Spatial Option 4 Indicative Locations.....52

Figure 14: Spatial Option 5 Indicative Locations.....54

Figure 15: Spatial Option 6 Indicative Locations.....55

Figure 16: Proposed Settlement Hierarchy.....58

Table 1: Existing sources of supply37

Table 2: Supply from new sites identified in the LAA.....38

Table 3: Development Capacity Study Potential Sites.....39

Table 4: Spatial Option 1 Development Yield48

Table 5: Spatial Option 2 Development Yield50

Table 6: Spatial Option 3 Development Yield51

Table 7: Spatial Option 4 Development Yield53

Table 8: Spatial Option 5 Development Yield54

Table 9: Spatial Option 6 Development Yield56

Executive Summary

Introduction

Lewes District Council is preparing its new Local Plan with the aim of providing the planning framework for our plan area to 2040.

The new Local Plan will help to make sure that our plan area provides the homes, jobs, community facilities and services to meet the people living, working and visiting in the plan area in a sustainable manner.

Once adopted the new Local Plan will replace the current Local Plan, which consists of:

- [Part 1 Joint Core Strategy 2010-2030](#): Adopted in 2016 and sets out the strategic vision, objectives and spatial strategy for the district (including the areas that are within the South Downs National Park).
- [Part 2: Site Allocations and development management policies](#), which sets out more detailed (non-strategic) planning policies for different types of development

Until the new Local Plan is adopted (scheduled for 2025), the current Local Plan will continue to be used when making planning decisions.

The 'Towards a Local Plan spatial strategy and policies directions' document makes a key stage in the plan making process and provides the basis for consultation with residents, businesses and organisations on how we should develop the plan area for the future. The document outlines the preferred vision, aims and key planning issues affecting the plan area, as well as proposed policy directions for addressing these and potential locations for new development and growth.

We are now seeking views on the preferred policy directions and options for growth. We are also asking for thought on whether there are any additional policies or growth options we should be considering.

The consultation runs from Wednesday 29 November 2023 to Thursday 8th February 2024. You can give us your views and thoughts in a number of ways:

- Online via the [consultation platform](#)
- Email: localplan@lewes-eastbourne.gov.uk
- In writing: Lewes District Council, C/O Eastbourne Borough Council. Town Hall, Grove Road Eastbourne,

The consultation document is organised in the following order:



Figure 1: Consultation Document Order

Lewes' Local Plan Area in 2040, including Vision and Aims

We set out some of the key characteristics of our plan area and its population. The Local Plan will need to establish a clear vision to set out what the Plan Area should look like by 2040. As part of this consultation, we have set out the preferred vision and supporting aims, informed by the key issues, consultation feedback and taking account of other relevant plans and strategies.

The document identifies seven aims that reflect and underpin the visions and priorities for the Plan Area. These form the basis for the strategic policy directions within the consultation document.

Developing a Spatial Strategy in response to climate change and other challenges

We also need to make sure that the Local Plan prepares for sustainable development, however it is unlikely that we will be able to plan to meet housing 'need' in full. We will only be able to deliver between a range of approximately 270 dwellings per annum (which would be lower than the 2016

adopted Local Plan, and 45% of the identified need) and approximately 460 dwellings per annum (which is between the 2018 and 2014 population projections)¹.

This upper level would be approximately 25% lower than the housing need (602dpa) identified using the government Standard Method algorithm for the plan area. Further work will be required following this consultation and prior to a housing requirement being determined for the draft Local Plan stage.

The Plan Themes

The new Local Plan will set out strategic and policies to underpin and guide development within the Plan Area. The strategic policies under each theme will be designed to deliver the strategic aims and vision over the plan period. As part of the thematic approach of this consultation document, a number of strategic policies and policy directions have been proposed:

- Development Strategy
- Climate Change
- Natural Environment
- Homes for Everyone
- Economy and Regeneration
- Infrastructure and Community Facilities
- Design, Landscape and the Built Environment
- Water

Options for Growth

The new Local Plan will need to consider a range of options to deliver the development which is needed. The Issues and Options consultation document identified the following growth options:

- Intensification of development within the coastal towns
- Further outward expansion of Newhaven and Peacehaven
- Urban extensions to Burgess Hill and Haywards Heath
- Focussing growth on the most sustainable villages in the Low Weald
- Dispersing growth across all villages in the Low Weald
- A new settlement within the Low Weald

This consultation document takes a high level approach to assessing the options and their respective contribution to meeting development need.

Next Steps

We are asking a number of questions in this document on which we want your views. These will help us to shape the next stage of the Local Plan. At the end

¹ The figure have been rounded to the nearest 10.

of the consultation period, we will consider all the comments together with evidence collected to inform the next stage. It is anticipated that we will consult on the draft Local Plan in spring 2024.

Getting involved

Lewes District Council is consulting on this stage of its local plan between Wednesday 29th November 2023 and 09:00 on Thursday 8th February 2024. This is a ten-week consultation period, taking into consideration the Christmas and New Year holiday period.

You can find out how to respond to the consultation online by visiting [\[link to consultation webpage\]](#)

You can also reach the website by scanning the QR code

[\[QR code to webpage\]](#).

The consultation document includes a series of consultation questions that we are asking you. Your answers will help us to further develop our policies and strategy.

The best way to submit your response is by using our online portal: [\[details of the innovem consultation page here, including link\]](#)

However, if you are having difficulty registering to use the portal, then you may download the questionnaire from our website, or request it by emailing localplan@lewes-eastbourne.gov.uk

You can also post your completed questionnaire to:

Lewes District Council,
C/O Eastbourne Borough Council,
Town Hall, Grove Road
Eastbourne

Data Protection / Confidentiality

Responses to the consultation cannot be treated as confidential so please do not include any personal or identifiable information within your comments. Responses to the consultation will be published on the council's website, together with the name and/or organisation name of the respondent.

A. About this Plan

1. What is the Lewes Local Plan?

There are two local plans covering Lewes District area. The first is the [Lewes District Local Plan 2010-2030](#), which itself is in 2 parts:

- [Part 1 Joint Core Strategy 2010-2030](#): Adopted in 2016 and sets out the strategic vision, objectives and spatial strategy for the district (including the areas that are within the South Downs National Park).
- [Part 2: Site Allocations and development management policies](#), which sets out more detailed (non-strategic) planning policies for different types of development

The second is the [South Downs Local Plan \(2014-2033\)](#), adopted in 2019 and covering those areas of the District inside the South Downs National Park for which the South Downs National Park Authority is the local planning authority.

The two parts of the [Lewes District Local Plan 2010-2030](#), alongside the adopted Neighbourhood Plans and Supplementary Planning documents make up the statutory development plan for the area for which Lewes District Council (LDC) is the planning authority.

The new Lewes Local Plan will cover the area of the district which is outside of the South Downs National Park. The areas that the plan will cover are separated by the South Downs National Park and has distinct characteristics:

- the coastal strip including the towns of Seaford, Newhaven, Peacehaven and Telscombe, which are located to the south of the National Park, and
- the countryside and villages of the Low Weald, to the north of the South Downs National Park within Lewes District's boundary.

Together these two parts of the district are referred to as 'the plan area' throughout this document. LDC will be working with the South Downs National Park Authority and other partners to tackle any cross-boundary issues affecting the wider area, such as where new strategic transport and utilities infrastructure may be needed. Figure 2 shows how the district relates to neighbouring areas in the South East. Figure 3 shows the plan area within Lewes District.

Figure 2: Map of Lewes District within the wider SE area

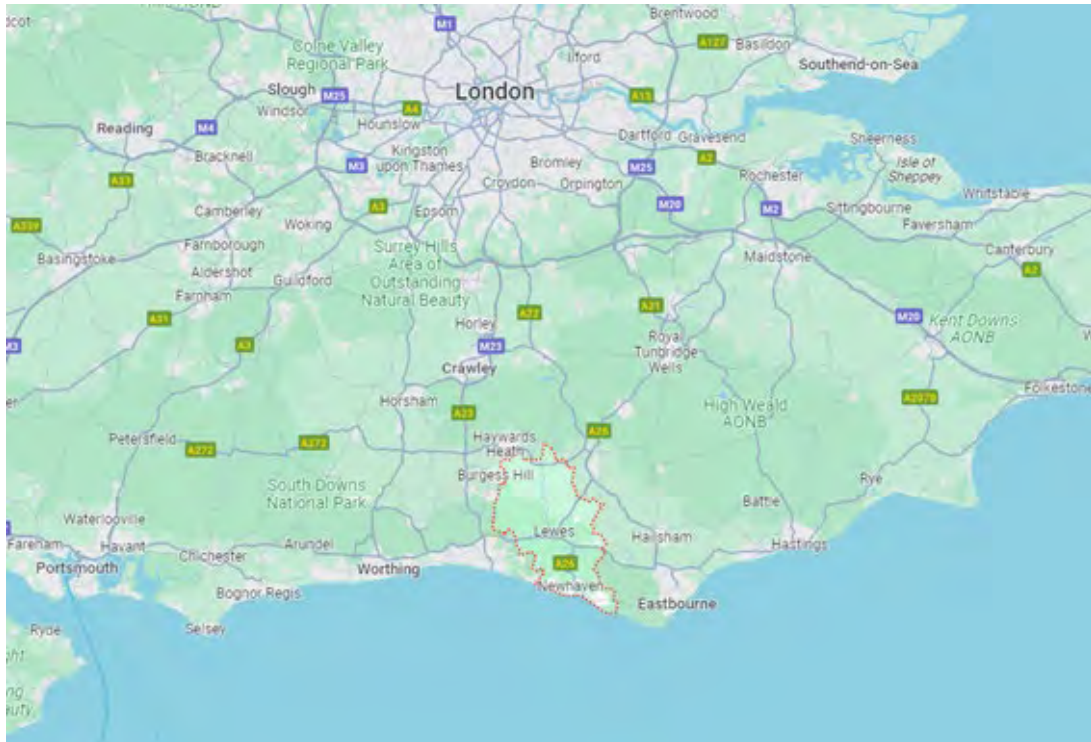


Figure 2: Map of District within the wider South East

Figure 3: Map of the Local Plan Area



Figure 3: Map of the Plan Area

2. How does Local Plan fit with other plans and strategies?

The Planning Framework

The Local Plan is required to be consistent with national policy, including the [National Planning Policy Framework \(NPPF\) \(2023\)](#), planning Circulars and Written Ministerial Statements. The NPPF sets out the government’s planning policies for England and how they should be applied. In addition to including the parameters for the preparation of the local plan, the NPPF is also a material consideration in planning decisions. The [National Planning Policy Guidance \(NPPG\)](#) supports the NPPF, giving greater detail on various matters.

Lewes Development Plan Documents

The [Lewes District Local Plan 2010-2030](#) is the development plan for the planning area and planning applications must be determined in accordance with it, unless material considerations indicate otherwise. Figure 4 illustrates how the local plan and its supporting documents sit within the wider planning framework.

Figure 4: Planning Policy Framework

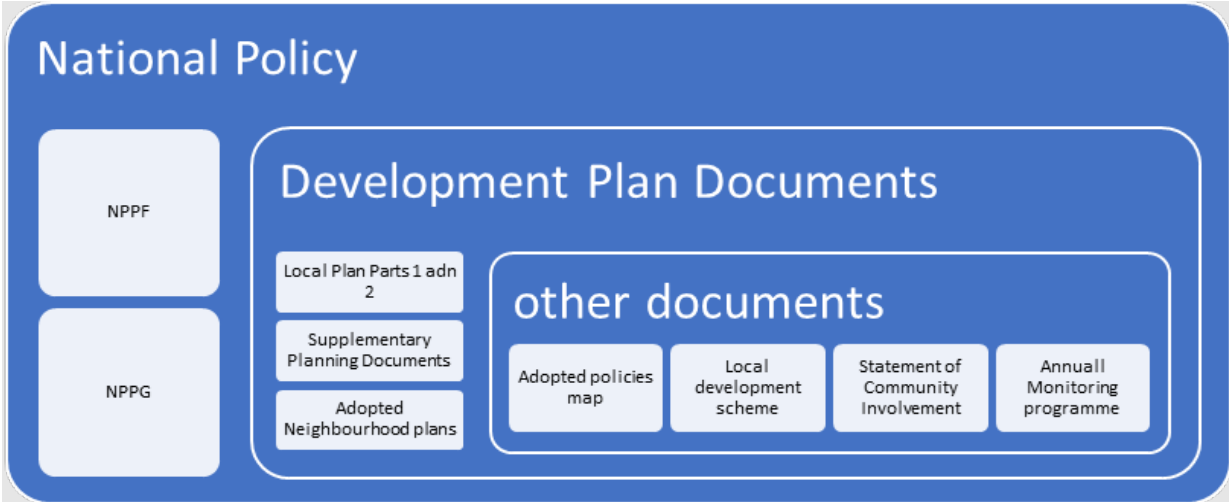


Figure 4: Planning Policy Framework

Since the [Issues and Options consultation](#) (Summer 2021), government has published a revised NPPF, and has proposed further planning reforms. The Local Plan will need to conform to NPPF, NPPG and associated legislation. Once adopted the new Local Plan 2020-2040 will replace the Lewes District Local Plan 2010-2030 [Part 1: Joint Core Strategy](#) and [Part 2: Site Allocations and Development Management Policies](#).

Corporate Plan 2024-2028

LDC's Corporate Plan was approved in 2020 and sets out the high level priorities of the council. We are preparing a new Corporate Plan to cover the period 2024-2028.

The focus for the new Corporate Plan is:

- Responding to the challenges of the cost of living crisis
- Providing leadership to the district in tackling the climate emergency
- Creating sustainable community wealth
- Building homes you can afford to live in
- Delivering high quality, responsive services to local people

Neighbourhood Plans

Local communities can shape the future development of their areas through preparing neighbourhood plans. Almost every parish within the plan area has an adopted neighbourhood plan; the policies of which were assessed as being in general conformity with the strategic policies in the adopted Local Plan.

The policies within these adopted neighbourhood plans must be used when determining any planning application within the relevant area. Although the new Local Plan will postdate the adopted Neighbourhood Plans, we will fully endorse and, seek to implement all the policies within the Neighbourhood Plans while local communities review their Neighbourhood Plans.

3. Our plan-making journey so far

The Lewes Local Plan Part 1 was identified as being more than five-years old by May 2021². Work to review the local plan commenced during 2020. Several stages are involved in the preparation of the plan, as well as having to comply with the required procedures. These stages, prescribed in national policy and legislation, require multiple rounds of consultation before submitting a draft local plan to the Secretary of State for checking that it is ‘sound’ through independent testing at public examination; that it is realistic, deliverable and based on evidence.

Figure 5 sets out the key stages of the plan making process, highlighting where in the process we are at currently.

Figure 5: Our Plan Making Journey

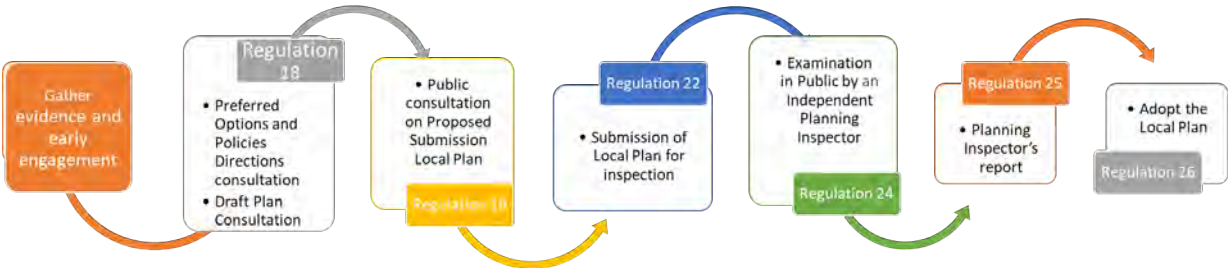


Figure 5: Our Plan Making Journey

We held a Local Plan Issues and Options public consultation during the summer of 2021. This was the first public stage of preparing the new Local Plan and among other questions we asked about how we could approach planning for additional housing, how we could promote and require measures to address climate change from development, and what improvements could be made to transport. You can still see the [consultation document](#) on the council’s website.

We received over 42,000 comments to the Issues and Options consultation from over 4,000 individuals and organisations. **Thank you for taking part and for giving us your views.** These responses have been analysed and considered by the council when preparing this consultation document. For each of the policies in this document we have set out a section entitled ‘**What you have told us so far**’, which summarises the comments made in response to the themes in the Issues & Options consultation.

In addition to the Issues and Options consultation, we also undertook a ‘Call for Sites’ exercise. This gave landowners, developers and other stakeholders the opportunity

² Under Regulation 10A of the Town and Country Planning (Local Planning)(England) Regulations (as amended) local planning authorities must review their local plans at least once every 5 years from the adoption date to ensure that policies remain relevant and address the needs of the local community effectively.

to submit sites to the council for consideration. 66 new sites were submitted through this process, and 186 sites sourced from other supply were assessed as part of the [interim land availability assessment](#) that was published in February 2022.

While the initial 'call for sites' has already taken place, we will continue to receive additional sites while we prepare the plan. As part of this consultation, we are asking for sites to be put forward that are adjacent to and share a boundary with sites that have already been assessed as either potentially deliverable/developable (orange shade on map) or assessed as deliverable/developable (green shade). We are also asking for sites suitable to accommodate Gypsy and Traveller pitches and 'Green sites' to be put forward which could be used to help mitigate against climate change, in particular sites that would either be suitable for Biodiversity Net Gain or Carbon offsetting.

You can complete a 'call for sites' form for a new site that you would like us to consider on the consultation portal.

4. What is the timetable and, how is the Local Plan prepared?

The Local Plan is being prepared within the context of a wider planning framework, which sets out the local plan making parameters, its content and operation. The timetable for the Local Plan review is set out in the council's Local Development Scheme (December 2022) and is summarised in Figure 6.

Figure 6: Local Development Scheme Timetable

Stage	Proposed dates
Preferred Option Consultation (Reg. 18)	Autumn 2023
Draft Plan consultation (Reg. 18)	Spring 2024
Publication (of pre-submission plan) and consultation (Reg. 19)	Winter 2024
Submission to Secretary of State (Reg. 22)	Spring 2025
Examination in Public (Reg. 24)	*Autumn/Winter 2025
Adoption and Publication (Reg. 26)	* Subject to progress of independent Examination

Figure 6: Local Development Scheme Timetable

This consultation stage moves our Local Plan forward from the Issues and Options 2021 and, in legal terms, is part of our Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012.³ We will keep the timetable under review and it may be amended depending on several factors including new or updated evidence, comments received through consultation, and changes to the planning system consulted on by the government. We do not yet know the outcome of the government’s winter 2022/23 consultation on reforms to the planning system.

Further updates of the timetable will be published on our website in our [Local Development Scheme](#).

Evidence Base

While public consultations are one of the means by which we collect evidence and information, the Local Plan is supported by a suite of technical evidence studies and supporting documents. It is critical that the council and all stakeholders have a thorough understanding of the issues and needs facing the plan area. The evidence studies have been prepared by the council and other organisations.

Several studies have informed the development of the spatial strategy and policies directions. Key new evidence to support to the Local Plan to this stage includes:

- Water Cycle Study Scoping study
- Landscape Character Assessment

³ England’s primary legislation providing the main basis for the plan led system is the Planning and Compulsory Purchase Act 2004

- Landscape Sensitivity Assessment
- Local Housing Needs Assessment
- Land Availability Assessment
- Development Capacity Study
- East Sussex Gypsy and Traveller Need Accommodation Assessment
- Economic Needs Assessment
- Retail and Leisure Needs
- Strategic Transport Evidence Base
- Settlement Hierarchy Study
- Settlement Services Assessment
- Playing Pitch Needs Assessment
- Sustainability Assessment

The majority of our evidence studies have been completed, but we are still working to refine some of the evidence and will need to commission more evidence to inform the next stage of plan making, the draft local plan. This process will continue in the months ahead and as we move towards examination of the plan by the Secretary of State.

Working with our neighbouring Local Authorities and other statutory bodies

The Localism Act (2011), regulations and the NPPF place a statutory duty on local planning authorities to cooperate with each other, and other bodies such as Natural England and the Environment Agency, when preparing, or reviewing policies that have cross border implications. The government has proposed replacing the ‘Duty to Co-operate’ requirement with an ‘Alignment Policy’ “to secure appropriate engagement between authorities where strategic planning considerations cut across boundaries.” Details are not yet known as to when and what form this new approach will take. In the meantime, we will continue to work positively with our neighbouring authorities and other bodies to share evidence and develop planning solutions across a range of topics.

Assessing environmental impacts

This consultation document is accompanied by a Sustainability Appraisal. Consultation with statutory consultees on the Sustainability Appraisal Scoping Report was undertaken ahead of the Issues and Options consultation. The report provides a baseline of information on the social, economic and environmental impacts of the plan. Further assessments will be undertaken at subsequent stages of the Local Plan making process.

5. The purpose of this plan making stage

This document is not the draft Local Plan, which we will prepare later in the process, it is our next step in the plan making journey and is our consultation document

following on from the Issues and Options consultation and before we consult on our draft Local Plan in spring 2024. It builds on, and is informed by, the previous consultation alongside the latest evidence studies. It reflects our understanding of the main issues for the new Local Plan and the possible approaches to address these through planning policy. We set out the reasons for taking these approaches as well as any alternatives considered in each of the policies.

This document also sets out our initial approach to what we consider to be an appropriate spatial (growth) strategy to deliver the plan's housing and economic development need. We will continue to refine this following this consultation stage and there will be further opportunities to comment on the new Local Plan through future consultations.

The Local Plan covers many land uses like new homes, businesses, shops, transport, community facilities, green spaces and biodiversity. At this stage we want to know what you think about these and, whether the vision and aims to address these issues as we have set out are the correct ones for our area. Through this consultation we are asking questions to gather your ideas and views before we develop the approaches into detailed planning policies and firm up the spatial strategy.

6. The structure of the new Local Plan

We have taken a thematic approach to preparing this Local Plan document. This means that it is arranged under a number of themes but needs to be read a whole, particularly for the purpose of planning and investment decisions. The document includes a **vision and aims** setting out what the Local Plan aims to achieve. In simple terms, this is to ensure sustainable development – both social, economic and environmental – when planning for the homes, jobs and infrastructure needed, alongside protecting and enhancing the environment.

The spatial strategy, at the start of the document, sets out how the plan area as a whole and the different towns and villages within it should develop, together with our response to climate change within the plan period. How much development will take place, where this will be located and when it will be delivered will be key to delivering the plan area's vision and aims.

Each of the themes contains strategic policies and non-strategic policies. The strategic policies are those necessary to address the strategic priorities of the whole plan area and provide a starting point for any non-strategic policy. The strategic policies support the delivery of the spatial strategy and establish the principles of development in the plan area.

The non-strategic policies provide the detailed design and technical criteria and standard against which proposed development will be assessed. They support the delivery of strategic policies, spatial strategy and vision. This document contains a number of non-strategic policies but it does not preclude the matters from being addressed elsewhere either through Neighbourhood Plan or subsequent local planning documents, as long as they are in conformity with the strategic policies.

B. Lewes Local Plan Area in 2040

Vision and Aims

The Planning Acts require that each local planning authority must identify the strategic priorities for the development and use of land in the authority's area. The Local Plan adopted in 2016 for our district was prepared jointly with the South Downs National Park Authority (SDNPA). Its Vision and Objectives were for the entire Lewes District authority area. However, the SDNPA adopted its own local plan in 2019, and therefore the vision and objectives need to be revised and updated.

Although the Issues and Options consultation in 2021 did not ask for views on the existing vision and objectives, we want to adopt an ambitious and succinct vision for development in the plan area, which reflects our ambitions and priorities for the future and is achievable. In setting a vision, clear aims for development aspects such as housing, infrastructure, environmental protection and economic growth will need to be developed.

'Good' growth is an underlying foundation of our vision. Our understanding of 'good growth' is one which is helping to meet the needs of our residents and businesses and building community wealth, but it should not be at any cost. Any growth has to be socially and economically inclusive and environmentally sustainable – we will expect the highest standards to the benefit of all those who live and work here and for development to be sensitive to the local context.

Also, we need to take into consideration amendments to the NPPF (updated in July 2021 and revised in September 2023) when developing a vision, aims and spatial strategy for the new Local Plan:

- The NPPF includes specific reference to the 17 Global Goals for Sustainable Development agreed by members of the United Nations of which the United Kingdom was a signatory. These address social progress, economic wellbeing and protections for the environment, including specific goals on sustainable communities and cities, reducing inequalities, health and well-being and climate action.
- The presumption in favour of sustainable development was updated in relation to plan-making, to add reference to the need for all plans to promote sustainable patterns of development that seeks to meet the development needs of their area; align growth and infrastructure; improve the environment; mitigate and adapt to climate change [and its effects.]
- Chapter 12 of the NPPF was expanded, with a stronger emphasis on design and beauty. A change to Chapter 11, puts forward the use of area based character assessments, design guides and codes and masterplans to help ensure land is used efficiently, while also creating sustainable and beautiful places.

Vision for Lewes District’s plan area

The vision for the plan area, responding to the changes and issues identified, is set out below.

In 2040 Lewes’ planning area will be:

Green – putting the environment at the heart of everything that is built and regeneration to improve air quality and support the health and wellbeing of our resident communities, businesses and visitors, now and into the future.

New development will minimise carbon emissions, put active travel ahead of reliance on the private car, increase nature and biodiversity and safeguard our heritage and landscapes.

The Local Plan will contribute to mitigating and adapting to the greatest challenge of our lifetime – Climate Change.

Inclusive – our plan area has many unique and distinct settlements, places which are both beautiful to live and work in but also places which are challenging because of extremes of wealth and inequality.

We will narrow the inequality which exists and ensure that we provide the truly affordable homes, the employment opportunities and access to services that all our residents, and especially the most vulnerable, need.

We will support the economy of our towns and villages to thrive and perform to their full potential, taking advantage of new digital infrastructure to attract new start-ups and support existing businesses.

We will support our plan area to be a dynamic place, reflecting our communities’ strengths with our partnership working at its core.

[Great / Beautiful] **Places to live & work** – Our plan area will be a place where all generations can not only live, but also thrive.

A place where visitors will experience the opportunities and assets that we take pride in – from the coastal towns offer to the beauty of our rural villages.

Investment from new development will secure wider public realm infrastructure, from trees providing shade and cooling in our towns and village centres to new routes that make cycling and walking natural choices.

Our residents will live in healthy, safe and cohesive communities; in homes which are [sustainably] designed to a higher quality and improve sense of place but also meet their need, especially those looking for smaller homes.

We want to deliver this vision co-operatively in consultation with everyone who has a stake in our area. We want to include our community partners, Parishes and Town councils, supported by policies in this Local Plan and our powers as a local planning authority. Most of all we want you to love living in our area.

Proposed Aims for our Local Plan

The following section sets out our aims for this plan:

[A RESPONSE TO] **CLIMATE CHANGE** – We want to future-proof our communities by supporting action on climate change and aid the transition to net zero through a combination of mitigation and adaptation measures.

Ensuring that, where possible, new development is designed to reduce car use by increasing the use of the most sustainable transport modes – walking and cycling through new cycleways and walkways that link our village and settlements.

Supporting a low carbon circular economy/principle; maximising energy efficiency of new and existing development will help to realise long-term reductions in energy use and carbon emissions as well as support the health and well-being of our communities through improved air quality.

Working in partnership with other agencies, we also want to guard against the risk of flooding and coastal erosion and improve the water quality of our rivers; by ensuring that new development is appropriately located and retains and enhances flood defences through river restoration works.

HOMES FOR ALL / [Accommodating population growth] – within our constrained plan area housing will be tailored to respond to population growth and provide access to a wide range and mix of high-quality housing. This will include genuinely affordable homes that meet the varying needs of our population, including the needs of those from all age groups at different stages of life, families and those with a requirement for specialist housing. Ensuring the right size, right type and tenure in the right locations will provide a choice of housing for people, enabling families and individuals to both settle and remain rooted in their local area.

[A THRIVING LOCAL] **ECONOMY** – We see our town and local centres as being the focus for community activity. Investing to support growth in retail, tourism, business and cultural activities; this will not only increase local job and business opportunities but help to tackle the inequalities that exist in our plan area by providing local people of all ages the jobs that allow them to remain here. Supporting measures to build on the diverse economy of the plan area and build our community's wealth. Allowing the economy to thrive and adapt to changing economic challenges and arising opportunities - from taking advantage of the opportunities offered by Newhaven Enterprise zone to strengthening our coastal towns' economies and rural centres - through enabling a quality environment and flexible mix of uses. Protecting land for commercial use within [neighbourhoods] and seeking contributions to employment and skills support programmes will help increase the variety and number of jobs available locally.

[OUR NATURAL ENVIRONMENT] **BIODIVERSITY AND GREEN SPACES** – We want new development to enhance and deliver biodiversity net gains rather than detrimentally impact on our environmental assets including designated national sites, landscape character, water quality and biodiversity. Supporting opportunities to increase and improve the ecological quality of open space and multi-functional green infrastructure, the retention of existing trees and the planting of more trees. Good development links to and upgrades existing green spaces, improves access for new and existing residents as well as delivering green spaces closer to where people live in our towns and villages.

[SUPPORTING] COMMUNITY HEALTH AND WELLBEING – Places we create will encourage and allow people to pursue active and healthy lifestyles irrespective of their age or ability.

Encouraging the principles of healthy lifestyle in the design of the built environment will contribute to improving our residents' health and wellbeing and reduce health inequalities.

Expecting new development to create an environment that encourages and enables people to take advantage of our coast, rivers and South Downs landscape and other leisure assets; using these outdoor opportunities to promote healthier living and reduce inequalities in health and wellbeing.

[PUTTING IN PLACE THE] INFRASTRUCTURE – Development will be supported by the necessary physical, social and green and blue infrastructure to meet people's current and future needs. We want the infrastructure to be in the right places; built at the right time to serve our communities' needs for education, health, energy, water and transport, as well as the digital infrastructure for the 21st century.

Continuing in our role to co-ordinate investment to secure the timely delivery of new infrastructure, including through CIL and planning contributions; we will work with East Sussex County Council and transport providers to increase public transport capacity and accessibility as well as improved facilities for pedestrians and cyclists between our towns and villages.

[CREATING] ATTRACTIVE AND DISTINCT PLACES – We want our residents [communities] to take pride in the place(s) they live and work in – whether that is in the coastal towns or the rural villages and settlements. Working with our stakeholders to create and maintain distinctive local places which respond positively and value, through excellent design of buildings and the public realm, our heritage, identity, cultural [tourist] assets, and the natural environment. Jobs close to homes locally will not only help develop and sustain the unique character of our villages and towns but will ensure their long-term economic prosperity.

C. Key facts about our Plan Area

INFOGRAPHIC ON KEY FACTS ABOUT OUR DISTRICT/PLAN AREA

1	People and Communities	Total population	99,905
		Villages/towns	Total Settlements - 16: Towns - 3: Rural Service Centres – 2: Service Villages - 4: Local Villages - 4: Hamlets - 3. *PLAN AREA*
		Deprivation	Proportion of LSOAs in most deprived 10% nationally - 195.
		Gender	Females: 51,800 (51.9%); Males: 48,100 (48.1%).
2	Environment	Household waste recycled	Residual household waste per household (kg/household) - 449.3: Percentage of household waste sent for reuse, recycling or composting - 39.8%.
		Parks and open spaces	Average distance to nearest open space (m) - 442.16: Average size of nearest open space (m ²) - 34,053: Average no. of open spaces within 1km - 4.
		SNCI, SSSI, SANGs, SACs LWS	SSSI - 16: Nature reserves - 4: Sussex Wildlife Trust sites - 4: SANG - 1: SAC - 2.
		water courses/ rivers	1 River - Ouse
3	Culture and Heritage	Number of listed buildings	1,269

		conservation areas	15 *PLAN AREA*
		libraries	3 Libraries - Peacehaven, Newhaven and Seaford *PLAN AREA*
		Theatres / museums / battle grounds?	4 Theatres and Theatre Groups *PLAN AREA*
4	Education	Number of schools rated 'good' or 'outstanding'	22 (81% of total primary and secondary schools) *PLAN AREA*
		number continuing post 16 education	4,330
		Number of post-16 apprenticeships	510
5	Health and Care	Physically active adults (expressed as % of total adults)	73% - Lewes
		Meeting their '5-a-day' (expressed as % of total adults)	61% - Lewes
		Life expectancy – female / male	84 - Female: 80 - Male.
		Number of residents in employment aged 16 and over March 2021	44,507
		Number of business enterprises (September 2022)	4,350
		% of residents unemployed, employed	3% unemployment rate
7	Transport	Number of train stations in the plan area	4 *PLAN AREA*
		% of adults aged 16 and over engaging in cycling or walking	14.6% cycle once per month: 49.1% walk at least 10 minutes three times per week

		Method of travel to work (expressed as % of cell D24)	WFH - 35.3%: Train - 2.3%: Other Rail - 0.1%: Bus - 4.6%: Taxi - 0.2%: Motorised Cycle - 0.5%: Driving - 44.2%: Passenger - 3%: Cycle - 1.4%: Walk - 7.5%: Other - 1%
		Distance travelled to work (expressed as % of cell D24)	WFH - 35.3%: Less than 10km - 25.2%: 10km to 30km - 18.7%: 30km and over - 4.2%: Other - 16.5%
		Cars owned (hybrid expressed as % of total)	51,100 cars total - 2,200 (4%) Hybrid Electric
8	Housing	Number in the District	43,700
		households living in social housing	4,774
		number living in private sector dwellings**	7,431

Figure 7: Key Facts about our Plan Area

D. Consultation questions

This consultation seeks your views on whether we have chosen the right policy directions to respond to each of the plan themes. Under each theme we ask whether we have chosen the right policies and whether there are any other policies you think should be included within that theme. We also ask you why you think extra policies should be included so that we can start to understand how best to address those comments. Some of the themes have specific questions in relation to the policy directions. For clarity, we have set out all of the consultation questions below although they are repeated at the start of each theme in this consultation document.

Vision and aims

- What are your views on the proposed vision and aims?
- Is there an alternative vision or aims (or parts of) that we should be considering?

Spatial Strategy

- Do you agree that the proposed range identified to determine the housing requirement is the correct approach? If not, please explain why.
- Do you think there is an alternative settlement hierarchy that we should consider? If so, what is it?

Climate Theme

- Are there any further policies you would like to see included to respond to Climate Change? Why do you think they should they be included?
- Should the new local plan require minimisation of and compensation for the loss of carbon sequestration, and if so, how should off site compensation be addressed?

Natural Environment Theme

- Are there any further policies you would like to see included to protect and enhance our natural environment? Why do you think they should they be included?
- Do you think the policy direction for Green and Blue infrastructure is the right one? If not, please identify how it can be changed and why?
- Do you think the policy direction for Biodiversity is the right approach? If not please identify how it can be changed and why?
- Should the local plan consider preparing an urban greening policy which requires a minimum level of greening on a development site?

Homes for Everyone Theme

- Are there any further policies you would like to see included to meet housing needs? Why do you think they should they be included?

- Do you agree with the emphasis on securing two-bedroom homes through new development and retaining smaller homes in the housing stock? If not, please explain why.
- Do you agree with the affordable housing policy direction that is being set in the Affordable Housing policy? If not, please identify how it could be changed.
- Do you agree with prioritising rented affordable tenures over affordable home ownership tenures? If not, please explain why you think different tenure proportions should be sought.
- Can you identify specific sites that could accommodate Gypsies and Travellers? If you can identify a site, please submit it to our call for sites using the form on the consultation portal.

Economy and Regeneration Theme

- Are there any further policies you would like to see included to meet economic and regeneration needs? Why do you think they should they be included?
- Do you agree with the policy direction for employment and economic development? What other issues should the policy consider?
- Do you agree with our policy direction relating to retail and leisure? If not, what would you change and why?

Infrastructure and Community Facilities Theme

- Are there any further policies you would like to see included to meet the need for infrastructure and community facilities? Why do you think they should they be included?
- Should there be a separate policy on resisting the loss of playing pitches?
- Should a design-led policy for parking standards be progressed and included in the next version of the local plan?
- How should we seek to manage cycle hire schemes to encourage the modal shift but at the same time avoid their potential for cluttering the street scene?

Design, Landscape and Built Environment Theme

- Are there any further policies you would like to see included to guide Design, Landscape and the Built Environment? Why do you think they should they be included?
- Do you agree with the proposed policy directions that are being considered for further development? Are there alternatives that we should be looking at?
- Do you think that having concept masterplans for all residential development sites would assist in bringing forward sites and retain the design quality of the development? If yes, what stage of the plan should these be prepared and agreed?

Water Theme

- Are there any further policies you would like to see included to respond to water resources and water management? Why do you think they should they be included?
- Should the water quality policy specify standards for development for intensive livestock production?
- Should the new local plan continue with the existing policy approach set out in Policy DM18: Recreation and Rivers or go further and consider specific locations for recreational uses, and other, or more specific areas/water bodies.

E. Developing a spatial strategy in response to climate change and other challenges

What development do we have to plan for?

Our commitment to tackling climate change, which is the single greatest challenge of our time is set out in our [Climate Change and Sustainability Strategy](#). Development is, and will continue to be, one of the biggest influences on climate change. We want to use the planning system and the new Local Plan as a vehicle to shape our response to it, for example by encouraging carbon resilient design and protecting our valued natural environment. At the same time, we need to seek to meet our development needs through sustainable development in our plan area. All growth, therefore, must maintain or improve the quality of our communities – both new and existing.

The government's [presumption in favour of sustainable development](#)⁴ means that our Local Plan must help to facilitate new development that seeks to meet identified needs over the plan period. The council, as the local planning authority, must therefore plan positively through the Local Plan to meet these identified needs. This includes planning for housing, workspaces, space to accommodate town centre uses, office space and industrial uses and other land uses. However, we want to do this in a manner that balances and minimises our environmental impacts and takes account of the different roles and character of our area.

Housing Need

National policy requires that a Local Plan should plan for a fifteen year period following adoption.⁵ We anticipate our new Local Plan being adopted in 2025 in accordance with the [Local Development Scheme](#). The NPPF also requires local planning authorities to meet their full need for both market and affordable housing as far as is consistent with other policies in the Framework.

National Planning Policy requires that to determine the minimum number of homes, Local Plans should be informed by a local housing needs assessment, conducted using the [Standard Method in national planning guidance](#).⁶ Our Local Housing Needs

⁴ See Paragraph 11 of the [National Planning Policy Framework \(NPPF\) 2023](#)

⁵ [NPPF 2023, Paragraph 22](#)

⁶ The Standard Method is the government's algorithm or calculating housing need, Local Planning authorities are expected to determine their housing needs, using this algorithm unless there are exceptional circumstances.

The government also consulted in December 2022 on making the LHN an [advisory](#) starting point for plan-making. However, any housing number put forward is still required to be based on evidence and to be tested by the Planning Inspectorate at Examination. There are examples of Local Plans planning for a lower level of housing than their identified housing need which have been adopted following Examination. A recent example is Worthing, which adopted its local plan earlier this year.

Assessment (LHNA, 2023)⁷, based on the Standard Method using the 2014 household projections as required by Government guidance⁸, generates an average ‘annual housing need’ of 602 dwellings for our plan area. This equates to 12,040 homes for the plan area over the twenty-year plan period from 2020 to 2040.⁹ The Economic Needs Assessment does not require us to consider a higher number of homes to plan for because of economic growth projections over that generated by the Standard Method.

Alternatives to national policy for determining housing need

We know that our plan area is constrained¹⁰ in terms of landscape impact, flood risk and infrastructure especially transport, and as such we have looked at the appropriateness of using an alternative to the government's Standard Methodology for identifying our housing need. We have looked at three potential alternatives to the government's standard methodology. These are:

- Calculating housing need using the 2018 household projections in the Standard Methodology formula.
- Calculating housing need using the available Census 2021 dataset in the Standard Methodology formula.
- Testing the appropriateness of planning at the adopted local plan requirement level 275 dwellings per annum for the plan area.

Through the LHNA we have tested the level of housing need using the 2018 household projections. This results in a housing need of 397dpa (7,940 over plan period) rather than 602dpa in the plan area.¹¹ We have also, through the LHNA, considered the Census 2021 population or dwelling stock data for calculating housing need. The Census 2021 results in a housing need figure of 574dpa or 11,480 over the plan period.

However, since the full Census 2021 data is scheduled for release only in mid-2024, calculating housing need on the basis of the available Census 2021 data when combined with a lack of clarity from government as to how it will implement changes to the Standard Methodology, carries a higher risk to the Local Plan than using the 2014 projections.¹²

⁷ AECOM, Local Housing Needs Assessment, 2023; Economic Needs Assessment, 2022

⁸ <https://www.gov.uk/guidance/housing-and-economic-development-needs-assessments>

⁹ Standard Method is set out in National Planning Policy Guidance. The 2014 household projections were published in autumn 2016. While the Local Plan covers a 20 year period (2020-2040), from the adoption (in 2025) to the end of the Plan period (2040) will be 15 years.

¹⁰ see Landscape Character Assessment, Landscape Sensitivity Study, Strategic Flood Risk Assessment

¹¹ The 2018 projections are closest to the Census 2021 data as released, hence their relevance in being tested through the LHNA.

¹² We may revisit this once full dataset and changes to Standard Method have been implemented.

The government, in its December 2022 consultation, made clear that for the time being, the methodology set out in national Planning Policy Guidance would continue to use the 2014 based household projections.

Additionally, the current minimum level of identified housing need for the plan period (602 dwellings per annum) is a much higher level of housing to be delivered than we have either historically planned for or been able to deliver. To put this in context following independent examination¹³, our adopted [Local Plan Part 1: Core Strategy](#) set a housing requirement of 345 dwellings for the whole of the district including the South Downs National Park area. This was subsequently revised to 275 dwellings per annum for our plan area (i.e. excluding the area inside the national park).¹⁴

The challenge of meeting the Standard Method (602dpa) figure is not to be understated when considering delivery rates against the adopted Local Plan; an average annual delivery rate for 2010 to 2023 was approximately 250 net housing completions. Even the 536 net additional housing completions in 2022/23, which were the highest annual level to date, has been unable to deliver at the Standard Method target. Figure 8 sets out our net delivery rate over the adopted Local Plan period to 2023.

Figure 8: Historic Housing Delivery Rates

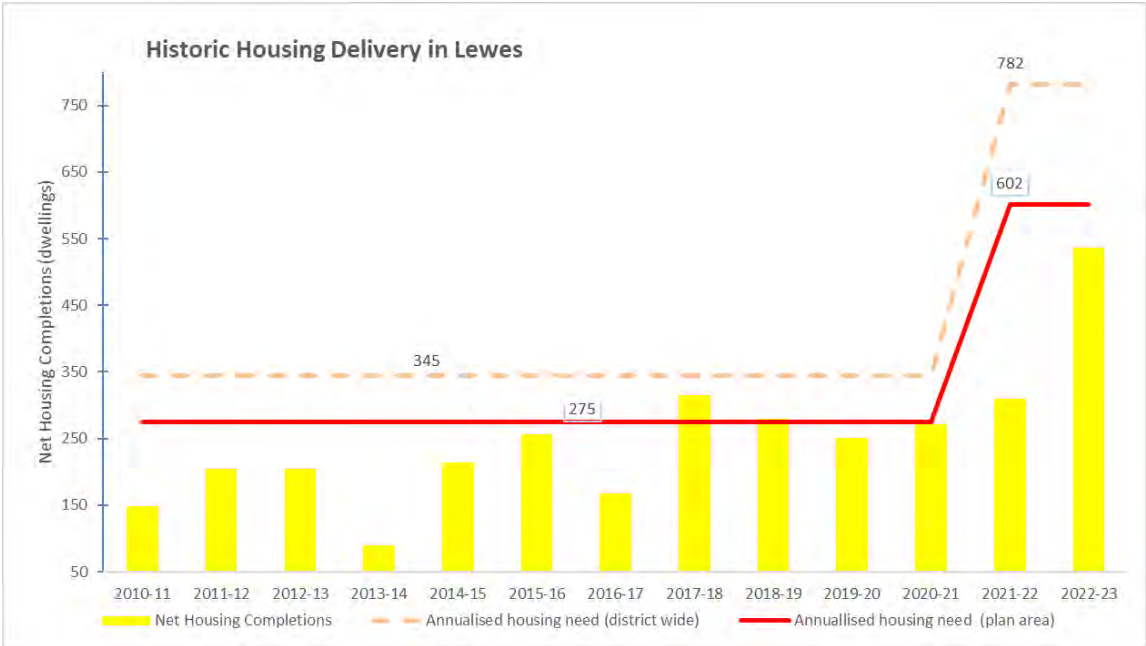


Figure 8: Historic Housing Delivery Rates

The rate of housing delivery within the Plan area is largely controlled by the development industry. The rate at which developers deliver sites is influenced by

¹³ The Inspector in his report [Inspectors Final Report \(lewes-eastbourne.gov.uk\)](#) agreed with this level of housing need. See Paragraphs 20 to 31.

¹⁴ Lewes District Council, [Approach to Local Housing Need](#), May 2021

local and national market conditions, potential market saturation, availability of development land, funding and government support, changes to national planning policy, the current state of the economy, supply chain challenges, the availability of workers, interest rates and the costs of borrowing.

While we seek to plan positively to establish whether housing delivery can be increased, in considering our historic delivery rate, the supporting evidence informing the Local Plan, and our limited ability to influence the rate of housing delivery, alongside the significant challenges faced nationally in seeking to increase the rate of housing delivery, it is unlikely that the gap between the level of identified need and delivery rates can be closed. This means some very difficult choices and, potentially a new approach to planning and delivering development will be needed if the full needs are to be met through the new Local Plan.

Towards setting a Housing Target

The scale of change required to increase delivery across our area is very significant. To achieve this, both a sufficient amount and variety of land has to come forward where it is needed to address the specific needs of different groups and for development on land with planning permission to not be unduly delayed.

Our plan will seek to ensure that a continuous supply of land for housing over the plan period is made available by drawing on several sources. These include:

- Completions – the new plan period overlaps with the previous plan period and account therefore needs to be taken of dwellings that have been completed.
- Remaining allocations and commitments – sites which are allocated in the previous local plan and are being taken forward through the new Local Plan, neighbourhood plan allocations and sites where permission has been granted but the development not yet built.
- Windfall sites - Sites that have not been permitted or specifically allocated for development, and unexpectedly become available for development during the Plan period.
- New sites allocations in the new Local Plan – sites which have been assessed through the LAA as being suitable for allocation.

Housing Supply at March 2023

Table 1 shows the land supply position at 31 March 2023. There have been a significant number of completions and commitments through the grant of planning permission since 2020, together with a windfall allowance that can be deducted from the total housing need figure.

Table 1: Existing sources of supply

	Supply Source	Net Number of Homes
A	Total Target ¹⁵	12,040
	Existing Supply:	
B	Completions (2020-2023)	1,118
C	Allocations Commitments (unimplemented planning permissions) 5YHLS	1,790
D	Remaining Allocations and Commitments ¹⁶	1,503
E	Windfall Allowance	588
F	Total existing supply	4,999
G	Residual Amount = A–F	7,041

Table 1: Existing sources of supply

Windfall sites¹⁷

The NPPF states that ‘windfall sites’ should be supported through Local Plan ‘policies and decisions – giving great weight to the benefit of using suitable sites within existing settlements for homes’.¹⁸ Sites which make up the small sites windfall element of the supply typically comprise homes from change of use, residential conversions and/or extensions, non-residential redevelopment (permitted development) and residential redevelopment.

Our assessment of the contribution likely to be made from windfall sites, based on past trends, shows that windfall developments have clearly played a role in the supply of small sites for housing. It shows an average of 42 dwellings being completed on small sites per annum between 2011/12 and 2020/21. However, it is not possible to identify these in advance as they fall below the size or capacity thresholds for inclusion in the Land Availability Assessment and allocation for development. Where such development proposals are put forward, we will look to support them where they are in accordance with the other Local Plan policies. At present, there is no evidence to suggest that these types of sites will not be available over the plan period.

The government’s introduction and proposed further expansion of Permitted Development rights will potentially result in even more opportunities for developers to bring forward this type of ad-hoc residential development. Therefore, there is no reason to revise forecasts downwards. The anticipated contribution from windfall will continue to be reviewed annually.

¹⁵ This is the Housing Need identified in the LHNA 2023,

¹⁶ Supply sites which are likely to come forward from Year 6 of the Plan period but over which there is less certainty.

¹⁷ These are sites which are not specifically identified in the development plan but are expected to come forward through the development control process in accordance with policies set out in the Local Plan and through the use of permitted rights.

¹⁸ NPPF 2023, [Paragraph 69](#)

Future supply

Taking the above sources of supply into account leaves a residual¹⁹ housing amount that will need to be planned for through new allocations in order to meet the Government’s standard method annual target of 602 new dwellings over the plan period. There also needs to be some flexibility to allow for phasing issues and for an element of non-delivery. We will seek to meet as much of this residual need as possible given the ecological, environmental, national policy and land constraints.

The Land Availability Assessment (LAA) is a key piece of evidence informing the Local Plan options for meeting housing need. It provides the mechanism through which the quantity and suitability of land potentially available for housing development is determined. The LAA identifies a potential capacity of approximately 4,053 dwellings from new sites, out of which only an approximate 413 dwellings are assessed as ‘Deliverable²⁰ or Developable²¹’ sites at this stage.

For sites that currently fall within the ‘potential’ category, additional evidence to determine their ‘deliverability’ as well as the capacity will be required before they can be considered for allocation. Sites within this potential category, which are assessed as not being deliverable or developable may result in a further reduction from this supply source that can be considered for /allocation through the draft Local Plan.

Table 2 sets out the supply from the LAA source and the residual need once this is factored into the supply.

Table 2: Supply from new sites identified in the LAA

	Supply Source	Approx. Net Number of Homes
	LAA sources:	
H	Deliverable or Developable Sites (LAA)	413
I	Potentially Deliverable or Developable Sites (LAA)	3,745
J	Total LAA sites supply	4,158
K	Residual Need Amount = A–(F+J)	2,883

Table 2: Supply from new sites identified in the LAA

¹⁹ Residual housing calculated by deducting the total supply from the housing target

²⁰ [The NPPF Glossary](#) says: ‘To be considered deliverable, sites for housing should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within 5 years...’

²¹ [The NPPF Glossary](#) says: To be considered developable, sites should be in a suitable location for housing development with a reasonable prospect that they will be available and could be viably developed at the point envisaged.

Capacity for development in existing area

National planning policy expects a proactive approach to site identification to be taken in the preparation of Local Plans. The Development Capacity Study (DCS) seeks to fulfil this role. It assesses the possible supply of land within the built-up areas of our settlements in addition to what has been assessed in the Land Availability Assessment.

While it identifies sites with development potential, it is the Local Plan that sets out the locations for development, which will be managed and assessed through the development management process.

The DCS is based on the best available knowledge and is a snapshot of capacity and any constraints, based on a desktop exercise, at the time of writing (Sept 2023). Assumptions about the availability, suitability and viability of land to help contribute towards supply have been high-level and will need to be carried out in detail.

A total of twelve additional potential development sites were identified within or adjacent to the top tier settlements of Newhaven, Seaford, Peacehaven & Telscombe, Newick and Ringmer and key transport hubs in the plan area. Cumulatively, these sites have a theoretical capacity of approximately 208 dwellings which may contribute towards the overall housing supply. Table 4 details the contribution from this source towards the housing need.

Information on these sites is likely to change over time and will be further refined as more detailed information for the sites becomes available. The DCS will be updated to reflect any changes to inform future iterations of the Local Plan as needed.

Table 3: Development Capacity Study identified potential sites

	Supply Source	Approx. Number of Homes
L	DCS potential sources supply	208
M	Residual Need Amount = A-(F+J+L)	2,675

Table 3: Development Capacity Study Potential Sites

Taking all of the supply together means that, at this stage we are only able to identify a lower theoretical housing land supply than the housing need under the standard method from the above supply sources.

Delivering new housing in a managed way

New development will inevitably lead to pressures on existing natural resources, infrastructure and services. The Local Plan needs to strike a balance between the need for new homes and the impacts resulting from any new development. Planning for new development, gives us a greater ability to secure funding from development and design schemes to mitigate impacts.

In order to ensure that the scale and location of proposed growth has been informed by carefully considering the evidence, the negative and positive impacts of this growth and its contribution to social, economic and environmental objectives, it is more appropriate to express the requirement as a range rather than a single figure at this stage of our plan-making. We consider that the range for the housing requirement would fall between approximately 5,412 (271dpa) and approximately 9,365 (468dpa). The lower end of this range is derived by the lower level of supply (i.e. supply from Rows F & H, (Tables 1 and 2). The upper end of this range also includes supply from sites that are currently assessed as potential (i.e. Rows F, J & L in Tables 1, 2 and 3 above).

Taking such an approach will allow us to continue to investigate how we can seek to accommodate our housing need and the potential constraints to development which we need to take account of within our Plan area and set a single definitive figure for the scheduled draft Local Plan consultation in spring 2024.

Therefore, while proactively seeking sustainable locations for growth through our call for sites, which will allow new development to be delivered in a coherent and well managed manner, we are continuing to test issues like:

- Impacts on landscape, environment, air quality, flood risk and water supply, and the cumulative impact of development on landscape character/sensitivity.
- Impacts on services and critical infrastructure, particularly constraints related to highways infrastructure capacity.
- Ability of the market to absorb new housing, especially with regards to market saturation in parts of the plan area.
- The capacity of potential development sites in the existing urban areas.
- Appropriate densities for potential new developments based on the character of the surrounding areas and the types of housing needed.
- The viability of new development in the area, and the implications for the delivery of local housing needs.
- Any further constraints to development in the area such as environmental designations and pollution.

This further Local Plan evidence work will comprehensively assess the ability of the Plan area to accommodate housing needs by maximising the development capacity of the area within the limits of the constraints that exist.

Additionally, through the Issues and Options consultation, you told us that you had concerns about infrastructure including transport, healthcare, education, landscape, flood risk and air **and** water quality. These and other issues may mean that we need to phase development. This would see the Local Plan allocate a larger number of

homes to be built later in the plan period allowing for the infrastructure required to be delivered by the time new homes are occupied.

Other Development Needs

While the delivery of housing is a key aim of this Local Plan, planning for other land uses such as renewable energy generation, land for biodiversity off-setting, carbon sequestration, community and leisure facilities, and commercial/industrial spaces is also within the scope of this Local Plan and we will plan for these needs as well.

Gypsy, Traveller and Travelling Showpeople accommodation

Gypsies, Travellers and Travelling Showpeople are recognised as ethnic groups and are protected from discrimination by the Equality Act 2010. We are required to assess and plan for their specific needs for cultural appropriate accommodation.

The need is identified through the East Sussex Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment (May 2022). The need for our area over the plan period is for six pitches to meet the needs of those that meet the ethnic definition of Gypsies and Travellers. We are required to identify land for enough sites for Gypsies and Travellers that meet the definition set out in the national Planning Policy for traveller sites (2015). For Gypsies and Travellers that meet the planning definition, three pitches are required over the plan period.

Employment

We want our towns and villages to sustain their services and continue to be the great places people live and work in. Hence our approach is to support sustainable economic growth. We want to promote and enhance the economic offer of our area. We want our residents to be able to have the suitable jobs and employment opportunities within our plan area.

The Economic Needs Assessment (ENA) details the demand for employment space in our plan area in order to meet the needs of existing, as well as new, businesses.²² It identifies 39 employment clusters, ranging from small (under 500sqm) to large (over 2000sqm) units, as well as their quality. The ENA also concludes that while most of these clusters are performing well, potential opportunities to either intensify and/or redevelop exist in certain cases. The ENA's recommendation is that **no new site allocations are needed for employment** and instead 'well-performing' sites should be protected.

To ensure that a range of employment sites and premises are available, we will seek through this local plan (principally through Policy E1) to safeguard existing employment sites, mainly located in Newhaven, and encourage their intensification.

²² Employment space relates to office and industrial use classes

The delivery of new spaces through mixed use allocations, where they support existing communities, and are supported by consultation respondents, may also help to meet the modest demand that has been identified.

Retail

We know from anecdotal evidence that what happens in our town centres is changing with the growth of on-line shopping, 'click and collect' and the behavioural changes engendered as a consequence of the Covid-19 pandemic. We, therefore, commissioned a Retail and Leisure Study²³ for the whole of the district (including the planning area covered by the South Downs National Park). This recommends a tiered retail hierarchy approach should be developed to deliver the forecasted retail uses for the plan period to 2040.

Given their important roles in the lives of our residents, we will need to positively support the growth, management and adaptation of our town and local centres. We need to ensure that alongside new development, the existing stock of premises has a role in accommodating the identified need. Our retail centres will need to service the changing habits and needs of our communities and visitors as well encourage people to shop locally rather than travelling further afield to Brighton or Eastbourne. The policy direction that we consider will help us meet the level of retail need that the evidence identifies is set out in Policy E6: Retail and Town Centres.

Additionally, in accordance with National Planning Policy, the Local Plan confirms the hierarchy of centres and will direct development appropriately to them. This will ensure that the vitality and viability of our high streets, and town/local centres is maintained over the plan period.

²³ AECOM, 2023, Retail and Leisure Study

F. The Plan Themes

Theme: Development strategy [responding to Climate Change]

Aim: The development strategy sets out the locations where development may take place to help meet the identified need, as well as the supporting infrastructure

Which Policies Are We Proposing?

The following policies are being proposed under this theme:

SDS 1: A spatial development strategy approach

SDS 2: Settlement Hierarchy

SDS 3: Settlement Boundary

Consultation Questions for Spatial Strategy

- Do you agree that the proposed range identified to determine the housing requirement is the correct approach? If not, please explain why.
- Do you think there is an alternative settlement hierarchy that we should consider? If so, what is it?

Strategic Policy SDS1: A spatial development strategy approach

Objectives

The overarching spatial strategy will be central to delivering the vision and aims for the Plan area to 2040 and will inform the preparation of neighbourhood plans.

In setting out the long-term planning strategy for directing growth, our development strategy for the area will recognise our environmental constraints, the availability of land for development, the viability of development and the need to balance such matters against supporting the local economy and seeking to meet local housing need, including for affordable housing.

Preferred Policy Direction

The policy will seek to direct development to locations that are the most sustainable, which is often brownfield land within existing settlements. It will seek to protect and enhance nature, address the impacts of climate change and help deliver many of the Council's wider aspirations.

Depending on where in the range (level of development) the Local Plan seeks to plan for, and drawing on our evidence and consultation feedback, our approach will be a blended strategy meeting the needs of our diverse area, responding to issues in the plan area and reflecting the sources of land supply. At present influences on the emerging spatial strategy include:

- A strong commitment to reducing climate change impacts, locating homes and jobs close to each other and where active and sustainable travel can be maximised.
- Making the best use of brownfield land; especially previously developed land in the built areas.
- Supporting economic growth within the plan area.
- Supporting rural communities to thrive and sustaining local services.
- Increasing the supply of affordable homes.
- Supporting growth in locations which support or maximise the capacity of existing infrastructure and provide opportunities for new infrastructure.
- Achieving a high-quality environment – balancing the protection of our natural landscapes, heritage, and watercourses with meeting our social and development needs.
- National policy requirements and other plans and strategies affecting the area.
- Governments principles of sustainable development.

A potential blended approach to spatial development is illustrated through the diagram in Figure 9.

Figure 9: Spatial Development Approach



Figure 9: Spatial Development Approach

We are scheduled to consult on our Draft Local Plan in spring 2024. The locations identified in the Draft Local Plan will be our preferred locations for new development to meet our social responsibility for providing housing (including affordable housing, improve access to jobs services and facilities, and achieve a high-quality environment whilst addressing climate change to create resilient and adaptive environments. For this reason, the final spatial strategy will need to ensure that it maximises the contribution from appropriate previously developed land within the existing built-up area, locations which maximise existing infrastructure capacity or

support delivery of new key infrastructure. Greenfield land in the most sustainable locations adjacent to existing built-up areas will also have to be included to meet the assessed development need.

Alongside looking at the best locations for new homes, and safeguarding employment locations, we want to set out locations where our area's habitat networks can be restored and where new green and blue spaces can be created to help improve the health and wellbeing of our communities as well as our natural environment. This may mean that sites are identified for the provision of this infrastructure or that the green/blue infrastructure is delivered as part of a wider development site.

Why is this policy needed?

The many distinctive places in our plan area give it its unique character and identity. Communities in our plan area take pride in their neighbourhoods, and the new Local Plan can help steer the right development to ensure they continue to be places that people are proud of and want to live in.

Climate change has, internationally, been recognised as the single most pressing environmental challenge of our time. It impacts on the council's activities and how we meet the needs of all residents in the plan area. At the heart of our spatial strategy is a commitment to responding to the climate and nature emergencies that we declared and to deliver sustainable placemaking in which people want to live in.

The NPPF²⁴ indicates that the efficient use of land is a priority and that planning policies should support development that makes efficient use of land. The strategy will also need to have regard to the sustainability of the location and character and amenities of the location's surroundings. Densities that will be achieved in the area will reflect the diversity of our settlements. Higher densities will be sought in locations in higher order settlements as identified in the Settlement Hierarchy Study.

The Issues and Options consultation document included broad options for growth which the council considered could be approaches to accommodating growth in the plan area. Six options for residential growth were included. The six strategic growth options were:

- Option 1: Intensification of development within the coastal towns
- Option 2: Further outward expansion of Newhaven and Peacehaven
- Option 3: Urban extensions to Burgess Hill and Haywards Heath
- Option 4: Focussing growth on the most sustainable villages in the Low Weald
- Option 5: Disperse growth across all villages in the Low Weald.
- Option 6: A new settlement within the Low Weald

²⁴ [NPPF Paragraphs 119 and 120](#)

Through the Issues and Options consultation document the advantages and disadvantages of each option were set out and we asked for views on each of the options. We also said it was likely that on their own each option would potentially not be enough, and it would be a combination of the options that would make up the spatial strategy. While there were varying levels of support for each option. Such a response is not uncommon, particularly when issues concerning the possible locations of new growth are involved.

We have now considered, in further detail, each of these options and a high-level assessment considering national planning policy. The extensive research and technical studies which make up our evidence base is also informing our understanding of the potential contribution of each of the spatial options towards developing a preferred spatial strategy.

The following section provides further information on each of the six options and the potential amount of development that could come forward were the option included in the final spatial strategy. Where options are similar, an element of duplication in the sites/yield is to be expected.

Spatial Option 1: Intensification of development within the coastal towns

Under this option housing development would be located within the coastal towns of the plan area. Using the existing built-up area, re-using brownfield land, and increasing the density of development where possible within the coastal towns in the plan area.²⁵

What you told us

Generally, a positive response to this strategic option was received through the Issues and Options consultation. Many of these positive comments were supportive of the approach as it would focus development on the settlements which have the best level of services and facilities.

Comments in particular considered this option as providing a host of opportunities for regenerating the coastal towns and bringing economic prosperity to these areas. This option was also considered to give greater protection of the rural landscape especially within the South Downs National Park, countryside and wildlife, preserving agricultural land and minimising the need to develop on greenfield land.

What does this option look like?

A high-level analysis of the option suggests that it is consistent with the preferred settlement hierarchy which seeks to focus development on the most sustainable

²⁵ Seaford, Newhaven, Peacehaven & Telscombe

settlements. It should therefore continue to be explored further as a preferred option for development. Work to understand the potential of sites, including those identified through the Development Capacity Study will need to be undertaken. This option, on its own is unlikely to meet the range identified for development needs and sites outside of the existing coastal towns would need to be considered.

The map in Figure 10 provides an indicative illustration of development locations under this option including potential sites identified through the Land Availability Assessment. Table 4 provides details on the supply of dwellings and sites that would contribute to this option.

Figure 10: Spatial Option 1



Figure 10: Spatial Option 1 Indicative Locations

Table 4: Spatial Option 1 - Intensification of development within the coastal towns

Supply source	Number of sites	Yield (Number of Dwellings)
LAA sites - Deliverable/Developable	4	103
LAA Sites - Potentially deliverable/Developable	13	205
LAA Sites – Not deliverable/Developable	14	0
Commitments (Planning Applications)	80	866
Allocations (LPP1 & LPP2)	18	874
Completions (2020-2023)	85	447
TOTAL SUPPLY IN OPTION	214	2,495

Table 4: Spatial Option 1 Development Yield

Spatial Option 2: Further outward expansion of Newhaven and Peacehaven

This option looks at development opportunities on greenfield locations coming from a limited area outside the built-up areas of Newhaven and Peacehaven – the area North of Telscombe Road and Valley Road as well as at Peacehaven Heights.

What you told us.

Similarly, to Option 1, this option was considered to provide the most opportunities for regenerating Newhaven and Peacehaven as well as bringing in new investment to those settlements. There was also a view that it could maximise tourism opportunities for Newhaven, taking advantage of the port and its offer.

What does this option look like?

A high-level analysis of the option suggests that it is consistent with the preferred settlement hierarchy which seeks to focus development on the most sustainable settlements. While it should continue to be explored further as a preferred option for development, its potential contribution towards meeting need, on its own, would be very limited.

The map in Figure 11 provides an indicative illustration of development locations under this option including potential sites identified through the Land Availability Assessment. Table 5 provides details on the supply of dwellings and sites that would contribute to this option.

Figure 11: Spatial Option 2



Figure 11: Spatial Option 2 Indicative Locations

Table 5: Spatial Option 2 - Further outward expansion of Newhaven and Peacehaven

Supply source	Number of sites	Yield (Number of Dwellings)
LAA sites - Deliverable/Developable	1	15
LAA Sites - Potentially deliverable/Developable	0	0
LAA - Not deliverable/Developable	15	0
Commitments (Planning Applications)	4	191
Allocations (LPP1 & LPP2)	1	400
Completions (2020-2023)	3	187
TOTAL SUPPLY IN OPTION	24	793

Table 5: Spatial Option 2 Development Yield

Spatial Option 3: Urban extensions to Burgess Hill and Haywards Heath

Both Burgess Hill and Haywards Heath are outside the plan area and are located within Mid-Sussex's administrative area. Nevertheless, they are closely linked and function as the principal centres for the population in the northern part of the plan area.

What you told us

Respondents to the Issues and Options consultation thought that this option provides opportunities to better grow the existing towns and to enhance existing infrastructure, rather than the need and cost to deliver new infrastructure. Respondents thought that the option, rather than spreading housing piecemeal in rural areas, would also have brownfield opportunities. Respondents also commented that Option 3 was also reflective of the view that the rural area does not have adequate roads or services to support development,

What does this option look like?

A high-level analysis of the option suggests that it is consistent with the preferred settlement hierarchy which seeks to focus development on the most sustainable settlements. While it should continue to be explored further as a preferred option for development, its potential contribution towards meeting need, on its own, would be very limited and we would need to work closely with Mid Sussex District Council, under the Duty to Co-operate, to realise this option.

The map in Figure 12 provides an indicative illustration of development locations under this option including potential sites identified through the Land Availability Assessment. Table 6 provides details on the supply of dwellings and sites that would contribute to this option.

Figure 12: Spatial Option 3

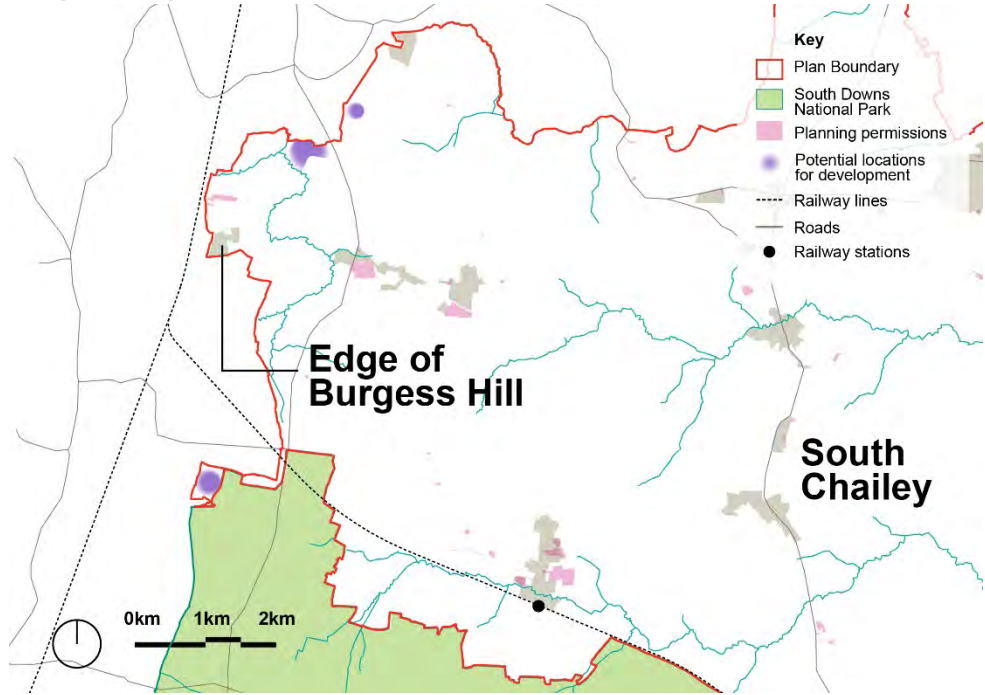


Figure 12: Spatial Option 3 Indicative Locations

Table 6: Spatial Option 3 - Urban extensions to Burgess Hill and Haywards Heath

Supply source	Number of sites	Yield (Number of Dwellings)
LAA sites - Deliverable/Developable	0	0
LAA Sites - Potentially deliverable/Developable	4	504
LAA - Not deliverable/Developable	6	0
Commitments (Planning Applications)	2	24
Allocations (LPP1 & LPP2)	0	0
Completions (2020-2023)	1	53
TOTAL SUPPLY IN OPTION	13	581

Table 6: Spatial Option 3 Development Yield

Spatial Option 4: Focus growth on the most sustainable villages in the Low Weald

This option would see the locations for development coming from the most sustainable villages within the plan area. These are places which have access to jobs, shops, schools, public transport connections and other services and facilities.

What you told us

Respondents to the Issues and Options consultation commented that this was one of the options with the least impact on the environment and was preferred over Option 2. There was a preference to distribute development across the plan area rather than building large developments. However, not all of the comments were supportive of

this option, and comments that this option should only come forward if required enhancements of existing infrastructure are delivered given the limited scope of the villages to absorb development.

What does this option look like?

A high-level analysis of the option suggests that it is consistent with the preferred settlement hierarchy which seeks to focus development on the most sustainable settlements. By maintaining the network of larger service centres we can help ensure that everyone in the plan area can have access to a basic range of services and facilities. While it should continue to be explored further as a preferred option for development, its potential contribution towards meeting need, on its own, would not deliver the level of need identified.

The map in Figure 13 provides an indicative illustration of development locations under this option including potential sites identified through the Land Availability Assessment. Table 7 provides details on the supply of dwellings and sites that would contribute to this option.

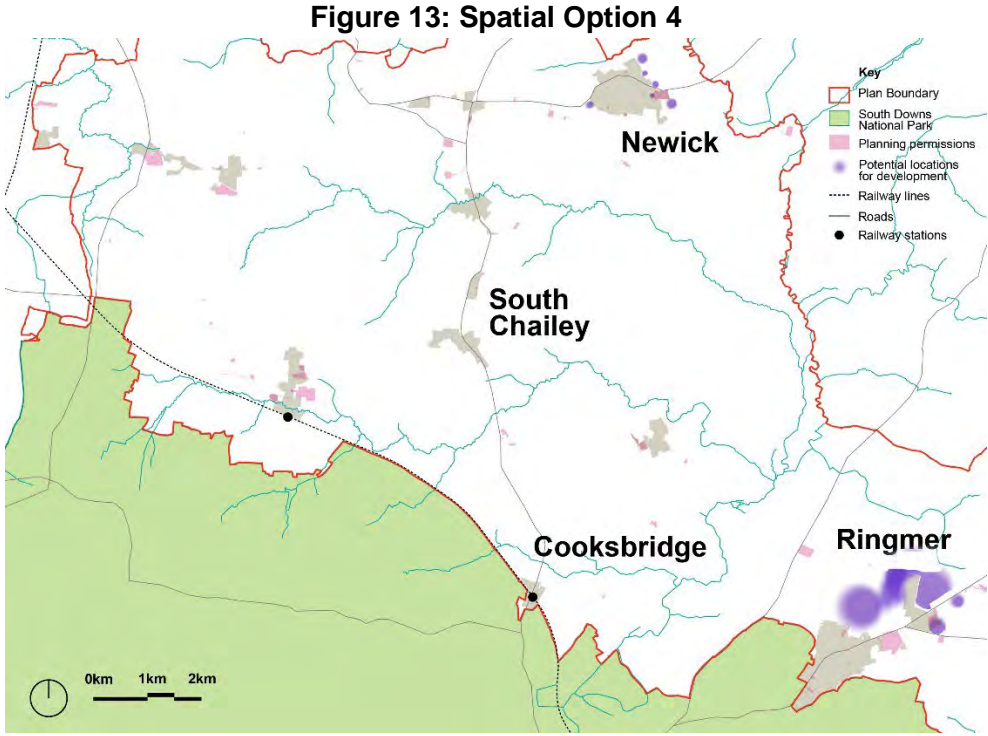


Figure 13: Spatial Option 4 Indicative Locations

Table 7: Spatial Option 4 - Focussing growth on the most sustainable villages in the Low Weald

Supply source	Number of sites	Yield (Number of Dwellings)
LAA sites - Deliverable/Developable	1	123
LAA Sites - Potentially deliverable/Developable	14	1,566
LAA - Not deliverable/Developable	18	0
Commitments (Planning Applications)	22	227
Allocations (LPP1 & LPP2)	15	63
Completions (2020-2023)	11	227
TOTAL SUPPLY IN OPTION	81	2,206

Table 7: Spatial Option 4 Development Yield

Spatial Option 5: Disperse growth across all villages in the Low Weald

This option would see the new housing for the plan area distributed across a wide range of settlements, from our largest to the smallest villages and hamlets. The level of new housing apportioned would relate to the level of service and facilities available within the settlement.

What you told us

A range of comments were provided on this option. Responses seemed to suggest that such an option would be less sustainable since many of the smaller settlements have much poorer access to services and facilities. This would lead to increased car usage due to a lack of public transport serving smaller settlements.

A number of comments suggested that a dispersed approach to growth could help to meet housing needs closest to where it arose, particularly in those smaller villages. This could help to support services and facilities within these smaller settlements where they already exist or even encourage new provision.

What does this option look like?

A high-level analysis of the option suggests that it is inconsistent with the preferred settlement hierarchy which seeks to focus development on the most sustainable settlements. Under this option growth will be spread across all settlements within the plan area including rural hamlets and therefore it would not contribute positively towards the objective of reducing the need to travel, contribute towards the reduction of CO2 emissions or associated climate change aims and could potentially lead to growth at less sustainable settlements. While it should continue to be explored further as a preferred option for development, its potential contribution towards meeting need, on its own, would not deliver the level of need identified.

The map in Figure 14 provides an indicative illustration of development locations under this option including potential sites identified through the Land Availability Assessment. Table 8 provides details on the supply of dwellings and sites that would contribute to this option.

Figure 14: Spatial Option 5

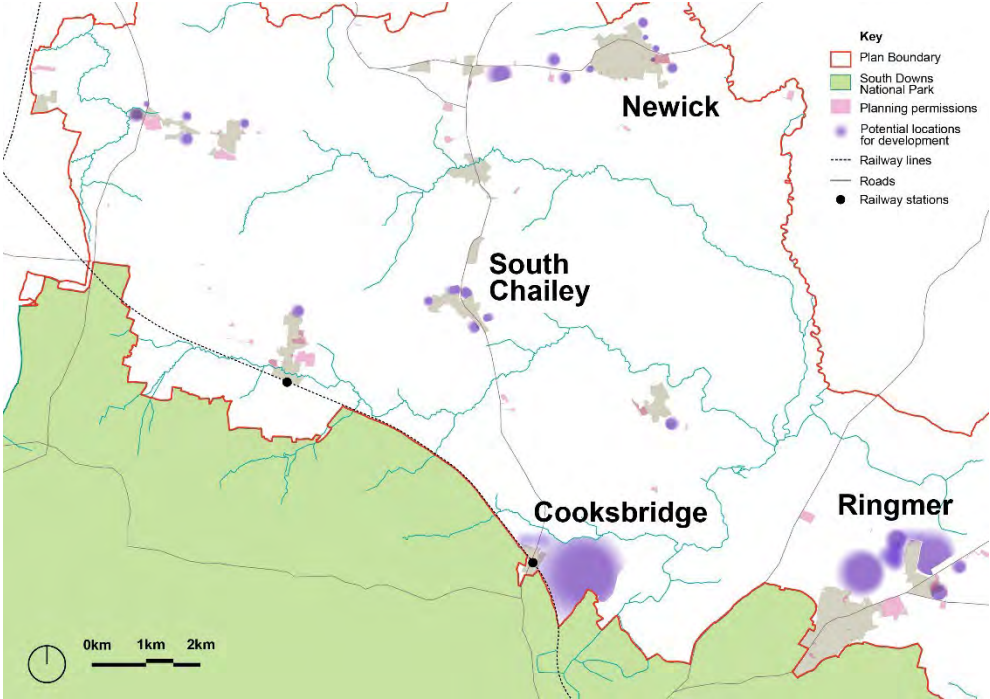


Figure 14: Spatial Option 5 Indicative Locations

Table 8: Spatial Option 5 - Dispersing growth across all villages in the Low Weald²⁶

Supply source	Number of sites	Yield (Number of Dwellings)
LAA sites - Deliverable/Developable	5	295
LAA Sites - Potentially deliverable/Developable	26	3,036
LAA - Not deliverable/Developable	45	0
Commitments (Planning Applications)	44	575
Allocations (LPP1 & LPP2)	19	114
Completions (2020-2023)	19	341
TOTAL SUPPLY IN OPTION	158	4,361

Table 8: Spatial Option 5 Development Yield

Spatial Option 6: New settlement within the Low Weald

This option would see growth focussed on one or more new sustainable settlement in the Plan area. This approach could absorb the majority of new development with a smaller level of growth allocated to key settlements in the plan area.

²⁶ This include all sites/dwelling shown in Option 4

What you told us

Respondents to the Issues and Options consultation commented that while there are benefits associated with a new settlement, there are constraints such as infrastructure costs and requirements, the long lead in time and risk of market saturation.

A significant number of objections to this option were made through the consultation citing various reasons.

What does this option look like?

This option is contrary to the preferred settlement hierarchy which seeks to focus development on the most sustainable settlements. Desk top analysis of a new settlement option highlights the potential impact upon areas and asset of importance, especially impacts on the landscape. While the Land Availability Assessment and 'call for sites' identified that there is land available around Plumpton, this scale of development would have a level of harm that could not be mitigated. No other land has been promoted to the Council for a new settlement and therefore **this is not considered a deliverable option which should be explored further.**

The map in Figure 15 provides an indicative illustration of development locations under this option including potential sites identified through the Land Availability Assessment. Table 9 provides details on the supply of dwellings and sites that would contribute to this option.

Figure 15: Spatial Option 6

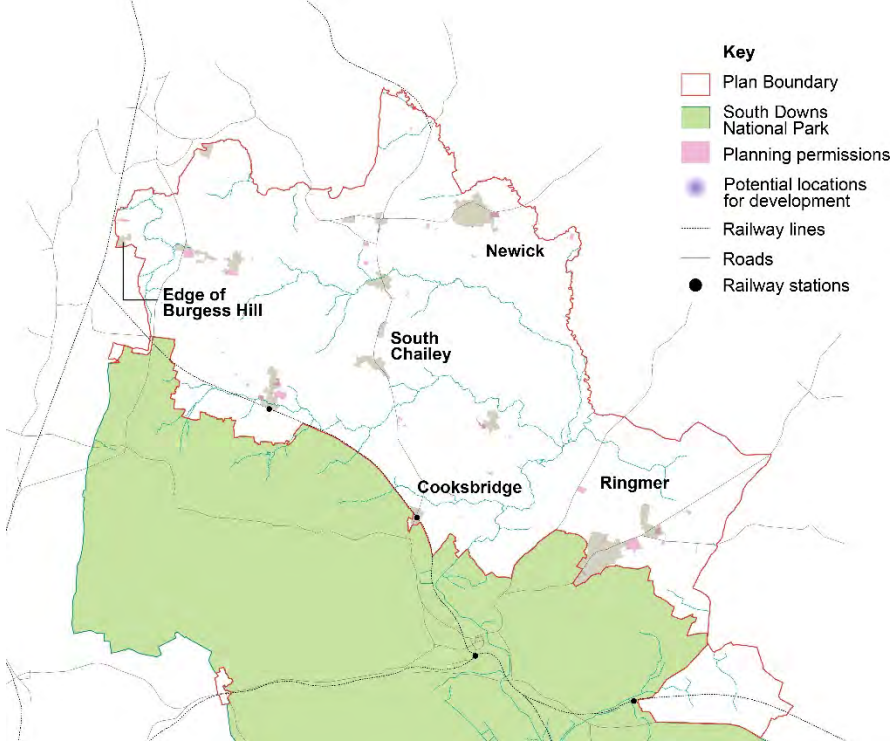


Figure 15: Spatial Option 6 Indicative Locations

Table 9: Spatial Option 6 - New settlement within the Low Weald

Supply source	Number of sites	Yield (Number of Dwellings)
LAA sites - Deliverable/Developable	0	0
LAA Sites - Potentially deliverable/Developable	0	0
LAA - Not deliverable/Developable	1	3,000
Commitments (Planning Applications)	0	0
Allocations (LPP1 & LPP2)	0	0
Completions (2020-2023)	0	0
TOTAL SUPPLY IN OPTION	1	0

Table 9: Spatial Option 6 Development Yield

Alternatives considered and reasons for discounting

Not including a spatial development strategy is not considered to be an appropriate alternative.

Further information

Land Availability Assessment November 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Spatial Policy 1: Provision of housing & employment land

Local Plan Part 1 - Spatial Policy 2: Distribution of housing

Strategic Policy SDS2: Settlement Hierarchy

Objectives

This policy will group together similar settlements into categories reflecting their particular characteristics, scale and sustainability. The policy seeks to provide the framework for decisions about the appropriate scale and location of new built development within the Plan area.

Preferred Policy Direction

There are a range of settlements within our plan area. They vary in size, form and character from the coastal towns of Seaford, Newhaven and Peacehaven to the hamlets of Barcombe, Chailey Green and Wivelsfield and more isolated rural communities. There are also several large higher order settlements outside of the plan area boundary, including Lewes Town, Eastbourne and Brighton.

The Settlement Hierarchy Review (2023) identified the following changes to the hierarchy in the adopted Joint Local Plan (2016):

- Removal of Primary and Secondary Regional Centres.
- Removal of settlements that fall within the South Downs National Park within the district boundary.
- South Chailey and South Street settlements have been reclassified as one settlement: South Chailey
- South Chailey reclassified from a Local Village to a Service Village.

While we propose that development over the plan period should build upon the existing settlement pattern and in those areas where the infrastructure and facilities can support sustainable growth, it does mean following allocations of sites, further changes to the settlement hierarchy are likely to be included in the draft Local Plan.

Settlements outside of settlement hierarchy are able to deliver additional development, but this would be limited to infill or change of use within the settlement where a settlement boundary has been defined, and to rural exception schemes for affordable housing to meet local needs. This type of limited development will help to ensure the long-term sustainability of rural communities. Outside of these settlements, we propose that development is restricted and in accordance with other policies.

The map in Figure 7 details the settlement hierarchy following the changes.

Figure 7: Proposed Settlement Hierarchy

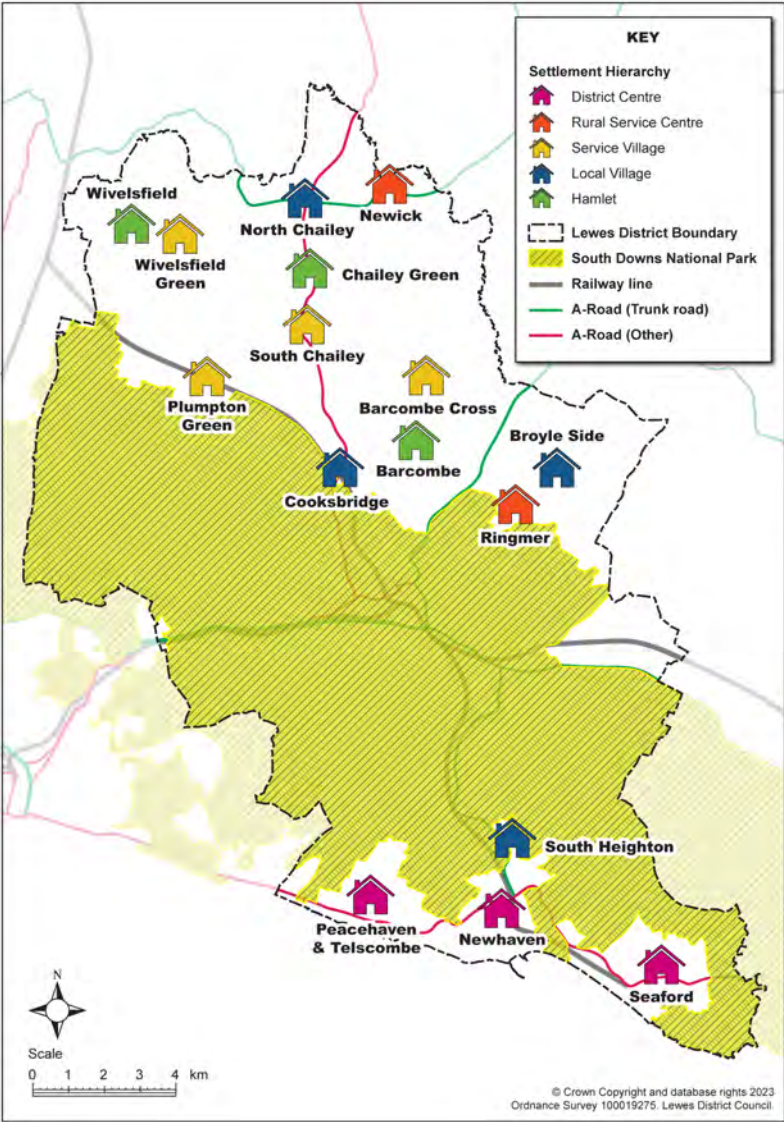


Figure 16: Proposed Settlement Hierarchy

Why is this policy needed?

The existing spatial strategy includes towns and settlements for which LDC is not the local planning authority and thus the existing hierarchy of the settlements within the plan area has been reviewed. While national policy does not set out specific advice for how to prepare and produce a settlement hierarchy, it does highlight the important role of a local plan in promoting sustainable locations for development.

This means that the Local Plan must consider the most appropriate locations for development growth. The prime factors to be taken into account are accessibility to jobs, services and amenities, public transport and the range of services that a community can access. National policy promotes the use of development at existing settlements to assist in the delivery of homes to meet community’s needs.

While there is not a standalone policy in Local Plan Part 1, the districts' settlements are categorised hierarchically according to their different roles and grouped accordingly. At the top of the existing hierarchy are the larger towns and areas that fulfil the most functions and which are viewed as the most sustainable. The smaller settlements with fewer functions are towards the bottom of the hierarchy.

An assessment of the services and facilities available within the settlements has been carried out. This included dividing the services and facilities into primary and secondary categories. In addition, accessibility by public transport to these amenities and services contributed towards a settlements place within the hierarchy.

Primary and secondary regional centres have been removed as their inclusion in the previous hierarchy was based upon evidence from the South-East Regional Spatial Strategy, which could still be used in Local Plan preparation under the framework that existed when the Core Strategy was produced. This legislation has since been superseded by the NPPF. As settlements that fell within the primary and secondary regional centres categories are outside the plan area, the removal of those categories is justified.

What you have told us so far

We did not ask any specific questions on the settlement hierarchy in the Issues and Options consultation.

Alternatives considered and reasons for discounting

An alternative which sees no limit on the scale of developments for all settlements is not considered to be reasonable as it could lead to unsustainable levels of development taking place in areas that are not served well by services, facilities or public transport.

Further information

- Settlement Hierarchy Review (2023)
- Settlement Services Study (2023)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Spatial Policy 2: Distribution of Housing

Strategic Policy SDS 3: Settlement boundaries

Objectives

This policy will re-define the boundaries of settlements for planning purposes following site allocations in the new local plan.

Preferred Policy Direction

The Local Plan will include settlement boundaries around settlements, identifying areas that are considered to be part of the settlement for planning purposes. The boundaries will be drawn on the Policies Map that will accompany the draft Local Plan for consultation.

We propose that boundaries are defined that include the present extent of the built-up area as well as planned new development. Buildings associated with countryside uses, such as farm or equestrian buildings, would not normally be included within a settlement boundary. Boundaries would not be defined around small clusters of houses or areas of scattered development where such buildings are isolated in open countryside or detached from the main concentration of buildings in a defined settlement.

Where sites with planning permission have reached sufficient certainty regarding their exact boundaries, new settlement boundaries will be drawn. Within settlement boundaries a range of policies within the Local Plan will indicate what sorts of developments may be suitable. This includes residential development, as will be indicated in the settlement hierarchy policy.

Outside settlement boundaries, no development would be permitted except for:

- allocations within Neighbourhood Plans that have been adopted;
- sites for the provision of affordable housing for people with a local connection to the area (see Policy H5: Residential Development in the Countryside);
- development for agriculture, horticulture, forestry, outdoor recreation and other uses that need to be located in the countryside; or
- development supported by other policies in the plan.

Why is this policy needed?

Settlement boundaries define where policies for the built-up areas of settlements give way to policies for the countryside. This is necessary to ensure that the countryside is protected from gradual encroachment, but in particular they help guard against incremental growth in unsustainable locations. An important element of the development strategy is to focus growth in the more sustainable locations of the area, and settlement boundaries help achieve this purpose.

In the countryside development is generally restricted to uses that need to be located there. The plan will seek to include flexibility for reusing existing buildings, for development which supports the rural economy, and for other uses which need a countryside location.

What you have told us so far

We did not ask any specific questions on settlement boundaries in the Issues and Options consultation.

Alternatives considered and reasons for discounting

Alternatives to the policy considered and discounted included not having a policy setting out the boundaries of settlements within the plan area. This was discounted as it would not provide certainty regarding development proposals, could impact on the settlement character and result in the encroachment into the countryside around defined settlements.

Further information

No specific study has been undertaken however settlement boundaries are informed by the spatial strategy and settlement hierarchy.

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 2 - Policy DM1: Planning Boundary

Theme: Climate Change

Aim: The Local Plan will contribute to mitigating and adapting to the greatest challenge of our lifetime – Climate Change.

Lewes District Council have declared a Climate Emergency, with a headline target of becoming a fully resilient and net zero Council by 2030. Addressing climate change is one of the core planning principles that the NPPF expects to underpin plan making.

Responding to climate change is underpinned by effective spatial planning influencing emissions, protecting the environment and increasing resilience through the location and design of development.

Responding and adapting to climate change also links with other themes and policies, such as the Natural Environment, Water and Sustainable Transport.

Which Policies Are We proposing?

- CC1 - Mitigating and Adapting to Climate Change
- CC2 - A design response to a changing climate
- CC3 - Solar PV, Storage and Demand Management
- CC4 - Sustainable Construction
- CC5 - Renewable Energy Development
- CC6 - Coastal Change

Carbon Sequestration

In order to address the impact of development on the potential for carbon sequestration the local plan could include a further policy to require developers to minimise and compensate for its loss on development sites. The policy could require developers to assess the existing carbon sequestration associated with the site, the sequestration potential post development and the difference could be calculated and potentially used to inform an offset arrangement addressed either through financial payment or commitments to deliver equivalent sequestration improvements elsewhere.

Consultation Questions for the Climate Theme

- Are there any further policies you would like to see included to respond to Climate Change? Why do you think they should they be included?
- Should the new local plan require minimisation of and compensation for the loss of carbon sequestration, and if so, how should off site compensation be addressed?

Strategic Policy CC1: Mitigating and Adapting to Climate Change

Objectives

The impacts of climate change are unavoidable and are set to get worse. New development should consider climate change factors from the outset and ensure that the site, and the people who will eventually be using it, will be prepared as possible.

The Local Plan has been identified as key to delivery of the council's net zero ambitions. The Local Plan has the greatest influence on new development, however it can also have positive impacts on improving the building standard of existing developments by supporting retrofit and improvements to buildings as well as the surrounding environment and infrastructure.

Local Plan Policies will support the council's overall aim of becoming fully climate resilient and a net zero district by 2030. Locally led adaption is critical to adequately preparing for climate risks.

Preferred Policy Direction

Climate change is a strategic issue which should be considered and addressed where possible in every development.

A strategic policy in the new Local Plan will set out the overall approach to mitigating and adapting to climate change. This policy will ensure that development in the plan area will represent sustainable development, and include the following principles:

- Ensure that new development is as energy efficient and low carbon as possible.
- Encourage the retrofit of existing buildings to reduce carbon emissions.
- Ensure new development is designed to address the risks associated with climate change.
- Support suitable opportunities for low carbon energy generation and storage to serve the district.
- Reducing the reliance on private vehicles and the emissions associated with transport and prioritising walking and cycling measures.
- Improve infrastructure to support sustainable development and help existing residents to reduce emissions.
- Work with the natural environment to help reduce emissions and risks associated with climate adaptation alongside other benefits such as nature restoration and improving biodiversity.

Why is this policy needed?

Addressing climate change is one of the core land use planning principles which the NPPF expects to underpin plan making. To be found sound, local plans will need to reflect this principle and enable the delivery of sustainable development. There is also a statutory duty for local plans to include policies designed to tackle climate change and its impacts. The NPPF emphasises that responding to climate change is

central to the economic, social and environmental dimensions of sustainable development.

What you have told us so far

The Issues and Options consultation asked for views on how the new Local Plan could mitigate, and adapt to the effects of, climate change. There were 15 questions covering a number of options under the topic of climate change, and out of the total number of representations 32% were received on this issue. This shows that climate change resilience and adaptation matter to respondents and is an important issue for the residents.

Alternatives considered and reasons for discounting

The alternative of no policy and relying on national guidance is not considered as addressing climate change as it is one of the core land use planning principles which the NPPF expects to underpin plan making. To be found sound, local plans will need to reflect this principle and enable the delivery of sustainable development.

Further information

- Climate Change Topic Paper
- Climate Change Study 2023
- Renewable Energy Potential Study 2023
- Biodiversity Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 13: Sustainable Travel

Local Plan Part 1 - Core Policy 14: Renewable and Low Carbon Energy

Policy CC2: A design response to a changing climate

Objectives

The Local Plan policy will support renewable energy generation. For the district to become carbon neutral by 2030, energy demands need to be reduced and energy generation needs to be switched to renewable energy sources.

Policies around energy efficiency of new developments should be considered two-fold, not just in relation to carbon emissions from new development but also with respect to the benefits of reduced overall energy consumption. The policy options consider the carbon emission reductions associated with increased efficiency and also have the added benefits of reducing overall energy consumption through the following principals:

- Operational costs – Buildings with lower energy demands and systems to generate, store and manage energy will cost users significantly less to run.
- Future retrofit costs – It will be significantly more challenging and expensive for homeowners to install fabric, energy efficiency and equipment than for it to be installed upon construction.
- Local grid resilience – Reduced energy demands from new development will have a lower impact on the capacity of the local power network thereby allowing capacity for wider decarbonisation (for existing buildings and vehicles) and reducing the extent and cost of upgrade work.
- Building resilience – Homes designed with low demands, generation, storage and demand management systems will be much more resilient to supply issues as well as energy price fluctuations.

The choice of heating and hot water system will have the most significant impact on operational carbon emissions of buildings. The decarbonisation of electricity, with national plans for supply from the national grid to be net zero by 2035, mean that heating from systems that use electricity, which will principally be heat pumps, will not only be lower carbon now but will continue to reduce over the lifespan of the building and become net zero once the grid is fully decarbonised.

In contrast the carbon emissions associated with the combustion of gas will remain unchanged and any buildings that are designed with gas boilers now are likely to retain those for at least the expected lifespan of that product which in most cases will be approximately 15 years. New building regulations will enforce the switch from gas boilers to electric heat pumps or low carbon technologies, however the change to building regulations is still under development and could be altered or delayed. Even if delivered as expected, there may be transitional arrangements and as such there may be a gap between the adoption of the new Local Plan and updated building regulations coming into force. This could mean that gas boilers are still being

installed in new developments, with the costs of replacement then being passed to the homeowner.

Preferred Policy Direction

The Climate Change Study demonstrates that to meet the districts climate ambitions there is a need to transition away from fossil fuels and towards electrical systems. To support this it is essential to lower overall energy demands on the electrical infrastructure locally and nationally. Fabric and energy efficiency measures are the most cost effective and reliable way to reduce energy demands; as well as reducing CO² emissions this will reduce costs for occupants of new buildings.

The new Local Plan policy will require all new developments to follow a clear energy hierarchy when developing an energy strategy which should be documented in an Energy Statement. The Energy Statement will need to set out how the development will:

- Reduce energy demands
- Use energy efficiently
- Generate and store renewable energy
- Monitor energy use

The policy will be clear that gas boilers or other fossil fuel heating systems should only be used where it proven by the developer that other options are not technically feasible or financially viable. The plan will also set out that strategic allocations should consider the incorporation of heat networks.

Submitted Energy Statements should set out how the development meets the following requirements, details of which will be set out in further policies or additional guidance;

- How developments will reduce energy demands and where practical and viable meet a maximum space heating demand of 30kWh/sqm/yr.
- Require all development to install heating systems that align with carbon neutral policy, and which are designed to maximise efficiency
- Set requirements for assessing overheating risks and mitigating these through design, avoiding the use of active cooling systems unless essential.

Overheating is recognised as a key risk in the built environment in the future as a result of climate change and the impact of rising temperatures. There is a link between the energy performance of a building and the overheating risks. Increasing the fabric performance can lead to increasing overheating risks however this can be mitigated through design. Strategies for reducing over heating risk need to be incorporated in the early stages of design to be effective. New local plan policy will require applications to be accompanied by a risk assessment showing the

overheating risks which have been identified and the measures taken to address these in the proposal while avoiding the use of active cooling systems wherever possible.

Why is this policy needed?

The Climate Change Study sets out baseline emissions of Carbon (CO_{2e}) from the district²⁷. The study shows that the predominant emissions in the district arise from the buildings and transportation sectors, within which the residential buildings and on-road transport (primarily private vehicles) subsectors are the most important.

While the current building regulations requirements on fabric performance are expected to be improved, further reducing energy consumption will deliver additional benefits such as:

- Reduced energy costs for residents/occupiers;
- Reduced demands of the local electricity network; and,
- Homes designed with low demands, generation, storage and demand management systems will be much more resilient to supply issues.

What you have told us so far

The issues and options consultation was accompanied by a Topic Paper 'Tackling Climate Change' which set out broad ways in which the new local plan should seek to address climate change.

The majority of responses to the Issues and options consultation agreed that the new Local Plan should set lower carbon emissions targets for new homes/buildings than those set through building regulations. Comments showed support for modern construction techniques and features including modular construction, use of ground source heat pumps on both new buildings and retrofitting existing properties.

Alternatives considered and reasons for discounting

Alternatives to the proposed policy are to rely solely on building regulations to decarbonise future development and not set any additional standards beyond this. However, there are two key risks associated with this alternative position, both of which would lead to emissions from new development being significantly higher. The first risk would be that the Future Homes Standard and Future Buildings Standard do not go as far as anticipated or take effect later than expected. The second risk is that electricity grid is not decarbonised, or this process happens at a slower rate than expected.

²⁷ The carbon emission baseline used in the Climate Change and Sustainability Strategy 2021 was the baseline developed by Anthesis using their SCATTER tool, a summary of which is provided in the Climate Change Study.

Further information

- Climate Change Topic Paper
- Climate Change Study 2023
- Renewable Energy Potential Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 13: Sustainable Travel

Local Plan Part 1 - Core Policy 14: Renewable and Low Carbon Energy

Policy CC3: Solar PV, Storage and Demand Management

Objectives

In common with other coastal parts of the South East, Lewes District has some of the highest irradiance across the whole of the UK, therefore properties stand to gain the most from solar technologies. Although decarbonisation of the electricity grid will result in the use of Photo Voltaic (PV) having less of an impact on carbon savings over time, the main driver for a policy to require PV will be on reducing energy costs and providing energy security for the building and the local power networks.

While the notional building used in Building Regulations Part L (as updated 2021) includes PV in the reference specification, the indicative specification for the planned Future Homes Standard notional building does not. Therefore, it may be possible to comply with the proposed building regulations through a combination of good fabric and energy efficiency specification and the use of an electric heat pump. As such, given that the developer must factor in the up-front costs of the PV and doesn't realise the longer-term benefits, they might decide not to include PV if there is no need to do so to comply with Building Regulations.

Solar PV will have an impact on the total energy consumption of a development, and therefore the operational costs for occupants. Cumulative use of solar PV will also have a positive impact on local grid resilience.

The costs of installing PV during construction are significantly lower than retrofitting so there is justification for the Local Plan to require installation during construction of development.

Preferred Policy Direction

The local plan policy will require all developments to incorporate PV and have a presumption to maximise the amount of PV installed, unless it is shown this is not technically feasible or financially viable.

All developments should consider the potential for thermal and battery storage as well as smart metering and other demand management systems. The use of these systems will provide long term benefit for the building owners in both energy costs and resilience as well as providing wider benefits to the local power networks. Options relevant to the development should be considered in the Energy Statement.

Why is this policy needed?

For Lewes to become carbon neutral by 2030, energy demands need to be reduced and energy generation needs to be switched to renewable energy sources. Any increase in energy consumption or additional use of non-renewable energy sources from new development will make these targets more difficult to achieve. Generating

renewable energy on site helps to meet targets for renewable energy use and can reduce bills for building users.

What you have told us so far

Respondents to the Issues and Option consultation were generally supportive of requiring new developments to incorporate on site renewable energy generation.

Alternatives considered and reasons for discounting

Alternatives to the proposed policy are to rely solely on building regulations to decarbonise future development and not set any additional standards beyond this. However, the indicative specification for the planned Future Homes Standard notional building does not require the installation of PV and therefore it may be possible to comply with the proposed building regulations through a combination of good fabric and energy efficiency specification and the use of an electric heat pump. For Lewes to become carbon neutral by 2030, energy demands need to be reduced and energy generation needs to be switched to renewable energy sources. The costs of installing PV systems during construction are also significantly lower than retrofitting these so there is justification for the Local Plan to require installation during construction of development.

Further information

- Climate Change Topic Paper
- Climate Change Study 2023
- Renewable Energy Potential Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 13: Sustainable Travel

Local Plan Part 1 - Core Policy 14: Renewable and Low Carbon Energy

Policy CC4: Sustainable Construction

Objectives

The sustainability of a development cannot just be considered from a point of view of the resulting development. During construction, emissions come from the creation of the materials to be used in construction, from bringing people and materials to the site, and from the use of machinery. This links with Circular Economy principles and the approach to retaining as much material in use as possible, to extract the maximum value, thereby reducing waste.

Building regulations only address regulated operational emissions associated with development, they do not include unregulated emissions or the embodied carbon emissions which make up a large share of the whole lifecycle emissions of a building.

The amount of energy that will need to be consumed on a site should be reduced as much as is practical. Where energy needs to be used, it should be done in the most efficient way possible. The Local Plan policy will support sustainable construction methods and techniques.

Achieving lower carbon emissions from buildings and energy efficiency is only one aspect of building sustainably. The use of appropriate building materials and techniques and minimising waste are additional steps that can improve the sustainability of buildings. Extending the life of a building and recovering and reusing materials at the end of its life can significantly reduce the demand for materials and subsequent waste produced.

To be effective, sustainable construction and design needs to be considered at the outset of the development of scheme.

Preferred Policy Direction

Demolition often leads to large amounts of waste and can impact on the amenity of residents. Reusing, or adapting buildings can reduce waste and can preserve the character of the surrounding area and therefore the local plan will encourage the reuse, repair and refurbishment of existing buildings to new uses where possible.

The policy will set out requirements for development proposals to provide evidence of circular economy principles and demonstrate how waste arising from construction is to be minimised. This will include consideration of the longevity, maintenance, and repair of developments and how they can be adapted to changing needs through the development lifetime. The policy will also set out the priority for use of locally sourced and/or sustainable materials that have smaller carbon footprints.

A policy requiring whole life cycle carbon assessment is being considered for larger developments. In these circumstances the developer would be required to document the whole life carbon assessment and the steps taken to minimise/mitigate these through the design of the development within the Energy Statement. There would be a cost to carrying out such assessments which would need to be assessed by the whole plan viability assessment.

Why is this policy needed?

In the UK, construction is one of the largest consumers of materials and produces more waste than any other sector. In East Sussex and Brighton & Hove, construction and demolition wastes amount to over half the total of all wastes produced²⁸, of 1.75million tonnes of solid waste handled each year construction and demolition waste accounts for 51%.

Extending the life of buildings and recovering and reusing materials at the end of their life can significantly reduce the demand for materials and subsequent waste produced. Adopting a circular economy approach in the development sector will play a significant role in promoting resource efficiency and addressing the challenge of the climate emergency.

What you have told us so far

Question 1.2 of the Issues and Options Consultation set out three options for decarbonising a buildings life cycle, asking whether the local plan should require development proposals to:

1. Provide evidence of circular economy principles and waste reduction – requiring retention of existing buildings unless evidence of need to demolish?
2. Evidence reductions in carbon by prioritising the use of materials and construction techniques that have smaller ecological and carbon footprints?
3. Consider the lifecycle of the building and whether it can be easily adapted to meet changing needs.

In response 96% of respondents selected at least one of the three listed options. while 85% selected all three options. Option 1 received marginally more support than the other two options.

Alternatives considered and reasons for discounting

No policy and relying on the ESCC Waste and Minerals Plan policies or national policy is an alternative option. However, given how much waste is associated with construction it is considered necessary for the local plan to promote resource efficiency.

²⁸ [ESCC Waste and Minerals Plan \(2013\)](https://www.eastsussex.gov.uk/planning/waste-minerals-plans-monitoring-reports) <https://www.eastsussex.gov.uk/planning/waste-minerals-plans-monitoring-reports>

A policy for whole life cycle carbon assessments is being considered for larger developments due to the costs and expertise required, this will need to be tested in the whole plan viability study to ensure that it is a viable policy option when considering all policy requirements.

Further information

- Climate Change Topic Paper
- Climate Change Study 2023
- ESCC Waste and Minerals Plan 2013
- ESCC Supplementary Planning Document on Construction and Demolition Waste (2005)²⁹
- LDC Circular Economy Planning Technical Advice Note 2021³⁰

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 14: Renewable and Low Carbon Energy

²⁹ <https://www.eastsussex.gov.uk/planning/waste-minerals-plans-monitoring-reports>

³⁰ https://www.lewes-eastbourne.gov.uk/media/2408/Circular-Economy-Technical-Advice-Note/pdf/Circular_Economy_Technical_Advice_Note.pdf?m=638200215633970000

Policy CC5: Renewable Energy Development

Objectives

For the district to become carbon neutral by 2030, energy demands need to be reduced and energy generation needs to be switched to renewable energy sources.

A transition to a low carbon district will involve a change in the way existing infrastructure is used and may require new infrastructure. The Local Plan can allocate land for new infrastructure through identifying areas suitable for renewable energy generation, or land for supporting energy infrastructure including power transmission, distribution and storage systems.

The Renewable Energy Study carried out an assessment of the potential for Solar Energy generation from ground and roof mounted solar PV and from Wind Turbine Generators (WTG's) and identified areas of land that might be suitable for wind and solar energy generation and advised that these wider areas should be identified on the policy map.

The Local Plan can also support the transition to renewable energy by supporting electricity infrastructure upgrades. The Local Plan can identify specific infrastructure upgrades and include them in the Infrastructure Development Plan after consultation with the electricity infrastructure provider. This will help to ensure renewable energy delivery within the plan period to support the existing and new population.

Preferred Policy Direction

The policy will encourage and support the principle of renewable energy generation in suitable locations providing proposals meet all other policies in the plan and take account of local constraints such as in relation to landscape and visual impacts, amenity impacts etc.

The Local Plan will identify areas on the policies map which are suitable for renewable energy generation and identify strategic sites for renewable energy generation.

In addition to strategic allocations, the policy will support neighbourhood plan identification of renewable energy sites including community renewable energy schemes.

Why is this policy needed?

For Lewes to become carbon neutral by 2030, energy demands need to be reduced and energy generation needs to be switched to renewable energy sources. Any increase in energy consumption or additional use of non-renewable energy sources from new development will make these targets more difficult to achieve. The local

plan supporting and encouraging renewable energy generation schemes will help to ensure renewable energy delivery within the plan period to support the existing and new population.

While respondents to the Issues and Options consultation supported neighbourhood plans identifying land for renewable energy generation, given the strategic nature of the scale of renewable energy, it is also important for the local plan to consider strategic allocations and allocations to support improved infrastructure that may be required to support the existing and new population of the district.

What you have told us so far

There was overall support from respondents to the Issues and Options consultation for supporting renewable energy generation, although some concerns raised about the impact of wind turbines, primarily on the landscape.

A number of respondents suggest that existing or new buildings are the best places for solar panels rather than large scale farms. There was also support for off shore wind farms in preference to onshore.

Overall there were mixed responses on whether the allocation of land for renewable energy generation should be through the local plan or neighbourhood plans, many respondents supported communities identifying the best location of such developments.

Alternatives considered and reasons for discounting

An alternative option is to not identify sites for renewable energy generation, however not supporting strategic allocations may reduce the ability to deliver enough renewable energy in the district. For the district to become carbon neutral by 2030, energy demands need to be reduced and energy generation needs to be switched to renewable energy sources. A lack of support for renewable energy generation at a strategic level will make these targets more difficult to achieve.

Further information

- Climate Change Topic Paper
- Climate Change Study 2023
- Renewable Energy Potential Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 14: Renewable and Low Carbon Energy

Strategic Policy CC6: Coastal Change

Objectives

Policy CP12 of Local Plan Part 1 seeks to ensure that development avoids areas of undeveloped coastline unless it specifically requires a rural coastal location, meets the sequential test and does not have other adverse impacts. The policy however does not currently meet the requirements of the NPPF in terms of defining a 'Coastal Change Management Area' to cover the coastline where rates of shoreline change are significant over the next 100 years, taking into account climate change. NPPF paragraph 171 states that plans should reduce risk from coastal change by avoiding inappropriate development in vulnerable areas and not exacerbating the impacts of physical changes to the coast.

The district has 14.5km of coastline, erosion rates vary from year to year and at different rates along the coast. In the long-term erosion will have impact on the coastline and in some areas the risks are larger for infrastructure, beaches and properties. Coastal protection engineering works can affect species and habitats, or beaches and paths. The impact of these should be considered. The emphasis is now on working with natural processes to adapt to climate change rather than trying to prevent it in all situations.

The Shoreline Management Plan for the area is The Beachy Head to Selsey Bill Shoreline Management Plan (SMP)³¹. The SMP sets out the preferred policies for managing the risks of coastal erosion. In four of the eight policy units in the plan area the policy approach is managed realignment, allowing retreat of the shoreline, or no active intervention - a decision not to invest in providing or maintaining defences. The unit recommendation plans are set out in the Climate Change Topic Paper in further detail.

Planning Practice Guidance sets out that a Coastal Change Management Area should be defined where the shoreline management plan policy is anything other than hold or advance the line at any time during its plan period³². Therefore the new Local Plan will consider designation of Coastal Change management areas where the SMP policy is 'no active intervention' in the four policy units Telscombe Cliffs, Newhaven to Peacehaven Heights, Seaford (Tides Mills) and Seaford Head.

Preferred Policy Direction

Guided by the Shoreline Management Plan and the Brighton Marina to Newhaven Harbour Arm Plan, the Local Plan will identify areas likely to be affected by physical changes to the coast in CCMA(s). Local plan policy will be clear what development will or will not be appropriate in a CCMA and under what circumstances.

³¹ <https://se-coastalgroup.org.uk/shoreline-management-plans/beachy-head-to-selsey-bill/>

³² PPG Flood Risk and Coastal Change paragraph: 072 Reference ID: 7-072-20220825

Further evidence on coastal change and potential erosion is required to precisely define the CCMA(s), an updated Shoreline Management Plan is expected in 2024 however the new Local Plan policy is likely to set out what types of development will be acceptable in CCMA(s) in the short/medium/long term time periods and what applications for development will have to demonstrate to be considered acceptable as set out in the NPPF³³ and NPPG³⁴.

Why is this policy needed?

The NPPF³⁵ requires that strategic policies set out an overall strategy and make sufficient provision for flood risk and coastal change management. The NPPF at Paragraph 171 states that plans should identify as a Coastal Change Management Area any area likely to be affected by physical changes to the coast, and:

- a) be clear as to what development will be appropriate in such areas and in what circumstances; and
- b) make provision for development and infrastructure that needs to be relocated away from Coastal Change Management Areas

The SMP states that from 2055 onwards coastline management practices will cease for the stretch at Peacehaven, and properties will be at risk. The Brighton Marina to Newhaven Western Harbour Arm Plan assesses viability of coastal management options.³⁶

A local plan policy including a CCMA is required in areas that are defined in the shoreline management plan as anything other than hold or advance the line to ensure inappropriate development is avoided and physical changes to the coast are not exacerbated.

What you have told us so far

Respondents to the Issues and Options consultation supported the coastline, cliffs and other areas at high-risk of sea level rise not being considered for new development. Some respondents stated that the whole coast will see changes and therefore CCMA(s) should extend along the entire coast. Some respondents supported managed retreat, while others commented on the need for active measures to prevent or constrain further erosion.

Alternatives considered and reasons for discounting

It is outside of the scope of the Local Plan to promote management policies for the coastline, for example whether the shoreline should be protected or allowed to erode naturally, this is the purpose of the Shoreline Management Plan.

³³ NPPF Paragraph 172

³⁴ PPG Flood Risk and Coastal Change paragraph: 074 Reference ID: 7-074-20220825

³⁵ NPPF 2021, par 20

³⁶ <https://www.lewes-eastbourne.gov.uk/resources/assets/inline/full/0/258572.pdf>.

An alternative of no policy defining a CCMA would not be a realistic option given the recommendations of the SMP and the requirements of the NPPF.

Further information

- Climate Change Topic Paper
- The Beachy Head to Selsey Bill Shoreline Management Plan³⁷ 2006
- The Brighton Marina to Newhaven Western Harbour Arm Plan (2016)³⁸

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 12: Flood Risk, Coastal Erosion, Sustainable Drainage and Slope Stability

³⁷ <https://www.southdowns.gov.uk/wp-content/uploads/2018/04/TLL-19-Beachy-Head-to-Selsey-Shoreline-Management-Plan-2006.pdf>

³⁸ [Brighton Marina to Newhaven Coastal Management Implementation Plan Local Community Summary \(lewes-eastbourne.gov.uk\)](#)

Theme: Natural Environment

Aim: We want to put the environment at the heart of all new development to enhance and deliver biodiversity net gains rather than detrimentally impact on our environmental assets including designated national sites, landscape character, biodiversity and water quality.

The District's natural environment is one of its greatest assets and supports a range of habitats, species and other features that contribute to biodiversity or geodiversity value. Vital parts of the ecosystem are the soils, the rivers and the wider water environment. In addition to protecting and restoring nature, for nature, the natural environment contributes to enhancing the quality of life for residents, workers and visitors and helps to promote healthy living and social inclusion.

Our natural capital assets have a key role in tackling the two huge environmental crises we now face: climate change, and the devastating loss of biodiversity.

Which policies are we proposing:

NE1: Green and Blue Infrastructure

NE2: Biodiversity

NE3: Landscape

NE4: Clean and Healthy Environment

Tree Planting and Greening Requirements

The Local plan could set a requirement for greening such as a percentage area for canopy cover from trees. This would require further evidence in relation to the need and opportunity for green infrastructure to ensure it is achievable.

Consultation Questions for the Natural Environment Theme

- Are there any further policies you would like to see included to protect and enhance our natural environment? Why do you think they should they be included?
- Do you think the policy direction for Green and Blue infrastructure is the right one? If not, please identify how it can be changed and why?
- Do you think the policy direction for Biodiversity is the right approach? If not please identify how it can be changed and why?
- Should the local plan consider preparing an urban greening policy which requires a minimum level of greening on a development site?

Strategic Policy NE1: Green and Blue Infrastructure

Objectives

Green and Blue Infrastructure (GBI) is a network of multi-functional green and blue space and other natural features. With the GBI network the aim is to develop multifunctionality, linking the built-up area with the natural environment, delivering benefits for nature, the environment, climate, health and wellbeing, even economic prosperity.

A Green and Blue Infrastructure network can include street trees, green roofs/walls, parks, private gardens, allotments, sustainable drainage systems, through to wildlife areas, woodlands, wetlands and natural flood management functioning at local and landscape scale. Linear GBI includes roadside verges, green bridges, field margins, rights of way, access routes, and canals and rivers.

Green infrastructure Improvements can be delivered as part of new development via the planning system, upgrading of existing GBI, and retrofitting of new GBI in areas where provision is poor.

Preferred Policy Direction

The Local Plan will identify the existing GBI network and areas where there is potential for the enhancement or restoration of existing GBI and opportunities for the provision of new green space.

A Green Infrastructure Study is currently being undertaken to inform the policy. However the policy direction is likely to include protection of the GBI network, and enhancement to be encouraged where appropriate, the policy would not support development that would undermine the functional integrity of the GBI network. The policy will also require all development proposals to include GBI appropriate to the type, scale and location of the development.

To support the migration of species between different habitats, the Local Plan policy will promote the reconnection of habitats across the plan area, through compulsory habitat connectivity in new developments. For example, if a site overlaps two identified habitats, or the same habitats that are fragmented, local plan policy can set out mandatory requirements for the design of the site to include a green or blue corridor to connect these habitats. This should then be incorporated into the onsite green infrastructure plan.

Why is this policy needed?

Green infrastructure is considered a strategic priority in the NPPF at Paragraph 20 and its importance is emphasised. It is one of the strategic policies that development plans must include.

Networks of green and blue spaces and other natural features can bring big benefits for nature and climate, health and prosperity.

The GBI network will be part of the Local Nature Recovery Network, a network of wildlife-rich places where habitats are connected to improve the landscape's resilience.

The council's Corporate Plan expresses the ambition to have the greenest local plan and put sustainability at the heart of the local planning processes. In 2019, Lewes District Council committed to reduce council greenhouse gas emissions to net zero and to become fully climate resilient by 2030 and further committed, in February 2021, to address the ecological crisis. Meaningful biodiverse and nature-based solutions are at the heart of these ambitions.

What you have told us so far

In response to the Issues and Options Consultation comments on questions centred around GBI demonstrated support for requirements for tree planting in new development, allocating land for tree planting or woodland expansion and for the identification of green and blue infrastructure assets to improve biodiversity, carbon capture and storage of water.

Many respondents mentioned the importance of involvement of local groups, local farmers, neighbourhood plans, other stated that green corridors should be part of a national network. Respondents supported substantial improvements to corridors and green and blue assets and there were many suggestions about assuring the quality of the contribution to the network.

Alternatives considered and reasons for discounting

No policy is not an alternative as national planning policy considers green infrastructure is a strategic priority that development plans must include. Further evidence is required to inform the policy direction and the Green Infrastructure Study is currently being prepared.

Alternative policy directions include considering setting a standard for green infrastructure in new developments with a preference for multifunctionality, and whether a policy should allow for off-site contributions to GBI instead of on site provision in certain circumstances.

Further information

- Environment Topic Paper
- Lewes Biodiversity Study 2023
- Lewes Strategic Flood Risk Assessment 2023

- Lewes Climate Change Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 8: Green Infrastructure

Policy NE2: Biodiversity

Objectives

The policy will address the protection of international, national, and locally designated sites, areas of ancient woodland, and Local Wildlife sites, and habitats and species of principal importance for biodiversity, with the level of protection being appropriate to its international, national or local significance.

This policy will control the biodiversity impacts from development, including the approach to Biodiversity Net Gain (BNG).

Preferred Policy Direction

All development should ensure the protection, conservation, and enhancement of biodiversity. If harm cannot be avoided, then such harm should be adequately mitigated. Where it cannot be adequately mitigated then as a last resort such harm must be compensated for. Where it cannot be compensated for, then planning permission should be refused. This process is known as the mitigation hierarchy. The level of protection will be linked to the international, national or local significance. Exceptions will only be made where the public benefits significantly outweigh any adverse impacts. Development resulting in the loss or deterioration of irreplaceable habitats will be refused.

On top of mitigation and/or compensation of all impact, the policy will require development to achieve up to 20% and a minimum of 10% biodiversity net gain. This BNG should be delivered on-site, but when this is shown to be unachievable off-site measures can be agreed. The off-site BNG must be consistent with the strategic aims of the Local Nature Recovery Network and/or Green and Blue Infrastructure Network, and preferably be delivered near the development.

The policy will also provide guidance on how development in the north-western part of the plan area should consider the specific qualities of the Ashdown Forest and contribute to mitigation measures where necessary.

Why is this policy needed?

National policy requires development to achieve a net gain for biodiversity, as well as to protect and enhance sites of biodiversity and geodiversity importance, with the level of protection being appropriate to its international, national or local significance.³⁹

³⁹ National Planning Policy Framework, paragraphs 174 and 175

The Environment Act makes a 10% biodiversity net gain mandatory. This net gain is considered after all impact is mitigated and or compensated, to ensure habitats for wildlife are left in a better state than they were before the development.

In the LDC Corporate plan the council expresses the ambition to have the greenest local plan and put sustainability at the heart of the local planning process. In 2019, Lewes District Council committed to reduce council greenhouse gas emissions to net zero and to become fully climate resilient by 2030. The council further committed in February 2021, to address the ecological crisis, including a target of all major developments achieving at least a 20% biodiversity net gain by 2025 in the Climate Change and Sustainability Strategy 2021⁴⁰. Meaningful biodiverse and nature-based solutions are at the heart of these ambitions.

What you have told us so far

Respondents to the issue and options consultation were in general support of a 20% biodiversity net gain in all major developments with some arguing that it should be more than 20%.

The majority of the respondents were in favour of off-site BNG provision, with comments that it should not be far away from the development, that there should be strict parameters, and it should improve habitat connectivity. Many respondents stated that there should be no development on greenfield sites and consider this the best way to protect wildlife.

Alternatives considered and reasons for discounting

No policy and rely on national legislation setting out a 10% mandatory biodiversity net gain - This alternative is not the preferred approach, as it would not result in as much benefit for biodiversity.

Require biodiversity net gain higher than 20% - This would require additional evidence, and it is not clear that there would be a justification for such a high requirement. This is not the preferred approach as it would be likely in most instances to require significant off-site measures, and could impact on site viability.

A final option is to rely on national policy for protection of sites of biodiversity importance - This alternative is not the preferred approach as we consider that additional clarity is required to set out how the principles set out in national policy should be applied at a local level.

Further information

- Environment Topic Paper

⁴⁰ Climate Change and Sustainability Strategy 2021

- Lewes Biodiversity Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 10: Natural Environment and Landscape Character

Policy NE3: Landscape

Objectives

The district contains high quality and diverse landscapes. The spatial strategy seeks to manage growth in the most sustainable locations to ensure that the most valued and sensitive land is protected. Maintaining green gaps between settlements has been long standing in the plan area, where settlement boundaries have been used to make a clear distinction between town and village locations and the countryside. The purpose of the settlement boundaries has been to positively focus growth on the sustainable settlements while protecting the character and beauty of the countryside. The settlement boundaries were considered taking into account, among other things, important gaps between individual towns and villages and important environmental considerations such as the need to conserve designated areas of national landscape, ecological, geological, or historic importance.

New development will have an impact on the landscape; the new local plan will steer developments where harm can be minimised and policies will set out how development should conserve and enhance the natural beauty and high quality character of the district. The policy must ensure that development in the district does not adversely affect the setting of the South Downs National Park (SDNP).

Preferred Policy Direction

The policy will maintain and where possible enhance the natural, locally distinctive landscape qualities and characteristics of the district. Development proposals should have regard to the Landscape Character Assessment 2023 and the Landscape Sensitivity Study 2023 and where a countryside location is proposed a Landscape Visual Impact Assessment will be required to identify the effects of a proposed development. The landscape policy will set out how the setting of the South Downs National Park should be respected, including the key views, and the dark night sky quality.

The landscape design policy will require developments to reflect the local character and distinctiveness and integrate development into its surroundings. This policy will also set out requirements in relation to tree planting which link with requirements for climate adaptation, carbon capture and cooling.

Trees providing vital benefits such as temperature regulation, reducing runoff rate and water storage, local plan policy will protect existing trees and, where possible require additional trees to be planted within a development area. Street trees provide valuable greening, improving climate resilience offering shelter and shade, cooling and contributions to natural drainage. Priority will be given to native species, including fruit-bearing trees. Local plan policy will also encourage native hedge mixes in replacement of fences providing living barriers with ecological value.

Why is this policy needed?

National planning policy is clear that plans should recognise the intrinsic character and beauty of the countryside. The NPPF sets out at Paragraph 174 that “*planning policies and decisions should contribute to and enhance the natural and local environment*”. Paragraph 176 states that great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks which have the highest status of protection in relation to these issues. Further Planning Practice Guidance sets out where landscapes have a particular local value, it is important for policies to identify their special characteristics and be supported by proportionate evidence⁴¹.

The Landscape Character Assessment⁴² and the Landscape Sensitivity Study form the evidence base to support the landscape policy and other character policies within the new Local Plan.

What you have told us so far

Respondents to the Issues and Options consultation expressed great concern on the impact of development on the landscape of the district, stating that development should be in harmony with the local landscape and nature and that the countryside should be protected and the views from the SDNP must be maintained and not be eroded by un-sympathetic development. There was strong opposition in the responses to the consultation to building on green field sites. Many respondents answered that development needs to be in sympathy with the landscape of the district. There was also support for in relation to the protection of the countryside and natural spaces around villages that prevent coalescence.

Alternatives considered and reasons for discounting

A landscape policy with a restriction of development in the countryside, outside of defined planning boundaries, is discounted because of national policy guidelines and the benefits or need for some uses of a countryside location which could outweigh the harm caused.

Further information

- Environment Topic Paper
- Landscape Character Assessment 2023
- Landscape Sensitivity Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 10: Natural Environment and Landscape Character
Local Plan Part 2 - Policy DM27: Landscape Design

⁴¹ Planning Practice Guidance Natural Environment 036 Reference ID: 8-036-20190721

⁴² Link evidence base

Policy NE4: Clean and Healthy Environment

Objectives

This policy will set out how development should contribute positively to the quality of the environment and how development should minimise polluting impacts on existing and future residents to create a clean and healthy environment for all.

The policy addresses pollution such as air, soil, noise, and light (the dark night sky), and includes specific requirements where appropriate for each where relevant. Pollution in the watercourse is considered in the Water Theme.

Preferred Policy Direction

The policy will require all development proposals to:

- avoid significant adverse impacts on health and the quality of life for residents and quality of the environment from pollutants such as air, soil, noise, and light (the dark night sky) or other pollutants now or in the future;
- mitigate any adverse impact on the health and quality of life for residents and quality of the environment from pollutants;
- and where possible contribute to the improvement of mentioned quality aspects to help improve health, quality of life and the environment.⁴³

Development (residential and commercial) that may potentially contribute to, or adversely affect soil quality, air quality, or contribute to noise or light pollution will only be permitted where it can be demonstrated that the development will not have an adverse impact on the use of other land, the health and quality of life of residents, or on the environment.

Specific for noise pollution

The policy will set out that development that would expose noise sensitive uses to unacceptable noise levels will not be permitted. Further the policy would set out that noise sensitive development would only be permitted where it can be demonstrated that users of the development would not be exposed to unacceptable noise disturbance from existing or future uses. In turn, noise generating development will only be permitted where it can be demonstrated that nearby noise sensitive uses, including existing or planned uses, will not be exposed to noise impacts that would adversely affect the amenity of existing or future users/occupiers.

Applications for residential development in locations where noise from road, rail, or other noise generating uses is expected must be accompanied by a Noise Impact Assessment.

Specific for light pollution:

⁴³ Contribution requirement is mentioned in paragraphs 174-e NPPF

Artificial light has valuable benefits, in terms of feelings of safety and allowing longer hours of recreation and sport in some instances. However artificial light can be a source of annoyance for people, and it can have negative impacts on wildlife, and our enjoyment of the countryside. The policy will prevent development from contributing to unnecessary sources of artificial light especially in areas of darker skies or where it would negatively impact on the South Downs designated Dark Sky Reserve.

The policy will require minimum light levels in the entire plan area, with special attention of developments within the setting of the South Downs National Park. In the entire plan area light levels should be the minimum required for working or safety purposes, and glare and spillage should be minimised. The policy will specify how much luminosity is acceptable. Outdoor lighting should be powered by on-site renewable sources where possible. Developments within the setting of the South Downs National Park will be required to minimise adverse impacts on the South Downs International Dark Sky Reserve.

Specific for soil contamination and unstable soils:

The policy will set out how development should deal with contaminated soils and will have specific requirements to avoid contamination of any watercourse, or aquifer. Development proposals on a site that is known or suspected to be affected by contamination will only be permitted where the council is satisfied that all works, including investigation of the nature of any contamination, can be undertaken without escape of contaminants that could cause unacceptable risk to health or to the environment. Remediation and mitigation of despoiled, degraded, derelict, contaminated and unstable land, where appropriate⁴⁴ must be ensured prior to the commencement of development. Development will not be permitted unless effective measures are taken to avoid contamination of any water course, water body or aquifer, and to avoid threatening the structural integrity of any building or structure built on or adjoining the site.

Specific for air pollution

The local plan will set out requirements for sustainable travel. Developments that support or encourage travel by walking, cycling and public transport, reducing the need to travel by private car will be supported, see also sustainable travel policy. The environment policy will set out specific requirements for development that could impact current or potential AQMAs and will address reduction of pollutants in the construction phase.

Development proposals which could impact on a current or potential AQMA must have regard to any relevant Air Quality Action Plans (AQAP) and seek improvements in air quality through implementation of measures in the AQAP; and provide

⁴⁴ NPPF 174-f The rest is more or less policy DM21 LPP2 LDC, but as next part is condensed.

mitigation measures where the development and/or associated traffic would adversely affect any declared AQMA.

All applications for development will be required to secure best practice methods to reduce levels of dust and other pollutants arising from the construction of development and/or from the use of the completed development. The policy will set out requirements for applications in terms of submission of construction details if known to avoid conditions.

Why is this policy needed?

Pollution negatively impacts on the quality of the environment and health and wellbeing of residents. The National Planning Policy Framework paragraph 174 states that planning policies should contribute to and enhance the natural and local environment by preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability. The NPPF also states that development should, wherever possible, help to improve local environmental conditions such as air and water quality, and remediate and mitigate despoiled, degraded, derelict, contaminated and unstable land, where appropriate.⁴⁵

The Environment Act 2021 sets legally binding targets to protect the environment, clean up air and rivers and boost nature.

The council's corporate plan puts sustainability at the heart of local planning. The goals include providing a well-managed and protected local environment including waterways and coastal areas and cleaner air across the district.

In general air quality in the district is good, however there are concerns with regard to nitrogen dioxide emissions in certain areas. Poor air quality has been linked to respiratory health problems and improving air quality is a Council Priority. There is an AQMA in Newhaven Town Centre as a result of nitrogen dioxide emissions from transport. Declaration of an AQMA is necessary under Part 4 of the Environment Act 1005, when certain statutory air quality thresholds are breached. Addressing these problematic areas will be key to ensuring that further pockets of poor air quality do not become prevalent.

The planning system has a role in seeking to ensure that new noise sensitive development such as housing, is not located close to existing sources of noise that would lead to nuisance and to ensure that potentially noise creating uses such as some industrial processing or recreational activities are not located where they would likely create a nuisance.

⁴⁵ National Planning Policy Framework Paragraph 174, criteria e).

A policy around noise sensitive development is required to protect the amenity of residents, and to ensure noise generating businesses can operate effectively in appropriate areas.

The entire SDNP is an International Dark Sky Reserve, Lewes District have a responsibility though its plan making and decision taking to ensure that development within the plan area does not affect the setting of the SDNP including the Dark Night Sky Reserve. This includes from development including external lighting and light spill from internal lighting in order to minimise the overall impact of light.

What you have told us so far

The Issues and Options consultation document set out how existing policies tackle Air Quality. There were no specific questions on air quality but respondents commented on the importance of the local plan addressing air quality. Improving air quality is also related to the policies on Modal Shift, for which, in general, there was much support. Some respondents link the need for modal shift measures with healthier environmental conditions.

There were also no specific questions on issues of noise, light, or land contamination, but the problem of littering, air pollution, noise pollution was mentioned several times by respondents. Some respondents mentioned noise from construction and/or construction traffic specifically, while others refer to noise impacts of completed development, and impacts of allowing noise sensitive development adjacent to existing employment spaces with noise generating activities.

Many respondents stated how much they appreciate a healthy, tranquil, green environment, or mentioned the importance of the dark night sky reserve. Many respondents commented on how much they appreciate the natural environment and how important they consider its protection.

Alternatives considered and reasons for discounting

No policy is not considered an alternative as the quality of the environment is a key planning issue which needs to be addressed in the Local Plan.

Further information

- Environment Topic Paper

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 9: Air Quality

Local Plan Part 2 - Policy DM20: Pollution Management

Local Plan Part 2 - Policy DM21: Land Contamination

Theme: Homes for Everyone

Aim: Plan for enough housing to meet our needs

The strategy for the plan sets out how many homes are needed and the locations in which they will be built. The Homes for Everyone theme will guide how new homes will be delivered. The plan will need to ensure that there are enough homes in the district that are affordable to people living and working in the district, that meet the needs of people at different life stages and provide for enough specialist homes so that people with different needs are able to access a home suitable for their needs.

In the Homes for Everyone theme, the plan will set out the policies that will help to determine whether planning applications that include residential development meet the needs of the district. The policies propose to ensure that new homes include sufficient indoor and outdoor space and that new housing developments respond to the needs of the different sized households and different household income levels that are expected from existing and future residents over the plan period in accordance with Healthy Homes principles⁴⁶. This includes those who would like to build their own homes. The policies will also guide conversions of existing buildings to residential use and the subdivision and expansion of existing homes. Sites suitable to meet the needs of Gypsies and Travellers will be identified alongside a criteria-based policy to guide planning applications for Gypsy and Traveller sites.

Which Policies Are We Proposing?

H1: Meeting Housing Needs

H2: Suitable Homes for All

H3: Affordable Housing

H4: Specialist Accommodation for Vulnerable People

H5: New Residential Development in the Countryside

H6: Making Best Use of Existing Rural Buildings

H7: Making Best Use of the Existing Housing Stock

H8: Accommodation for Gypsies, Travellers and Travelling Showpeople

Consultation Questions for the Homes for Everyone Theme

- Are there any further policies you would like to see included to meet housing needs? Why do you think they should they be included?
- Do you agree with the emphasis on securing two-bedroom homes through new development and retaining smaller homes in the housing stock? If not, please explain why.
- Do you agree with the affordable housing policy direction that is being set in the Affordable Housing policy? If not, please identify how it could be changed.

⁴⁶ [Healthy Homes Principles - Town and Country Planning Association \(tcpa.org.uk\)](http://tcpa.org.uk)

- Do you agree with prioritising rented affordable tenures over affordable home ownership tenures? If not, please explain why you think different tenure proportions should be sought.
- Can you identify specific sites that could accommodate Gypsies and Travellers? If you can identify a site, please submit it to our call for sites using the form on the consultation portal.

Strategic Policy H1: Meeting Housing Needs

Objectives

This strategic policy will set out the overall approach to meeting the housing requirements of the district guiding the features that builders of residential development will need to incorporate in order to make their schemes work for existing communities and future residents.

Preferred Policy Direction

This strategic policy will set out the number of homes that are expected to be delivered on different types of site. It will set out the proportion of homes that are expected on sites that already have planning permission, sites allocated to be developed by the plan and development that we expect to come forward from sites that have not been allocated (windfall development). In accordance with national policy this will include meeting at least 10% of the housing requirement on small sites. The policy will set a challenging target of achieving 40% affordable housing contributions and will highlight the council's own housebuilding and acquisition programme as set out in the Corporate Plan as a source of supply.

The policy will require that on sites which will provide 100 or more dwellings, plots to accommodate 5% of the total number of dwellings proposed on site will be made available as self build or custom build plots subject to consideration of the nature of the development proposed and the viability of the development. Where a partial number of self build plots is required by the policy, this will be rounded to the next highest whole number. Sites consisting of specialist accommodation for particular groups in their entirety and those consisting solely of flatted development, will not be expected to contribute self build plots. Serviced plots will be expected to be marketed to self builders including those on the Self Build Register. Those plots not sold after 6 months of continuous marketing will revert to the developer to be built out.

The approach to delivering homes in the plan will embody Healthy Homes Principals⁴⁷ through the policies set out in each theme. The detailed policies for infrastructure requirements and design of residential developments will be set out in the Design and Community Facilities and Infrastructure themes, but this strategic policy will set the high level expectation that residential development will be designed to a high quality that integrates private and communal outdoor space, provides a suitable level of children's play space, mitigates for the expected impacts of climate change and integrates active and low carbon travel infrastructure.

⁴⁷ [Healthy Homes Principles - Town and Country Planning Association \(tcpa.org.uk\)](https://www.tcpa.org.uk/healthy-homes-principles)

The policy will set out density expectations for residential development in order to make best use of the land available for development in accordance with the national policy requirement that developments make optimal use of the potential of each site. This will be established with reference to the settlement hierarchy. Sites in district centres and other locations that are well served by public transport should achieve a minimum density of 50 dwellings per hectare, sites at Rural Service Centres and Service Villages should achieve a minimum of 30 dwellings per hectare. Outside of these areas residential development should aim to achieve a minimum of density of 20 dwellings per hectare. All densities will be based on the net developable area of the site following the RICS approach⁴ to establishing the extent of the developable area.

Why is this policy needed?

National planning policy requires that strategic policies should set out the minimum number of homes that need to be built over the plan period. The size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies. This includes those in need of affordable housing and those wishing to build their own homes.

Under the Self Build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016) (the Act), local authorities are required to keep a register of those seeking to acquire serviced plots in the area for their own self-build and custom house building. They are also subject to duties to have regard to this register and to give enough suitable development permissions to meet the identified demand.

National planning policy requires that, where there is an existing or anticipated shortage of land for meeting identified housing needs, it is especially important that planning policies and decisions avoid homes being built at low densities and ensure that developments make optimal use of the potential of each site. In these circumstances plans should include policies to optimise the use of land and set out minimum density standards that reflect the accessibility and potential of different areas.

The LHNA suggests that there is a substantial need for affordable homes to buy in the district alongside the need for affordable homes to rent. The headline need is for 290 affordable homes per year for the plan area, which consists of a need for 125 homes additional rented affordable homes per year and 165 for affordable home ownership.

The Settlement Hierarchy Review helps to determine the settlement hierarchy for the plan based on the findings of the Settlement Services Study. The study identifies the locations in the district which have good accessibility where it may be appropriate to

maximise opportunities with higher density development or locate development where easy access to services is needed. The study recommends that Newick and Ringmer are defined as Rural Service Centres; Barcombe Cross, Plumpton Green, Wivelsfield Green and South Chailey as Service Villages.

The Land Availability Assessment looks at the density of residential completions and residential permissions within different locations within the district and summarises the findings. This assessment is summarised in the appendices to the Land Availability Assessment.

Since April 2016 the council has kept a Self Build Register which identifies individuals and groups who are looking for a plot to self- or custom build their own homes. Part 1 of the register includes all individuals and groups of individuals with a local connection to the district. Part 2 contains all people who have requested to be listed on the register. Based on analysis of CIL receipts and the number of people on Part 1 of the register there is a need for a further 26 plots to be identified by 2025. There is demand for an additional six plots for people on Part 2 of the register.

The Viability Assessment will consider all the requirements set out in the policies in the plan and advise whether different types of sites can realistically be developed under those requirements. The assessment will help to identify the level at which the affordable housing contribution can be set so that other development requirements, such as infrastructure contributions and climate change mitigations, are able to be secured.

What you have told us so far

Respondents to the Issues and Options Consultation gave strong support to maximising the amount of affordable housing secured through development, albeit tempered with regard to the need to secure appropriate contributions to support education, health and public transport infrastructure and climate change mitigation actions. Respondents also supported the delivery of affordable housing where it was needed with both on site delivery and contributions towards an affordable housing fund supported.

Industry respondents noted that affordable housing requirements should reflect the evidence base and suggested that viability assessment needs to factor in the higher end of the scale of developer profits in order to ensure that sites continue to come forward for development and to reduce the need for renegotiation where the viability of schemes may be marginal.

Some support was expressed for achieving higher densities by “building up” within the coastal towns but there was also recognition of the quality of the landscapes surrounding existing settlements; some respondents suggested that extensions to

villages should be built at densities reflecting the existing fabric of the settlement rather than maximising the potential of the land available.

Alternatives considered and reasons for discounting

Policy option not to set an affordable housing target and instead rely on an affordable housing requirement.

Not including a target is not the preferred option as the inclusion of a target gives officers greater scope to negotiate for more affordable housing than may be achieved through the affordable housing policy requirement alone.

Policy option to detail sustainable design, construction and infrastructure and community facilities requirements in the housing policies.

This is not the preferred approach as clarity and legibility of the plan will be improved by setting out design, construction, infrastructure and community facility requirements in the appropriate sections of the plan.

Policy options to support self builders

No sites have been submitted to the council's land availability assessment from landowners willing to accommodate a self build development. Concentrating the requirement on larger sites supports the need to diversify the housing land supply by supporting small and medium builders who are more likely to develop smaller sites. Larger sites are more likely to be built in phases so that the developer will more easily be able to plan the build out of unsold serviced plots.

Policy option to set minimum density levels for the coastal towns and Low Weald.

This is not the preferred approach because the minimum densities would need to be set at a much lower level to comply with the national policy requirements for maximising densities in accordance with accessibility.

Further Information

- Topic Paper – Improving Access to Housing
- Local Housing Needs Assessment 2023
- Settlement Hierarchy Review 2023
- LDC Self Build Register

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Spatial Policy 2: Distribution of Housing

Local Plan Part 1 - Core Policy 1: Affordable Housing

Local Plan Part 1 - Core Policy 2: Housing Type, Mix and Density

Local Plan Part 2 - Policy DM1: Planning Boundary

Policy H2: Suitable Homes for All

Objectives

This policy will set out the approach to achieving a dwelling stock that reflects anticipated demographic changes over the plan period. It will set the required internal space standards for new homes, the proportion of accessible and adaptable dwellings to be provided and the most appropriate bedroom size mix for residential developments.

Preferred Policy Direction

The policy will require that the market element of residential schemes on sites of 0.5ha or more or delivering 10 or more dwellings will include more two bedroom homes than other sizes of dwelling. The requirement will be subject to the overall viability of the scheme and will require that a home size mix that does not prioritise two-bedroom homes reflects the needs of the surrounding community.

Gross internal floor areas for all new homes will be required to meet or exceed the nationally described residential space standard or successor standards. Exceptions will be permitted where the homes are provided to meet the needs of specific groups such as students, and evidence is provided to demonstrate that meeting the space standards would result in homes that would be unsuitable for the intended occupants.

New homes created through conversions and changes of use from non-residential land uses should seek to meet or exceed the nationally described residential space standards or successor standards.

All new homes will be required to meet the Building Regulations M4(2) 'accessible and adaptable' dwellings standard as a minimum. Exceptions will be permitted only where it can be demonstrated that site specific circumstances and other requirements for the development, would make the proposed development impractical, unachievable or unviable.

Why is this policy needed?

National planning policy requires that the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies. Planning policies should ensure that developments, "create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users, and . . . do not undermine quality of life". The use of the nationally described residential space standard and the optional technical standards for accessible and adaptable housing as a means of meeting these requirements is supported.

A government consultation on Raising Accessibility Standards in New Homes concluded in July 2022 that Building Regulations will need to be changed to require that all new homes meet the M4(2) accessible and adaptable dwellings standard. Exceptions will be set out in the regulations to specify where M4(1) standards will be acceptable, with the onus on developers to justify why M4(2) standards are not appropriate for a particular site or individual dwellings. The focus is on physical characteristics of the site, rather than viability constraints.

The policy will draw primarily on the LHNA but will also have reference to the Viability Assessment.

Section 5 of the LHNA anticipates that there is a need for the proportion of two-bedroom homes in the district to increase over the plan period. The anticipated need is expected to be more pronounced in the Low Weald where the dwelling stock is dominated by larger dwellings. An increase in one-bedroom homes is also needed.

Sections 9 of the LHNA reports that the proportion of older people in Lewes District is higher than is demonstrated in the sub-regional, regional and national populations as measured by the 2021 census. Older people aged 75+ are more likely to need some level of care than younger age groups. The LHNA models the proportion of older people that are expected to require care in 2040 and the need for specialist accommodation for older people. The study anticipates that specialist accommodation will meet the needs of some older people with care needs but that most will be accommodated in mainstream housing that is likely to need to be adapted to meet their needs as they age.

What you have told us so far

Respondents to the Issues and Options consultation supported the achievement of a mix of dwelling sizes on both a site by site basis and across the district in both rural areas and the coastal towns. Respondents noted that one and two bedroom properties in a mix of tenures and building types were needed for people who want to downsize from larger properties and also younger people who could not afford to purchase larger properties.

Respondents generally supported the setting of minimum space standards in the Local Plan. There was support for adopting the Nationally Described Space Standard, for ensuring that homes were built to the Building Regulations M4(2) standard and that an appropriate proportion of homes were built to accommodate those with mobility impairments with respondents specifying various proportions as appropriate.

Some respondents noted that flexibility was required within the policy to allow for exceptional circumstances on a site-by-site basis, such as smaller homes for student housing and circumstances where level access was not achievable.

Alternatives considered and reasons for discounting

Policy option to require a specific mix of dwelling sizes in all schemes

This is not the preferred approach as there is a pressing need for more two bedroom homes across the district and particularly in the Low Weald. A more formulaic approach that sets out an idealised dwelling mix for schemes is more likely to need amendment for individual schemes at the application stage which is likely to contribute to delays in the determination process.

Policy option to set out tenure requirements alongside home size requirements.

This is not the preferred approach as the requirements for the affordable element of the scheme may be different to the market element dependent on the households registered on the waiting list at the time the application is determined. It is considered that the requirements for the mix of homes needed to meet affordable housing needs are best set out in the affordable housing policy.

Policy option to require smaller homes without regard to overall scheme viability

This is not the preferred approach as where a scheme may not be viable to develop, more larger homes may need to be included in the housing mix to ensure that other contributions, for example towards affordable housing, are secured. The option to mandate the priority for more smaller homes without reference to viability has therefore been discounted.

Policy option to not require a minimum space standard

This is not the preferred approach because there was strong support from respondents to the Issues and Options consultation to adopt minimum space standards.

Policy option to set out a local standard that exceeds those set out in the Nationally Described Space Standard

This is not the preferred approach because it is not consistent with national policy. At present the NPPF at Paragraph 130 Footnote 49 requires that local authorities make use of the Nationally Described Space Standards to specify the size of homes where this is justified. However, “Healthy Homes” principals were introduced into the Levelling Up and Regeneration Bill as it passed through the House of Lords during September 2023. The Healthy Home principals include that, ‘all new homes should have, as a minimum, the liveable space required to meet the needs of people over their whole lifetime, including adequate internal and external storage space’. Subject

to the progress of the LURB through the House of Commons, a review of the national space standards would be implied.

Policy option to set a target or a proportion of new homes to be built to M4(2) standard (percentage of a site or district target)

This is not the preferred approach because in order to make a difference to the proportion of the dwelling stock that is adaptable over the plan period, it is necessary for all homes to be built to adaptable standards as represented by M4(2) of the building regulations. This is needed to meet the needs of a rapidly ageing population and is in harmony with Healthy Homes principals.

Policy option to set a requirement for the proportion of new homes to be built to M4(3) standard.

This is not the preferred approach because setting a requirement for M4(3) wheelchair accessible homes where there may not be occupant for them is costly in viability terms. Those with poor mobility are more likely to be in need of affordable housing so requirements for M4(3) accessible dwellings are included in the affordable housing policy.

Policy Option to rely on Building Regulation updates to ensure new homes meet M4(2) standards

This is not the preferred approach as it is currently unclear whether the Building Regulation update will come into force prior to adoption of the plan. Officers will continue to monitor the progress of changes in the Building Regulations throughout the process of producing the local plan and reflect changes to the preferred M4(2) policy requirement as appropriate in accordance with Healthy Homes principals.

Further Information

- Topic Paper – Improving Access to Housing
- Local Housing Needs Assessment 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 2: Housing Type, Mix and Density

Local Plan Part 1 - Core Policy 5: Built and Historic Environment and High Quality

Local Plan Part 2 - Policy DM25.9: Design

Strategic Policy H3: Affordable Housing

Objectives

This policy will set out the approach to meeting the affordable housing requirements of the district setting out the circumstances under which affordable housing contributions will be required and how the type and tenure of affordable housing will be determined.

Preferred Policy Direction

The policy will require that sites providing 10 to 99 homes make a minimum contribution of 25% of the total homes to be provided as affordable housing on site. Further contributions commensurate with the 40% affordable housing target may be made on site or as commuted sum payments.

The policy will require that sites providing 100 or more homes make a minimum contribution of 30% of the total homes to be provided as affordable housing on site. Further contributions commensurate with the 40% affordable housing target may be made on site or as commuted sum payments.

Where a viability assessment at application stage supports the provision of less than the 40% overall target for affordable housing contributions, the policy will require that the viability of the scheme is subject to review over the course of the build out of the development. Any additional affordable housing provision identified as a result of the viability review will be acceptable as commuted sum payments.

A tenure and house size mix for affordable housing reflecting the most up to date local housing needs evidence and national policy requirements will be expected on sites delivering a mix of market and affordable homes for sale. The delivery of homes for social and affordable rent will be prioritised over the delivery of homes for affordable ownership. The delivery of homes for social rent will be prioritised over the delivery of homes for affordable rent. A tenure mix of 75% rented to 25% affordable ownership products will be set out in the policy. At present, it is anticipated that the tenure mix set out in the policy will be for 60% social rent, 15% affordable rent, 25% affordable ownership products.

Discounted affordable home ownership products should be offered with sufficient discount that they are affordable to households with median incomes as determined by the most up to date housing needs evidence. The implications of this will be set out in the supporting text to the policy. At present, it will require First Homes to be offered at 50% discount. Shared home ownership products will need to be offered with a range of initial share purchases from 10%. Where Rent to Buy homes are offered, these will form part of the affordable rent contribution.

Affordable homes should be integrated with and indistinguishable from market homes and constructed of hard wearing, durable materials. Small clusters of affordable homes throughout the site will be supported. A mix of smaller and larger homes should be offered. Housing waiting lists will be used to determine specific requirements for the affordable element of the scheme to be delivered on site, including bedroom sizes. These may include clusters of two bedroom flats or houses to meet the needs of vulnerable people, care home accommodation, delivery of M4(3)(a) wheelchair adaptable accommodation or M4(3)(b) wheelchair accessible accommodation.

All major residential development will be expected to contribute to meeting affordable housing needs. Where a development consists of Build to Rent homes, the affordable housing contribution will consist of homes offered at Affordable Private Rent with a minimum discount of 20% on market rents inclusive of service charges, secured through agreement with the council. Where a development consists of C2 residential accommodation, the affordable tenure mix will consist of predominantly accommodation for social rent, but the precise tenure mix will be negotiated with the council with regard to evidence from housing waiting lists.

Why is this policy needed?

NPPF Paragraph 62 requires that the size, type and tenure of housing needed for different groups of the community should be assessed and reflected in planning policies including those who require affordable housing. Planning practice guidance clarifies that this includes affordable homes to rent and to buy and states that a minimum of 25% of all affordable housing units secured through developer contributions should be for “First Homes”. National planning policy requires that affordable housing policies should specify the type of housing required and expect provision to be made on site unless off-site provision or an appropriate financial contribution in lieu can be justified and will contribute to the objective of creating mixed and balanced communities.

National planning policy stipulates that affordable housing contributions should not be sought from minor residential development other than in designated rural areas and that requirements may be reduced to support the re-use of brownfield land. Where major residential developments provide affordable housing at least 10% of the total homes need to be made available for affordable home ownership unless this would significantly prejudice the ability to meet the identified affordable housing needs of specific groups. Exceptions to the requirement for affordable home ownership contributions are made for Build to Rent homes, specialist accommodation for groups of people with specific homes, self-build developments and developments consisting exclusively of affordable housing or rural exception sites.

The LHNA found that there is a substantial need for affordable homes to buy in the district alongside the need for affordable homes to rent. The headline need is for 290 affordable homes per year for the plan area, which consists of a need for 125 homes additional rented affordable homes per year and 165 for affordable home ownership.

Analysis of the ability of households to afford different home ownership products confirms that households with median incomes would only be able to access lower quartile First Homes with a 50% discount on market prices or a 10% share of lower quartile shared ownership homes. For First Homes, these households would also need to have saved for a deposit.

Waiting list data analysis in the LHNA suggests that the bedroom size mix for affordable rented tenures should reflect an overall need for 47% one bedroom properties, 26% two bedroom properties, 20% three bedroom properties and 7% four+ bedroom properties. These reflect the minimum size property for which a household is eligible. While this property size distribution reflects trends in the waiting list, it is also noted within the LHNA that there is significant pressure on three bedroom properties, for which there are many more applicants than properties available.

What you have told us so far

There was strong support for securing high levels of affordable housing albeit there was no overall clear steer from the consultation regarding how best the affordable housing should be secured or delivered.

Some respondents stated that all development should consist solely of affordable housing in recognition of the capacity of the district to accommodate new homes while others supported different levels of affordable housing. Differential targets recognising the different sub-markets in the district were supported by some respondents. There was also strong support for the delivery of affordable housing being prioritised alongside essential infrastructure. Industry respondents highlighted the need for viability assessments that recognised the cost of all policies of the plan and built in contingency to accommodate sites with marginal viability. This included a comment that viability assessments need to factor in the higher end of the scale of developer profits in order to ensure that sites continue to come forward for development and to reduce the need for renegotiation later.

Respondents supported affordable housing that reflected the needs of current residents, this included the inclusion of local connection criteria and pricing for affordable homes that are affordable to those with incomes reflective of the community. Smaller starter homes were also supported, particularly in the Low

Weald. Council house building programmes were supported as an alternative to market delivered affordable housing development.

Opinions on the tenure of affordable housing were divided, with respondents suggesting a number of different approaches to proportions of rented and low cost home ownership tenures. The government requirement for inclusion of the First Homes tenure also divided respondents, with some suggesting that rented tenures should be priorities once the First Home requirement had been satisfied, and some suggesting that rented tenures should form a lower proportion so that shared ownership homes could be included in the housing mix. Industry respondents noted that tenure assumptions would have an impact on viability and would need to be reflected in those assessments; the cost and risk to the developer of providing First Homes mean that a market return is expected rather than the lower return anticipated for other forms of affordable housing where Registered Providers share the risk.

Alternatives considered and reasons for discounting

Policy Option to Set Higher or Lower Affordable Housing Targets

Setting a lower affordable housing target is not the preferred approach because affordable housing need exceeds 48% of the housing need as established under the Standard Method. It is anticipated that developments comprising 10 or more homes will generally be viable with a 40% affordable housing contribution; but this will be tested through the whole plan viability assessment. Setting a target higher than 40% will be reviewed based on the viability assessment but may not be supported in view of plan wide requirements for achieving other goals.

Setting Lower On Site Affordable Housing Requirements

Setting a lower on site affordable housing requirement is not the preferred approach as this is unlikely to support the achievement of mixed and balanced communities where development occurs.

Alternative proportions of rented and affordable ownership homes

The LHNA identifies that there is a need for 125 affordable homes for rent per annum and a further potential need for 165 homes for affordable home ownership per annum. This includes newly arising households falling into need and those currently on housing waiting lists. Translated directly to a policy requirement would imply 43% rented and 57% owned tenures. This is not the preferred approach because the potential need to increase access to affordable home ownership products does not outweigh the Council Plan priority to provide homes for those who are not able to access a decent home at all. The preferred approach is supported by the consultation responses and the corporate priority to secure high levels of affordable homes for rent.

Further Information

- Topic Paper – Improving Access to Housing

- Local Housing Needs Assessment 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 1: Affordable Housing

Local Plan Part 2 - Policy DM2: Rural Exception Sites

Policy H4: Specialist Accommodation for Vulnerable People

Objectives

This policy will set out the approach to meeting the need for specialist accommodation for those with specific needs that are not met by standard homes. These include older people in need of care, disabled people, people with learning disabilities, those in need of support with their mental health, single homeless people with support needs, and young people leaving care.

Preferred Policy Direction

Specialist housing will be supported where a need for the type of specialist housing proposed is demonstrated by the most recent district housing needs assessment or other care needs assessments published by health or government bodies, and where the development would not lead to concentrations of such provision in a community.

All development proposals for independent and supported living schemes and new build development for care home accommodation should be located within settlement boundaries and should include communal facilities for residents and accommodation for any essential resident staff on the site.

Development proposals for independent and supported living schemes and care home accommodation will be supported where they are located in district centres.

Development proposals for independent and supported living schemes and care home accommodation will be supported in Rural Service Centres and Service Villages where applicants contribute to the provision of demand led public transport services to support residents' independence.

Provision of care home accommodation and conversion of existing buildings to care home accommodation in Local Villages and Hamlets will be supported where applicants contribute to the provision of demand led public transport services to support residents' need to access community and health services.

Development proposals for specialist accommodation for older people will be required to meet M4(2) adaptable standards as a minimum and include a proportion of the homes as wheelchair accessible in accordance with both M4(3)(a) and M4(3)(b) standards set out in Building Regulations. Affordable housing contributions from such development will be required in accordance with the Affordable Housing Policy.

Conversion of existing buildings to specialist accommodation will be supported. Where the accommodation is for older people, requirements for wheelchair access

will need to be accommodated. The loss of specialist accommodation will be resisted unless the applicant can demonstrate that there is no longer a need for that type of specialist housing and the building cannot be converted, remodelled or redeveloped to meet the need for other types of specialist housing.

Evidence based proposals for the provision of residential annexes to accommodate an elderly or disabled dependent will be supported. The accommodation should meet the functional need of the occupant(s), be proportionate in scale and remain ancillary to the main dwelling. Conditions restricting the occupancy and subsequent sale of such accommodation will be applied to the grant of permission.

Why is this policy needed?

NPPF Paragraph 61 requires that strategic policies should be informed by a local housing need assessment. NPPF Paragraph 62 requires that the size, type and tenure of housing needed for different groups of the community should be assessed and reflected in planning policies including older people and people with disabilities.

Planning Practice Guidance for Housing for Older and Disabled People⁵ advises that clear policies should be set to address the housing needs of groups with particular needs. The policies can set out how the authority will consider proposals for the different types of housing that these groups are likely to require and may provide an indicative figure for the number of specialist homes will be needed over the plan period.

What are the headlines from the evidence gathered?

The LHNA investigates the need for specialist accommodation for older persons in Section 9. The LHNA found that there is likely to be an additional 7,779 older people aged 75 plus in the district population in 2040. These are expected to form approximately 5,484 households. This gives rise to a need for a further 1,877 specialist homes in the plan area. There is likely to be some cross over in the extra care figure between the need for independent C3 provision and communal C2 bed-spaces.

The LHNA compares the current supply of specialist homes with the idealised provision rates from the Housing Learning and Improvement Network (LIN) Shop tool. Current provision of specialist homes is estimated to be 152 units per 1000 age 75 plus persons across the whole district. The Housing Lin recommends provision at a rate of 250 specialist homes per 1000 age 75 plus persons. The LHNA goes on to examine the need for C2 bed-spaces and recommends that approximately 451 additional care home beds (23 per annum) will be required over the plan period for older persons.

Section 10 of the LHNA examines the needs for specialist housing for vulnerable people identified in the district. These include older people, people with learning disabilities, people with physical disabilities, people with mental health support needs, single homeless people with support needs and young people leaving care. The study notes that the prevalence of vulnerable people in the district is somewhat below or commensurate with national averages. The pressing need for accommodation for younger vulnerable people is for independent move on accommodation and for two-bedroom accommodation where support can be provided by a resident care provider.

What you have told us so far

Respondents to the Issues and Options consultation supported the provision of homes suitable for older people. The provision of generally smaller homes in the development mix and of small schemes of purpose built older persons accommodation was supported. There was some support for the inclusion of bungalows in the housing mix policies and strong support for increasing the accessibility requirements of new housing from public respondents. Industry respondents noted that Building Regulation M4(1) standards already exceed the accessibility of the general housing stock, while the imposition of requirements for M4(2) adaptable and M4(3) accessible homes could impact negatively on viability and needs to be appropriately evidenced in accordance with the PPG. The need for independent living schemes to be located in places with good access to community facilities, shops and public transport was noted by respondents.

Alternatives considered and reasons for discounting

Set a requirement for provision of specialist homes on larger sites

This is not the preferred approach because Policy H2 sets a requirement for all new development to meet M4(2) standards to ensure that there is a supply of easily adaptable homes across the plan area. However, the LHNA notes that older people are more likely to need to use a wheelchair either some or all of the time. Where schemes are developed specifically for older people, it is likely that a proportion of the intended occupants will need to use a wheelchair at some point in time. For this reason, the preferred approach is that a proportion of the dwellings provided in such development should be fully wheelchair accessible in accordance with Building Regulations M(3)(b).

Support Provision of Specialist Homes in All Settlements

This is not the preferred approach because the spatial strategy seeks to accommodate development in locations where residents will be able to easily access the good and services they require. Specialist schemes for independent living, whether these are intended for older people or people with different support needs are more likely to be occupied by those without access to a private vehicle. In

addition, those with poor mobility may find walking longer distances or making repeated changes when using public transport problematic. Concentrating provision in settlements at the top of the settlement hierarchy will support the continued independence of residents.

Allocate sites for the provision of care homes

This is not the preferred approach as none of the sites promoted to the plan have been submitted for allocation for specialist accommodation. Should a site be promoted to the council for the provision of a care home then this would need to be assessed against the spatial strategy to ensure allocation was appropriate. In the absence of such sites, a criteria based policy is set out to ensure that applications for care homes are directed to the most appropriate locations.

Further Information

- Topic Paper – Improving Access to Housing
- Local Housing Needs Assessment 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - CP2: Housing Type Mix and Density

Local Plan Part 2 - DM4: Residential Conversions in the Countryside

Local Plan Part 2 - DM29: Garages and other buildings ancillary to existing dwellings

Policy H5: New Residential Development in the Countryside

Objectives

This policy will set out the circumstances where new residential development outside of defined settlement boundaries will be acceptable including where homes are needed to support rural businesses.

Preferred Policy Direction

The policy will support the delivery of residential development on sites closely related to existing settlements outside of defined settlement boundaries for the delivery of affordable housing. These may take the form of:

- Rural exceptions sites, where the development is for 100% affordable housing to be retained in perpetuity to meet local needs;
- First Home exception sites where the homes are sold at a 50% discount on market values and offered to those with a local connection first and;
- Single plots for self builders, where the applicant will be expected to have a local connection to the parish, have a maximum household income of £80k per annum and the home built will be subject to a maximum floorspace of 90m² on plots of a maximum of 0.05 ha.

Where the delivery of an affordable housing scheme on an exception site will not be achievable without grant funding, a small element of market housing may be supported as enabling development, subject to viability evidence.

Sporadic residential development in the countryside will generally be resisted. The approach to rural workers dwellings will be carried forward from the adopted LPP2 Policy DM3. In order to support existing viable rural businesses of at least three years trading, new permanent homes will be supported where the business requires one or more workers to be readily available at most times and there is no other suitable or available accommodation within the site or buildings that could be converted to residential use. Where a business is unable to demonstrate ongoing viability over a three year period, a temporary dwelling may be permitted. Occupancy conditions related to the business will be applied to any homes permitted by the policy.

Why is this policy needed?

What is required by legislation from the Local Plan

Paragraph 72 of the NPPF requires that the development of exception sites offering one or more types of affordable housing, including those suitable for first time buyers should be supported where they are adjacent to and proportionate in size to existing settlements. NPPF Paragraph 78 requires that policies are responsive to local circumstance in rural areas and support residential developments that reflect local needs. Furthermore, it is required that opportunities to bring forward rural exception

sites are supported including consideration of whether a market element would help to facilitate the development.

The NPPF at Paragraph 80 requires that planning policies should generally avoid the development of new isolated homes in the countryside. Exceptional circumstances for countryside development include the needs for rural workers, securing the future of heritage assets and the re-use of existing buildings. The NPPF Paragraph 80e also supports isolated residential development that is of an exceptional design quality.

Under the Self Build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016) (the Act), local authorities are required to keep a register of those seeking to acquire serviced plots in the area for their own self-build and custom house building. They are then required to have granted permission for an equivalent number of plots of land suitable for self and custom housebuilding as there are entries for a prescribed period within three years.

What are the headlines from the evidence gathered?

The LHNA suggests that there is a substantial need for affordable homes to buy in the district. The need for affordable home ownership equates to approximately 165 homes per annum. Analysis of those registered with the Help to Buy agent suggests that the majority comprise smaller households with household incomes that are sufficient to access home ownership with a 50% discount on lower quartile properties achieved either as a 50% First Homes discount or 25% share via Shared Ownership. The study also notes that there are far fewer people registered with the Help to Buy agent in the district than is common in other local authorities and suggests that this may reflect a perceived lack of supply.

The Settlement Services and Facilities Study helps to determine the settlement hierarchy for the plan as set out in the spatial strategy policy. The study identifies all the recognised settlements in the district, including hamlets.

The Self Build Register Part 1 identifies that there is a need for the council to grant permission for sufficient land for a further 26 self and custom build plots by 30th October 2025 for people with a local connection to the district. There is existing demand for an six additional plots for people on Part 2 of the register who do not have a local connection. Registration is open to anyone who wishes to self build. New registrations to Part 1 of the register are approximately 15 households per annum which suggests that there is an ongoing need for plots for people with local connections to the district. Analysis of registrants suggests that plots are sought primarily in the rural north of the district.

The 2023 Economic Needs Assessment recommends at R5, Paragraph 9.3.17 that flexibility in the rural economy should be supported to respond to opportunities to use land and buildings previously in agricultural use for industrial or office employment. The ENA notes that Lewes has a relatively large agricultural sector, which is forecast to decline slightly in size over the new Local Plan period which could bring opportunities for diversification of use of land and buildings currently in agricultural use. The rural economy in Lewes district could provide significant economic opportunities for local people.

What you have told us so far

Respondents to the Issues and Options consultation were generally in support of achieving high levels of affordable housing in the district with some respondents supporting only the delivery of affordable housing over the plan period. Industry respondents noted that an evidence based approach to affordable housing was needed, with due regard to scheme viability.

Rural exception sites were supported as a means of addressing very high levels of affordable housing need in rural areas but there was less support for including First Homes exception sites within the policy. This was in part due to the likelihood of government guidance changes and in part due First Homes only delivering discounted market housing that may not be affordable to residents, rather than the rented and shared ownership tenures that residents need.

Alternatives considered and reasons for discounting

Policy Option to Omit First Homes Exception Sites from the Policy

This is not the preferred option because it would allow First Home Exception Sites to come forward with a discount of 30%. The LHNA concludes that, for First Homes to be affordable to those in need of affordable home ownership products in the district, a discount of 50% on market prices would be needed. The First Homes Guidance states that local authorities are only able to stipulate a discount of greater than 30% on market prices through the plan making process. In order to ensure that any First Homes Exception Sites that may come forward meet the needs of the district, the preferred approach is to include the required discount within the policy.

Widen Exception Policy for Rural Workers to all Live/Work Businesses

This is not the preferred option because there is not necessarily an operational need for all rural businesses to have residential accommodation on site and national policy requires that the development of isolated homes in the countryside should be avoided.

Define Exceptional Design Criteria for Isolated Rural Homes

This is not the preferred approach. By not including a specific policy in the plan the onus will be on applicants to prove the high architectural merit of their design in accordance with NPPF Paragraph 80e rather than the plan setting out what would be looked for in order to make an exception to the spatial strategy.

Rely on Market Delivery of Self Build Plots

This is not the preferred approach because some people who desire to build their own homes will not be able to afford the cost of market delivered serviced plots. The inclusion of the policy opens a route to rural affordable home ownership to self-builders that has been successful in other areas of the country where the affordability and availability of homes in rural areas is poor.

Further Information

- Topic Paper – Improving Access to Housing
- Local Housing Needs Assessment 2023
- Settlement Services and Facilities Study 2023
- Self Build Register

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 1: Affordable Housing guides rural exception schemes in accordance with saved policy RES10 of the 2003 Local Plan.

Local Plan Part 2 - Policy DM1: Planning Boundary

Local Plan Part 2 - Rural Exception Sites

Local Plan Part 2 - Accommodation for Agricultural and Other Rural Workers

Policy H6: Making Best Use of Existing Rural Buildings

Objectives

This policy will set out the approach to the conversion of existing rural buildings for residential purposes and residential redevelopment that will be acceptable in the countryside, outside of defined settlement boundaries.

Preferred Policy Direction

New residential development will be generally restricted in the countryside, outside of defined settlement boundaries. There will be some circumstances under which the conversion of existing buildings to a residential use will be acceptable and it is proposed that these are broadly carried forward from the Lewes Local Plan Part 2 2020.

Replacement dwellings in the countryside will only be permitted where a replacement dwelling is not substantively larger than the one it replaces and adheres to the design principles set out in the plan. The replacement of caravans, mobile or park homes with permanent dwellings will not generally be permitted.

There are some circumstances where existing rural buildings used for agriculture purposes may be converted to residential use under permitted development Class Q. The policy will guide those conversions which need planning consent.

- For residential conversions in the countryside, the change of use and adaptation of redundant or disused buildings to residential use will be supported where:
 - the buildings are unsuitable for employment use, or it is demonstrated through marketing of the property that there is no demand for their development for employment use,
 - the proposed development could be achieved without prejudice to any viable agricultural operations;
 - the buildings are structurally sound and are of permanent construction, demonstrated through the submission of a structural survey;
 - the applicant can demonstrate that access to a district centre, rural service centre or service village is achievable by walking or using public transport (locations within 800m of a bus stop).
 - the creation of a residential curtilage can be achieved that enhances the rural setting and responds sensitively to the rural character of the surrounding landscape, particularly through appropriate boundary treatment. The removal of existing structures and features that detract from the rural character and identity of the locality will be supported.

Why is this policy needed?

Paragraph 80 of the NPPF requires that planning policies avoid the development of isolated homes in the countryside unless the development would re-use redundant or disused buildings and enhance its immediate setting or the development would involve the subdivision of an existing residential building. Paragraph 84 of the NPPF requires that planning policies should enable the sustainable growth and expansion of all types of business in rural areas through conversion of existing buildings.

The 2023 Economic Needs Assessment recommends at Paragraph 9.3.17 that flexibility in the rural economy should be supported to respond to opportunities to use land and buildings previously in agricultural use for industrial or office employment.

The 2023 Landscape Character Assessment identifies five different landscape types in the area of the district to the north of the South Downs National Park. The dominant landscape character type identified is that of Western Low Weald which exhibits a highly rural and tranquil character due to the land use and the enclosure from mature vegetation, with localised references to villages via church towers. Other landscape character types are more localised in extent and include Eastern Low Weald to the east, Scarp Footslope bordering the national park, Ouse Catchment bordering the River Ouse, and an area of Heathland to the northwest.

The Landscape Sensitivity Assessment will consider the impacts of development on the Landscape Character.

What you have told us so far

There was general support for policy approaches that make best use of brownfield and redevelopment opportunities by respondents to the Issues and Options consultation. There was some support for supporting farm diversification through use of redundant rural buildings for economic use including for tourist accommodation but also for using redundant rural buildings for residential development. There was general support for policy approaches that maintain the character of the countryside landscape allied to some limited support for the protection of open countryside with design control that ensure that a rural, open feeling is maintained and environmentally and locally sensitive designs are used.

Alternatives considered and reasons for discounting

Option to not include a policy

This approach is not considered a reasonable alternative as proposals for conversion of rural buildings would revert to Paragraph 80 of the NPPF. This could lead to derelict buildings being bought back into use for residential purposes and would not necessarily reflect the ENA recommendations that the conversion of existing agricultural buildings to industrial or office use should be prioritised over residential conversion.

Option to Set Out Landscape Considerations in the Policy

This is not the preferred policy because the approach taken in the plan is that detailed design considerations, including those for reflecting landscape character, are more appropriately contained within the suite of design policies.

Option not to include a public transport restriction

This is not the preferred policy approach because the development of homes in isolated rural locations would be contrary to the spatial strategy and is likely to make access to goods and services difficult for the future occupants of the property.

Further Information

- Topic Paper – Improving Access to Housing

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 2 - Policy DM4: Residential Conversions in the Countryside

Local Plan Part 2 - Policy DM5: Replacement Dwellings in the Countryside

Local Plan Part 2 - Policy DM27: Landscape Design

Policy H7: Making Best Use of the Existing Housing Stock

Objectives

This policy will set out the circumstances where it will be acceptable for existing residential plots or buildings to be developed to increase the number of homes on the site. It will guide the subdivision and extension of existing homes.

Preferred Policy Direction

The policy will continue the approach of the adopted Lewes Local Plan by supporting the subdivision of existing residential plots within settlement boundaries that increase the number of homes on site. The policy will support the provision of replacement homes where this will increase the number of homes on the site. Subdivision of larger homes into smaller homes for single households and multiple household shared homes will also be supported. The net loss of existing homes through development will be resisted unless the loss would result in substantial improvements to the quality of residential accommodation provided.

The policy will set out a restriction on substantially increasing the size of smaller homes to ensure that the stock of smaller homes is not eroded. This will limit the increase to 30% of the existing floorspace. The size of smaller homes will be defined as those of 90m² or less at the time of application. The cumulative floorspace added to the property by previous extensions will also be considered by the decision maker. Evidence based proposals for the provision of residential extensions to accommodate an elderly or disabled dependent will be supported in accordance with Policy H4.

Intensification of residential development will be subject to the suite of design policies that reference a range of factors including potential harm to local character, occupier and neighbour amenity, trees, heritage and biodiversity.

Why is this policy needed?

The NPPF at Paragraph 62, requires that the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies.

NPPF Paragraph 119 requires planning policies to promote an effective use of land in meeting the need for homes in a way that makes as much use as possible of previously developed land, while safeguarding and improving the environment and ensuring safe and healthy living conditions. Paragraph 120(c) states that planning policies should give substantial weight to the value of using suitable brownfield land within settlements for homes and other identified needs.

Section 5 of the LHNA has found that there will be a need for the proportion of two-bedroom homes in the district to increase over the plan period. The anticipated need is expected to be more pronounced in the Low Weald where the dwelling stock is dominated by larger dwellings. The LHNA also anticipates that an increase in one-bedroom homes is needed.

Section 7 of LHNA notes that households with lower quartile incomes are only able to afford the market rent of a single lower quartile room and that the supply of these lower priced properties is very limited.

What you have told us so far

Respondents to the Issues and Options Consultation were generally in support of policy approaches that prioritise or make best use of brownfield land. This included some support for the provision of low rise apartment blocks and smaller properties that may suit older persons looking to downsize. There was some limited support for increasing the supply of shared housing to allow young people access to independent living, with recognition that the creation of smaller, cheaper one and two bedroom properties would also help younger people to access suitable homes. Respondents also commented on the need for study space to accommodate home workers. There was some very limited support for allowing substantial extensions to smaller properties as a way of allowing those with limited budgets to access larger homes.

Alternatives considered and reasons for discounting

Option to take a design led approach to subdivision and intensification

This is not the preferred approach because intensification of existing residential sites provides scope for providing more housing in the most sustainable locations within existing built up areas. The very limited supply of brownfield land in the plan area means that there is a need to make the best use of all opportunities to increase the supply of homes. The inclusion of a housing policy that sets a clear indication that the subdivision and intensification of existing residential plots is supported, means that schemes for this type of development can be enhanced with regard to the design policies set out in the plan, making both application and decision making processes more straight forward.

Option to limit the development of Homes in Multiple Occupation (HMO)

This is not the preferred approach because there are no significant concentrations of licenced HMO accommodation within the plan area and very few licenced HMO overall within the district.

Options for the threshold size of home for which substantial increases will be limited and appropriate level of increase.

Policy H7 seeks to support the supply of two bedroom homes by retaining existing two bedroom homes as such. Permitted development means that there is substantial scope for home owners to increase the size of their homes without recourse to the development management system. This includes the creation of single storey rear and side extensions and modest loft conversions. However, there is limited scope for additional upstairs bedrooms to be created via two storey extensions without requiring planning consent. The preferred policy approach would mean that householder applications to substantially increase the size of smaller homes could be refused planning permission. The intention is that smaller homes would be retained in the housing stock, an approach that has been successfully adopted within the South Downs National Park. The preferred policy approach sets the threshold for the application of the policy at 90m². This would mean that homes of up to 90m² would only be able to increase the floorspace of the dwelling by a limited proportion where planning permission is required. Setting the threshold at 90m² is considered to be the most appropriate value as it is most likely to impact on two bedroom homes within the plan area. A lower threshold is less likely to capture smaller bungalows which would mean that substantial extensions to them could make them less suitable for smaller, elderly households. A higher threshold is more likely to capture three bedroom homes, which the LHNA advises will still be needed within the housing stock.

The limit of a 30% increase to smaller homes has been set with reference to the Nationally Described Space Standards. The choice of a 30% increase would therefore permit a modest two storey extension with a footprint sufficient to accommodate a generous single bedroom on the first floor for dwellings of 60m² to 90m² and would accommodate a modest double bedroom on the first floor of dwellings of 80m² to 90m². This approach supports the need for three bedroom homes in the housing stock.

Further Information

- Topic Paper – Improving Access to Housing

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 11: Built and Historic Environment and High Quality Design

Local Plan Part 2 - Policy DM8: Residential Sub-Divisions and Shared Housing

Local Plan Part 2 - Policy DM25: Design

Local Plan Part 2 - Policy DM28: Residential Extensions

Local Plan Part 2 - Policy DM30: Backland Development

Policy H8: Accommodation for Gypsies, Travellers and Travelling Showpeople

Objectives

This policy will allocate sites for Gypsies and Traveller accommodation and set out the criteria against which permission for new sites will be determined.

Preferred Policy Direction

The policy will seek to allocate land for five pitches for ethnic Gypsies and Travellers.

The submission of sites to accommodate the need for pitches or for transit accommodation is invited through the consultation. Should no suitable sites be identified through the call for sites process, the policy will require that sites providing 100 or more homes contribute to the provision of accommodation for Gypsies and Travellers.

The policy will set out criteria against which planning applications for Gypsy, Traveller and Travelling Show Person Accommodation will be determined. The criteria are drawn from the existing adopted policy but have been modified to reflect the other proposed policies. The following criteria are expected to be satisfied by applications:

- The capacity of the site or extensions to existing sites, can be demonstrated to meet a need for further Gypsy, Traveller or Travelling Showperson accommodation, and is of a sufficient size to accommodate the needs of the intended occupants.
- The site is not subject to absolute barriers to development such as flooding, poor drainage, poor ground stability or proximity to other hazardous land uses where residential development would not be considered appropriate.
- The site has safe and satisfactory vehicular and pedestrian access to the surrounding principal highway network and is large enough to enable vehicle movements, parking and servicing to take place.
- The site can be provided with safe drinking water, sewage treatment, waste disposal facilities and electricity.
- The proposal will be sensitively designed to give privacy to the occupants, minimise impacts on the amenity of neighbouring properties and visual impacts on the surrounding landscape.

Proposals that would lead to a loss of accommodation for Gypsies and Travellers will be resisted unless it can be demonstrated that suitable alternative accommodation is to be provided or that a need for such accommodation no longer exists in the plan area.

Why is this policy needed?

What is required by legislation from the Local Plan

Humans Rights Act 1998 and the Equalities Act 2010

The Human Rights Act 1998 and Equalities Act 2010 protect Gypsies and Travellers' cultural and ethnic way of life, including living in a caravan. This relates to all those who are ethnically recognised as Gypsies and Travellers and includes Romany Gypsies and Irish Travellers.

Planning Policy for Traveller Sites (PPTS), August 2015

Gypsies and Travellers are defined by the PPTS as:

“Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.”

In determining whether persons are “gypsies and travellers” for the purposes of the PPTS, consideration should be given to the following issues among other relevant matters:

- a) whether they previously led a nomadic habit of life
- b) the reasons for ceasing their nomadic habit of life
- c) whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances.

While the PPTS excludes those who have ceased to travel permanently as being Gypsies and Travellers for planning purposes, it does not state how the planning definition should be interpreted in relation to other factors, such as whether families travel for economic or work purposes.

Travelling Show People are defined by the PPTS as:

“Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family's or dependants' more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily, but excludes Gypsies and Travellers.”

The PPTS emphasises the need for local authorities to use evidence to plan positively and manage development and requires local authorities to identify the accommodation needs of Gypsies, Travellers and Travelling Showpeople who accord with the planning definition.

The East Sussex Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment (GTAA) (May 2022) recommends that the East Sussex authorities plan to meet the PPTS figure for the required number of pitches and plots

and view the “ethnic” need as an indication of the level of need that is likely to be required to meet the needs of all of the Gypsies and Travellers in the area.

The accommodation needs were assessed using both secondary data and primary consultation with Gypsies and travellers, those that work with Gypsies and Travellers and site owners and managers. The accommodation assessment found 3 permanent pitches were occupied in the plan area and that a further 3 pitches were required for Gypsies and Travellers that meet the ethnic definition, are currently housed in the traditional bricks and mortar housing stock but have an aversion to living in such accommodation due to their ethnic origin.

The study then applies an annual growth rate to the identified population of 3.25% per annum, which it considers appropriate and likely to continue during the period 2026 to 2040. This results in a need for a further 3 pitches for those that meet the PTTS definition. No further pitches are expected to be needed for those that meet the ethnic definition, but not the PTTS definition.

In total 6 pitches are required during the period 2021 to 2040. A total of 3 pitches are required for those that meet the PTTS definition. This requirement needs to be met over the period from 2026 to 2040. A further 3 pitches are needed for those that meet the ethnic definition. These will be needed during the period from 2021 to 2026 for families that are currently housed in the traditional bricks and mortar housing stock but have an aversion to living in such accommodation due to their ethnic origin. This need may be met through the allocation of sites in the plan or through the application of a criteria based policy.

Applications for Permanent Gypsy and Traveller Accommodation

The East Sussex GTAA was published in May 2022 based on evidence gathered over the preceding year. Since publication of the study, one pitch for permanent accommodation for a Gypsy or Traveller family has been granted in the plan area.

What you have told us so far

One respondent noted that there were no questions regarding Gypsy and Traveller accommodation in the consultation materials. One respondent noted that the site allocated by policy GT01: Land South of the Plough had previously been found unsuitable for general development.

Alternatives considered and reasons for discounting

Seek to allocate sites for those that meet the PTTS definition only.

The council has a duty to assess the need for sites for accommodation for Gypsies and Travellers in accordance with the PTTS definition. However there still exist members of the travelling community who are currently unsuitable accommodated that meet the ethnic definition of Gypsies and Travellers as set out in the Equalities

Act. NPPF Paragraph 60 requires that “the needs of groups with specific housing requirements are addressed”. At present, no sites suitable to accommodate Gypsies and Travellers have been submitted for consideration by the plan. One pitch has been granted permission over the plan period. A further call for sites may bring forward a site that is capable of accommodating the five further pitches which are expected to be needed to accommodate all those who meet the ethnic definition.

The preferred approach is to accommodate all those who meet the ethnic definition through the allocation of suitable sites. Should this not be possible to achieve, a requirement for strategic sites to make land available within the development to meet the needs of those Gypsies and Travellers who meet the PTTS definition will be sought; the criteria based policy will be used to support the accommodation needs of those who meet the ethnic definition.

Rely on provision through a criteria based policy

This is not the preferred approach as the council need to make sufficient land available to meet the needs of those Gypsies and Travellers that meet the PTTS definition. This requires that sufficient land for two pitches for Gypsies and Travellers is identified. The GTAA does not identify a need for plots for Travelling Show People and as such a criteria based policy is considered sufficient.

Further Information

- Topic Paper – Improving Access to Housing
- The East Sussex Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment 2022

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 3: Gypsy and Traveller Accommodation

Local Plan Part 2 - Policy GT01: Land south of the Plough

Theme: Economy and Regeneration

Aim: To promote a prosperous local economy and building community wealth through regeneration of the coastal towns and support for the rural economy

The new Local Plan has an important role to play helping to stimulate and maintain a prosperous and balanced local economy that keeps the wealth generated within the district. It will need to provide policies that ensure sufficient quality and quantity of sites and premises for businesses and other uses to provide local employment for local communities, which will help to reduce unsustainable commuting in and out of the district. It should also encourage the provision of relevant employment skills, training and support to meet the needs and aspirations of existing and potential companies and the local workforce, both now and in the future, which will help to address the pockets of socio-economic deprivation, particularly along the coast.

The Economy and Regeneration theme will support and encourage local economic development by identifying key locations for improving the quality of employment floorspace (with a particular emphasis on office and industrial uses), protecting well-functioning existing employment sites from other competing uses, encouraging the growth of the rural economy and tourism, and supporting the expansion and modernisation of Newhaven port. It also seeks to maintain and enhance the vitality of town and district centres.

Which Policies Are We Proposing?

- E1: Meeting Economic Needs
- E2: Newhaven Town
- E3: Newhaven Port
- E4: Local Labour Agreements
- E5: Rural Employment
- E6: Retail and Town Centres
- E7: Visitor Economy
- E8: Equestrian Development

Consultation Questions for the Economy and Regeneration Theme

- Are there any further policies you would like to see included to meet economic and regeneration needs? Why do you think they should they be included?
- Do you agree with the policy direction for employment and economic development? What other issues should the policy consider?
- Do you agree with our policy direction relating to retail and leisure? If not, what would you change and why?

Strategic Policy E1: Meeting Economic Needs

Objectives

The Local Plan is required to identify the amount of new employment space that will be required over the plan period, and how and where this will be delivered. The Lewes District Economic Needs Assessment anticipates that there will only be a modest requirement for new additional employment floorspace to 2040, and therefore the Local Plan should concentrate on protecting and improving the quality of employment sites that already exist, with any new floorspace being provided through the intensification and redevelopment of sites within existing employment locations.

Preferred Policy Direction

The policy will set out the requirement for approximately 4,900 sqm of new office space provision over the plan period. This will be delivered through the intensification and densification of existing employment locations, particularly the mixed-use industrial estates where offices are present.

While there is a limited anticipated requirement for additional industrial floorspace over the plan period, it will be important to ensure that existing industrial floorspace in locations that are performing well is appropriately safeguarded. Therefore, the Local Plan will seek to protect employment land from loss to other uses, which include specific protection for existing, well-performing sites in the district. Where loss is proposed, it will need to be justified by evidencing that it is no longer required (by being effectively marketed, with the plan setting out what this would entail).

The following well-performing office sites in our plan area will be protected from development that would result in the loss of office floorspace or land:

- East Quay, Newhaven
- Quarry Road Industrial Estate, Newhaven
- Railway Quay, Newhaven
- Railway Road Industrial Estate, Newhaven
- Meridian and Enterprise Estates, Peacehaven
- Caburn Enterprise Centre, Ringmer
- Land adjacent to The Esplanade, South Coast Road, Peacehaven

The following well-performing industrial sites will be protected from development that would result in the loss of industrial floorspace or land:

- Denton Island, Newhaven
- Avis Way, Newhaven
- Bevan Funnell, Newhaven
- Eastside, Newhaven
- East Quay, Newhaven
- Quarry Road Industrial Estate, Newhaven

- North Quay, Newhaven
- Railway Quay, Newhaven
- Railway Road Industrial Estate, Newhaven
- Robinson Road Industrial Estate, Newhaven
- Old Cement Works, Newhaven
- Meridian and Enterprise Estates, Peacehaven
- Cradle Hill Industrial Estate, Seaford
- Caburn Enterprise Centre, Ringmer
- Blatchington Road Industrial Estate, Seaford
- Land adjacent to The Esplanade, South Coast Road, Peacehaven

Why is this policy needed?

The NPPF requires that local plans promote a pattern of development that seeks to meet the development needs of their area and set out an overall strategy that makes sufficient provision for employment, retail, leisure and other commercial development. Planning policies should set out a clear economic vision and strategy which positively and proactively encourages sustainable economic growth, while being flexible enough to accommodate needs not anticipated in the plan.

The Lewes District Economic Needs Assessment identifies that there will be a net additional need for up to 9,818 sqm of office floorspace over the plan period, of which a portion will fall within the South Downs National Park. Lewes town is the key office location within the district accommodating 65% of the existing office provision in the district.

Subject to further duty to co-operate discussions with the South Downs National Park Authority, it has been assumed that up to 50% of the future office need will be located within the plan area. Therefore, the Local Plan should plan for the provision of an additional 4,900 sqm of office floorspace over the plan period.

The Economic Needs Assessment identifies that a number of the existing employment clusters are low density and present opportunities for intensification and redevelopment to provide additional office development to meet the need for 4,900 sqm of office space arising over the plan period.

Although the Economic Needs Assessment projections indicate a limited decline in industrial floorspace need over the plan period, this decline is more likely to be stronger within the SDNP part of the district, particularly considering the higher demand, low vacancy rates and higher values in locations such as Newhaven. Therefore, to ensure that there is sufficient industrial floorspace by the end of the plan period it is appropriate to ensure that existing employment locations that are performing well are safeguarded from loss.

In recent years, permitted development rights have been expanded which allows greater flexibility in changing from one use to another without the council needing to grant planning permission. As a result, employment sites within the district are under pressure for redevelopment from residential and other uses. The uncontrolled loss of employment land should be avoided, as it can jeopardise the local economy and the needs of existing and new businesses.

While the majority of the listed areas fall within the coastal towns, the Caburn Enterprise Centre in Ringmer has been included in this list as it comprises the largest employment area outside the coastal towns. It is important for Ringmer and the rural networks it services to protect the employment offer in this area. In addition, two sites in Ringmer within the Land Availability Assessment have been considered suitable for development. These sites would comprise strategic level development if allocated and become part of the growth strategy for the district. A separate strategic policy for Ringmer may be required to ensure infrastructure and employment opportunities are suitably planned for.

What you have told us so far

Section 5 of the Issues and Options Consultation contained questions relating to the economy and regeneration. In addition, the topic of economy and regeneration was addressed by respondents in other areas of the consultation.

Respondents supported optimising existing employment sites, whether that be promoting the use of vacant sites or intensifying existing provision in the first instance. In addition, there was support for the rural economy and ensuring rural jobs are protected.

Alternatives considered and reasons for discounting

No policy, allow employment land to be changed to other uses without restriction – This is not the preferred approach, as it is considered there is an evidenced need to protect employment sites.

Further Information

- Topic Paper – Economy and Regeneration
- Lewes District Economic Needs Assessment (2023)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Spatial Policy 1: Provision of housing and employment land
Local Plan Part 1 – Core Policy 4: Encouraging Economic Development and Regeneration

Strategic Policy E2: Newhaven Town

Objectives

This policy will support the regeneration of Newhaven as a key strategic asset for the local economy. It will support the wide range of investment that is being made in the town, including through the Future High Street Fund, the Levelling Up Fund and the Town Deal. This will include enhancing the provision of high-quality employment space and encouraging opportunities to revitalise the town centre to make Newhaven an attractive location for business and support a sustainable economy.

Preferred Policy Direction

The policy will support the intensification and densification of existing sites within the Newhaven Enterprise Zone that provides opportunities for provision of employment floorspace and supports economic growth within the area. The policy would particularly support the redevelopment of existing sites to provide employment space that replaces ageing and poorly maintained buildings with high quality floorspace that meets modern standards, including transition to net zero.

The policy will support employment development that provides a mix of employment floorspace including the provision of small and medium sized, flexible floorspace, start-up business space to support the town's key employment sectors and help build community wealth.

The policy will resist the loss of existing employment space within the Newhaven Enterprise Zone to residential use, which will work alongside new and updated Article 4 Directions covering the area that removed relevant permitted development rights.

The policy will also reflect the Newhaven Neighbourhood Plan ambition for the regeneration of Eastside to promote a range of new employment opportunities, alongside a variety of housing types and tenures, education and leisure uses set within a high-quality environment.

The policy will require new development to demonstrate that it would not have a significant adverse impact on the operation of local highway network or on the air quality within the Newhaven Air Quality Management Area.

Why is this policy needed?

The NPPF is clear that planning policies should help create the conditions in which businesses can invest, expand and adapt, and should set out a clear economic vision and strategy which positively and proactively encourages sustainable economic growth, having regard to Local Industrial Strategies and other local policies for economic development and regeneration.

Newhaven is identified as a priority employment growth location in a number of strategic economic plans and strategies. Significant ambition for growth associated with the Newhaven Enterprise Zone is set out in a number of Lewes District Council reports, including the Newhaven Enterprise Zone Strategic Framework (2018), Newhaven EZ Implementation & Investment Plan (2017), and more recently Newhaven Unleashed Newhaven Enterprise Business Plan 2023-2026.

The Lewes District Economic Needs Assessment identifies that Newhaven is a key location for the provision of employment space, with almost half (46%) of the industrial floorspace in Lewes District located within Newhaven. Office space in Newhaven is generally found within mixed-use industrial estates, and within the town centre.

The Economic Needs Assessment identifies 12 employment clusters within Newhaven, including sites across Newhaven Enterprise Zone, local plan allocated employment sites, and several industrial sites outside of the Enterprise Zone, comprising 110.1 hectare of land.

Although there is projected to be a slight decline in industrial floorspace across the district, the Newhaven Enterprise Zone drives higher demand in the town and has a strong existing industrial market as evidenced by market signals showing very low rates of vacancy across existing space. There could also be greater demand in Newhaven over and above that projected as a result of potential overspill effect from Brighton. Therefore, provision of new employment space within Newhaven should be supported through the densification and redevelopment of sites within existing industrial locations within the town, which will further enhance rental values and quality of accommodation and attract new business to the town.

Newhaven Enterprise Zone Employment Property Market Report 2022 identified a number of sites and locations with potential for commercial property development or refurbishment, and the Local Plan should support opportunities for employment development of these sites. The Economic Needs Assessment also notes that in Newhaven there is a concentration of employment sites built out to low densities with large areas of landscaping, which could be well suited to accommodate future growth through intensification and densification.

Continual changes to permitted development rights over recent years mean that previous Article 4 Directions that remove permitted development rights to protect employment space from being lost to residential use within the Enterprise Zone may no longer be effective. The effectiveness of the Article 4 Directions will need to be reviewed and where necessary updated, and alongside this the policy will need to seek to resist loss of employment space and set out strict criteria when alternative uses might be appropriate.

There are a number of large-scale grant funded projects that will deliver real change for Newhaven, and it is important that any future opportunities to secure grant funding are supported by the Local Plan. The projects currently being delivered in Newhaven have secured funding from the Town Deal, Future High Streets Fund and the Levelling Up Fund.

An Air Quality Management Area (AQMA) is in operation in Newhaven town centre, where most of the air pollution is generated by traffic. Development proposals in Newhaven will be required to demonstrate that they do not have an adverse impact on air quality, or an adverse impact on southern access junctions of the Newhaven Ring Road (A259) in that they would be at or above their operating capacity.

What you have told us so far

Many respondents to the Issues and Options consultation emphasised the good work that has been ongoing in transforming Newhaven and that development that supports this should continue. There was support for greater emphasis on employment development in Newhaven and promotion of the importance of the Newhaven Enterprise Zone in the regeneration of the town.

There were also a mix of views on whether the focus of the provision of new employment space should be within towns or countryside, although many respondents were keen that new space be focused on locations that have existing provision and brownfield site opportunities, and where there is good access via public transport.

Respondents suggested that the focus of protecting employment space should be in towns and established employment locations such as Newhaven, and there should be particular restrictions applied to converting commercial space to residential, while also encouraging a mix of different uses within town centres. Some respondents suggested that Covid has changed demand for employment space, and there is no longer the need for continuing levels of provision.

Alternatives considered and reasons for discounting

No policy for Newhaven

Not providing a policy for economic development in Newhaven is not the preferred option as it would not support priorities for the regeneration of the town and would be inconsistent with the council's approach to supporting the Newhaven Enterprise Zone and the funding that has been given to Newhaven.

Further Information

- Topic Paper – Economy and Regeneration
- Lewes District Economic Needs Assessment (2023)
- Newhaven Unleashed: Newhaven Enterprise Zone Business Plan 2023 – 2026

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Spatial Policy 1: Provision of housing and employment land

Local Plan Part 1 – Core Policy 4: Encouraging Economic Development and Regeneration

Local Plan Part 2 – Policy E1: Land at East Quay, Newhaven Port

Existing Policies Newhaven Neighbourhood Plan

Policy TC1 – Regeneration of the Town Centre

Policy E1 – Land around Avis Way

Policy E2 – Denton Island

Policy ES1 – The Regeneration of Eastside

Policy E3: Newhaven Port

Objectives

This policy will support the expansion, diversification and intensification of Newhaven Port for freight and passengers, including the use of existing vacant land and maximising the use of the railhead at South Quay, and the delivery of appropriate HGV parking and driver welfare facilities. The policy will continue to allocate land at East Quay for employment uses that support the operations at the port, subject to appropriate environment assessment and measures to mitigate potential adverse impacts from development.

Preferred Policy Direction

The policy will support proposals that diversify employment uses on the site, maximise the use of existing operations and land already in use through revised internal layout and modernisation, including the number of available berths for cargo and roll-on and roll-off (passenger cars and goods vehicles) movements.

The policy will also support proposals that maximise the use of the railhead and extend the rail sidings at the South Quay to support greater quantities of freight by rail and overall increased modal shift in the freight sector and support the delivery of HGV parking and welfare facilities that are complementary to the operations at the port.

The policy will continue to allocate land at East Quay to support the expansion of the port, subject to appropriate measures to mitigate against potential adverse impacts of the development including:

- loss or damage to the nature conservation interest of the site, which would need to be mitigated to achieve a net gain in biodiversity.
- adverse impact on the setting of the South Downs National Park.
- impacts on the setting of the Newhaven Fort Scheduled Monument and the Tide Mills Archaeological Notification Area.

Why is this policy needed?

Newhaven Port is well-located to serve the needs of both the local area, as well as the wider south-east of England. The presence of road and rail access is of great advantage to the port area, allowing the port to attract the wide variety of businesses located there. The ferry service between Dieppe and Newhaven is an attractive option for freight users, as well as passengers. The ferry link also helps to facilitate economic activity and industry both in East Sussex as well as in northern France and is a key strategic corridor in part due to being the most direct sailing connecting London, Newhaven, Dieppe and Paris. These factors, along with land availability and a lack of surrounding housing or other developments that would further limit the uses port land can be put to, offer Newhaven advantages over other ports located within the region.

Newhaven Port is a key strategic asset both for the district and the wider region, and the continued growth of Newhaven is recognised as important in strategic economic plans and strategies. Development and job-creation opportunities related to the Port are considered vital to the regeneration of Newhaven and the surrounding coastal area and to improve the continental 'gateway' to the South Downs National Park. A freight assessment of Newhaven Port was undertaken in November 2022 which included an analysis of past, present and future activity at Newhaven Port with respect to freight and logistics operations. The results of the forecasting exercise with regard to throughput of cargo by sea between 2015 and 2043 show that only moderate growth is possible based on the existing infrastructure at Newhaven Port.

However, the study outlines future opportunities for Newhaven Port, which relate to recent developments including the construction of the McKinley Way access route and additional roads which provide the primary routes to the Port and railhead which may facilitate modal shift of freight. These opportunities are summarised as follows:

- Opening of the port access road: the McKinley Way access route is described as creating direct access to employment and businesses locally, creating direct access to allocated development land potentially opening up 80,000 sqm of business space, potentially facilitating creation of new jobs, relieving traffic on neighbouring residential areas, and enabling easier movement between the Ferry Terminal and Border Control Post.
- Opening of new railhead: the new railhead currently used by Brett Aggregates facilitates modal shift to rail (in light of 76% reduction in carbon emissions per tonne of freight compared to road).
- Key markets and growth: intermodal freight to and from ports and construction were the largest rail freight sectors in 2016/2017 and are anticipated to remain so to 2043/44. Bulk cargoes (pertaining especially to construction sector) are identified as the most economically viable commodities to be transported using rail at the port.
- Potential new markets for freight: consideration may be given, in the context of anticipated growth, to new sectors not currently related to rail activity at Newhaven Port including delivery of consumer goods, express parcel deliveries, and utilisation of passenger stations. Although stakeholders consider higher volumes of existing commodities to represent the greatest potential for growth.

What you have told us so far

No comments were received in response to the Issues and Options consultation regarding the expansion, intensification and safeguarding of the Port. A haulier stakeholder engagement task was undertaken to inform the Newhaven Port Freight Study to gauge opinions of hauliers who utilise the Newhaven-Dieppe route with regard to potential future developments. Overall, the study identified:

- Firms were looking to retain or increase their use of the route, hauliers use other routes, particularly to return to continental Europe.
- Reduced travel times and mileage from Spain and Portugal are benefits.
- Lorry parking in the vicinity of Newhaven is a key issue although this does not altogether prevent respondents from using the port.
- Hauliers would like to see early morning crossings to the UK throughout the year.

It is clear from the stakeholder engagement in particular that the growth of Newhaven Port is restricted by the lack of available land for expansion. This is reinforced by the high occupancy rate of port land, and the fact that businesses located at the port are making use of all land available to them to conduct their activities. It is therefore especially important that land continues to be allocated for employment uses associated with Newhaven Port and is both safeguarded and developed to allow the port to develop and grow.

Alternatives considered and reasons for discounting

No policy for Newhaven Port

Not providing a policy for Newhaven Port is not the preferred option as it would not provide a framework for the expansion, diversification and intensification of Newhaven Port for freight and passengers, which is a key part of the local economy.

Further Information

- Topic Paper – Economy and Regeneration
- Lewes District Economic Needs Assessment (2023)
- Newhaven Port Freight Assessment (AECOM, November 2022)
- East Sussex, South Downs and Brighton & Hove Waste and Minerals Local Plan

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Spatial Policy 1: Provision of housing and employment land

Local Plan Part 1 – Core Policy 4: Encouraging Economic Development and Regeneration

Local Plan Part 2 – Policy E1: Land at East Quay, Newhaven Port

Policy E4: Local Labour Agreements

Objectives

This policy will set out how development can help to build community wealth by increasing local employment and training opportunities to redirect wealth back into the local economy. This will be done through ensuring that local labour agreements are secured from new residential and commercial development.

Preferred Policy Direction

The policy will seek to support development that can demonstrate its contribution to building community wealth and fair work by offering employment and training opportunities to local people and small and medium enterprises within the district.

The policy will set out how local labour agreements will help to secure local employment at all stages of development with a focus on the operational phase and creation opportunity for local small and medium enterprises (SMEs). Local labour agreements will also assist in education, training and skills initiatives for local people and SMEs.

The policy will seek a local labour agreement require residential developments of 50 homes or more, and commercial developments that provide 1,000sqm additional floorspace or would create 25 or more new full-time equivalent jobs to ensure that local employment and training measures are provided as part of development proposals, with the objective of improving employment, training and skills to support the local economy.

For residential development the requirement will apply to the construction phase. For commercial developments the requirement will apply to both construction and operational stages. Local labour agreements will be secured through Section 106 agreement.

Planning applications for development that meets the above threshold would be expected to commit to working with the council to complete an Operational Employment and Training Plan detailing deliverables and confirming a financial contribution where appropriate. Financial contributions will be used to fund the monitoring of operational employment and training plans, assist towards the co-ordination of employment, training and educational initiatives, as well as recruitment campaigns and pre-employment training for local residents to prepare candidates for vacancies generated by the development. Monies may also be used to support a Local Employment and Training Grants Programme.

Why is this policy needed?

Creating sustainable community wealth is a focus for the council, in order to provide a people-centred approach to local economic development that redirects wealth back into the local economy, which benefits residents and local companies. Requiring local labour agreements from new development is a direct way that the local plan can help build community wealth.

The use of local labour within the construction and operational stages of development can have significant benefits for local communities by providing opportunities for small and medium-sized businesses and creating employment for local people. It also provides opportunities for the improvement of the skills and educational attainment levels of the district's labour supply; all of which helps to keep wealth generated within the local community.

The Economic Needs Assessment notes that Lewes district's unemployment rate of 4.8% is higher than both the regional (3.9%) and national (4.6%) averages, and that job density for Lewes district, which is the number of jobs in an area per resident population aged 16 to 64, is estimated at 0.77 compared to 0.86 for the South East and 0.85 for England as a whole. Approximately 60% of the workforce based in Lewes district are Lewes district residents, but there are more Lewes residents commuting out of the district to work than commuting in to work from elsewhere. The policy will help to improving access to local job opportunities for local people through the provision of local labour agreements.

Newhaven in particular is identified as an area that has higher unemployment rates than the district and is lower skilled than the surrounding region, with a lower percentage of the population with high level qualifications and over a quarter of the population having no qualifications at all. Within Newhaven, local labour agreements provided through new development as part of the Newhaven Enterprise Zone could have a significant impact.

The policy direction could be impacted by viability considerations. The Viability Assessment will consider all the requirements set out in the policies in the plan and advise whether different types of sites can realistically be developed under those requirements. The assessment will help to identify the extent to which local labour agreements can be secured so that other development requirements, such as infrastructure contributions and climate change mitigations, are able to be secured.

It is essential that sufficient local employment is available for local residents, and highly desirable that more and better quality local employment options should be available to existing residents to reduce out-commuting.

What you have told us so far

The Issues and Options consultation asked whether there should be a blanket approach to requiring local labour agreements across the plan area, or whether it should focus on specific locations. Views were broadly split between specific area focus and local labour agreement requirements applied across the whole of the plan area, although comments supporting a specific area suggested focus on seaside towns where the levels of unemployment are likely to be highest, and particularly coastal towns. However, some respondents suggested it would be best applied to large scale allocations only.

Respondents to other parts of the Issues and Options Consultation gave support for the creation of apprenticeships and vocational training opportunities, particularly for young people. Respondents also told us that more local employment opportunities should be created in order to create a sustainable local economy reduce travel to work distances, particularly commuting by car to work locations outside of the district.

Alternatives considered and reasons for discounting

No requirement for local labour agreements

This is not the preferred approach as the council has a strong commitment to building community wealth, and securing local labour agreements through new development is a key part of delivering this.

Lower threshold for local labour agreements

Lowering the threshold for size of development to meet local labour commitments could have an adverse impact on the delivery of small sites and discourage small and medium sized enterprises who are more likely to employ local people anyway.

Option for policy to apply to Newhaven only

Newhaven has the most significant potential to be positively impacted by this policy due to the expected levels of commercial development through regeneration and the Newhaven Enterprise Zone, in an area where employment rates and skill levels are challenged. However, restricting the policy to just Newhaven may compromise the council's community wealth building agenda across the whole district.

Apply policy to specific allocations sites only

This is not the preferred approach as this could exclude areas where the regeneration or redevelopment of significant commercial and employment could take place, such as within Newhaven Enterprise Zone.

Further Information

- Topic Paper – Economy and Regeneration
- Sustainability in Development Technical Advice Note
- Circular Economy Technical Advice Note

- Newhaven Local Employment & Training Technical Guidance Note

Existing Policies in Adopted 2016 & 2020 Plans

None

Policy E5: Rural Employment

Objectives

This policy will set out the approach to rural employment sites and diversification of farms.

Preferred Policy Direction

The proposed policy direction will support proposals which enable farming operations to continue. Examples may include, but are not limited to, development that supports the local food system or diversification schemes, particularly where they are engaged in sustainable land management or renewable / low carbon energy, where they are appropriate in scale to their location and, where possible, reuse existing buildings.

Expansion proposals relating to other businesses not related to agricultural enterprise that are currently located in a rural, undefined industrial estate or employment cluster, will be expected to demonstrate that it would not be feasible to re-locate to one of the identified industrial clusters in rural areas in the first instance. These clusters are:

- Land adjacent to Clayhill Service Station, Uckfield Road, Ringmer
- Mid Sussex Business Park, Ditchling Common
- Sheffield Park
- Land at Balcombe Pit, Glynde
- Broyle Place Farm, Ringmer
- Frick Farm

Why is this policy needed?

It is important that the plan supports rural employment sites and rural enterprises for them to continue to thrive as part of a sustainable rural living network. This may involve re-use or expansion of a site to meet a particular identified need or to enable the site to support the needs of the existing business.

Policies are usually restrictive to new development in the countryside, but supporting certain uses is necessary to support the rural economy. Farms and small rural industrial estates provide an important employment opportunity for people in rural areas and often provide services to local people, including supporting the local food system in specific relation to farms. They need to be able to respond to a changing climate and funding schemes (regionally and nationally) that support their longevity. However, it is also important that diversification or expansion proposals are well founded in terms of the contribution to the rural economy and contribution to the countryside setting.

What you have told us so far

Section 5 of the Issues and Options consultation contained questions centred around the economy and regeneration. Within that section, questions were posed directly

regarding the rural economy. In addition, comments were received throughout the consultation to other questions referencing the rural economy.

The responses supported a policy approach that supports agricultural businesses and rural employment opportunities, in addition to protecting rural jobs. Furthermore, there was general support for local and market gardening and farming to produce local food and reduce food miles.

Alternatives considered and reasons for discounting

No policy

This approach is not considered a reasonable alternative as it would lead to uncertainty as to how development proposals outside of the planning boundary in countryside locations would be considered and would not provide sufficient support to the re-use of buildings in supporting the rural economy.

Increased flexibility for residential uses of rural buildings

This is not the preferred approach. Allowing greater flexibility for residential uses of rural buildings would reduce the opportunities to support the rural economy where a rural business is already established and encourage residential development outside the planning boundary in the countryside where there is greater reliance on the private car to access everyday services.

Further Information

- Topic Paper – Economy and Regeneration
- Lewes District Economic Needs Assessment (2023)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 4: Economic Development & Regeneration

Local Plan Part 2 – Policy DM9: Farm Diversification

Local Plan Part 2 – Policy DM10: Employment Development in the Countryside

Local Plan Part 2 – Policy DM11: Existing Employment Sites in the Countryside

Policy E6: Retail and Town Centres

Objectives

This policy will cover proposals relating to retail, leisure (arts, culture and entertainment) and other town centre proposals in Lewes District, including the district, local and neighbourhood centres.

Preferred Policy Direction

The preferred policy direction for the Lewes Local Plan is to establish a hierarchy of town centres and primary shopping areas:

- Town Centres – Seaford
- District Centres – Peacehaven (Meridian Centre) and Newhaven
- Local Centres – Peacehaven (South Coast Road/ Telscombe Cliffs), Ringmer and Newick

The Local Plan should also set out a series of policies to support the vitality of retail and town centre uses across the district:

- Revitalise high streets through retention of uses typically found within high streets, such as retail, leisure and entertainment uses. This includes encouraging development of small-scale, flexible units, to attract independent shops, leisure activities and small businesses to improve the appeal of the high street as well as allowing local communities to meet their day-to-day needs with village shops and services.
- Continue to resist the loss of town centre uses (retail, leisure, entertainment) in primary shopping areas where it would undermine existing centres' vitality or ability to serve local communities and require proposals to support the character, safety, and accessibility of existing centres and village high streets.
- Proposals for new and existing shops and related high street services should be guided towards the hierarchy of town centres and primary shopping areas in the first instance, followed by edge of centre locations. If neither of these are locations are available, then out of centre locations will be considered with a preference for those with the best accessibility to the centre.
- Ensure that large-scale developments provide a range of new shops and local services, proportionate in size for people to meet their day-to-day needs.

In addition, the council will require that both existing and proposed retail and leisure spaces are well-connected to public transport and active travel networks.

Why is this policy needed?

Town and village centres play an important role in local communities, it is therefore important to take a positive approach to their growth, management and adaptation. The council also needs to acknowledge that retail is changing, and the centres will need to adapt. Since the adoption of LPP1, there have been significant changes to

permitted development rights, most notably the change regarding Class E use, which has reduced the control over changes between certain uses. In addition, there have been other challenges to the retail environment in the form of the COVID-19 pandemic. Local amenities not only help create local employment opportunities and provide opportunities for social interaction among residents, but they also reduce the need for local people to have to travel to access these services.

The Retail and Leisure Study 2023 recommends that a tiered retail hierarchy should be defined to reinforce and enhance the identified role of each centre, in accordance with Paragraph 86a of the NPPF. The proposed hierarchy of centres will guide proposals relating to new and existing shops and high-street related services towards centres and will help promote long term vitality of these shopping areas.

The development of small-scale, flexible units should attract independent shops and small businesses as well as encourage more leisure activities. These units will help allow the high street to adapt to the changing retail market and the way people use these centres. It is also important that rural settlements provide a range of village shops and services to allow local communities to meet their day-to-day needs. It is important that large-scale developments provide a range of new shops and local services as these facilities can help create a sense of local community and improve social cohesion and community resilience in the early stages.

What you have told us so far

Section 5 of the Issues and Options Consultation contained questions related to the economy and regeneration. In addition, the topic of economy and regeneration was addressed by respondents in other areas of the consultation.

Key feedback received included support for ensuring town centres can thrive. There was support for optimising existing sites (previously developed land), whether that be through promoting the use of vacant sites or intensifying existing provision in the first instance. There was also support for ensuring flexible workspaces are provided and appropriately sized facilities to allow small and medium sized enterprises to thrive and to ensure that both new and existing workspaces are well connected and accessible via public transport and active travel modes.

Alternatives considered and reasons for discounting

No policy

This is not considered a reasonable alternative as the council considers this policy is needed as the considerations for the different centres, along with the shops and services they provide are essential to supporting their long-term vitality.

Further Information

- Topic Paper – Economy and Regeneration

- Lewes District Retail and Leisure Study (2023)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 6: Retail and Town Centres

Policy E7: Visitor Economy

Objectives

This policy will state where visitor accommodation and other tourism development will be supported and how the loss or gain of new accommodation and tourism development will be managed.

Preferred Policy Direction

The Local Plan will seek to encourage opportunities for the sustainable development of the visitor economy as a whole and encourage sustainable tourism proposals. Proposals, including those for tourist accommodation, will be supported where they are of a scale, type and appearance appropriate to the locality, relevant tourism economy and provide local employment. This policy will seek to protect tourism venues that represent anchors to the tourism economy.

Why is this policy needed?

Within the district, there are broadly two definitive types of tourism, coastal tourism and rural tourism, that are typical of their environment: coastal towns and rural areas. There are some crossovers in terms of typical attractions that are enjoyed in each environment, such as, but not limited to, arts & culture, viewfinding and heritage assets which comprise significant attractions. Focussing on each tourism area specifically, coastal tourism typically centres around the sea, beach and cliff top environments which encourage visitors engaging in watersport activities or recreational activities around those key features. Rural tourism typically centres around open countryside environments and rights of way which encourage visitors engaging in walking/ hiking/ biking, equine usage and visiting diversified farms. Tourism data demonstrates that the tourism economy continues to be a significant contributor to the overall economy of the district and therefore should be appropriately planned for and considered.

With reference to the two types of tourism within the district, coastal tourism has strong links to the Retail and Town Centres policy in terms of visitors requiring services and facilities that are often found within town centres. In relation to rural tourism, there are strong links to the Rural Employment policy in terms of the typical tourism offer surrounding diversified farms. As such, development proposals that relate to these two policies should take account of the impact those proposals may have on the tourism economy.

In terms of visitor accommodation, Airbnb and holiday apartments remain popular options for both rural and coastal tourism. Specifically for coastal tourism, hotels and beach huts are popular forms of accommodation. Specifically for rural tourism, camping is a popular form of visitor accommodation.

What you have told us so far

Section 5 of the Issues and Options consultation contained questions centred around the economy and regeneration. Within that section, there were questions posed specifically relating to tourism.

The responses supported a policy approach that looked to preserve and enhance the intrinsic character of the district relevant to the visitor economy; including protecting green spaces, improving links to the SDNP and Low Weald AONB, enhancing the seaside offer, encouraging more tourist accommodation, supporting town and village centres. Furthermore, responses supported a more focussed approach to sustainable tourism, through improving active travel and public transport accessibility to areas involved in the visitor offer.

Alternatives considered and reasons for discounting

No Policy

This approach is not considered a reasonable alternative as the tourism economy continues to be a significant contributor the overall economy of the district and intersects with other key policies and therefore should be planned for and considered accordingly.

Policy controlling certain forms of visitor accommodation

This is not the preferred approach. It is acknowledged that Airbnb and holiday homes have caused issues in other areas of the country, however at present there is no data to suggest these forms of accommodation are creating issues relating to the tourism economy in Lewes District, and as such a policy to control these forms of accommodation is not felt necessary at this stage, however this will continue to be monitored through the plan period. In relation to hotels, beach huts and camping, again there is no data to suggest there is either an oversupply or a lack of provision of these accommodation types within the district, however, this will continue to be monitored through the plan period.

Further Information

- Topic Paper – Economy and Regeneration

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 5: The Visitor Economy

Local Plan Part 2 – Policy DM12: Caravan and Camping Sites

Local Plan Part 2 – Policy DM13: Existing Visitor Accommodation

Policy E8: Equestrian Development

Objectives

This policy will set out where equestrian development will be supported and how proposals for equestrian development should be managed.

Preferred Policy Direction

The countryside, both within and adjacent to the Plan area, provides an attractive environment for horse riders and there is a good network of bridleways. Policies are usually restrictive to new development in the countryside, but supporting certain uses is necessary to support the rural economy. Equestrian development and the facilities that support equine use, comprise an important employment opportunity for people in rural areas. However, it is also important that equestrian development schemes are well founded in terms of their siting within a countryside setting.

Equestrian development and associated uses are considered part of the rural economy and therefore this policy acts as an extension to the 'Rural Employment' policy. However, equestrian facilities and development have intrinsic characteristics that need to be accounted for and clearly set out, such as:

- consider the cumulative impact of equestrian developments on landscape character, features and biodiversity;
- ensure any associated floodlighting, earthworks, new access routes or other ancillary structures, including storage facilities, manure bays, hardstanding, fencing and jumps, do not have an unacceptable adverse impact on the surrounding countryside, biodiversity or local residential amenities;
- ensure adequate provision is made for the safety and comfort of horses in terms of the size of accommodation and land for grazing and exercising;
- ensure commercial riding schools, livery stables and other commercial facilities should have satisfactory access to the public bridleway network without the use of unsuitable roads.

Why is this policy needed?

The riding and keeping of horses are popular leisure pursuits in Lewes District and equestrian development and businesses contribute to the rural economy. These businesses that provide services to equine development include but are not limited to, livery yards, vets, farriers, saddlers, feed merchants and forage providers. The British Horse Society note that the keeping of a horse is estimated at £5548 pa per horse. Further, using this figure and information from DEFRA, they estimate that equine development and services contribute £5million pa to the economies of Lewes and Eastbourne. This figure comprises a significant contribution to the rural economy and should be planned for to support the sustainable growth and expansion of rural businesses in line with Paragraph 84 of the NPPF.

In terms of modal shift, provision for active travel intrinsically lends itself to the inclusion of equestrians, particularly in rural areas. While horse riding is not predominantly used for active travel, the British Horse Society note that equestrians often use horses in place of cars for short local journeys, which contributes to encouraging modal shift. In line with this theme, ensuring equestrian development is suitably planned for will contribute to promoting healthy communities and recreation particularly in rural areas.

What you have told us so far

Section 5 of the Issues and Options consultation contained questions centred around the economy and regeneration. Within that section, questions were focussed on the rural economy as a whole but did not include specific questions around equestrian development.

The responses supported a policy approach that supports agricultural businesses and rural employment opportunities as a whole. In addition, a detailed response was received from the British Horse Society, citing the social, economic and environmental benefits of equine development to Lewes District.

Alternatives considered and reasons for discounting

No Policy

This is not the preferred option as equestrian development comprises a specific form of development that if not properly planned for, can lead to negative impacts on the countryside, environment and neighbouring amenity. Developing and including an effective policy is therefore crucial to controlling these potential impacts.

Further Information

- Topic Paper – Economy and Regeneration

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 2 – Policy DM6: Equestrian Development

Theme: Infrastructure and Community Facilities

Aim: To ensure that that new or improved infrastructure is provided in the most effective way to keep pace with development growth in the plan area, and existing valued community facilities and services are retained.

The timely provision of infrastructure requirements associated with the growth of new homes and jobs is critical to ensuring that the plan area is a place where people want to be – whether to live, work, study or visit. The new Local Plan will seek to protect existing community facilities and services and to ensure that new facilities are located where they are accessible, particularly for less mobile residents. It will also ensure that development is permitted only where either there is sufficient capacity in the existing local infrastructure to meet the demands arising from that development, or any necessary new or improved facilities will be provided at the time they are needed.

The Infrastructure and Community Facilities theme will require the provision of appropriate infrastructure to accommodate the needs of new development without adverse impacts on the environment. Policies in this theme will also protect community infrastructure that is important to the sustainability of local communities. It also sets out expectations for outdoor sports and food growing in new developments and identifies expectations around sustainable travel.

Which Policies Are We Proposing?

- IC1: Infrastructure Provision
- IC2: Water Supply and Wastewater Management
- IC3: Digital Infrastructure and Communications
- IC4: Safeguarding Community Facilities
- IC5: Commercial community uses
- IC6: Outdoor Playing Space
- IC7: Local Food Infrastructure
- IC8: Sustainable transport and movement
- IC9: Parking Standards [and EVCP]
- IC10: Former Lewes to Uckfield Railway Line
- IC11: Public Rights of Way

Consultation Questions for the Infrastructure and Community Facilities Theme

- Are there any further policies you would like to see included to meet the need for infrastructure and community facilities? Why do you think they should they be included?
- Should there be a separate policy on resisting the loss of playing pitches?

- Should a design-led policy for parking standards be progressed and included in the next version of the local plan?
- How should we seek to manage cycle hire schemes to encourage the modal shift but at the same time avoid their potential for cluttering the street scene?

Strategic Policy IC1: Infrastructure Provision

Objectives

The policy will set out how necessary infrastructure to support development should be delivered. New development creates additional demand for infrastructure and services, and it is reasonable for developers to address these needs in order that development is sustainable.

Preferred Policy Direction

The policy will identify that land should only be permitted for development where it can be demonstrated, in liaison with service providers and statutory consultees, that there is sufficient capacity in the existing local infrastructure to meet the additional requirements arising from the proposed development.

Where development would create the need to provide additional or improved infrastructure or community facilities, the developer will be required to work with the relevant infrastructure providers to ensure that these improvements are provided at the time they are needed.

The policy will support the development of new infrastructure, including community facilities, in appropriate locations where there is a local need for the infrastructure, and they are in close proximity and accessible to the people they will serve.

Why is this policy needed?

The NPPF identifies that all plans should align growth and infrastructure, and strategic policies should make sufficient provision for infrastructure for transport, telecommunications, security, waste management, water supply, wastewater, flood risk and coastal change management, and community facilities (such as health, education and cultural infrastructure).

The NPPF also requires that plans should set out the contributions expected from development, including for infrastructure, although such policies should not undermine the deliverability of the plan.

We are preparing an Infrastructure Delivery Plan, which will identify the infrastructure that is needed to deliver the local plan strategy, when it is needed, and how much it would cost. We already require development to pay a Community Infrastructure Levy, which is used to help funding infrastructure improvements across the district, although development may still be required to make on-site provision or direct infrastructure improvements as part of development proposals where necessary.

The timing of infrastructure relative to the development is very important to the community, as people are concerned about pressure on existing communities. While

desirable, it is not always practicable to deliver all the planned infrastructure upfront before development starts, but a phased approach is needed so that it becomes available as the development progresses.

Further work will be required in terms of viability assessment to ensure that the level of infrastructure provision needed to support development, together with other planning policy requirements, does not undermine the deliverability of the Local Plan.

What you have told us so far

Respondents to the Issues & Options consultation expressed a strong view that infrastructure should be taking into account in the local plan, and that improvements are necessary to accommodate new and additional development. This would include prioritising development in locations where there is sufficient existing infrastructure capacity.

There were a number of comments identifying areas where infrastructure provision was considered to be lacking. Respondents also commented that it is important that infrastructure is accessible to local communities to reduce reliance on the private car.

Alternatives considered and reasons for discounting

No policy

No policy is not the preferred option as this would not provide sufficient clarity regarding the requirement of developers to mitigate the impacts of their developments, what infrastructure was needed and when, and how it would be secured.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- Infrastructure Delivery Plan

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 7: Infrastructure

Policy IC2: Water Supply and Wastewater Management

Objectives

The policy will ensure that there is sufficient infrastructure to deal with demand for water supply and wastewater management arising from new development.

Preferred Policy Direction

The policy will require that proposals for new development demonstrates that there are adequate water supply and wastewater treatment facilities in place to serve the whole development, or that improvements are being made to water supply and wastewater infrastructure that will be in place prior to the development being completed and occupied. The developer will be required to work with the appropriate service providers to ensure that upgrades are provided where necessary.

The policy will also support infrastructure proposals designed to increase water supply and wastewater treatment capacity subject to there being no significant adverse environmental impacts. These will be identified through the Detailed Water Cycle Study and the Infrastructure Delivery Plan.

Why is this policy needed?

The NPPF requires that strategic policies should make sufficient provision for infrastructure, including water supply and wastewater. It states that plans should take a proactive approach to mitigating and adapting to climate change, taking into account the long-term implications for water supply, and policies should support appropriate measures to ensure the future resilience of communities and infrastructure to climate change impacts.

Planning Practice Guidance states that planning policies can be used to ensure that new development and mains water and wastewater infrastructure provision is aligned and to ensure new development is phased and not occupied until the necessary works relating to water and wastewater have been carried out.

It suggests that plan-making may need to consider:

- the sufficiency and capacity of wastewater infrastructure
- the circumstances where wastewater from new development would not be expected to drain to a public sewer
- the capacity of the environment to receive effluent from development in different parts of a strategic policy-making authority's area without preventing relevant statutory objectives being met

The Water Cycle Study Scoping Report (2023) identifies that there are 14 wastewater treatment works, and that further investment will be needed in the future to increase the capacity of the wastewater treatment works to accommodate new homes and

businesses. It also identifies that climate change is expected to have an impact on wastewater treatment works especially Peacehaven Brighton and Newhaven East where there is already a very significant risk from rainfall related flooding.

Further evidence will be provided within a Detailed Water Cycle Study which will be prepared to inform the local plan. The Detailed Water Cycle Study will assess network capacity for strategic growth locations (wastewater and water supply) in liaison with Southern Water and South East Water and consider the impact on combined sewer overflow events, and also identify the likely infrastructure required to accommodate the proposed growth or identify opportunities within the water cycle to increase capacity for proposed growth without new infrastructure.

The Detailed Water Cycle Study will be required to help meet PPG recommendations that plan-making consider:

- identifying suitable sites for new or enhanced waste water and water supply infrastructure. When identifying sites it is important to recognise that water and wastewater infrastructure can have specific locational needs (and often consists of engineering works rather than new buildings). This means exceptionally otherwise protected areas may have to be considered, where this is consistent with their designation.
- existing and proposed development in the vicinity of a location under consideration for water and wastewater infrastructure. In two-tier areas there will need to be close working between the district and county councils.
- whether new development is appropriate near to sites used (or proposed) for water and wastewater infrastructure (for example, odour may be a concern).
- phasing new development so that water and wastewater infrastructure will be in place when and where needed. The impact on designated sites of importance for biodiversity should be considered to ensure the required infrastructure is in place before any environmental effects occur.

What you have told us so far

Respondents to the Issues & Options consultation told us how important it is that we protect rivers and waterways, particularly from sewage and farm run-off, and support better measures to stop sewage discharges into rivers.

There is some concern about the capacity of sewage treatment systems, and that the strain on infrastructure is leading to river and sea pollution. There was also some concern about a water shortage and that water company promises about reducing leakage are unlikely to address future demand.

There was a suggestion that sewage infrastructure is a major issue in the Low Weald and should be prioritised, and in areas where housing development is to take place, there needs to be a corresponding improvement in water supply and wastewater

infrastructure. It was also suggested that access to water and wastewater facilities should be considered in Health Impact Assessment.

Alternatives considered and reasons for discounting

No policy

No policy is not the preferred option as it is considered that water supply and wastewater infrastructure is an important issue that can affect the area, and we should set out this position in terms of ensuring that new development does not progress without the adequate infrastructure in place.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- Lewes Water Cycle Study Scoping Report (2023)
- Infrastructure Delivery Plan

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 7: Infrastructure

Policy IC3: Digital Infrastructure and Communications

Objectives

Good communications and the supporting infrastructure is central to the economy and a key component of modern day life. However, poorly designed and sited infrastructure can not only impact detrimentally on the character and appearance of heritage assets, it can also have an unacceptable level of harm on the wider area.

This policy will set the contributions from development that will be required for telecommunication and smart infrastructure in order to futureproof our economy. It will enable our communities to access services and goods through innovative 'smart technologies' as well as being connected as part of the global community.

Preferred Policy Direction

The policy will seek to provide a clear assessment criteria and guidance to applicants about the considerations that will be expected to be considered for digital communications and infrastructure equipment.

The council will seek to work with stakeholders to secure the provision of digital infrastructure and require development proposals to take appropriate measures to enable full-fibre, or equivalent, connectivity to all end users within new development – unless for technical or viability reasons it can be demonstrated that this is not achievable. This will be sought alongside an expectation to meet the demand for mobile connectivity generated by the development.

The policy will also seek development proposals to demonstrate that the development will be 'connection-ready' on first occupation.⁴⁸ Where digital connectivity it already in place, then no further action will be required although mitigation measures will be expected where adverse impact from new development are identified.

Where there are spaces within our towns and villages that experience considerable levels of use by members of the public, then the policy will seek to encourage these spaces and premises to provide regular publicly accessible wi-fi.

Where existing equipment cannot be used, and planning permission is needed for new telecommunications equipment, such as masts and base stations, then applications will be expected to demonstrate its necessity and sympathetic design in line with national and Local Plan policies.

⁴⁸ 'Site Connectivity Statement' will be expected to be submitted as part of the application process.

Why is this policy needed?

Infrastructure provision, as identified in national policy, is vital to all three of the overarching sustainable development objectives: economic, social and environmental. Digital infrastructure is considered essential strategic infrastructure and necessary to support more inclusive and sustainable communities, especially those living within the more isolated areas within the our plan area. .

Communication infrastructure, including digital infrastructure is playing increasingly important roles in the functioning of our communities and is considered essential to sustainable economic development. The government agreed with mobile network providers to take 4G coverage to 95% of the UK landmass by 2025. In evidence to the DCMS Select Committee, it also set out its position on 5G.⁴⁹

Over the plan period the use and demand of digital communication is forecast to grow, and in doing so its impacts on the transport network, helping to reduce demand and/or traffic volume, especially at peak hours are expected to be significant. Digital infrastructure also has implications for physical connectivity and the transport network. While new technologies are changing the way people are working, smart technologies are supporting efficiencies within the logistics sector are in likely to have the greatest impact on Newhaven Port Freight and the wider Enterprise Zone. Homeworking is becoming an increasing feature in rural areas, which has been further accelerated as an business and industry adapts to the post-Covid 19 environment.

The expansion of broadband and digital infrastructure are important to support sustainable forms of employment and will encourage the development of enterprises in the plan area. Nevertheless, access to digital networks and highspeed broadband remains inconsistent across the plan area and it is vitally important that coverage, especially of [full fibre] broadband, or equivalent, is enhanced. Digital infrastructure has the potential to provide future technologies with a platform on environmental monitoring and management, health and energy efficiency.

What you have told us so far

Respondents to the Issues and Options consultation supported the provision of new telecommunications infrastructure from new development and that this should be for both residential and non-residential. Respondents supported this being provided on an open-access basis.

Alternatives considered and reasons for discounting

No Policy

This is not considered appropriate as it will not support delivery of digital inclusivity.

⁴⁹ Written evidence submitted by the Department for Digital, Culture, Media and Sport Select Committee Inquiry on Broadband and 5G.

Continuation of current DM Policy 32: Telecommunications Infrastructure

This focuses on the erection of telecommunications infrastructure rather than the actual connectivity of the development.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- [Broadband and the road to 5G - Committees - UK Parliament](#)
- Infrastructure Delivery Plan

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 2 - Policy DM32: Telecommunications Infrastructure

Policy IC4: Safeguarding Community Facilities

Objectives

The policy will seek to resist the loss of important community infrastructure that is essential to supporting strong, sustainable and inclusive communities. Community infrastructure could include community centres, village halls, youth centres, places of worship, libraries, health and education facilities, and sport and recreation facilities. It is important change and growth, is supported by a network of high-quality, accessible and effective social infrastructure, and the unnecessary loss of these facilities should be resisted.

Preferred Policy Direction

The policy will set out the strong presumption that land or buildings currently used or last used for community facilities, including sport and recreational facilities, are safeguarded against loss to other uses.

The policy will be clear that the loss of a community facility would be considered acceptable only in exceptional circumstances and will set out the criteria that would need to be satisfied to justify this.

The criteria that would justify an exceptional circumstance would include:

- Where an assessment can demonstrate that the existing community use is surplus to requirements and opportunities for alternative community uses have been explored, and therefore is no realistic prospect of a continued community use.
- Where there is replacement or re-provision of community facilities of an equivalent or improved quality that is in an accessible location and that continues to meet the needs of the local community that the existing facility serves
- Where it can be demonstrated that there is some other overriding public benefit that would result from the loss of the community facility.

The involvement of the local community will be sought in identifying the importance of local community facilities by including them (where appropriate) on the statutory list of assets of community value and developing appropriate solutions for their retention and enhancement.

Why is this policy needed?

NPPF indicates that Local Plans should set out a strategy for a range of uses, including provision of community facilities. The NPPF is clear that planning policies should plan positively for the provision of community facilities (such as local shops, meeting places, sports venues, open space, cultural buildings, public houses and places of worship) to enhance the sustainability of communities and residential

environments and should guard against the unnecessary loss of valued facilities and services, particularly where this would reduce the community's ability to meet its day-to-day needs.

In relation to open space, sports and recreation building and land, including playing pitches, the NPPF states that these should not be built on unless an assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or the development is for alternative sports and recreational provision, the benefits of which clearly outweigh the loss of the current or former use.

Access to community facilities is essential to social cohesion and the quality of life of the district's residents. The availability of such facilities and services reduces the need to travel, particularly benefiting the less mobile and more deprived members of the community.

The Settlement Services Study (2023) identifies a number of types of community facility as being key services that are important for day-to-day living. This includes doctors' surgery, chemist, primary school, convenience store, post office, and community hall as key services (being accessed most regularly), and secondary school, library, public house (or restaurant), place of worship, dentist, nursery, cash point / bank, and petrol station as other important services. The Settlement Services Study concludes that the towns within the plan area have all key services available, and the majority of the village settlements of the district have reasonable levels of services and facilities and connectivity. However, more remote rural villages and hamlets have less available services and less connectivity with main towns. Therefore it is considered important that the community facilities that are available are safeguarded from loss.

The Open Space Strategy (2020) recommends that the existing amount of open space should be protected, and that both quantitative and qualitative considerations should be taken into account in determining proposals that involve loss of open space.

The council maintains a statutory list of Assets of Community Value (ACV) that have been nominated by the local community and where the criteria for inclusion has been met. This helps to identify community facilities that should be safeguarded, but does not identify all relevant community facilities – there may be other across the District that do not have ACV designation. Therefore, while ACV designation is a material planning consideration, all community facilities would need to be considered on a case-by-case basis, whether or not they have an ACV designation.

What you have told us so far

Respondents to the Issues and Options consultation made many broad comments about community facilities, although few that were specific to the issue of safeguarding existing facilities.

The comments supported better provision and accessibility to services and amenities, including community spaces, to enhance towns and villages. They also opined that community facilities should be incorporated within the 20-minute neighbourhood concept to improve accessibility, and residents should not have to drive to access them.

A number of respondents did suggest greater protection for green spaces including playing pitches, and that there should be better support sport and recreational opportunities including local sports clubs.

Alternatives considered and reasons for discounting

No policy

No policy is not the preferred option as this would restrict the ability to ensure that important community facilities are protected when new development is proposed

To have a separate policy on resisting the loss of playing pitches

Playing pitches are considered to be a type of community use and therefore would be covered by a policy that safeguards all community facilities. However, there may be additional factors that may need to be considered in relation to playing pitches, and therefore having a separate policy on resisting the loss of playing pitches could be an appropriate option.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- Lewes Open Space Strategy (2020)
- Lewes District Playing Pitch Assessment (2020)
- Lewes Local Plan Settlement Services Study (2023)
- Infrastructure Delivery Plan
- Lewes District Council [Asset of Community Value List](#)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 7: Infrastructure

Policy IC5: Commercial community uses

Objectives

There are some commercial uses that are also key community facilities, such as small local shops and public houses, which play a key role in the sustainability of

communities. However, the commercial elements of these uses mean that they may need to be treated slightly differently in policy terms than other community facilities.

The council will seek to guard against any unnecessary loss of commercial community uses, and will require proposals for their redevelopment or demolition to provide convincing evidence that there is no reasonable prospect for the building to continue its operation, or for alternative community use.

Preferred Policy Direction

The policy will resist the loss of commercial community uses including local shops and public houses unless it can be demonstrated that:

- Opportunities to use for premises for alternative community uses (commercial or non-commercial) have been fully explored, including the use by a social enterprise or charitable group
- The commercial community use is no longer economically viable
- There has been no market interest in the building as a commercial community use or interest from local communities for the space to be used for alternative community uses over an appropriate period

In addition, the policy would set out that proposals for development that would compromise the operation or viability of the community use will be resisted.

Why is this policy needed?

The NPPF indicates that planning policies should plan positively for the provision of community facilities, and some of the community facilities identified, such as local shops, and public houses, would be considered to be commercial community uses. The NPPF confirms that local plans should guard against the unnecessary loss of valued facilities and services, particularly where this would reduce the community's ability to meet its day-to-day needs.

The Use Classes Order identifies a class of uses that are important for the operation of local communities. This includes Class F2(a) use of small local shops that mostly sell essential goods where there is no other such facility within 1,000. The policy would be aimed at protecting such uses.

The commercial element means that they should be treated differently in policy terms of other community facilities. In order to justify the loss of a commercial community use, there should be an additional element of marketing the existing use for an appropriate period of time to demonstrate that there is no demand for the commercial community use to continue. This is different to other community facilities where there is less likely to be a market for an alternative owner/operator.

It is also important to ensure that new development does not compromise the operation or viability of the commercial community use. For example, development

within the curtilage of a public house may impact its operation, so such proposals will need to be carefully considered to ensure that it does not adversely impact the community use.

Lewes District Retail and Leisure Study (2023) identifies that local shops outside of the retail hierarchy in the District's rural areas are likely to provide an important local function and reduce the need to travel, and therefore the Local Plan Part 1 (Joint Core Strategy) policy to retain these shops should be retained and aligned with the definition of local community shop as set out in the Use Classes Order, and broadening the policy response to include other uses such as public houses, given the important local role such uses can play in supporting rural communities.

Settlement Services Study (2023) identifies a number of types of community facility as being key services that are important for day-to-day living. This includes commercial uses that are important for the sustainability of local communities such as convenience stores, post offices and public houses.

What you have told us so far

Respondents to the Issues & Options consultation felt that there should be protection for village shops and convenience shops outside of town centres to ensure that all communities have access to shop, pub and community space without the need to drive. Communities should be helped to run them as co-operatives if they are seen to be under threat.

Respondents also commented that local shops and public houses are key features in promoting 20-minute neighbourhoods. It was also suggested that small village shops are more likely to source products locally, therefore reducing food miles and supporting the rural economy.

Alternatives considered and reasons for discounting

No policy

No policy is not the preferred option as this would restrict the ability to ensure that important commercial community uses are protected when new development is proposed

To include commercial community uses within the safeguarding community facilities policy

It is considered that there are additional considerations that would need to be taken into account in a policy on commercial community uses, that might not be relevant for other community facilities. For example, it would be expected that a commercial community use would be appropriately marketed before any loss is proposed, whereas for other community facilities that do not have the commercial aspect this may not be applicable. Therefore combining commercial community uses with other community facilities is not the preferred option.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- Lewes Settlement Services Study (2023)
- Lewes District Retail & Leisure Study (2023)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 7: Infrastructure

Policy IC6: Outdoor Playing Space

Objectives

This policy will set out how new development should provide new and enhanced outdoor playing space, including children's play space and playing pitches, to meet the needs it generates.

Preferred Policy Direction

Outdoor play space provision will be required to be provided by new development, appropriate to the scale and location of new development. Provision should be on-site in the first instance, however, if it is not practicable to locate the space on site, then financial contributions will be sought to improve existing, or provide new, facilities off-site.

The policy will seek to achieve provision of outdoor playing space to ensure that the following minimum quantity standards are met across the plan area:

- 0.25 ha per 1,000 population for equipped and designated children's play space
- 1.6 ha per 1,000 population for outdoor sports including playing pitches, tennis courts and bowling greens

In addition, it is the preferred option to set accessibility standards for the open space typologies.

The following minimum accessibility standards are proposed:

- 400m (5 minute walk) for equipped and designated children's play space
- 1,200m (15 minute walk) for outdoor sports

Why is this policy needed?

The NPPF confirms that access to a network of high-quality open spaces and opportunities for sport and physical activity is important for the health and well-being of communities.

Planning Practice Guidance emphasizes that open space, which includes outdoor playing space, should be taken into account in planning for new development. In line with Government guidance, it is considered essential that adequate provision for outdoor playing space is made in association with new housing developments in order to meet the recreational needs of new residents and to avoid exacerbating existing deficiencies.

The NPPF states that planning policies should be based on robust and up-to-date assessments of the need for open space, sport and recreation facilities (including quantitative or qualitative deficits or surpluses) and opportunities for new provision. We commissioned an Open Space Strategy and Playing Pitch Assessment for the

entirety of Lewes District, which published in 2020. This study provided recommendations for open space typologies which are reflected in the proposed policy direction above. In addition, accessibility standards have been included within the proposed policy direction as improving accessibility of facilities and amenities is a key mission of the new Local Plan, to reduce travel time, encourage walking and cycling where possible and help support the response to climate change.

What you have told us so far

In response to the question in the Issues and Options consultation about whether there should be specific benchmark standards for the provision of other open spaces in addition to outdoor playing space, there were a mix of views. Some respondents suggested that there was no need for additional standards as each community will have different needs that are best addressed through neighbourhood plans, and specific standards for provision could create unforeseen consequences and result in delays and unnecessary negotiations at the planning application stage. Others supported standards for other types of space, including woodland, dog exercise areas and school playing fields. However, there was strong support for standards for playing pitches and children's play areas.

Alternatives considered and reasons for discounting

No policy

Not having a policy for the provision of outdoor playing space in new development is not the preferred option as it could lead to lower provision than required, which would result in deficiencies in open space across the area.

Alternative standards of provision

The Open Space Strategy proposes quantity standards for open spaces based on evidence through assessment and taking into account national benchmark standards. Setting alternative standards through the policy is not the preferred option as there is no evidence to justify higher or lower standards of provision.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- Lewes District Open Space Strategy (2020)
- Lewes District Playing Pitch Strategy Needs Assessment (2020)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 2 – Policy DM15: Provision of Outdoor Playing Space

Local Plan Part 2 – Policy DM16: Children's Play Space in New Housing Development

Policy IC7: Local Food Infrastructure

Objectives

The policy will encourage the provision of community and horticultural food growing opportunities through new development and land use decisions in order to help encourage healthy lifestyles, enhance biodiversity and reduce food miles, which can all have positive impacts on carbon emissions. Provision of food growing in any new developments will need to be considered and integrated with other uses for outside space, for example provision of sport and play facilities and access to open space.

Preferred Policy Direction

The policy will support the use of land and buildings as new allotments, orchards and for local food growing spaces and production, and other infrastructure that supports the local food system.

The provision of new community food growing space may form part of the open space provision that is required to be provided on larger residential developments. The use of existing amenity open space for food growing will be supported where it can be demonstrated that land is surplus to requirements.

The policy will expect developers to engage with district and parish councils who manage allotments to identify need for areas for food growing, taking into account any waiting lists that there may be for allotment space. New space should be provided as extensions or improvements to existing community food growing spaces, rather than creating new ones.

The policy will support the inclusion of productive trees and plants in landscaping schemes where appropriate. This could include community orchards, although these may need to be avoided where the space is close to main thoroughfares.

Outside of sites specifically allocated for development through the local plan, the policy will seek to avoid the loss of best and most versatile (BMV) agricultural land. Where developments are proposed on sites that include BMV agricultural land, opportunities for community food growing, agricultural or horticulture should be incorporated into proposals in the areas with the highest grades.

Why is this policy needed?

The NPPF states that planning policies and decisions should aim to achieve healthy, inclusive and safe places which enable and support healthy lifestyles, especially where this would address identified local health and well-being needs.

Planning Practice Guidance states that local planning authorities can have a role by supporting opportunities for communities to access a wide range of healthier food

production and consumption choices. It also confirms that where significant development of agricultural land is demonstrated to be necessary, local planning authorities should seek to use areas of poorer quality land in preference to that of a higher quality.

Using the planning system to promote food growth, and the creation of a sustainable food network, is growing in popularity. Local Plan policies can require new developments to include space for growing food and encourage the use of productive trees or other edible planting. Food producing plants can replace ornamental plants in landscape schemes without excessive cost to the developer, thereby ensuring that any outdoor amenity space required within development can be food-friendly.

The Open Space Strategy identifies that there is a current provision of 17.33 hectares of 'allotments, community gardens and city farms' across the district. It proposes that the proposed standard for provision of 'allotments, community gardens and city farms' should be 0.2 hectares per 1,000 people. This means that using the proposed standards, there is a projected deficiency in provision of 0.04 hectares per 1,000 people to 2030.

What you have told us so far

The Issues & Options consultation asked a specific question about whether the local plan should introduce a policy supporting food growing. Respondents were generally supportive of such a policy, particularly if this is through the provision of allotments as a clearly demarcated area for such activities. Some comments supported comprehensive tree planting schemes to encourage food growing. Respondents were also cautious of allowing housing development on productive farming land.

Alternatives considered and reasons for discounting

No policy

No policy is not the preferred option because it would not encourage the provision of community food growing through new development, which can help encourage healthy lifestyles, enhance biodiversity and reduce food miles, and therefore reduce carbon emissions.

Further Information

- Climate Change Topic Paper
- Lewes District Open Space Strategy (2020)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 8: Green Infrastructure

Policy IC8: Sustainable transport and movement

Objectives

The integration of land use and transport, including a public transport, are essential to delivering communities that are sustainable, healthy and inclusive. This strategic policy will set out how the transport impact of development should be managed, and how new development should be connected to the transport network.

Preferred Policy Direction

This policy will seek to give local effect to national policy and as such the preferred policy direction is to retain elements of the existing policy that are generally in conformity with national policy. The policy will then be amended to reflect the key transport schemes and priorities for the district once the evidence base is up to date.

The policy will seek to improve accessibility and widen transport choices through requiring, as far as possible, all new developments to be served by an attractive choice of transport modes, including public transport, cycle routes, bridleways, and footpaths. The policy not only seeks to encourage a modal shift away from the use of the private car, but in doing so promotes healthier lifestyles.

Continuing to work with partners to improve accessibility by enhancing sustainable transport opportunities, and encouraging development that reduces the need to travel behavioural change will be a key component of this policy. Future development within the district will be focussed on the most accessible and sustainable locations to reduce the need to travel.

Travel Statements demonstrating how many trips will be generated by the development, their impact and how they will be accommodated and addressed as well as maximising sustainable travel will be required from major development proposals.

To assist in meeting the objective of net zero, the policy will seek developments to be designed around the principles of 'walkable or cyclable neighbourhoods'; giving priority to people over vehicular traffic – to make journeys by walking and cycling more direct and convenient over the car.

The policy will also seek contributions to improvements to public and community transport. These are being identified and developed through the ongoing work on the Local Transport Plan 4 and other transport related evidence.

The council will only support developments that will, or are likely to, have an unacceptable level of impact on the transport network in exceptional circumstances

and will not support developments that are wholly dependent on use of the private car or promote unsustainable travel behaviour.

Why is this policy needed?

Sustainable Transport is a key component of sustainable development. Both national and local planning policy promote the idea of sustainable development. Locating jobs and employment closest to new and existing residential development, as well as to services and facilities will mean that people can meet their day to day needs locally, reduce the need to travel by private car, and support Active Travel.

The current Local Plan Core Policy 13 relates to sustainable transport. This sets out the initiatives for sustainable transport improvements which will be supported by the council within the district and what improvements will be required, in particular to the road network.

Development Management policies DM35, DM36 and DM37 also relate to sustainable travel and seek to secure its delivery. DM35 sets out the approach to footpaths, cycle and bridleways; DM36 to station Parking and DM37 in relation to the Uckfield to Lewes former railway line.

Transport related emissions are one of the largest contributing source to climate change, as well as having an impact on the quality of the environment. An Air Quality Management Quality is in place in covering Newhaven, and the policy will need to continue to seek to shift travel choices away from the private car.

A wider range of evidence is being gathered to support the emerging Local Plan. We have begun work understanding the capacity of the transport network. Additionally, East Sussex County Council (as the local transport authority) is developing the Local Transport Plan 4 (LTP4) and this policy will seek to influence the aims of LTP4 and eventually address the specific challenges relating to the plan area. This policy will also look to complement schemes that are proposed by Transport for the South East in its emerging Strategic Investment Plan.

This policy will seek to ensure that development does not lead to unacceptable transport impact.

What you have told us so far

Respondents to the Issues & Options consultation addressed the accessibility to services and facilities and encouraging sustainable modes of transport / active travel opportunities. This included improving the provision of accessible routes and connectivity – including clear signage, particularly to rural settlements, providing safer routes and options for alternative modes of travel to private transport.

Respondents expressed a desire for the re-ordering of the transport hierarchy, with more importance placed on car-free developments and of active travel and public transport having priority over private car use. In particular, the improvement of cycle infrastructure including expansion of the network, enhanced connectivity, bicycle parking facilities, including electric bicycle provision, and a safer network were consistently raised comments.

Respondents who suggested improvements of accessibility to rural settlements and the countryside, identified the provision of safer bridleways and a more connected rural public transport offer as important issues to be addressed in the plan.

Alternatives considered and reasons for discounting

No Policy

This is not considered a reasonable option as it would mean relying on national policy or the Local Transport Plan. Neither of these would provide sufficient information on the local context and fall short of fully addressing considerations through the planning application process.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- Strategic Transport Evidence Base
- East Sussex County Council - [East Sussex Local Transport Plan 3 \(2011-2026\)](#)
- Transport for the South East - [A Strategic Investment Plan for the South East \(2023\)](#)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 13: Sustainable Transport

Local Plan Part 2 – Policy DM35: Footpath, Cycle and Bridleway Network

Local Plan Part 2 – Policy DM36: Station Parking

Local Plan Part 2 – Policy DM37: Former Lewes to Uckfield railway line

Policy IC9: Parking Standards [and EVCP]

Objectives

This policy will set out the requirements for managing vehicle and cycle parking, including ensuring that the transition to electric vehicles is supercharged through the provision of electric charging infrastructure. New development will be expected to help facilitate 'a greener local plan' by facilitating movement by walking and cycling.

Preferred Policy Direction

Parking standards are set in accordance with national policy and reflect the needs of our communities. East Sussex County Council is the responsible transport planning authority and as such has prepared the parking standards for both residential and non-residential development. These are the standards that are implemented within the plan area. It will be necessary to update the existing parking standards to provide flexibility for development to respond to the mix of land uses, location and accessibility to other modes of transport.

Although, cycling and walking will be the preferred method of travel with regards to reducing congestion and emissions, it is recognised that vehicle transport will still be necessary, and electric vehicles will play an important role in the transition away from combustion engines. However, the shift to electric vehicles will rely on a significant increase in the availability of charging infrastructure and will put additional pressure on electrical power networks. Public facilities in convenient locations will provide access to charging for residents without off street parking and for visitors to the district.

The recent changes to building regulations now ensure that new developments have EV charging points installed however, local plan policy could require a greater provision of charging points, and require a proportion of these to be rapid charging (50kW+) in suitable locations on a range of different developments to support new public charging facilities to serve existing communities. In particular, to ensure on-site charging facilities are provided in non-residential development, the policy will seek these to be designed into the public realm and for residential development seek with each new dwelling at least 1 charge point.

Cycle hire schemes are increasingly becoming popular, convenient and economical option for individuals to make their entire or partial journey, especially when located in or close to centres or travel hubs. The council, while supporting the expansion and provision of cycle hire schemes will seek to properly manage them, so that 'docking stations' or cycles do not become a street hazard, unsightly or impact negatively on the public realm, safety and local amenity.

Why is this policy needed?

Managing parking spaces as well as the demand is an important factor in influencing the choice of mode people make. Although, evolutionary technology and the adoption of autonomous vehicle are likely to drive the change in options including the potentially transformative effects on road conditions, for the local plan period parking will need to continue to be managed given the local congestion, and poor air quality above government objective levels experienced in parts of the district.⁵⁰

Through the NPPF local authorities are able to set local parking standards where there is clear and compelling justification and a need to manage the local road network; or for optimising density in town centres and locations that are well served by public transport.

Paragraph 107 of the NPPF requires that parking standards take into account local factors and circumstances, including;

- a) the accessibility of the development;
- b) the type, mix and use of development;
- c) the availability of and opportunities for public transport;
- d) local car ownership levels; and
- e) the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

National Planning Policy Guidance sets out further guidance which suggests that the provision of parking should be appropriate to the needs of the development and not reduced to a level considered unreasonable. Policies in the plan need to address a wide range of locations, from hamlets with limited or no bus services to the coastal towns of Newhaven, Peacehaven and Seaford where the car may be the least convenient way to make a local journey.

The current East Sussex County Council parking standards set the optimal level of parking. There is a tendency that these become the default level rather than respond to site specific circumstances. A site by site design-led approach may be a better approach and provide the flexibility to respond to the local circumstance of each site, as well as adapt to the changing patterns of vehicle ownership over the plan period.

Additionally, the council's climate change evidence identifies road transport as the biggest generator of carbon emission. A large proportion of plan area's population drives to work in places outside of the plan area. While the location of new development near to bus and rail service may help to reduce car generated emissions in order to meet the objective of net zero, the council will need to seek more ambitious requirements for both on-street and off-street charging point to support electric vehicle ownership.

⁵⁰ Newhaven and Lewes town are covered by Air Quality Management Orders, although Lewes Town falls outside the plan area.

Cycling and walking are zero-emission modes of travel and will have a key role in helping to meet the net-zero targets. Charging infrastructure for cycles may encourage take up of electric cycles for some journeys considered too far to cycle.

What you have told us so far

Respondents supported reducing private car use as well as the speed of vehicles. Respondents supported seeking less car-dependent development through improving public and active transport options. In addition, ensuring better EVCP would encourage the modal shift as well as helping to reduce carbon emissions.

Respondents to the consultation supported prioritising development in existing areas and around transport hubs. This would improve accessibility to active travel pathways.

Alternatives considered and reasons for discounting

No Policy

National policy requires consideration of parking, and while ESCC has produced guidance for optimal parking levels in residential and non-residential development these, this was produced more than six years ago and has gaps in relation to technological advancements.

No set requirements for electric vehicle charging points (EVCP)

This is not considered a reasonable alternative given the need for development to address changing vehicle types, climate change and transition to cleaner energy.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- East Sussex County Council – [Parking standards for non-residential development](#)
- East Sussex County Council - [Parking standards for new residential development](#)

Existing Policies in Adopted 2016 & 2020 Plans

None

Policy IC10: Former Lewes to Uckfield railway line

Objectives

The policy will seek to protect the route of the former Lewes to Uckfield railway line from development that could impact the potential re-opening of the line in the future.

Preferred Policy Direction

The policy will restrict any development along the former Lewes to Uckfield railway line that would significantly prejudice the reinstatement of the former rail line in the

future. Meanwhile uses that would not prejudice the future reinstatement of the rail line may be considered acceptable.

Why is this policy needed?

The Lewes to Uckfield railway line closed in 1969. The re-opening of the Lewes to Uckfield line would provide an additional public transport link that would not only ease pressure on the existing network and provide an additional rail route between Brighton and London, but also make more sustainable travel options available to more people across the region.

The London and South Coast Rail Corridor Study, published by the Department for Transport in 2017, concluded that a transport case could be made for such a scheme subject to additional economic growth. The Transport for the South East Strategic Investment Plan (2023) identifies an aspiration to reinstate the railway between Lewes and Uckfield to increase resilience of rail connectivity between the South Coast and London.

East Sussex County Council and Lewes District Council support the reinstatement of the line in order to provide additional rail capacity in the county, in line with the objectives of the Local Transport Plan 2011-2026 and the East Sussex Rail Strategy.

In 2018, Lewes District Council declared a climate change emergency with a headline target of achieving net-zero carbon emissions and being climate-resilient by 2030. Road transport is a significant contributor to carbon emissions in the District⁵¹, and taking opportunities to provide sustainable transport options such as the re-opening of the Lewes to Uckfield line, will play a key part of reducing carbon emissions by reducing car journeys and lessening traffic congestion around Lewes and Brighton.

Lewes District Council also sees important benefits of the re-opening of the line for the District and also the wider area. There will be quicker and more convenient access between the Weald and employment centres at Lewes, Newhaven and Brighton, which will support economic recovery and growth; and the provision of sustainable transport opportunities will provide greater options and facilitate the sustainable delivery of new homes. It would also provide an additional Sussex Coast to London route to relieve the Brighton Main Line in the event of any disruption.

What you have told us so far

Respondents to the Issues & Options consultation suggested that transport issues were underrepresented within the consultation, and that more importance should

⁵¹ Lewes Climate Change & Sustainability Strategy Framework 2020

have been given to rail improvements and new rail connections (Lewes-Uckfield) given the urgency in addressing climate change, but also to help tourism to the area.

Alternatives considered and reasons for discounting

No policy to protect route of former railway line

No policy is not the preferred option as it could lead to development taking place on the route of the former railway line that would make its reinstatement impossible to achieve.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- East Sussex County Council - [East Sussex Local Transport Plan 3 \(2011-2026\)](#)
- Transport for the South East - [A Strategic Investment Plan for the South East \(2023\)](#)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 2 - Policy DM37: Former Lewes to Uckfield railway line

Policy IC11: Public Rights of Way

Objectives

Public Rights of Way (PROW) are routes that any member of the public may use a right, rather than a privilege granted by the land owner. The PROW network can provide traffic-free alternatives to on-road routes, which can encourage people to travel by cycle or foot. East Sussex County Council are legally responsible for managing these paths to ensure that they give safe and easy access for the public, but it is considered important that the local plan ensures that new development does not adversely affect PROWs and enhances them wherever possible.

Preferred Policy Direction

The policy will ensure that Public Rights of Way are protected and not adversely affected by development. Where this is not possible, the policy will require that good quality, safe and convenient alternative provision is made or suitable replacement Public Rights of Way are secured.

In addition, the policy will require that development adjacent to the settlement boundaries should improve and enhance access into the countryside, through the Rights of Way network and/or open space and creation of new Rights of Way.

Why is this policy needed?

The NPPF states that access to a network of high quality open spaces and opportunities for sport and physical activity is important for the health and wellbeing of communities, and can deliver wider benefits for nature and support efforts to address climate change. The NPPF is also clear that planning policies should protect and enhance public rights of way and access, including taking opportunities to provide better facilities for users, for example by adding links to existing rights of way networks including National Trails.

Planning Practice Guidance specifically notes that public rights of way form an important component of sustainable transport links and should be protected or enhanced.

DEFRA's The Rights of Way Circular (1/09) confirms that proposals for the development of land affecting public rights of way give rise to two matters of particular concern: the need for adequate consideration of the rights of way before the decision on the planning application is taken and the need, once planning permission has been granted, for the right of way to be kept open and unobstructed until the statutory procedures authorising closure or diversion have been completed. The Green Infrastructure Study will give further consideration and evidence on the Public Rights of Way network and linkages to open space and countryside.

What you have told us so far

Respondents to the Issues & Options consultation supported the retention and proper management of PROW as they can make a big difference to local communities. They can also enable better accessibility to amenities and services, as well as access to countryside with well-marked and maintained paths, which is good for residents' mental health. However, it is important to ensure that new footpaths do not adversely affect habitats.

Creation of new public footpaths within large developments that go from border to border and can link with other footpaths.

Respondents also noted that footpaths and bridleways are safe joined up routes for cycling and enhance wider access and tourist experience across the district. New development should help facilitate the creation of new public footpaths that links well to the network.

Alternatives considered and reasons for discounting

No policy

There are other mechanisms to help keep public rights of way open and unobstructed, however it is considered that it is important that there is a clear policy for not only protecting public rights of way, but also for securing improvements and enhancements for the wider network. Therefore no policy is not the preferred option.

Further Information

- Topic Paper – Infrastructure and Community Facilities
- East Sussex County Council – [East Sussex On-line rights of way map](#)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 2 - Policy DM35: Footpath, Cycle and Bridleway Network

Theme: Design, Landscape and the Built Environment

Aim: To enhance the high quality and character of the district's towns, villages and rural environment, while ensuring that all forms of development respond positively to climate change and create inclusive, healthy places.

The district's historic and built environment is highly valued and enjoyed by residents and visitors alike throughout the countryside, towns and villages. The built environment and spaces around it contribute significantly to the quality of life for those living and working in the district, which in turn is essential to the continued economic and social well-being of the area. It is therefore imperative that the new Local Plan protects and enhances the built environment of the district's towns, villages and countryside for future generations to enjoy. Encouraging good quality design, respecting the historic environment, and enhancing local character and distinctiveness whenever the opportunity arises is therefore a key mission for the Local Plan.

The district benefits from listed buildings and conservation areas, scheduled ancient monuments, and sites of archaeological importance. These assets contribute to the district's cultural identity within Sussex, unique sense of place and subsequently require protection and to be treated with due sensitivity and care.

Development is never too small to be considered in design terms. Cumulative effects of extensions and alterations have a significant impact on people's perceptions of a place in a day-to-day scenario. In addition, improving the existing fabric of the built environment is key to ensuring that development at every scale responds appropriately to its context, protecting what is of value while enhancing the environmental qualities of the district for future generations. The new Local Plan will encourage the creation of accessible, healthy, safe and sustainable development, which makes the best use of its siting, layout, orientation and design to achieve the highest practicable degree of resource and energy efficiency.

The proposed approach is to set out in a series of design policies, which will be built upon by two design guides as Supplementary Planning Documents, or their replacements, that also provide more detail to other policies within the new Local Plan. One of the guides will detail high level strategic considerations, and one will set out householder application design considerations. The strategic level guide will set out expectations around best-practice in site layout, including details such as but not limited to, expected densities and clear ways of access. The Householder Application Design Guide will set out best practice guidance and expectations of additions to existing development. The vision is that Neighbourhood Plan design guides, codes

and design sections within Neighbourhood Plan's will provide the locally specific, site-by-site detail that communities expect development proposals to adhere to.

Which Policies Are We Proposing?

D1: Development Principles

D2: Achieving High-Quality Development

D3: Landscape Character

D4: Conservation and Enhancement of Heritage Assets

D5: Public Realm

Which Policies Are We Proposing to carry forward?

Local Plan Part 2 – Policy DM26: Refuse and Recycling

Local Plan Part 2 – Policy DM31: Advertisements

Local Plan Part 2 – Policy DM32: Telecommunications Infrastructure

Consultation Questions for the Design, Landscape and Built Environment Theme

- Have we chosen the right policies to respond to meeting the needs for Design, Landscape and the Built Environment?
- Are there any further policies you would like to see included? Why should they be included?

Strategic Policy D1: Development Principles

Objectives

The purpose of this policy is to set out overarching principles for achieving high quality design and to ensure a consistency of approach, while providing scope for innovative and imaginative design. It will further provide clarification on the expectation of the use of design guides and codes provided at the National, Local and Neighbourhood level.

Preferred Policy Direction

This policy will require that development at every scale responds appropriately to its context, protecting what is of value while enhancing the qualities of the district. Lewes district benefits from a variety of built and natural spaces from historic coastal towns and rural villages, to biodiverse countryside and open clifftop and seaside locations. In addition, the district benefits from communities that have invested in neighbourhood planning, particularly on the topic of design, within their designated neighbourhood plan areas. Development proposals will be supported that:

Respond to the climate emergency by:

- Being designed to be long lasting and low impact in construction and maintenance.

Improve connectivity within the district by:

- Being well-connected to and integrated with nearby existing or planned social and environmental nodes and transport infrastructure.

Enhance the character of the district by:

- Contributing to local distinctiveness and sense of place through relationships with the built and natural environment;
- Providing high-quality routes that connect people and wildlife to the wider landscape by optimising Green Infrastructure opportunities;
- Avoiding harmful impact to and from surrounding uses and amenities.

Respond to the district's communities by:

- Responding positively to Neighbourhood plan design guidance, codes and identified character areas within Neighbourhood Plans;
- Creating accessible public spaces within the public realm that are high-quality, safe environments and have a clear de-lineation from private areas.

Why is this policy needed?

Design has been a point of focus at the national level, with the NPPF being updated to have a tighter focus on design, alongside the National Design Guide and National Model Design Code released in 2022. The updated NPPF puts a strong emphasis on LPAs developing their own design guides, stating that their geographic coverage, level of detail and degree of prescription should be tailored to the circumstances and

scale of change in each place, and should allow a suitable degree of variety. It also states that these design guides and codes should be consistent with the principles set out in the National Design Guide and National Model Design Code.

In addition, neighbourhood planning has been popular within the plan area, with the district benefitting from 8 made (adopted) Neighbourhood Plans, 1 at Regulation 16 stage and another in the early phases of development. Design has been a particularly prominent addition within the neighbourhood plans whether that be both through designated sections of the plan and separate design guides and codes. The sections that focus on design within the Neighbourhood Plans, provide detailed character assessments and set out expectations for development proposals in terms of building fabric design and expected layout.

What you have told us so far

Respondents to the Issues and Options consultation addressed the topic of design both with regards to the design questions and the design influences on a number of other policy areas.

Key feedback received included:

- General support for design codes and guides, with support for codes and guides that cover the whole plan area, specific parts of the plan area and for individual sites.
- Ensuring neighbourhood plans are used.
- Consideration of accessibility and connectivity of development
- That design is an important theme of the plan.
- Ensuring development is specific to place and is resilient to climate change.
- Support for modal shift and encouraging active travel through development.
- Enhance the sense of community in places.

Alternatives considered and reasons for discounting

No policy - Not considered a reasonable alternative due to requirement for plans to set out a clear design vision and provide clarity about design expectations.

Rely solely on Neighbourhood Plan design guides and codes – Not considered a reasonable alternative due to the requirement for plans to develop a stand-alone design guide for the LPA area.

Further Information

Topic Paper – Design, Landscape and the Built Environment

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 2: Housing Type, Mix and Density

Local Plan Part 1 – Core Policy 11: Built and Historic Environment & Design

Local Plan Part 2 – Policy DM25: Design

Policy D2: Achieving High-Quality Design in Development

Objectives

This policy will set out requirements for the design quality to be achieved by new developments, and alterations and extensions to all existing development.

Preferred Policy Direction

This policy will require development proposals to demonstrate how they meet the following expectations:

Designed with communities in mind:

- Ensure buildings are orientated to provide surveillance and create active edges with public spaces by locating entrances and windows of habitable rooms, as well as appropriate uses, next to the street.
- Provide high quality outdoor amenity space appropriate to the needs of its occupiers or users.

Achieve accessible development by:

- Ensuring entrances and exits are safe, convenient and accessible for all users during the day and night, with lighting and security features successfully integrated into the design.

Respond positively to climate-change by, including but not limited to:

- Creating robust and adaptable buildings that can be adapted and reused to extend their lifespan.
- Reducing the carbon impact during demolition and construction of development, adhering to circular economy principles.

Enhance the local character of the district by:

- Providing a comprehensive design approach that contributes to local distinctiveness and sense of place through successful integration of adjoining buildings, routes and topography, including historic settlement pattern.
- Using materials that are of high quality, that will age well and be easy to maintain, and if an extension or alteration, reflect, or successfully contrast with, the existing building form, through the use of materials and architectural detailing.
- Using design to minimise adverse impact on the amenity of existing and future occupiers or users of nearby building and spaces, in terms of overlooking, dominance or overshadowing, traffic generation and pollution.

Why is this policy needed?

The NPPF sets out that a robust policy framework is required to achieve high-quality design, which is supported through PPG, the National Design Guide and National Model Design Code. High quality design is fundamental to the creation of high-quality

places. It contributes to community cohesion and inclusion, influences safety and security and encourages economic investment. The design of the built environment is intrinsic in promoting modal shift which in turn positively influences health and well-being, as well as addressing the causes and effects of our changing climate. It is important that high-quality design in place-making puts people first so that places are welcoming, feel safe and are enjoyable and easy to use for all.

Materials to be used in development should be suitable for their purpose and setting, accounting for the durability of materials and how they weather. This is particularly important in the plan area as there are a number of exposed locations in the district where particularly durable materials are required to ensure developments remain secure and efficient for their lifespan. Necessary environmental services, plant, recycling and refuse storage, bicycle and car parking must be considered early in the design process to ensure they are successfully integrated into the development and not an afterthought. Such features must be secure and located conveniently but unobtrusively to allow for seamless transitions through development.

What you have told us so far

Respondents to the Issues and Options consultation addressed the topic of design both with regards to the design questions and the design influences on a number of other policy areas.

Responses were received that covered measures needed to achieve high quality development. Comments included that:

- Development should be carbon neutral and encourage low carbon lifestyles.
- The use of renewable materials in construction should be maximised, and that a balance should be found between established building patterns and innovative technologies.
- Pollution sources from development should be mitigated through considerate design technologies.
- Shared spaces where children can play safely and residents can use freely and safely should be fundamental in development,

Alternatives considered and reasons for discounting

No policy – Not considered a reasonable alternative due to the need to respond to local design issues.

Further Information

Topic Paper – Design, Landscape and the Built Environment

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 2: Housing Type, Mix and Density

Local Plan Part 1 – Core Policy 11: Built and Historic Environment and Design

Policy D3: Landscape Character

Objectives

This policy will set out how development should address landscape character within the plan area.

Preferred Policy Direction

The preferred policy direction will be to require developments to:

- Retain or enhance local landscape character, respecting the key characteristics of each character area.
- Fully consider cumulative effects of development and incremental changes on landscape character areas.
- Retain and enhance existing landscape features including but not limited to, trees and hedgerows, within new developments.
- Protect and enhance the setting of green corridors that extend into settlements from character areas and strengthen or create other Green and Blue Infrastructure opportunities and corridors and improve visual amenity.
- Protect and enhance the setting of the villages in the plan area.
- Respect the clear de-lineation and separation of villages from one and other.

Why is this policy needed?

Lewes District benefits from a variety of landscapes including river valleys, forests, chalk cliffs and downlands. In addition, the South Downs National Park which bisects the plan area has a primary designation relating to landscape character. As such, the local plan needs to properly account for the variety of landscapes that are present and ensure the differing areas are properly considered in decision making, by ensuring development responds positively to the local landscape character.

The Lewes Landscape Character Assessment (2023) covers themes of the social, cultural, perceptual, aesthetic, and natural environment that can be used as a tool to help understand what the landscape is like today, the influence of the past, and how the landscape may change in the future. Further, the assessment provides a framework to help protect, manage, enhance, mitigate, and restore landscapes in the future and retain their distinctiveness, while guiding future development. The assessment identified 7 distinct Landscape Character Types, within which there are 15 Landscape Character Areas. Five of these landscape types are in the area to the north of the SDNP. The dominant landscape character type identified is that of Western Low Weald which exhibits a highly rural and tranquil character due to the land use and the enclosure from mature vegetation, with localised references to villages via church towers. Other landscape character types are more localised in extent and include Eastern Low Weald to the east, Scarp Foothills bordering the SDNP, Ouse Catchment bordering the River Ouse, and an area of Heathland to the northwest. Detailed information is provided within each, and includes key

characteristics, forces for change and guidance on landscape management and integrating development into the landscape.

What you have told us so far

Respondents to the Issues and Options consultation supported a policy approach to landscape that:

- protects designated landscape areas.
- protects open countryside spaces.
- encourages better connected green corridors and infrastructure.
- encourages a landscape-led approach to development, respecting existing features such as trees and hedgerows.

Alternatives considered and reasons for discounting

No policy – not considered a reasonable alternative as policy guidance is needed to guide how landscape issues are addressed in decision making.

Further Information

- Topic Paper – Design, Landscape and the Built Environment
- Lewes Landscape Character Assessment (2023)

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 11: Built and Historic Environment and Design

Local Plan Part 2 – Policy DM27: Landscape Design

Policy D4: Conservation and Enhancement of Heritage Assets

Objectives

This policy will control development that involves or affects conservation areas, historic buildings and structures and their historic places within the plan area.

Preferred Policy Direction

Proposals affecting heritage assets will be considered in accordance with the guidance set out in the National Planning Policy Framework. This policy will require that proposals provide sufficient information to demonstrate the impact of the proposed development upon the asset and further require them to demonstrate how the proposal preserves or enhances the significance of the heritage asset.

This policy will further set out how the environmental performance of heritage assets should be balanced against the need to protect and enhance the character and value of that asset. For example, this policy will:

- Support proposals which seek to undo the damage caused by previous interventions, including the inclusion of newer technologies to allow for more climate conscious solutions (e.g. removal of cement render and replacement with breathable options)
- Require retrofit works to be carried out in accordance with the latest Historic England guidance for energy improvement to heritage assets and give consideration to measures that will reduce carbon emissions and assist with adaptation to our changing climate (for example external shading or property level flood protection)

Why is this policy needed?

There is a wealth of national guidance on heritage assets contained within the NPPF and Planning Practice Guidance, together with the relevant legislation applying to individual heritage designations, and there is a well-established structure in terms of heritage policies, meaning that locally specific planning policies are more limited than in other planning policy areas. However, in order to sympathetically manage heritage assets as part of the development process, there must be a clear understanding of the significance of the asset and the contribution of its setting.

Upgrading the fabric of traditional buildings in general, needs to be part of the push to improve energy efficiency across the country. The Committee on Climate Change have concluded that at least 90% of existing buildings in the UK should have energy efficient retrofits for the UK to meet its zero carbon targets. This analysis does however recognise that some buildings simply cannot be adapted to eliminate all emissions, however, there are things that can be done provided that the correct approach is taken. This policy is therefore needed to support owners of heritage

assets to undertake sensitive works to address the performance of their buildings, in line with best practice guidance for heritage assets.

What you have told us so far

Respondents to the Issues and Options consultation highlighted the need to improve the existing built fabric of the building stock in the district. In addition, respondents highlighted a desire to consider more areas for designation as Conservation Areas, highlighting the desire for respecting the local character of the district.

Alternatives considered and reasons for discounting

No policy, rely on national guidance – Not considered a reasonable alternative due to the requirements to set out a strategy regarding heritage, and the need to respond to local issues, in this case, the scale of heritage assets that are present within the district, and the need to respond to the challenge of climate change.

Further Information

Topic Paper – Design, Landscape and the Built Environment

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 – Core Policy 11: Built and Historic Environment and Design

Local Plan Part 2 – Policy DM33: Heritage Assets

Local Plan Part 2 – Policy DM34: Areas of Established Character

Policy D5: Public Realm

Objectives

This policy will set out expectations for the quality of public realm in development proposals.

Preferred Policy Direction

The preferred direction of the policy is that developers will be required to demonstrate how development proposals meet the following expectations:

- Development should use gateways, focal points and landmarks to assist people in wayfinding.
- Street furniture and infrastructure should be of the highest quality, using materials that are easily maintained, have a clear purpose, maintain uncluttered spaces and should contribute to the easy movement of people through the space.
- Opportunities for greening (optimising existing GI such as trees, hedges and open spaces in the first instance) such as through planting of trees and other soft landscaping wherever possible, should be maximised.
- Treatment of the public realm should be informed by the heritage values of the place, where appropriate.
- Development should incorporate local social infrastructure such as public toilets, drinking water fountains and seating, where appropriate.
- Create streets that respond to their levels of use while not allowing vehicular traffic to dominate, including vehicular parking, which if on street, should be inset to expanded footways to not compromise pedestrian access.

Why is this policy needed?

The quality of the public realm has a significant influence on residents quality of life because it impacts people's sense of place, security and belonging, as well as having an influence on a range of health and social factors. In addition, creating and protecting high quality streets and other open spaces, both public and private, is a key part of adapting to climate change pressures, supporting biodiversity, and promoting active and healthy lifestyles. The public realm is comprised of the spaces between, around and within buildings, streets, squares, parks and open spaces, with all components playing a key role in supporting public life and fostering social interaction.

The effects of traffic can have a significant impact on the quality of the public realm in terms of air quality, noise and amenity of a space. The negative effects of traffic should be minimised to ensure people's enjoyment of public realm is maximised. In addition, the lighting of the public realm, be that natural or artificial, requires careful consideration to ensure places and spaces are appropriately lit, and there is an appropriate balance between issues of safety and security, and reducing light pollution.

What you have told us so far

Respondents to the Issues and Options consultation highlighted that we should encourage accessible places, reducing the reliance on private cars, that support movement by walking and cycling, and that improve air quality, communal spaces, active play areas and green spaces. In addition, respondents sought improvements to the community feel of spaces, making them feel welcoming and safe. Respondents also highlighted street shading and tree lined streets as an important element of places.

Alternatives considered and reasons for discounting

No policy and relying on national guidance - Not considered a reasonable alternative due to the need to respond to local issues.

Further Information

Topic Paper – Design, Landscape and the Built Environment

Existing Policies in Adopted 2016 & 2020 Plans

None

Theme: Water

Aim: Working in partnership with other agencies, to guard against the risk of flooding and improving the water quality of our rivers; by ensuring that new development is appropriately located and retains and enhances flood defences through river restoration works.

Which policies are we proposing:

W1: Flood risk and flood management

W2: Protection of water resources and water quality

W3: Water efficiency in new development

Further consideration needs to be given to the use of rivers and or other water bodies for recreation. Existing Local Plan Part 2 – Policy DM18: Recreation and Rivers is permissive of development proposals for recreation uses of the river Ouse, its margins and wetlands where it can be demonstrated that there would be no adverse impacts, either directly or indirectly on their quiet and natural character, wildlife or geological features or on the natural functioning of the river and associated wetlands.

Consultation Questions for the Water Theme

- Are there any further policies you would like to see included to respond to water resources and water management? Why do you think they should they be included?
- Should the water quality policy specify standards for development for intensive livestock production?
- Should the new local plan continue with the existing policy approach set out in Policy DM18: Recreation and Rivers or go further and consider specific locations for recreational uses, and other, or more specific areas/water bodies.

Strategic Policy W1: Flood risk and flood management

Objectives

Flooding can arise from a range of sources and as a result of climate change flood events are likely to become more frequent and more severe. Sources of flooding include rivers and the sea, direct rainfall on the ground surface, rising groundwater, overwhelmed sewers and drainage systems, reservoirs, and other artificial sources. East Sussex County Council is the Lead Local Flood Authority, responsible for managing local flood risk. Within the plan area, this includes managing surface water, groundwater and ordinary watercourses. The Environment Agency has responsibility for strategic reduction of flood risk from main rivers.

The National Planning Policy Framework sets out strict tests to protect people and property from flooding which all local planning authorities are expected to follow. Where these tests are not met, new development should not be allowed.

It is not always possible to avoid locating development in areas at risk of flooding. The Local Plan will steer new development away from areas with highest flood risk, flood risk policy will look at how development should address flood risk. Policies will provide guidance on the range of measures that could be considered on site in order to manage and mitigate flood risk.

It is important that new development is safe and resilient to flooding and does not increase flooding elsewhere. Therefore, opportunities to reduce flood risk through natural flood management and the use of Sustainable Drainage Systems (SuDs) will be required.

Natural flood management involves techniques that aim to work with natural hydrological and landscape features, and characteristics to manage the sources and pathways of flood waters. Techniques include the restoration, enhancement and alteration of natural features and characteristics, but exclude traditional flood defence engineering that works against or disrupts these natural processes.

Preferred policy direction

In line with national policy development should be directed away from areas with the highest flood risk from any source. Opportunities should be taken to reduce flooding through sustainable drainage systems and natural flood management to deliver multi-functional benefits for people and wildlife.

Developments in areas of potential flood risk will need to demonstrate, through site specific flood risk assessments, that the proposed development is safe and resilient or adaptive to flooding. Flood risk must not be increased elsewhere as a result of development.

The policy will detail the requirements set out in the NPPF⁵² for Flood Risk Assessments, the sequential test and exception test, cumulative effects, and flood resistance and resiliency.

Suitable surface water management measures should be incorporated into new development in order to reduce and manage surface water. This should ideally be achieved by incorporating SuDS which are typically softer engineering solutions inspired by natural processes such as ponds and swales which manage water as close to its source as possible. The policy will signpost to the guidance of ESCC on SuDs. SuDs techniques can be used to reduce the rate and volume and improve the water quality of surface water discharges from sites and they should follow a hierarchy of drainage options as reasonably practicable considering the location;

- Into the ground (infiltration),
- To a surface water body,
- To a surface water sewer, highway drain, or another drainage system, and,
- To a combined sewer.

However, connection to a public sewer system should not be at detriment to existing users.

Redevelopment in areas at risk of flooding has the potential to affect flood routing and increase flood risk elsewhere. Site layouts should preserve as much as possible the natural flow of water and not increase flood risk elsewhere. Opportunities shall be sought within the site design to make space for water. Where possible the drainage system should be multifunctional and be incorporated into the Green and Blue Infrastructure Network and opportunities should be taken for nature based solutions.

Why is the policy needed?

Flood risk is a significant concern within the plan area which is predicted to increase as a result of climate change causing more extreme weather events. The Local Plan should reduce the district's vulnerability to climate change and particularly flooding to residential properties. This policy is needed to supplement national policy with local considerations.

What you have told us so far

There were no specific questions in the Issues and Options consultation on flooding and/or water management. However, when asked to express other concerns many people mentioned flooding, and specifically the impact of heavy rainfall.

⁵² NPPF 2023 paragraphs 159-169

Alternatives considered and reasons for discounting

No policy and rely on national guidance: This is not considered an alternative because a policy on avoiding flood risk should be integral part of the Local Plan and all detail on how to deal with integral and sustainable water management must be linked to local circumstances.

Further information

- Water Topic Paper
- Lewes District Strategic Flood Risk Assessment 2023
- Lewes Climate Change Study 2023
- Lewes Scoping Water Cycle Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 12 Flood Risk, Coastal Erosion, Sustainable Drainage and Slope Stability

Policy W2: Protection of water resources and water quality

Objectives

The quality of the water environment in terms of groundwater, surface water and the sea, is of major importance for the ecosystem and biodiversity. It helps to provide good quality drinking water, is an amenity for recreation for sports, and impacts on wildlife and the environment.

The policy will require all development proposals to avoid adverse impacts, mitigate any adverse impact, and where possible contribute to the improvement of the quality of the water environment.

Preferred policy direction

The policy will extend current Local Plan Part 2 Policy DM22 (Water Resources and Water Quality⁵³) with further criteria on water quality and specifically on the effect of the handling of sewage.

Further evidence is still required from the Detailed Water Cycle Study however to ensure good water quality in the District, the Local Plan will steer development away from areas with an unacceptable risk to the quality and quantity of surface and ground water.

Specifically, this could mean that:

- All major developments must demonstrate, where necessary, how the development will contribute to the protection and enhancement of waterbodies, including natural treatment and pollution control of surface water run off during and following construction.
- Linking with policy IC2, all major developments must demonstrate that where it will materially increase foul and/or surface water discharges, adequate capacity exists or can be provided as part of the development. Where adequate capacity does not exist, the developer will be required to work with the appropriate service providers to ensure that upgrades are provided where necessary. Cumulative impact due to other developments must be considered.
- All major developments must clarify which treatment works will be managing the sewage and how sewerage will be treated prior to discharge. Southern Water should then be requested to provide information to assess the impact on the

⁵³ **Policy DM22: Water Resources and Water Quality**

Development will be only permitted where it can be demonstrated that it would not result in:

(1) unacceptable risk to the quality and quantity of surface and groundwater (including reservoirs); or

(2) changes to groundwater and surface water levels that would have unacceptable adverse impacts on:

(a) adjoining land;

(b) the quality of groundwater resources or potential groundwater resources;

(c) the potential yield of groundwater resources, river flows or natural habitats.

Work beneath the water table will not be permitted unless there is a comprehensive groundwater management scheme agreed for the construction, operation, restoration and on-going management of the proposal.

number or duration of sewage discharges into local rivers or seas, considering cumulative impacts of other planned developments.

Why is the policy needed?

Core Policy 10 Bullet 4 seeks to ensure that water quality is improved where necessary or maintained when appropriate (including during any construction process) and that watercourses (including groundwater flows) are protected from encroachment and adverse impacts in line with the objectives of the South East River Basin Management Plan⁵⁴. Where appropriate, the local planning authority will seek the enhancement and restoration of modified watercourses.

Water quality is of great concern of the council. On 3 March 2023 a council motion was passed to ask Southern Water for responses on sewage discharges and on 23 May 2023 a motion⁵⁵ was passed to protect our local rivers and sea by taking into account the cumulative impact of sewage discharge.

Apart from the policy on natural flood management which will reduce peak discharges of surface water to the sewage system this policy addresses the impact of discharges of foul water of the WwTW.

What you have told us so far

The Issues and Options consultation did not contain specific questions on flooding or water quality. However, when asked to express other concerns many respondents mentioned flooding, and specifically the impact of heavy rainfall, adequate sewer infrastructure and concerns of sewerage discharge into rivers and the sea.

Alternatives considered and reasons for discounting

No policy is not an option given the importance of the issue of water quality and local issues around the capacity of existing wastewater treatment works, and sewerage discharge.

Further information

- Water Topic Paper
- Lewes District Strategic Flood Risk Assessment 2023
- Lewes Climate Change Study 2023
- Lewes Scoping Water Cycle Study 2023

⁵⁴ River Basin Management Plan Part 1

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/718337/South_East_RBD_Part_1_river_basin_management_plan.pdf

⁵⁵ <https://democracy.lewes-eastbourne.gov.uk/documents/s26282/Full%20Council%20Motion%20-%20Protecting%20our%20rivers%20and%20sea%20motion%20appendix%201.pdf>

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 1 - Core Policy 12: Flood Risk, Coastal Erosion, Sustainable Drainage and Slope Stability

Local Plan Part 2 - Policy DM22: Water Resources and Water Quality

Policy W3: Water efficiency in new development

Objectives

The plan area is within an area of serious water stress and the policy will set out how development should address this by requiring and recommending water efficiency and reuse measures in new development.

Preferred policy direction

Current building regulations require that the average water usage of a new homes is no more than 125 litres per person per day. Currently, the Lewes District Local Plan⁵⁶ Core Policy 14 requires all new dwellings to achieve water consumption of no more than 110 litres per person per day. The council's Climate Change and Sustainability Strategy sets a target of 100 litres per person per day in new builds by 2030 and also for new builds to be water neutral by 2030.

Reducing water consumption to the greatest extent will be critical in the South-East region. Therefore, the new local plan policy will go beyond the existing policy, new development will be required to:

- Minimise water consumption, a target water efficiency rate of 90litres per head per day (l/h/d) will be encouraged unless it is proven to be not technically or financially feasible.
- All developments will be required to be supported by a water calculator which demonstrates consumption of a maximum of 110l/h/d.
- Non-residential development will be required to achieve BREEAM 'very good' or 'excellent' standard for water efficiency unless demonstrated impracticable.
- In major developments grey water harvesting (and dual plumbing) should be incorporated for WC flushing and washing machine connection unless proven to not be technically or financially feasible.
- In all developments rainwater harvesting and/or surface water harvesting must be incorporated.

Another aspect of water availability the local plan can contribute to is leakage reduction. All new properties are required to be fitted with water meters, therefore there is no need for the local plan to mandate such, water meters assist with leakage detection. However, the local plan could ensure that new developments do not add to leakage problems in the supply network, requiring developers to supply information on how the development will contribute to the reduction of, or minimisation of leakage in the water network including how new pipes and networks are resilient to future problems and leaks.

⁵⁶ Lewes District Local Plan (2016). Available online at: https://www.lewes-eastbourne.gov.uk/_resources/assets/inline/full/0/257159.pdf (accessed December 2022)

Why is the policy needed?

The South East is classified as an area with serious water stress⁵⁷, which means that the current and future household demand for water is likely to be a high proportion of the available effective rainfall.

Due to climate change, with warmer and dryer summers to be expected, the water availability may decrease, while the demand will grow. In the State of the Environment report on water resources⁵⁸ the Environment Agency warns that the current levels of abstraction are unsustainable in more than a quarter of groundwater bodies and up to one-fifth of surface waters, reducing water levels and damaging wildlife.

The Water Cycle Study (2022)⁵⁹ identifies that abstraction and poor nutrient management are pressures on the Brighton Chalk Block waterbody, classified as WFD 'Poor' status; and in terms of availability, there is restricted water available.

What you have told us so far

There were no specific questions in the Issues and Options consultation on the issue of water availability. However, when asked to express other concerns, 'future water shortage' was highlighted by respondents. Respondents were concerned that future demand cannot be met for the increased housing development and that abstraction of drinking water impacts on the South Downs aquifers.

Alternatives considered and reasons for discounting

An alternative of no policy and relying on Building Regulations requirements is not considered a reasonable alternative as existing local plan policy goes beyond building regulations and this would not reflect the pressure on water resources in the area. There is also no Building Regulations standard for water efficiency in non-residential developments therefore a local plan policy needs to set local requirements to respond to the pressure on water resources in the area.

An alternative of requiring a lower water consumption requirement of 100 l/h/d or 90 l/h/d is not considered because:

- The water providers (South East Water and Southern Water) in their (draft) WRMP (2025-2075) consider an average reduction to 110 l/p/d.

⁵⁷ Environment Agency, 2013

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/244333/water-stressed-classification-2013.pdf

⁵⁸https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/709924/State_of_the_environment_water_resources_report.pdf

⁵⁹ Lewes Water Cycle Study

- A lower consumption than set out by the Building Regulation⁶⁰ (=125 or 110 l/h/d⁶¹) would increase costs significantly which could impact on site viability. This option may be pursued following further viability evidence.

Further information

- Water Topic Paper
- Lewes Climate Change Study 2023
- Lewes Scoping Water Cycle Study 2023

Existing Policies in Adopted 2016 & 2020 Plans

Local Plan Part 2 – Policy DM2: Water Resources and Water Quality

⁶⁰https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/504207/BR_PDF_AD_G_2015_with_2016_amendments.pdf (BR Part G Water efficiency)

⁶¹ The requirement is either a) 125 Litres per person per day or b) in a case to which paragraph 3 applies, the optional requirement of 110 litres per person per day

Delivery and Monitoring

The purpose of monitoring the plan is to assess whether the Local Plan policies are achieving their aims and the intended policy outcomes, are still relevant or are having unintended consequences and require a review.

We will work positively and proactively with local communities, parish councils, businesses, key stakeholders, landowners, developers and the wider public to ensure that the Local Plan is successfully delivered. Working effectively across the council and with partners will be essential to support new development through securing the co-ordinated and timely delivery of social and physical infrastructure improvements, including green infrastructure. This will ensure that growth that is being planned for and delivered will be ‘good growth.’

We are preparing an Infrastructure Development Plan (IDP) as a companion document to the Local Plan and this will be finalised for Examination. The IDP will set out details on the infrastructure required to support growth and new development in the plan area. We will need to review the IDP regularly over the plan period, for instance to take account of infrastructure that is delivered and planned.

Table xxx begins to set out the framework for performance indicators for the Local Plan including target where they apply. We will continue to develop this during the plan making process to identify the performance indicators. and will report the final set of performance indicators in our Authority Monitoring Report.⁶²

Table XXX: Emerging Monitoring Framework Performance Indicators

Theme:	Climate Change		
Related Policies:			
Key Policy Outcome	Delivery Indicators	Target	Where presented

⁶² We produce an Authority Monitoring Report annually. This contains an assessment of the progress of the local plan policies.

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Lewes District Council

Meeting:	Council
Date:	20 November 2023
Subject:	Housing Benefit War Pension and Armed Forces Compensation Policy
Report of:	Councillor Zoe Nicholson on behalf of the Cabinet

The Council is asked to consider the minute and resolution of the Cabinet meeting held on **9 November 2023** as set out below.

The Council is recommended to:-

Agree the disregarding in full of War Pensions income and the Armed Forces Compensation income in the assessment of Housing Benefit.

Minute extract Cabinet – 9 November 2023.

The Cabinet considered the report of the Director of Service Delivery, seeking their recommendation to Full Council for the disregarding, in the assessment of Housing Benefit, War Pension and Armed Forces Compensation income above the statutory disregard.

Policy and Performance Advisory Committee (PPAC), held on 7 November 2023 considered the report and were supportive of the officer recommendations in full.

Recommended to Full Council (Budget and policy framework):

To recommend the disregarding in full of War Pensions income and the Armed Forces Compensation income in the assessment of Housing Benefit.

Reason for decision:

As set out in the report.

For a copy of the report is attached as **Appendix 1** and may be downloaded on the [Council's website](#). For further information please contact Democratic Services:

Tel. (01273) 471600.

E-mail: committees@lewes-eastbourne.gov.uk

Report to:	Cabinet
Date:	9 November 2023
Title:	Housing Benefit War Pension and Armed Forces Compensation Policy
Report of:	Tim Whelan, Director of Service Delivery
Cabinet member:	Councillor Zoe Nicholson, Leader of the Council and Cabinet member for finance, assets and community wealth building
Ward(s):	All
Purpose of report:	To gain Cabinet's recommendation to Full Council for the disregarding, in the assessment of Housing Benefit, War Pension and Armed Forces Compensation income above the statutory disregard.
Decision type:	Budget and policy framework
Officer recommendation(s):	Cabinet recommend to Full Council the disregarding in full of War Pensions income and the Armed Forces Compensation income in the assessment of Housing Benefit.
Reasons for recommendations:	As set out in the report.
Contact Officer(s):	Name: Bill McCafferty Post title: Lead for Income Maximisation and Welfare E-mail: bill.mccafferty@lewes-eastbourne.gov.uk Telephone number: (01323) 415171

1 Introduction

- 1.1 The Housing Benefit Regulations 2006 make provision for the first £10.00 of income from War Widows (Widowers)/War Disablement Pension and the Armed Forces Compensation Scheme to be disregarded in any benefit assessment. The cost of this disregard is fully reimbursed to the Council
- 1.2 The Social Security Administration Act 1992 gives the Council discretion to disregard any amount it chooses in addition to the statutory provision. The Council has taken advantage of this provision and fully disregarded income claimants receive from the War Widows (Widowers)/War Disablement Pension and the Armed Forces Compensation Schemes.

2 Proposal

- 2.1 That Cabinet recommends to Full Council the continued support our veterans by disregarding in full any amounts above the statutory disregard.

3 Outcome expected and performance management

- 3.1 That Veterans continue to receive additional support with their housing costs in recognition of the service they provided to the country.

4 Consultation

- 4.1 No consultation has taken place as the policy has been in place for several years.

5 Corporate plan and council policies

- 5.1 This report supports the Council's commitment to the Armed Forces Covenant.

6 Business case and alternative option(s) considered

- 6.1 There is an option to not disregard part or all of the income above the statutory disregard. However, this would lead to an adverse publicity from the Armed Forces Community and not be in keeping with the Council's commitment to the Armed Forces Covenant.

7 Financial appraisal

- 7.1 The additional housing benefit awarded in 2021/22 due to the application of the policy was £18,472. The mechanics of the housing benefit subsidy claim meant that the actual cost to the Council was £4,562. The pre-audited expenditure in 2022/23 shows an expenditure of £15,219 with a cost to the Council of £3,805. The 2022/23 figures may change slightly following the audit.

8 Legal implications

- 8.1 The provision in paragraph 1.1 above is specified in regulation 40(2) and paragraph 15 of Schedule 5 to the Housing Benefit Regulations 2006.
- 8.2 The discretionary provision in paragraph 1.2 above is specified in section 134(8) of the Social Security Administration Act 1992.

Date of legal input: 22.08.23

Legal ref: 012336-JOINT-OD

9 Risk management implications

- 9.1 There is a risk that the cost to the Council could increase. The service will regularly monitor expenditure and report to finance and the Portfolio holder any significant rises

10 Equality analysis

- 10.1 The disregard of War widows and war compensation payments, when assessing someone's income for Housing benefit, will have a positive impact on veterans. This means the policy will have a positive impact on people with disabilities, people of working age as well as older residents.

11 Environmental sustainability implications

- 11.1 There are no environmental sustainability implications arising from this report.

12 Contribution to Community Wealth Building

- 12.1 Increasing the amount of housing benefit a veteran receives means they have to spend less of their disposable income on rent which in turn could be spent on goods and services in the local area thus increasing employment opportunities and contribute to business growth.

13 Appendices

- None

14 Background papers

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

- None

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Report to:	Full Council
Date:	20 November 2023
Title:	Polling Districts and Polling Places Review
Report of:	Head of Elections and Local Land Charges
Ward(s):	All
Purpose of report:	To agree arrangements in respect of polling districts and polling places in the District of Lewes.
Officer recommendation(s):	(1) That the Acting Returning Officer's proposals as set out in the report be approved. (2) That the Head of Elections and Local Land Charges, on behalf of the Returning Officer and Electoral Registration Officer, be authorised to implement the Council's decisions in respect of the review.
Reasons for recommendations:	To fulfil the Council's statutory duty in respect of conducting a Polling District and Polling Place Review.
Contact Officer(s):	Name: Tracey Pannett Post title: Head of Elections and Local Land Charges E-mail: Tracey.Pannett@lewes-eastbourne.gov.uk Telephone number: 01323 415074

1 Introduction

- 1.1 The Council must regularly review the division of its area into polling districts and the places where electors are asked to vote. A full review of the whole district must be undertaken at intervals of not less than 5 years. A review must also be undertaken when a change in a particular polling place is proposed to be made.
- 1.2 The relevant legislation can be found in section 16 of the Electoral Administration Act 2006, the Representation of the People Act 1983 and the Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006. Guidance is also published by the Electoral Commission.
- 1.3 This matter is brought before Full Council as decisions on matters in respect of polling district boundaries and polling places cannot be dealt with by a council's executive (i.e. the Cabinet) by virtue of The Local Authorities (Functions and Responsibilities) (England) Regulations 2000.

2 Review process

2.1 As part of the review process the Council must:

- Seek to ensure that all electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
- Seek to ensure that so far as is reasonable and practicable the polling places are accessible to those who are disabled, and
- When considering or reviewing the designation of a polling place, have regard to the accessibility needs of disabled persons.

2.2 The consultation period for this full review ran for 5 weeks between 2 October and 3 November 2023. The timing of the review has been determined by a number of factors. First to complete the review ahead of the Police and Crime Commissioner Elections in May 2024, secondly because of the need for a Parliamentary Election to be held prior to 28 January 2025, and thirdly, to ensure that the review is completed in advance of the publication of the new register on 1 December. Public notice of the review was published and information about the review made available on the Council's website. Any elector in the Lewes County, Brighton Kemptown and Peacehaven Borough and new East Grinstead and Uckfield constituencies was entitled to make representations.

2.3 As well as being supplied on request, the consultation document (Appendix 1) was sent to the local Members of Parliament, District and County Councillors in the relevant wards, Town and Parish clerks and local political parties. It was also sent to the Community Service Lead to circulate with local groups as required under the regulations as persons having particular expertise in relation to access to premises or facilities for persons who have different forms of disability.

3 Definitions

3.1 **Parliamentary constituency**". This cannot be changed by the review. It is the division of the constituency into polling districts and places that is the subject of the review. It should be noted that only that part of the Eastbourne constituency that is within the Borough of Eastbourne that is being reviewed by the Council. The area of the constituency that lies outside the Borough (Willingdon, Jevington and Wannock) will be reviewed separately by Wealden District Council.

"Polling district". The area created by the division of a constituency or ward into smaller parts, within which a polling place can be determined which is convenient to the electors.

"Polling place". The building or area in which polling stations will be selected by the Acting Returning Officer.

"Polling station". The actual area where the process of voting takes place. This must be located within the polling place and designated for the particular polling district. This function is the responsibility of the Acting Returning Officer.

4 The proposals and comments received

4.1 The consultation document set out details of current polling districts and polling places together with details of the proposed changes. Appendix 1 contains the full consultation document and **Appendix 2** has been updated to include the full text of all comments received.

4.2 The following summarises the proposals and comments received together with any necessary observations on the comments and final recommendations:

All Wards - To confirm the designation of the whole of each of the wards as the polling place. If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Recommendation: That the Returning Officer's proposal be approved.

Chailey, Barcombe and Hamsey Ward- No proposals to change any of the stations in this Ward

Ditchling and Westmeston Ward- No proposals to change any of the stations in this Ward.

Comment: The proposed continued use of Westmeston Parish Hall as the polling station for the parish is welcomed. The hall is well located and accessible for residents, with good facilities including car parking, level access and toilets.

East Saltdean and Telscombe Cliffs Ward – Since the original consultation document we are now proposing to merge STB and STC which are Telscombe Cliffs Polling Districts to become one polling district known as STB to vote at Telesombe Town Council, Civic Centre. It makes sense to merge them together, making savings on venue costs, equipment and staffing.

Comment: There were some comments received from Councillors who had misunderstood the proposal and once explained that it only affected Telscombe Cliffs, were satisfied.

Kingston Ward - No proposals to change any of the stations in this ward.

Lewes Bridge Ward – No proposals to change any of the stations in this ward.

Lewes Castle Ward- No proposals to change any of the stations in this ward.

Lewes Priory Ward - No proposals to change any of the stations in this ward.

Newhaven North Ward - No proposals to change any of the stations in the ward.

Newhaven South Ward – No proposals to change any of the stations in the ward.

Comment: Councillor MacCleary suggested that other polling venues be identified; an additional polling station for Newhaven, specifically the large NSC polling district.

To note: Of the options suggested only the Newhaven Football club is potentially viable, however on visiting the site, it is clear that access works are still required to enable this to be considered. We will continue to keep this under review, with possibility of adding this venue in the future, should the standards improve.

Newick Ward - No proposals to change any of the stations in the ward.

Comment: The proposal to continue to use Newick Village Hall as the Polling station is sensible as it is the most obvious community space, easily accessible with good disabled access and parking.

Ouse Valley and Ringmer Ward - No proposals to change any of the stations in the ward.

Recommendation: To change the name of Beddingham Reading Room to be known as **Reading Room**.

Comment: Can I suggest that for clarity we call the Glynde venue "[Glynde and Beddingham reading room](#)" as it is increasingly known or failing that 'the reading room') so people don't go to Beddingham looking for it.

Peacehaven East Ward - No proposals to change any of the stations in the ward.

Since publication of the consultation document we have been made aware that the Scout Hut is designated for renovation but with no current clear timescales. We do note that currently this venue's access does not meet the disability access as it is a shingle drive and path. However, it does appear to meet the local electorate needs, with regards to its convenient location.

Recommendation: We have noted the comments received and we recommend that we continue to use this venue until it is closed for the renovation works. We will have to place this electorate at the Pavilion in the interim following closure of the Scout Hut. Once renovations are completed and providing the renovations to the Scout Hut make accessibility improvements we will then return to using it.

Comment: There are two key polling stations for the area, neither are ideal. However, not using them would have a considerable impact on people's ability to vote.

The Scout Hut in East Peacehaven – whilst not ideal, this is a very big and spread outward and it is a very long from one end to the other.

The Returning Officer for Brighton and Hove has also expressed their concerns of the continued use of the Scout Hut due to its poor accessibility and state that decision to continue to use the venue is the decision of the Lewes Council and against their advice.

Peacehaven North Ward: Since the commencement of the consultation, we have been made aware that the planned works at the Meridian Centre may impact the Town Council office space which may result in their use of the Anzac Room. Obviously, the knock-on effect is that it would reduce the available rooms for us to use. We have been in talks with the Town Council to have a back up plan. We are proposing the following:-

Recommendations: To merge PNA and PNB polling districts together to become one known as PNA. PNA electorate currently vote at The Annexe, Meridian CP School, but could relocate to one of two smaller adequate rooms known as the Copper Room and Charles Neville Room. To merge PNC and PND polling districts together to become one known as PNB. They both use the same polling station Annexe Room at Meridian CP School. Making saving on equipment and staffing costs.

Peacehaven West Ward: Since the commencement of the consultation, we have been made aware that the planned works at the Meridian Centre may impact the Town Council office space which may result in their use of the Anzac Room.

Recommendations: We have found a new venue known as the Immaculate Conception of our lady, Horsham Avenue located within PWA. To Merge PWA and PWD polling districts to one known as PWA at this new venue. Making savings on equipment and staffing costs.

We have been made aware by the MP for Brighton Kemptown and Peacehaven Borough Constituency that The Joff, Peacehaven Youth Centre is also closing for renovations. This is used to serve the voters of PWC. We have therefore had to identify another venue. We are communicating with a possible venue known as Kempton House, Cavell Avenue and are hopeful that this will become the new polling station but is yet to be confirmed. Otherwise we will arrange to work with the Meridian centre, Peacehaven to see if we can make any of the rooms work to include a station for PWC.

Plumpton, Streat, East Chilington and St John (Without) Ward – No proposals to change any of stations in the ward.

Seaford Central Ward: Proposal for SCA to move to the Life Church, Steyne Road, Seaford . This venue is within the polling district of SCA and better serves the electorate. SCA is also Seaford Central Ward at District Level but Seaford Esplanade at Town level at combined District and Town elections having two stations at St Thomas More is more complex.

SCC will remain at the Church of St Thomas More.

Seaford East Ward – No proposals to change any of the stations in the ward.

Seaford North Ward – No proposals to change any of the stations in the ward.

Seaford South Ward – No proposals to change any of the stations in the ward.

Seaford West Ward – No proposals to change any of the stations in the ward.

Wivelsfield Ward – No proposals to change any of the stations in the ward.

5 Council consideration

5.1 Council is asked to consider the amended proposals and representations received and make a final decision. The Council is required to give reasons for its decisions in respect of the designation of both polling districts and polling places. Reasons have been given in Appendix 1 with additional reasoning noted in paragraph 4.2 above.

6 Implementation

6.1 The chosen venues will be used at all future elections. No re-drawing of polling district boundaries will be required.

6.2 In addition, the Council must publish:

- All correspondence sent to the Returning Officer in connection with the review and all correspondence sent to any person who the Council thinks has particular expertise in relation to access to premises or facilities for persons who have different forms of disability.
- All representations made by any person in connection with the review;
- The minutes of any meetings held by the Council where details of the review have been considered.
- Details of the actual designations of polling districts and polling places agreed as a result of the review.
- Details of where the results of the review have been published.

7 Appeal to Electoral Commission

7.1 The grounds under which the review outcome can be challenged are that the Council has failed to:

- meet the reasonable requirements of the electors in the constituency, or a body of them (i.e. the reasonable requirements of a particular area of the authority have not been satisfactorily met); or
- take sufficient account of the accessibility to disabled persons of polling stations within a designated polling place.

7.2 The following may make representations to the Electoral Commission namely;

- not less than 30 registered electors in the constituency
- any person who made representations to the council when the review was being undertaken (except the Returning Officer)
- any person who is not an elector within the constituency who the Electoral Commission feel has sufficient interest in the accessibility of disabled persons;

Also the Returning Officer may make observations on any representations made to the Commission.

8 Financial appraisal

- 8.1 Police and Crime Commissioner elections and UK referendums are funded by the government. East Sussex County Council provide funding for county elections, Town and Parish elections are funded by each Town or Parish Council. The District elections are funded by the District Council. Where there are combined elections, the costs are split across the different bodies. We have a duty to provide accessible and convenient Polling Stations but will always keep the financial costs of Rent/Hire, Heating and lighting costs under review.

Approved by Steven Houchin 09.11.2023

9 Legal implications

(Legal implications are mandatory and for completion by a qualified council lawyer only. Please send your draft report to practicemanager@lewes.gov.uk and allow 5 working days for the designated lawyer to give full consideration to the report in advance of the deadline for submission to Democratic Services. Thank you.)

- 9.1 The content and recommendations of this report complies with the legislation detailed in paragraphs 1.2 and 1.3 above.

Lawyer consulted on: : 9th November 2023 12535-EBC-KS

10 Risk management implications

- 10.1 We conduct this review to ensure that our polling places are suitable venues and where we are aware that a venue will no longer be available carry out visits to find new suitable venues. The risk of not accepting the recommendations, in particular, where we are aware that we will no longer be able use a current venue's, is that it will prevent electors from voting and therefore disenfranchise voters.

11 Equality analysis

- 11.1 In carrying out the review we have sought to ensure that so far as is reasonable and practicable the polling places are accessible to those who are disabled, and when considering or reviewing the designation of a polling place, have had regard to the accessibility needs of disabled people.

We had to make some changes to Peacehaven after the consultation document was published. We ensured that we consulted with the local councillors on the new recommendations.

Where we have received other responses that needed a response to provide more detail we have replied.

12 Appendices

- Appendix 1 - Review of Lewes Polling Districts and Polling Places Consultation
- Appendix 2 – Consultation responses

13 Background papers

- Equalities assessment.

APPENDIX 1

Review of Polling Districts and Polling Places in the District of Lewes

Consultation document for a full review 2023

**Consultation period runs from
2nd October to 3rd November 2023**

Contents:

Topic	Page
Contact information	2
1. Background to this review	3
2. Definitions	3
3. The review process	4
4. The role of the Returning Officer	5
5. Proposals	5
6. Making representations	5
7. Completion of the review	6
8. Challenging the outcome of the review	6
9. Who may make a representation to the Electoral Commission?	6
10. Review by the Electoral Commission	6
Appendix A – Proposals document	7
Appendix B – Map of proposed split of LSB	34

Contact Information:

Information on who can make representations and where to address representations is given on page 5 of this consultation document.

If you want to talk to someone about this review, require further information or want information about any other electoral matter please contact:

Kim Bryce, Electoral Services Manager
Electoral Services
Lewes District Council
Southover House
Southover Road
Lewes
BN7 1AB

Telephone Number: 01273 085193
Email: Kim.Bryce@lewes-eastbourne.gov.uk

If you would wish to receive this consultation document in an alternative format, such as large print, please let us know by contacting Electoral Services:

- E-mail: electoral@lewes-eastbourne.gov.uk
- Telephone: 01273 085193

1. Background to the Review

The Council must regularly review the division of its area into polling districts and the places where electors are asked to vote. A full review of the whole district must be undertaken at intervals of not less than 5 years. A review must also be undertaken when a change in a particular polling place is proposed to be made.

The relevant legislation can be found in section 16 of the Electoral Administration Act 2006 (as amended), the Representation of the People Act 1983 and The Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006. Guidance is also published by the Electoral Commission.

The Council's last full review was carried out in 2016 and approved by the Council in December 2016.

Further information about the procedures for making representations is given later in this paper and the detailed proposals, including proposals for change, are set out in appendix A.

2. Definitions

“Parliamentary Constituency”. This cannot be changed by the review. It is the division of the constituency into polling districts and places that is the subject of the review. Only the parts of Lewes and Brighton Kemptown Constituencies that lie within Lewes District are being reviewed by this Council. The area of the constituency that lies outside the District has been reviewed separately by Wealden District Council.

“Polling District”. The area created by the division of a constituency or ward into smaller parts, within which a polling place can be determined which is convenient to the electors.

“Polling Place”. The building or area in which polling stations will be selected by the Returning Officer.

“Polling Station”. The actual area where the process of voting takes place. This must be located within the polling place and designated for the particular polling district. This function is the responsibility of the Returning Officer.

3. The review process

As part of the review process the Council must:

- Seek to ensure that all electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
- Seek to ensure that so far as is reasonable and practicable the polling places are accessible to those who are disabled, and
- When considering or reviewing the designation of a polling place, have regard to the accessibility needs of disabled persons.

The Council is required to publish a notice of the holding of a review. Information about the review is made available on the Council's website and can also be obtained in person from Electoral Services at Southover House, Lewes.

The consultation document will also be sent to the local Member of Parliament, District, County, Town and Parish Councillors and local political parties and groups. It will also be sent to persons who have a particular expertise in relation to access to premises or facilities for persons who have different forms of disability.

The consultation period for this review will last for 4 weeks.

The timetable for this review is set out below:

Publication of notice	2 nd October 2023
Publication of consultation document including Returning Officer's proposals	2 nd October 2023
Closing date for representations.	3 rd November 2023
Final proposals published (as part of the agenda papers for meeting of the Council on 20 th November 2023. These will be available on the Council's website.	10 th November 2023
Council approves revised scheme.	20 th November 2023

4. The role of the Returning Officer

The Council is required to consult the Returning Officer for every Parliamentary Constituency that is wholly or partly within its area. This consultation document already included proposals made by the Returning Officer for the Lewes Parliamentary Constituency.

5. Proposals

The appendix to this consultation document sets out details of current polling district and polling places for each of the wards in the District of Lewes and details of any proposed changes.

6. Making representations

Any elector in the whole of the Lewes constituency may make representations to the Council.

Representations will also be considered from persons who have expertise in relation to access to premises or facilities for persons who have different forms of disability.

We would encourage anyone making representations to suggest alternative polling districts/places to those proposed where appropriate and to give reasons for the alternative.

Any representations must be received by 5pm Friday 3rd November 2023.

All representations should be addressed to:

Polling Place Review
Electoral Services
Lewes District Council
Southover House
Southover Road
Lewes
BN7 1AB

If you prefer you can email your representations (with the words "Polling Place Review" in the subject line) to electoral@lewes-eastbourne.gov.uk

All representations received will be published on the Council's website as soon as possible after receipt, even if you have already commented on the proposals, you may make further submissions in response to views and comments you see on the website, provided these are received no later than the consultation closing date on 3rd November 2023. You can view this document at <https://www.lewes-eastbourne.gov.uk/consultations/>

7. Completion of the review

A report will be submitted to a meeting of the Council on 20th November 2023. The Council will then be asked to consider the Returning Officer's proposals and any representations received and make a final decision. The Council is required to give reasons for its decisions in respect of the designation of both polling districts and polling places.

Revisions to any electoral register comprising a revised polling district will be made when the new register is published on the 1st December 2023.

In addition, the Council must publish:

- all correspondence sent to the Returning Officer in connection with the review and all correspondence sent to any person who the Council thinks has particular expertise in relation to access to premises or facilities for persons who have different forms of disability;
- all representations made by any person in connection with the review;
- the minutes of any meetings held by the Council where details of the review have been considered;
- details of the actual designations of polling districts and polling places agreed as a result of the review; and
- details of where the results of the review have been published.

8. Challenging the outcome of the review

Although the Electoral Commission has no initial role in the review process itself, it does have an important role in respect of considering representations and observations made that a council has not conducted a review so as to:

- meet the reasonable requirements of the electors in the constituency, or a body of them (i.e. the reasonable requirements of a particular area of the authority have not been satisfactorily met); or
- take sufficient account of the accessibility to disabled persons of polling stations within a designated polling place.

9. Who may make a representation to the Electoral Commission?

The following may make representations to the Electoral Commission namely;

- not less than 30 registered electors in the constituency
- any person who made representations to the Council when the review was being undertaken (except the Returning Officer)
- any person who is not an elector within the constituency who the Electoral Commission feel has sufficient interest in the accessibility of disabled persons;

The Returning Officer may make observations on any representations made to the Commission.

10. Review by the Electoral Commission

The Electoral Commission is required to consider any such representations and observations, and after doing so, may direct the relevant council to make any alterations it sees necessary to the polling places designated by the review.

Should a council fail to make the alterations within 2 months of the direction being given, the Commission may make the alterations itself.



Lewes District Council

Appendix 1

Review of Polling Districts and Polling Places in Lewes District

Proposals document

Electorate as at 1 September 2023

Chailey, Barcombe & Hamsey Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
CBA	BARCOMBE VILLAGE HALL Barcombe Mills Road Barcombe Lewes, BN8 5BH	Chailey, Barcombe & Hamsey	1012	153	Located within the polling district. Easily accommodates the required single polling station. Plenty of car parking available. Good disabled access. Suitable lighting inside and out. Short walk from the centre of the village.
CBC	BEECHWOOD HALL Beechwood Lane Cooksbridge Lewes, BN7 3QG	Chailey, Barcombe & Hamsey	510	78	Located within polling district CBC but outside polling district PLD. Accommodates two polling stations. Plenty of car parking available. Good disabled access. Suitable lighting inside and out.
CBB	CHAILEY PARISH HALL Chailey Green Road Chailey Green Lewes, BN8 4DA	Chailey, Barcombe & Hamsey	1898	443	Located within the polling district. Easily accommodates the required single polling station. Plenty of car parking available. Good disabled access. Suitable lighting inside and out.

Page 320

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Chailey, Barcombe & Hamsey Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Ditchling & Westmeston Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate:	No of Postal Voters	Returning Officer Comments and Proposals
DWA	DITCHLING VILLAGE HALL Lewes Road Ditchling Hassocks, BN6 8TT	Ditchling and Westmeston	1044	252	Located within the polling district. Easily accommodates the required single polling station. Plenty of car parking available. Good disabled access. Suitable lighting inside and out.
DWC	WESTMESTON PARISH HALL Lewes Road Westmeston Hassocks, BN6 8RL	Ditchling and Westmeston	178	63	Located within polling district DWC and outside of polling district PLB. Easily accommodates the required polling station. Plenty of car parking available. Good disabled access. Suitable lighting inside and out.
DWB	WIVELSFIELD VILLAGE HALL Eastern Road Wivelsfield Haywards Heath RH17 7QH	Ditchling and Westmeston	207	212	Located within polling district WIA but just outside polling district DWB. Accommodates two polling stations. Plenty of car parking available. Good disabled access.

Page 321

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Ditchling and Westmeston Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

East Saltdean & Telscombe Cliffs Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
STA	ST MARTINS CHURCH HALL Longridge Avenue Saltdean Brighton, BN2 8RB	East Saltdean and Telscombe Cliffs	1821	457	Located just outside the polling district. Easily accommodates the required single polling station. On street car parking available. Good disabled access.
STB	TELSCOMBE PARISH HALL Tyedean Road Telscombe Cliffs Peacehaven BN10 7AU	East Saltdean and Telscombe Cliffs	1300	348	Located within the polling district. Easily accommodates the required single polling station. Good disabled access. On street car parking available. Suitable lighting inside and out.
STC	TELSCOMBE CIVIC CENTRE 360 South Coast Road Telscombe Cliffs, Peacehaven, BN10 7ES	East Saltdean and Telscombe Cliffs	1291	360	Located within the polling district. Easily accommodates the required single polling station. Small car park available. Good disabled access.

Page 322

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of East Saltdean and Telscombe Cliffs Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Kingston Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
KIA	FALMER PARISH HALL South Street Falmer Brighton, BN1 9PQ	Kingston	115	19	Located within the polling district. Easily accommodates the required single polling station. Plenty of car parking available. Good disabled access.
KIB	IFORD VILLAGE HALL The Street Iford Lewes, BN7 3EL	Kingston	140	14	Located within the polling district. Easily accommodates the required single polling station. Plenty of car parking available. Good disabled access.
KIC	KINGSTON PARISH HALL The Street Kingston BN7 3NT	Kingston	526	140	Located within the polling district. Easily accommodates the required single polling station. On street car parking available. Good disabled access.
KID	PIDDINGHOE VILLAGE HALL The Street Piddinghoe Newhaven, BN9 9AS	Kingston	159	32	Located within the polling district. Easily accommodates the required single polling station. No parking available, turning area only. Good disabled access.
KIE / KIG	RODMELL VILLAGE HALL Martens Field Rodmell Lewes, BN7 3HR	Kingston	270 KIE 24 KIG	51 KIE 30 KIG	Located within polling district KIE but outside polling district KIG. Accommodates the required single polling station. Plenty of car parking available. Disabled access.
KIF	CHRIST CHURCH HALL, Prince Edward's Road Lewes BN7 1BL	Kingston	52	18	Located just outside polling district LPB and next to polling district KIF. Accommodates two polling stations. Ample parking. Good disabled access

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Kingston Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Lewes Bridge Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
LBA	THE TOWN HALL – The Yarrow Room High Street Entrance Lewes, BN7 2DE	Lewes Bridge	690	176	Located within polling district LCB but just outside polling districts LBA and LCC. No on street parking, but car parks available close by. Good disabled access. Suitable lighting, inside and out.
LBB	CLIFFE HALL Cliffe High Street Lewes, BN7 2AN	Lewes Bridge	881	117	Located within the polling district. Easily accommodates the required single polling station. Limited parking, but small accessible car park nearby Cliffe High Street car park. Good disabled access. Suitable lighting inside and out.
LBC	MALLING COMMUNITY CENTRE Spences Lane Lewes, BN7 2HQ	Lewes Bridge	1630	316	Located within the polling district. Accommodates the required single polling station. Plenty of car parking available. Good disabled access. Suitable lighting inside and out.

Page 324

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Lewes Bridge Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Lewes Castle Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
LCA	LANDPORT COMMUNITY HUB Landport Road Lewes, BN7 2SU	Lewes Castle	1195	154	Located within the polling district. Accommodates one polling station. Plenty of on street car parking available. Good disabled access. Suitable lighting inside and out.
LCB / LCC	THE TOWN HALL – Baxter Corridor Fisher Street Entrance Lewes, BN7 2DE	Lewes Castle	575 LCB 732 LCC	103 LCB 151 LCC	Located within polling district LCB but just outside polling districts LBA and LCC. Accommodates two polling stations. No on street parking, but car parks available close by. Good disabled access. Suitable lighting inside and out.
LCD	ST MARYS SOCIAL CENTRE Christie Road Lewes, BN7 1PL	Lewes Castle	98	26	Located within polling district LPA. Accommodates two polling stations. Car parking available. Good disabled access. Suitable lighting inside and out.

Page 325

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Lewes Castle Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Lewes Priory Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
LPA	ST MARY'S SOCIAL CENTRE Christie Road Lewes, BN7 1PL	Lewes Priory	1449	294	Located within polling district LPA. Accommodates two polling stations. Car parking available. Good disabled access. Suitable lighting, inside and out.
LPB	CHRIST CHURCH HALL Prince Edwards Road Lewes, BN7 1BL	Lewes Priory	1909	475	Located just outside polling district LPB and next to polling district KIF. Accommodates two polling stations. Ample parking. Suitable lighting inside and out. Good disabled access
LPC	SOUTHOVER GRANGE Southover High Street Entrance, Lewes	Lewes Priory	1431	300	Located inside the polling district. Good disabled access. No Car Park but limited pay and display on- street parking

Page 326

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Lewes Priory Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Newhaven North Ward

Polling District	Polling Stations	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
NNA	LEWES ROAD SOCIAL CENTRE Lewes Road Newhaven, BN9 9BL	Newhaven North	1447	260	Located inside the polling district. Accommodates the required single polling station. Lighting adequate. On street parking. Good disabled access.
NNB	DENTON & MOUNT PLEASANT SOCIAL CENTRE Denton Road Denton Newhaven, BN9 0PX	Newhaven North	1737	344	Located inside the polling district. Accommodates the required single polling station. Own car park.

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Newhaven North Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Newhaven South Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
NSA / NSC	HILLCREST CENTRE Bay Vue Road Newhaven, BN9 9LH	Newhaven South	940 NSA 3203 NSC	127 NSA 650 NSC	Located inside polling district NSC and next to polling district NSA. Accommodates two polling stations. Has own large car park. Good disabled access.
NSB	AIR CADETS HUT Transit Road Newhaven, BN9 0BB	Newhaven South	354	25	<p>The grey hut that we have been using has been in decline for many years and it is no longer a suitable venue. We have met with the local Cadet Corp, and they have agreed that we can have the use of the larger blue building which is used on a weekly basis and is in far better condition.</p> <p>As we now also have offices located at the Marine Workshops, we are in discussions with Officers that once the building is fully operational that there may be an area that could be used in the future.</p> <p>The Proposal is to move to the larger Air Cadet Building, whilst we continue to work with Officers to move the station to the Marine Workshops in the future.</p>

Page 328

Returning Officer's Proposal: The proposal is to move the polling station for polling district NSB is to the larger Air Cadet Building, whilst we continue to work with Officers to move the station to the Marine Workshops. To continue to designate the whole of Newhaven South as the Polling Place.

Reasons: The Air Cadets Hut is in an extremely poor state and not considered fit for purpose: For the safety of the staff and the electorate.

Newick Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
NEA	NEWICK VILLAGE HALL Western Road Newick, BN8 4LE	Newick	1655	323	Located inside the polling district. Accommodates the required single polling station. Has own large car park. Good disabled access. Suitable lighting inside and out.

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Newick Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Ouse Valley & Ringmer Ward

Polling District	Polling Stations	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
ORA	RINGMER VILLAGE HALL Lewes Road Ringmer Lewes, BN8 5QH	Ouse Valley & Ringmer	3206	762	Located inside the polling district. Adequate size. Accommodates two polling stations. Has own large car park. Good disabled access.
ORB / ORC	BEDDINGHAM READING ROOM Station Road Glynde Lewes, BN8 6RU	Ouse Valley & Ringmer	131 ORB 163 ORC	19 ORB 20 ORC	Located inside the polling district for ORB but outside for ORC. Accommodates one polling station. On road parking. Small lip at door threshold giving poor wheelchair access.
ORD	FIRLE VILLAGE HALL The Street Firle Lewes, BN8 6NS	Ouse Valley & Ringmer	196	21	Located within the polling district. Accommodates one polling station. On street car parking available. Good disabled access.
ORE / ORF	DENTON HOUSE COMMUNITY HALL Forward Close South Heighton Newhaven, BN9 0JY	Ouse Valley & Ringmer	17 ORE 627 ORF	3 ORE 98 ORF	Located within polling district ORF but outside ORE. Accommodates one polling station. Adequate size. On road parking. Disabled access.

Page 330

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Ouse Valley and Ringmer Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Peacehaven East Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal Voters	Returning Officer Comments and Proposals
PEA	SPORTS PAVILION Piddinghoe Avenue Peacehaven BN10 8RH	Peacehaven East	1384	335	Located outside the polling district. Accommodates one polling station. Large car park. Good disabled access. Suitable lighting inside and out.
PEB	EVANGELICAL FREE CHURCH HALL Mayfield Avenue Peacehaven BN10 8RE	Peacehaven East	1277	303	Located within the polling district. Accommodates one polling station. Good car parking. All on one level with no steps. Disabled access. Suitable lighting inside and out.
PEC	SCOUT HEADQUARTERS Arundel Road Peacehaven BN10 8TE	Peacehaven East	598	193	Located outside the polling district. Accommodates one polling station. On street parking. Rough pathway to entrance makes disabled access poor. <i>To note that we have been advised that at some point in the future the Scout HQ is due to be renovated and will be closed and not available during the renovations. We will for that period move these voters to the Sports Pavilion which is a short distance away</i>

Page 331

Returning Officer's Proposal: To note that we have been advised that at some point in the future the Scout HQ is due to be renovated and will be closed and not available during the renovations. We will for that period move these voters to the Sports Pavilion which is a short distance away. No other changes are proposed.

Reasons: Due to information received that the Scout HQ may close for renovations at some unknown date, we need to have a venue to send the electorate to, should there be any elections called during the period of closure. Once the renovations are completed, we believe that the accessibility issues will be resolved.

Peacehaven North Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. of Postal voters	Returning Officer Comments and Proposals
PNA / PNC	THE ANNEXE ROOM MERIDIAN COUNTY PRIMARY SCHOOL Roderick Avenue North Peacehaven BN10 8BZ	Peacehaven North	236 PNA 1416 PNC	67 299	Located outside the polling district. Accommodates two polling stations. Excellent car parking facilities. Good disabled access.
PNB	MERIDIAN CENTRE - ANZAC ROOM Greenwich Way Peacehaven BN10 8BB	Peacehaven North	619	107	Located just outside the polling districts PNB and PWA but inside polling district PWD. Accommodates two polling stations. Disabled access. Ample parking. Central position. Suitable lighting inside and out. <i>We do need to be aware that works on the Co-Op site are scheduled to commence in early 2024 and although the current advice is that the Community House will be staying in situ and remain open, there may be times when it must close. If this falls in an election period, then we will need an alternative temporary venue</i>
PND	THE ANNEXE ROOM Meridian C P School Roderick Avenue North Peacehaven BN10 8BZ	Peacehaven North	1080	268	Located within the polling district. Accommodates one polling station. Good disabled access.

Page 332

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Peacehaven North Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Peacehaven West Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
PWA/ PWD	MERIDIAN CENTRE - ANZAC ROOM Greenwich Way Peacehaven BN10 8BB	Peacehaven West	692 PWA 94 PWD	218 PWA 24 PWD	<p>Located just outside the polling districts PNB and PWA but inside polling district PWD. Accommodates two polling stations. Disabled access. Ample parking. Central position. Suitable lighting inside and out.</p> <p><i>We do need to be aware that works on the Co-Op site are scheduled to commence in early 2024 and although the current advise is that the Community House will be staying in situ and remain open there maybe times when it must close. If this falls in an election period, then we will need an alternative temporary venue. One suggestion from 2020 was the Age Concern Building, Kempton House.</i></p>
PWB	EVANGELICAL FREE CHURCH, Mayfield Avenue, Peacehaven	Peacehaven West	389	100	Located within the polling district. Accommodates one polling station. Good car parking. All on one level with no steps. Disabled access.
PWC	THE JOFF YOUTH HUB Roderick Avenue Peacehaven BN10 8BL	Peacehaven West	1711	498	Located just outside the polling district, but inside polling district PNB (replaced the use of Peacehaven Heights Primary School .Good venue, with car parking and disabled parking spaces. With good facilities

Page 333

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Peacehaven West Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Plumpton, Streat, East Chiltington & St John (Without) Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
PLA/ PLC	PLUMPTON VILLAGE HALL West Gate Plumpton Green Lewes, BN7 3BQ	Plumpton, Streat, East Chiltington and St John without	1038 PLA 273 PLC	177 PLA 63	Located inside the polling district PLA but outside the polling district PLC. Accommodates one polling station. Adequate size. Disabled access. Good parking facilities. Centrally located.
PLB	WESTMESTON PARISH HALL Lewes Road Westmeston Hassocks, BN6 8RL	Plumpton, Streat, East Chiltington and St John without	97	32	Located within polling district DWC and outside of polling district PLB. Easily accommodates the required polling station. Plenty of car parking available. Good disabled access. Suitable lighting inside and out.
PLD	BEECHWOOD HALL Beechwood Lane Cooksbridge Lewes, BN7 3QG	Plumpton, Streat, East Chiltington and St John without	33	12	Located within polling district CBC but outside polling district PLD. Accommodates two polling stations. Plenty of car parking available. Good disabled access. Suitable lighting inside and out.

Page 334

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Plumpton, Streat, East Chiltington and St John (Without) Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Seaford Central Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
SCA	CHURCH OF ST THOMAS MORE 54 Sutton Road Seaford, BN25 1SS	Seaford Central	1124	286	Currently SCA Voters are sent to St Thomas More along with SCC Voters. Generally, this has worked well, but is more complex at a combined Town Election as SCA is Seaford Town Esplanade and SCC is not. Within the SCA Polling District is the Life Church, 12 Steyne Road, Seaford BN25 1HA. We propose to move the SCA voters to this church following a site visit that has been arranged.
SCC	CHURCH OF ST THOMAS MORE 54 Sutton Road, Seaford, BN25 1SS	Seaford Central	924	207	Located just outside the polling district. We have used this venue since 2019 and up until now Accommodated two polling stations. Adequate size. Has an adequate car park and on street parking. Disabled access. Suitable internal and external lighting. The proposal is to continue to use this venue to serve the SCC voters but as above the SCA voters will move to a more suitable location.
SCB	CLAREMONT HALL Brooklyn Road Seaford, BN25 2DX	Seaford Central	1130	285	Located just outside the polling district. Accommodates one polling station. Adequate size. 6-8 parking spaces.

Page 335

Returning Officer's Proposal: The proposal is for SCA to move to the Life Church within the SCA Polling District and that SCC will remain at Church of St Thomas More. To continue to designate the whole of Seaford Central Ward at the polling place.

Reasons: SCA is within the District ward of Seaford Central but at Town Level is Seaford Esplanade at combined elections having the 2 stations at Church of St Thomas More made it more complex to manage. The Life Church is also with the polling place of SCA, making it more convenient for voters.

Seaford East Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
SEA	ST LUKES CHURCH HALL Walmer Road Seaford, BN25 3TH	Seaford East	2270	564	Located within the polling district. Accommodates the required single polling station. Adequate size. On street parking. Disabled access.
SEB	SEAFORD HEAD SCHOOL Steyne Road Entrance Seaford, BN25 4LX	Seaford East	783	350	Located inside the polling district SSA but outside the polling district SEB. Accommodates two polling stations. Car parking on site and on street. Disabled access adequate.

Page 336

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Seaford East Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Seaford North Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
SNA	DOWNS LEISURE CENTRE - SUTTON HALL Sutton Road Seaford, BN25 4QW	Seaford North	906	227	Located outside the polling district. Accommodates two polling stations. Adequate size. Plenty of onsite parking available. Disabled access. Suitable lighting inside and out.
SNB	THE CHAPEL ROOMS.SAINT PETER THE APOSTLE CHURCH, Belgrave Road, Seaford, BN25 2HE	Seaford North	1065	355	Located in the polling district. Car parking available. Ramped Entrance. Accessible facilities and hearing loop.
SNC	THE CABIN, Raymond Close, Seaford, BN25 3HQ	Seaford North	1156	245	Only suitable venue in the polling district. Separate disabled access at rear of building, but on a path.

Page 337

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Seaford North Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Seaford South Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
SSA	SEAFORD HEAD SCHOOL, Steyne Road Entrance Seaford, BN25 4LX	Seaford South	2376	752	Located inside the polling district SSA but outside the polling district SEB. Accommodates two polling stations. Car parking on site and on street. Disabled access adequate.
SSB	DOWNS LEISURE CENTRE - SUTTON HALL, Sutton Road Seaford, BN25 4QW	Seaford South	334	66	Located inside the polling district. Accommodates two polling stations. Adequate size. Plenty of onsite parking available. Disabled access. Suitable internal and external lighting

Page 338

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Seaford South Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Seaford West Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
SWA / SWB / SWC	SEAFORD BAPTIST CHURCH HALL Belgrave Road Seaford, BN25 2EE	Seaford West	1234 SWA 1009 SWB 557 SWC	554 SWA 282 SWB 183 SWC	Located just outside the polling district. Accommodates three polling stations. Adequate size. Disabled access. Car parking available on site and in surrounding roads.

Returning Officer’s Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Seaford West Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.

Wivelsfield Ward

Polling District	Polling Station	Polling Place	Polling Station Electorate	No. Of Postal Voters	Returning Officer Comments and Proposals
WIA	WIVELSFIELD VILLAGE HALL Eastern Road Wivelsfield Haywards Heath RH17 7QH	Wivelsfield	1763	453	Located within polling district WIA but just outside polling district DWB. Accommodates two polling stations. Plenty of car parking available. Good disabled access.

Returning Officer's Proposal: There are no proposals to change any of the stations or polling places. To continue to designate the whole of Wivelsfield Ward as the polling place.

Reasons: If a polling station becomes unavailable at any time, we can conduct an internal review to locate the most suitable venue to serve the voters in the area and where there is only one choice, this mitigates the need to conduct a full public consultation.



Lewes Polling Districts, Polling Places Review 2023

Representations received up until 3rd November 2023

Ward	Polling Station	Representation
All Seaford Wards	All	<p>I've been alerted to your polling station review and just wanted to share our thoughts on behalf of blind and partially sighted people living in your constituency.</p> <p>I work for Thomas Pocklington Trust, a national sight loss charity and I'm the Engagement Manager South East and head up the East Sussex Sight Loss Council (SLC). The SLC work with organisations and businesses on ensuring that their services and goods are accessible for blind and partially sighted people.</p> <p>We just wanted to confirm that, when you choose a polling station, that you're considering blind or partially sighted people that may wish to vote. Our Public Affairs and Campaigns team have shared the attached document that we think you'll already be aware of but sharing just in case.</p> <p>I did note, when reading the consultation document, that some of the venues used are referred to as 'mostly accessible' and did wonder what that meant? Surely all your voting stations have to be accessible for all and therefore 'mostly' isn't accessible or acceptable?</p>
All	All	<p>The Town Council has reviewed the review of Polling Places and agrees with the Returning Officer's reasons for the only Seaford change - For SCA to move to the Life Church within the SCA Polling District, and that SCC will remain at Church of St Thomas More.</p>
Chailey, Barcombe, Hamsey	Westmeston Parish Hall	<p>The proposed continued use of Westmeston Parish Hall as the polling station for the parish is welcomed. The hall is well located and accessible for residents, with good facilities including car parking, level access and toilets.</p>
East Saltdean and Telscombe Cliffs	All	<p>Not sure if you are aware but The Joff is going to be refurbished next year so may close...nothing confirmed as yet but may be worth noting.</p> <p>PWC -THE JOFF YOUTH HUB, Roderick Avenue, Peacehaven,BN10 8BL.</p> <p>I have just learnt that when the Joff closes for rebuilding (approx. 1 year but maybe less) they are moving services to Community House, Merdian Centre</p> <p>I have had a thought re Peacehaven – the Town Council have a building called The Hub near the football club in Paddington Avenue but would suggest you check it first as may not be suitable.</p>

I am not sure it would be a good idea to move the East Saltdean voters over to Telscombe Civic centre, in my opinion. I appreciate the need for costs savings but think it would lead to less residents voting as currently it is easy to walk to St Martins and vote.

I would be against this suggestion I am afraid.

As an East Saltdean resident, I echo Cllr Robinson's comment and oppose moving the Polling Place outside of Saltdean.

For ease I attach the maps showing the wards for Polling. Hopefully this helps to identify the proposed changes more clearly.

With regards to East Saltdean their ward is STA and I assume the Polling place will remain as St Martins URC, Longridge Avenue as the proposal is to have a single polling place for wards STB & STC which are in fact Telscombe Cliffs rather than East Saltdean.

I can appreciate the reduction of costs if your proposed changes took place, but I am unable to support them because it would make it much harder for some voters to cast their votes – those without a car would need to take public transport to the polling station, which may discourage some from voting. Clearly, I would like voting to be easier rather than harder to do.

There are two key polling stations for the area, neither are ideal. However, not using them would have a considerable impact on people's ability to vote.

The Church in East Saltdean – which would make it very difficult for residents in East Saltdean
The Scout Hut in East Peacehaven – whilst not ideal, this is a very big and spread outward and it's a very long way from one end to the other.

East Saltdean I would think it is essential that a polling station is made available in that area. There are no easy bus services to Telscombe (would require 2 buses) and whilst it is unfortunate that a polling station is not actually available in the ward itself, I would imagine a lack of access to a polling station there would lead to a real dissatisfaction with voters particularly as there was a large % turnout in the past election.

If we are looking at a 20 minute neighbourhood as per the Neighbourhood Plan it would seem essential that access to vote is within 20 minutes walking (which TCC certainly isn't from East Saltdean). IT would also mostly require a car which obviously isn't ideal either.

East Saltdean ward councillors might add comments but that's just my thoughts.

I confirm that TTC does not have any comments regarding the additional proposals.

Newhaven North	All	Who's daft idea was it to divide Newhaven into North & South when a geographical feature lends itself to dividing the town into East & West? North currently has two Councillors and South has three. It seems there's no reason why this couldn't either be split on the same basis with East & West, or better still we just elect all five Councillors for the whole town, as it really doesn't make any difference which one represents Newhaven residents when it comes to Lewes District Council.
Newhaven South	All	<p>I would like to feed back on the ongoing polling station review in the District. I am concerned about the number of people being asked to use a single polling station in my ward. The Hillcrest Centre is expected to serve over 4000 voters which is well above anywhere else in the District. My ward is also growing as there is substantial new housebuilding and that means that the pressure on the single location will only increase.</p> <p>I would like to suggest that we identify an additional polling station for Newhaven and specifically the large NSC polling district. There are number of options, but it would be good to place something in the Court Farm Road/Gibbon Road area given the high population in that part of the town and the relatively long walk to the Hillcrest Centre from some areas such as Newhaven Heights or the Hilltop Way area. I would like to propose looking at options on Fort Road Recreation Ground including Shakespeare Hall, the scout hut, the football club, bowls club or cricket pavilion.</p>
Newick	Newick Village Hall	The proposal to continue to use Newick Village Hall as the Polling station is sensible as it is the most obvious community space, easily accessible with good disabled access and parking.
Ouse Valley and Ringmer	Beddingham Reading Room	<p>Can I suggest that for clarity we call the Glynde venue "Glynde and Beddingham reading room" as it is increasingly known (or failing that 'the reading room') so people do not go to Beddingham looking for it.</p> <p>Also, it would be helpful if you could request the location be added to google maps so people can get help to find it – I believe anyone can do this they don't have to be a property owner.</p>
Peacehaven East	All	<p>Why do we have to walk over half a mile to our designated polling station at the Sports Pavilion, Arundel Road, when there is a polling station about 100yds away at the Scout Headquarters, Arundel Road, with a much smaller polling electorate?</p> <p>The walking distance puts off many of my neighbours.</p> <p>There are two key polling stations for the area, neither are idea. However, not using them would have a considerable impact on people's ability to vote.</p>

		<p>The Scout Hut in East Peacehaven – whilst not ideal, this is a very big and spread outward and it's a very long way from one end to the other.</p> <p>I agree strongly regarding the scout hut (cannot some flooring be used for disabled access. I have seen this used widely at other venues which provides more substantial temporary mobility access?).</p>
Peacehaven West	Meridian Primary School	<p>I note that in the attached review of polling places, it is proposed that the Meridian Primary School is used as a polling place.</p> <p>Noting that all of our children have had a exceptionally disruptive 4+ years of schooling with the pandemic, teachers strikes, headteachers strikes, RAAC roofing threatening to fall on their heads etc, I'd strongly oppose using any school as a polling place if it means the school will have to be closed for the day.</p>
Plumpton, Streat, East Chiltington and St John Without	Beechwood Hall	Beechwood Hall is fine by me as a resident of St. John Without.
Seaford Central	Claremont Hall	<p>I am disabled and use a powered wheelchair.</p> <p>I live in Belgrave Road with the nearest polling station at the end of the road in the Baptist Church. We were delighted when we moved here 8 years ago but then we were astonished to find out that if I were to vote in person, I would need to trek to Claremont Hall some considerable distance away and over twice as far defying logic! Much of the footpaths are uneven and dangerous when using a wheelchair and it can be hard to get up and down the alleged lowered footpaths. I would like to ask who has tried to actually get around Seaford in a wheelchair? You will find some footpaths are not lowered sufficiently to allow you to cross the road safely and not nearly fall out of your chair.</p> <p>Here's my feedback about the polling station provision in Seaford. My mother is 84 and lives in Brooklyn Road. There is a polling station meters away at the Women's Institute she is more than capable at getting to, but instead she was directed to the Catholic Church a fair distance away. Because of this she did a postal vote, which must cost more. In the last local elections, she received two sets of forms. Not realising there was two votes, she threw one envelope away.</p>

		So, the strange location of where to vote had a knock-on effect. I hope this feedback is helpful.
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'Motion for the Ocean'

To be proposed by: Councillor Francomb

Pre-amble

This motion builds on four previous water quality motions passed by Lewes District Council which primarily focussed on rivers and extends our focus to our local seas. It is based on a motion developed through the Local Government Association Coastal Special Interest Group¹

The health of our ocean is inextricably linked with our climate and with human health, wellbeing and prosperity. A healthy ocean is fundamental in regulating the global climate system and is an essential ally in our fight against climate change. The ocean absorbs more than 90% of the excess heat in the climate system as well as absorbing around 20% of annual carbon dioxide (CO₂) emissions generated by human activity.

However, decades of irresponsible marine exploitation and pollution have led to significant levels of degradation, and this together with the detrimental impacts of our changing climate on marine ecosystems has led to national and global recognition that the world ocean is in crisis. An unhealthy ocean does not absorb or store carbon as effectively as a healthy one, further worsening the impacts of the climate crisis.

The UK government's recent Marine Strategy assessment confirms that our marine environment is not healthy. An ocean in crisis is not only bad news for our climate, but also for our local fishing and tourism industries and for the health, wellbeing and prosperity of our coastal communities.

In our district we are witnessing the ocean crisis first-hand. Fish stocks continue to collapse from permitted and illegal overfishing and poor water quality is impacting critical ecosystems, seafood and safe bathing. Our beaches are covered in litter with each tide, much of it plastic, though this is just the tip of the iceberg of the amount of litter in our oceans. Marine microplastics have been found in all marine environments and in the bodies of many species, including humans and the species of fish we regularly eat.

Our coastal residents are on the frontline of climate change. The impact of the climate crisis on the sea is profound, from rising water temperatures and changes in ocean chemistry, to sea level rise and increased frequency and ferocity of storms, including in our local waters. This is affecting fishing stocks and increasing the risk of flooding and storm damage to life, infrastructure and properties.

At the same time the ocean is at the heart of our heritage and local economy. From the maritime and marine expertise around the Newhaven Port, to the thousands of visitors who come to Seaford Bay and Peacehaven experience the sight, sound and

¹ <https://lgacoastalsig.com/motion-for-the-ocean/>

feel of the ocean. The ocean can play a vital role in building community wealth, and we must strive to develop a sustainable and equitable blue economy that delivers both ocean recovery and local prosperity.

At present, not everyone has the opportunity or means to access and enjoy the ocean, even though we are a coastal district. First-hand experience is essential if people are to be motivated to play their part in protecting it. Helping individuals develop their ocean literacy (understanding of the relationship between people and the ocean) is an essential part of this motion, as is individual and collective marine citizenship (promoting and demanding an ocean recovery through local, national and international policy changes).

Urgent action is needed to recover the health of our ocean to enable it to deliver the full range of benefits, including climate regulation, carbon storage in coastal and marine habitats, coastal protection, a thriving local economy, clean safe recreation and happy, healthy coastal communities.

Motion:

This Council declares an urgent need for Ocean Recovery and pledges to:

1. To ensure that key strategies, including the Council's Climate and Nature Strategy, puts ocean-based and nature-based solutions at the heart of a carbon neutral and climate resilient future.
2. Ensure that local planning seeks to support ocean recovery by focusing on green and blue infrastructure for nature recovery across the local plan area, working with partners including East Sussex County Council and Sussex Wildlife Trust.
3. Work with partners to deliver increased sustainability in marine industries and develop a sustainable and equitable 'blue economy' that delivers ocean recovery and local prosperity, including East Sussex County Council, Sussex Bay, The Living Coast, the local fishing industry, the Reimagining Newhaven Board overseeing the 'Capturing the value of the catch' project, Sussex IFCA and the Marine Management Organisation.
4. Work with Sussex College group to continue to build on its work embedding sustainable marine and maritime training at the heart of training provision as well as with technical / apprenticeship training providers where appropriate and increase understanding in the role our oceans and rivers can play in sequestering carbon.
5. Promote opportunities to grow ocean literacy and marine citizenship in our district, including via our website and social media, and seek to promote sustainable and equitable access to the sea for all residents.
6. That the Leader writes to the Government asking it to seek to put the ocean into net recovery by 2030 by:
 - a) Ensuring Inshore Fisheries and Conservation Authorities have the resources they need to effectively research and monitor our growing

number of marine protected areas, and to set and enforce appropriate fishing levels that support local economies and deliver environmental sustainability.

- b) Working with coastal, estuarine and maritime communities to co-develop marine policy to ensure it delivers equitable and sustainable outcomes in local placemaking.
- c) Appointing a dedicated Minister for the Coast.
- d) Embedding 'ocean and civic literacy' into the national curriculum.
- e) Stopping plastic pollution at source by strengthening the regulations around single-use plastics and set standards for microfibre-catching filters to ensure that all new domestic and commercial washing machines are fitted with a filter that captures a high percentage of microfibres produced in the wash cycle and support the solutions needed to address the threat posed by historic coastal landfill sites.
- f) Improving the water quality of our rivers, estuarine and coastal waters leading to the ocean to benefit nature and the health and wellbeing of all UK residents, including by stopping the regular pollution of our rivers and seas.
- g) Optimise the potential to gain multiple benefits from coastal ecosystems including tidal marshes and seagrass meadows, and use marine ecosystems to absorb and sequester greenhouse gases through the carbon cycle.
- h) Optimise the potential to develop off-shore wind farms and marine renewable energy (hydrokinetic energy) in harmony with the natural environment; and.
- i) By listening to marine and social scientific advice to update the Marine Policy Statement and produce a national Ocean Recovery Strategy which will:
 - i. Enable the recovery of marine ecosystems rather than managing degraded or altered habitats in their reduced state.
 - ii. Consider levelling up, marine conservation, energy, industrial growth, flood and coastal erosion risk management, climate adaptation and fisheries policy holistically rather than as competing interests.
 - iii. Develop a smarter approach to managing the health of the entire ocean that moves beyond Marine Protected Areas and enables links to be made across sectors towards sustainability.
 - iv. Establish improved processes for understanding the benefits of ocean recovery, leaving no doubt the links between this and human lives, livelihoods, and wellbeing.

Glossary

A **Blue Economy** is one which uses ocean resources sustainably or even regeneratively whilst improving community wellbeing and social equity.

Ocean Literacy is the understanding of our individual and collective impact on the Ocean and its impact on our lives and wellbeing.

Marine citizenship is exercising the right to participate in the transformation of the human-ocean relationship for sustainability.

Net recovery is the process of halting and reversing degradation, resulting in improved ecosystem services and recovered biodiversity.

Civic Literacy is the knowledge of how to actively participate and initiate change in your community and the greater society.

[1] <https://lgacoastalsig.com/motion-for-the-ocean/>

Motion on Puppy Farms

To be proposed by Councillor Hoareau

Pre-amble

Puppy Farms, in which dogs are bred purely for profit with little concern for their welfare, are cruel and inhumane. They are often run illegally without the correct licensing and monitoring from the local council.

Dogs on puppy farms are more likely to be over-bred, kept in poor conditions and not receive adequate food or vet care. Research from the Naturewatch Foundation estimates that 400,000 farmed puppies are bought every year in the UK.

There have been efforts to crack down on illegal puppy farms, such as the introduction of 'Lucy's Law in 2020' banning the third-party sale of puppies in the first 6 months of their life. It is disappointing that the Conservative Government decided in May 2023 to break its promise to introduce a 'Kept Animals Bill' which would add further protections to prevent dogs from being exploited on puppy farms. This bill would have taken steps to limit international puppy smuggling, which would have an impact on UK ports, such as in Newhaven.

The Council has the responsibility to provide licenses to all dog breeders who sell puppies for a profit, and it could play a role in helping make sure those wishing to buy puppies do so from reputable, licensed breeders.

Motion

The Council therefore resolves to:

- Publish an up to date list of locally licensed dog breeders on its website so local residents who wish to buy a puppy are signposted to reputable breeders.
- Publish a list of DEFRA-registered local animal rescue and rehoming centres so that prospective adopters are signposted to reputable rehoming centres in the District.
- Promote publicity campaigns to raise awareness of illegal puppy breeding and signs to look for when buying a puppy that suggest it might come from a puppy farm, and how to report suspicious activity, and promote guidance on how to buy a puppy responsibly.
- Request the Leader to write to the Secretary of State for Environment, Food and Rural Affairs calling for the Kept Animals Bill to be revived to make it more difficult for puppy farmers and smugglers to operate.

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Agenda Item 16

Outside Bodies – Reports from Councillors

The following updates have been received from Councillors in relation to the outside bodies to which they have been appointed by Full Council, since the last meeting.

	Outside Body	Councillor	Update
1	Wave Active	Laurence O'Connor	<p><u>Dates of meetings attended:</u> Board meeting 2 October, AGM 16 October.</p> <p><u>Business discussed:</u></p> <p>Wave Active is continuing to look at new opportunities to improve community health and wellbeing by working with partners on new projects from Brighton to Eastbourne.</p> <p>Health improvement services continue to be developed for those with diagnosed health conditions; physical, mental or emotional, for people to gain, regain or maintain health and well-being including a new range of health interventions for those with or on track to develop a health condition.</p> <p>The finances for year to date show an income increase on the previous year with expenditure less than forecast. At the AGM it was noted that the previous three years had been challenging in relation to the Covid-19 Pandemic, high energy costs and rising inflation, however despite that, the year to 31st March 2023 was a year of regrowth to surplus in line with the new business model.</p> <p>Air Handling Units at three of the leisure centres have been completely refurbished, meaning the ventilation of these centres will be more effective yet more efficient.</p> <p>Works at the Fort relating to the Town's Fund Project called 'Destination Newhaven' are scheduled to start on site in March 2024 with the enabling phase and subsequent exhibition fit-out contractors on site until the end of 2024. During this time, the Fort will be closed to the public, reopening to visitors in February half term 2025. This £5.7 Million Project covers three categories:</p> <p>Conservation – structure of building.</p> <p>Environment and health and safety – areas made</p>

	Outside Body	Councillor	Update
			<p>inaccessible due to safety reasons.</p> <p>Visitor Experience – building on the work we completed with the Culture Recovery Fund.</p> <p>New fitness equipment at Downs Leisure Centre has been popular at functional group training sessions. It offers lots of new ways to train, this new addition to the gym floor caters for all. But it's not just about fitness at Wave facilities it's also about the social side of having fun. Whether it be a Halloween Party or Rollers Disco's in Peacehaven or a Murder Mystery event at Newhaven Fort.</p>
2	Lewes Citizens Advice Bureau	Imogen Makepeace	<p><u>Date of meeting:</u> 02/11/23 CAB/LDC relationship meeting.</p> <p><u>Business discussed:</u> Updates on funds, Enforcement Agencies contract renewal, and refurbishment of 6 The High Street, Lewes.</p> <p>CAB outreach sessions are being held in various locations in Lewes town while waiting for the permanent office to be finished in 6 High St.</p> <p>These sessions are open to anyone in spite of being located in Foodbanks. Check on website for details of where and when: https://www.lewesdistrictca.org.uk/community-outreach</p> <p><u>Decisions made:</u> Meeting to be arranged with enforcement agencies for December. Investigate the potential for surgeries with debt recovery/CAB combination.</p>
3	Greater Brighton Economic Board	Zoe Nicholson	<p><u>Date of meeting:</u> Public Board meeting was due in October but the format changed and a closed session was held</p> <p><u>Decisions made:</u> As a result of the closed session taking place, there were no documented decisions.</p>
4	Team East Sussex (TES)	Zoe Nicholson	<p><u>Date of meeting:</u> TES Board meeting 9 October 2023 (next meeting will be 4 December 2023)</p> <p><u>Business discussed:</u></p> <ul style="list-style-type: none"> • LEP Transition: following the Government's

	Outside Body	Councillor	Update
			<p>announcement that LEP funding will be discontinued from April 2024, the South East LEP is now working through transition plans in order to integrate LEP functions into local institutions. SELEP has produced a draft Integration Plan, which has been endorsed by both TES and the SELEP Strategic Board. A final version SELEP Integration Plan will be presented to TES/SELEP for approval in December. In East Sussex, ESCC officers are working on a more local East Sussex Integration Plan, covering any actions for TES and the County, Borough and District Councils. A draft will be presented to TES for endorsement in December. The TES Board <u>will</u> continue to operate beyond the life of SELEP as the strategic economic growth board for the county.</p> <ul style="list-style-type: none"> • Growing Places Fund (GPF): decisions are still to be made by SELEP on the future use of GPF loan funds post-LEP transition. Both TES and the SELEP Strategic Board currently favour the option to disaggregate the funding on a per-capita basis to the six partner authorities, and so SELEP is now devising how this may work in practice. • Economic Growth Strategy: work continues on developing a new Economic Growth Strategy for East Sussex. The strategy will be evidence based with a clear focus on economic growth. An Oversight Group has been established (including TES business member representation), consultants SQW have been appointed, and a call for evidence has been completed. Consultation activity will now take place during November, with various 'topic' workshops being held online, plus five place-based workshops to be hosted by D&B colleagues, including at the Marine Workshops in Newhaven. The strategy's eventual sign-off and launch is expected to take place in Spring 2024. <p><u>Decisions made:</u> The TES Board endorsed the draft SELEP Integration Plan.</p>
5	Newhaven Town Deal Board	Zoe Nicholson Christine	<p><u>Date of meeting:</u> Newhaven Town Deal Board meeting on 25 September 2023.</p>

	Outside Body	Councillor	Update
		Robinson	<p><u>Business discussed:</u></p> <ul style="list-style-type: none"> • Pathfinder Pilot Investment Plan update • Town Deal project updates <p><u>Decisions made:</u> No decisions were required.</p> <p>The draft minutes are available online: Newhaven Town Deal Board Minutes - Lewes and Eastbourne Councils (lewes-eastbourne.gov.uk)</p>
6	South Downs National Park Authority	Daniel Stewart-Roberts	<p><u>Date of meeting:</u> 12 October 2023</p> <p><u>Business discussed:</u> Planning Committee meeting: consideration of Lewes North Street Quarter planning application; receive report on Lewes CAAMP</p> <p><u>Decisions made:</u> NSQ: Deferral for 4 months CAAMP: Report accepted. Note: DSR excluded from NSQ agenda item due to LDC financial interest in development</p> <p><u>Date of meeting:</u> 19 October 2023</p> <p><u>Business discussed:</u> Local Plan Review Strategic Workshop</p> <p><u>Decisions made:</u> N/A</p> <p><u>Date of meeting:</u> 19 October 2023</p> <p><u>Business discussed:</u> SDNPA Authority Meeting: Reports from Chair and Chief Executive, various other matters</p> <p><u>Decisions made:</u> Reports accepted.</p> <p><u>Date of meeting:</u> 2 November 2023</p> <p><u>Business discussed:</u> CIL Allocation Workshop (virtual due to Storm Ciaran)</p> <p><u>Decisions made:</u> Proposed allocations approved with minor amendments.</p> <p><u>Date of meeting:</u> 2 November 2023</p> <p><u>Business discussed:</u> Planning Committee Site visit (virtual due to Storm Ciaran)</p> <p><u>Decisions made:</u> N/A</p>

	Outside Body	Councillor	Update
7	Armed Forces Champion	Daniel Stewart-Roberts	<p><u>Date of meeting:</u> 24 October 2023</p> <p><u>Event:</u> His Majesty's Lord-Lieutenants for East and West Sussex Awards 2023, Lancing College</p> <p><u>Date of meeting:</u> 25 October 2023</p> <p><u>Business discussed:</u> Armed Forces District & Boroughs Champions Meeting Updates from members</p> <p><u>Decisions made:</u> N/A</p>
8	Water Champion - Update on activities	Emily O'Brien	<p>I visited Peacehaven Waste Waste treatment works with Southern Water representatives and other councillors.</p> <p>I attended Southern Water Policy and Performance Advisory Committee Southern Water Panel.</p> <p>I continue to ask Southern Water why they do not make better use of the motion passed unanimously by LDC which would enable them to come clean on when they lack water treatment capacity with respect to planning applications.</p> <p>I attended a Sussex Coastal Alliance on Sewage meeting.</p> <p>I have written to the Director of public health asking if there is evidence of the impact of contaminated seawater on the residents and tourists and if not whether that can be explored.</p>
9	Upper Ouse Flood Protection and Water Retention Works Working Group	Emily O'Brien	<p><u>Date of meeting:</u> 11 October</p> <p><u>Business discussed:</u> update on the Storing the Storm activity including. community flood prevention work such as rain gardens etc installed in multiple schools in the district.</p> <p><u>Decisions made:</u> further case study, possible visits.</p>
10	Lewes District Food Partnership Steering Group and Food Summit	Emily O'Brien	<p><u>Date of meeting:</u> 11 and 18 October</p> <p><u>Business discussed:</u> Steering group input into Sustainable Food Places award & conference design. Well attended food summit with fantastic presentations.</p>

	Outside Body	Councillor	Update
			<u>Decisions made: n/a</u>
11	Ouse Valley Climate Action Delivery Board.	Emily O'Brien	<p><u>Date of meeting:</u> 14/9 plus visit from lottery funder 11/20.</p> <p><u>Business discussed:</u> progress of projects under the OVCA umbrella, possible links to LDC climate and nature action plan refresh.</p> <p><u>Decisions made: n/a</u></p>
12	South East Councils	Johnny Denis	<p>Johnny Denis has been appointed to the executive which is now cross-party. Two task and finish groups have been set up to look at membership and finance.</p> <p>Concerns over accountability of subregional bodies with public funds and effective scrutiny for Eg Migration Partnership and Transport for South East.</p> <p>Building good relationships with all party parliamentary group for South East (ie South East MPs).</p> <p>More info on the South East Councils' Website.</p>