



LOCAL PLAN STEERING GROUP

Monday 18th December 2023

6pm, Teams Meeting

MINUTES OF MEETING

<p>Attendees</p> <p>Councillor Diplock (Chair)</p> <p>Councillor Holt</p> <p>Councillor Parker</p> <p>Councillor Swansborough</p> <p>Councillor Smart (substitute for Councillor Di Cara)</p> <p>Matt Hitchen (Senior Planning Policy Officer)</p> <p>Anna Clare (Senior Planning Policy Officer)</p> <p>Emma Kemp (Senior Planning Policy Officer)</p> <p>Nadeem Din (Planning Policy Lead)</p>	<p>Cllr D</p> <p>Cllr H</p> <p>Cllr P</p> <p>Cllr Sw</p> <p>Cllr Sm</p> <p>MH</p> <p>AC</p> <p>EK</p> <p>ND</p>
<p>Apologies</p> <p>Councillor Murray</p> <p>Councillor Di Cara</p>	<p>Cllr M</p> <p>Cllr DC</p>
<p>1. Minutes of Previous Meeting</p> <p>Minutes agreed.</p>	
<p>2. Community Infrastructure Levy (CIL)</p> <p>EK shared a presentation on CIL confirming the details of CIL which has been in place in Eastbourne since 2015, the charging rates, charging area and liability.</p> <p>EK also confirmed the principles around spending of CIL, and the role of the Infrastructure Delivery Plan (IDP) in the process.</p>	<p>Slides of the presentation to be made available on the LPSG Teams Channel.</p>

EK set out the current distribution in Eastbourne of the CIL monies collected is:

- 5% must go into an Administration Fund, for staffing, software, legal advice;
- 15% is the Neighbourhood Fund, as Eastbourne does not **have parish council's, Eastbourne** Borough Council hold the Neighbourhood Fund.
- 80% is Strategic Fund or County Fund.

Total CIL money collected at the moment is £1,050,432.94, which has taken 8 years to build up.

EK confirmed we need to go through a process to look at how we can spend the neighbourhood portion of the money collected.

Cllr D asked why flats are not CIL liable, and what provision is made when amendments are made to planning permissions. EK confirmed that when we started CIL we went through a process to ascertain what is chargeable and at that time that developments of flats were not viable to pay a CIL charge.

Cllr D asked if a review on charging schedule has been done. EK confirmed there is no review of the CIL Charging Schedule at the moment but could as part of the new local plan.

Cllr D asked if there is a provision to force developments to be built out once commenced. EK confirmed if a developer makes a material start on-site then that triggers that permission and the CIL becomes due, if the development is not build it out then the CIL is still due, and **they can't** claim the money back. EK also confirmed that there a process to check applications weekly so amendments and variations to permissions would be picked up in the monitoring process.

Cllr Sm queried the CIL distribution as there is a live project which would like to apply for the funding, and how does CIL relate to S106 payments and Infrastructure levy. EK confirmed the team are currently going through the process of reviewing the options of how we might recognise the areas within Eastbourne and how the Neighbourhood Fund money can be spent. At the next LPSG a presentation of the options will be made and a recommendation will have to go for cabinet for final approval.

<p>Cllr Sm asked why these options were not bought to this local plan steering group. EK confirmed that the options need to be finalised before they can be presented to the group. EK also confirmed that S106 are site specific, where specific infrastructure is required in relation to a particular development S106 is the mechanism to secure that through the planning application. EK confirmed S106 can be used for any infrastructure required to be secured as part of an application such as affordable housing provision, or specific highway works.</p> <p>AC confirmed there is no threshold to an application that can be subject to a S106 but they can only be used to mitigate the impacts of development to make it acceptable in planning terms.</p> <p>Cllr D asked if there was any deadline for the spending of the CIL monies. EK confirmed there is no deadline.</p> <p>Cllr H asked if there were any restrictions on the spending such as number of houses built in that ward resulting in the amount of money spent in that ward. EK confirmed that this forms part of the process at the moment considering options of how spending might be carried out but that spending in the regulations has to be on infrastructure that meets the demands that development has put on the area.</p> <p>Cllr P asked for more detail on the viability and what was considered when flats were determined not to be liable for CIL. EK confirmed the test was in relation to the viability of development, built costs etc at the time.</p> <p>Cllr H thanked EK for the report.</p>	
<p>3. Infrastructure Funding Statement (IFS) 2022/2023</p> <p>EK confirmed the IFS is prepared annually. It's a factual report that reports on the amount we have received, spent and holding as a local authority. It has to be published by the 31 December each year. EK went through the summary report circulated in advance of the meeting (Item 3).</p> <p>EK advised the only amount spent in Eastbourne is the CIL admin, all other amounts are held by EBC.</p>	<p>MH to circulate the finalise IFS prior to publication.</p>

<p>EK confirmed that S106 agreements with monetary contributions signed within the year, and received within the year are also set out in the IFS.</p> <p>Cllr Sm asked if the IFS report was circulated prior to the meeting. EK confirmed that a summary was circulated, the final IFS will be circulated prior to publication.</p> <p>Cllr Sm asked if the report set out the S106 contributions specifically and how are they allocated. EK confirmed the report is not specific about S106 contributions, the monies are allocated to specific projects agreed at the time of the permission.</p> <p>Cllr D asked for clarification on the numbers of affordable housing and type. AC confirmed the 6 units in the IFS are at Cavalry Crescent which is affordable rent and being delivered by Eastbourne Council. Whilst the s106 requires 6 units that is to be policy requirement figure, the site is being delivered as 100% affordable.</p> <p>Cllr D resumed chair of the meeting and thanked for the report.</p>	
<p>4. Annual Monitoring Report 2022/23</p> <p>MH discussed the AMR a factual report that is published on the website at the end of the Year. MH discussed the details of the report and some key figures as circulated (Item 4).</p> <p>Cllr D thanked for the work on the report.</p>	
<p>5. Local Employment and Training Supplementary Planning Document</p> <p>MH confirmed the report is bought to LPSG on behalf of Sara Taylor in the Regeneration Team, this SPD relates to local labour agreements.</p> <p>MH discussed the purpose of the SPD as set out in the report provided (Item 5).</p> <p>MH confirmed that Regeneration want to review the existing SPD given recent experience in relation to construction phase obligations to seek financial contributions to develop a wider range of training opportunities, rather than the onsite obligations which developers are finding harder to implement.</p>	

<p>MH confirmed any feed back will be passed back to Sara Taylor.</p> <p>Cllr D asked when will the public consultation take place. MH confirmed a report would be taken to March cabinet for the authority to publish the consultation. The consultation would take place after this approval. Therefore following the procedure of coming back to cabinet then full council for adoption post consultation in summer time.</p> <p>Cllr P asked is the purpose of the financial payment to subsidise local groups to take on apprentices as there are smaller companies that are approached to take on apprentices but they can't afford to. MH advised that Sara Taylor could be asked to clarify specifically however the understanding is that rather than subsidise businesses it would be used for things like job fairs.</p>	<p>ST to clarify specific requirements for the financial contributions.</p>
<p>6. AOB</p> <p>None</p>	
<p>Date of next meeting:</p> <p>To be agreed</p>	