Documents being circulated with the County Council agenda

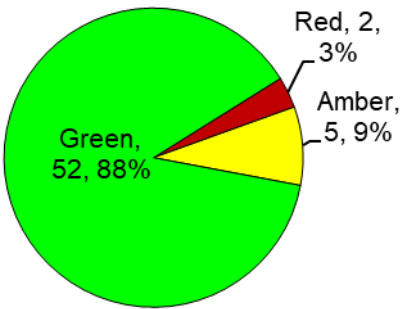| Document	Report in County Council agenda to which it is related
Council Monitoring – Corporate Summary (Appendix 1 of the Cabinet report) (page 3)	Cabinet report, paragraph 1
Council Monitoring – Treasury Management Prudential Indicators (Appendix 2 of the Cabinet report) (page 11)	Cabinet report, paragraph 1
Council Monitoring – Adult Social Care and Health (Appendix 3 of the Cabinet report) (page 13)	Cabinet report, paragraph 1
Council Monitoring – Business Services (Appendix 4 of the Cabinet report) (page 25)	Cabinet report, paragraph 1
Council Monitoring – Children's Services (Appendix 5 of the Cabinet report) (page 33)	Cabinet report, paragraph 1
Council Monitoring – Communities, Economy & Transport (Appendix 6 of the Cabinet report) (page 41)	Cabinet report, paragraph 1
Council Monitoring – Governance Services (Appendix 7 of the Cabinet report) (page 49)	Cabinet report, paragraph 1
Council Monitoring – Strategic Risk Register (Appendix 8 of the Cabinet report) (page 57)	Cabinet report, paragraph 1
People Scrutiny Review of Equality and Inclusion in Adult Social Care and Health (Appendix 9 of the Cabinet report) (page 65)	Cabinet report, paragraph 2
Annual Progress Report on the County Council's Climate Emergency Plan – Annual Greenhouse Gas Emissions Report 2022-23 (Appendix 10 of the Cabinet report) (page 73)	Cabinet report, paragraph 3
East Sussex, South Downs and Brighton & Hove Waste and Minerals Local Plan Review – Schedule of Main Modifications (Appendix 11 of the Cabinet report) (page 83)	Cabinet report, paragraph 4
East Sussex, South Downs and Brighton & Hove Waste and Minerals Local Plan Review – Draft East Sussex County Council Statement of Community Involvement (Appendix 12 of the Cabinet report) (page 175)	Cabinet report, paragraph 4
Ashdown Forest Trust Fund (Appendix 13 of the Cabinet report) (page 189)	Cabinet report, paragraph 5
Appointments of Members to Committees, Sub-Committees and Panels (Appendix 1 of the Governance Committee report) (page 193)	Governance Committee report, paragraphs 3 and 4
Appointments of Members to Committees, Sub-Committees and Panels (Appendix 2 of the Governance Committee report) (page 195)	Governance Committee report, paragraph 3

Scrutiny Review of Equality and Inclusion in Adult Social Care and Health (Appendix 1 of the Report of the People Scrutiny Committee) (page 197)	People Scrutiny Committee report, paragraph 1
Gatwick Airport Limited (GAL) - Gatwick Northern Runway Project (NRP) and the current Development Consent Order (DCO) application (Appendix 1 of the Report of the Leader and Lead Member for Strategic Management and Economic Development) (page 227)	Leader and Lead Member for Strategic Management and Economic Development report, paragraph 1

PHILIP BAKER
Assistant Chief Executive
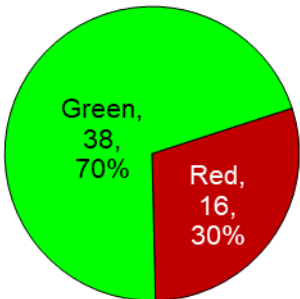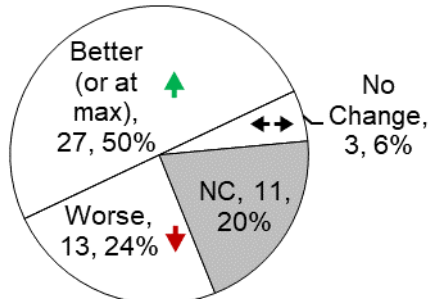
Council Monitoring Corporate Summary – Q1 2023/24

Council Plan performance targets

Priority	Red	Amber	Green
Driving sustainable economic growth	0	0	25
Keeping vulnerable people safe	0	2	10
Helping people help themselves	1	2	12
Making best use of resources now and for the future	1	1	5
Total	**2**	**5**	**52**

Performance overview Q1 2023/24	Measures off target by department
Red, 2, 3% Amber, 5, 9% Green, 52, 88%	There are 59 measures in the Council Plan. In Q1, 3 departments had measures that were off target. ASCH – 1 Red measure, 2 Amber measures BSD – 1 Red measure, 1 Amber measure CSD – 2 Amber measures

### Final Council Plan outturn summary for year ending 2022/23

Four measures were reported as carry overs at the end of Q4 2022/23. Outturns for these measures are now available and the charts below summarise the final year end position for the 54 council plan targets in 2022/23. Where available, performance improvement relative to 2021/22 is summarised under Direction of travel.

2022/23 – Final	Direction of travel since 2021/22
Green, 38, 70% Red, 16, 30%	Better (or at max), 27, 50% No Change, 3, 6% NC, 11, 20% Worse, 13, 24%

Direction of Travel key:

No Change: ←→, Not Comparable: **NC**, Carry Over: **CO,** Worse: ↓, Improved (or at maximum): ↑

Revenue budget outturn (net £000)
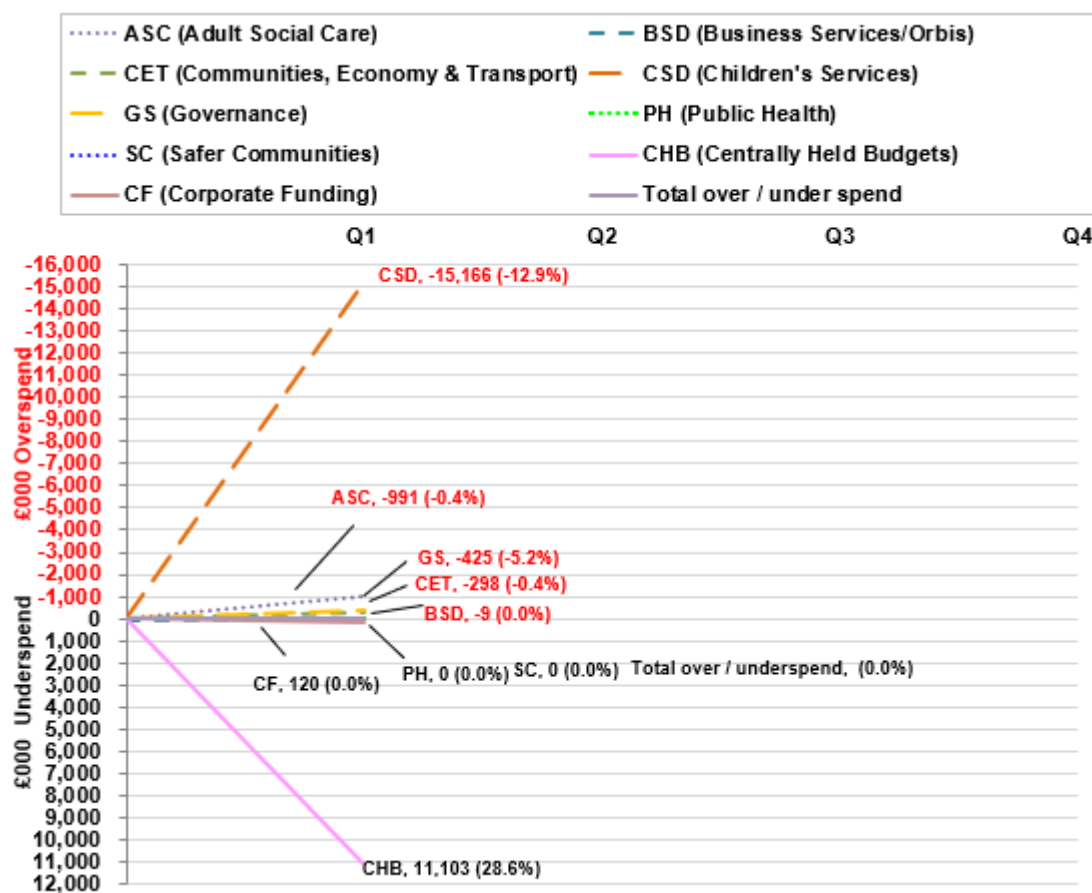
Revenue budget summary (£000) 2023/24

Services:

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net
Adult Social Care	338,049	(105,022)	233,027	355,449	(121,431)	234,018	(17,400)	16,409	(991)
Safer Communities	2,030	(909)	1,121	2,030	(909)	1,121	-	-	-
Public Health	33,777	(33,777)	-	32,857	(32,857)	-	920	(920)	-
Business Services / Orbis	54,704	(26,729)	27,975	54,699	(26,715)	27,984	5	(14)	(9)
Children's Services	401,286	(283,902)	117,384	421,399	(288,849)	132,550	(20,113)	4,947	(15,166)
Communities, Economy & Transport	160,725	(88,403)	72,322	163,386	(90,766)	72,620	(2,661)	2,363	(298)
Governance Services	8,920	(747)	8,173	9,364	(766)	8,598	(444)	19	(425)
Total Services	**999,491**	**(539,489)**	**460,002**	**1,039,184**	**(562,293)**	**476,891**	**(39,693)**	**22,804**	**(16,889)**

Centrally Held Budgets (CHB):

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net
Treasury Management	21,630	(7,700)	13,930	21,630	(11,991)	9,639	-	4,291	4,291
Capital Programme	-	-	-	-	-	-	-	-	-
Unfunded Pensions	5,279	-	5,279	4,779	-	4,779	500	-	500
General Contingency	4,880	-	4,880	-	-	-	4,880	-	4,880
Provision for Budgetary Risks	4,272	-	4,272	2,561	-	2,561	1,711	-	1,711
Apprenticeship Levy	772	-	772	772	-	772	-	-	-
Levies, Grants and Other	9,808	(70)	9,738	9,808	(70)	9,738	-	-	-
Debt Impairment	-	-	-	279	-	279	(279)	-	(279)
Total Centrally Held Budgets	**46,641**	**(7,770)**	**38,871**	**39,829**	**(12,061)**	**27,768**	**6,812**	**4,291**	**11,103**

Corporate Funding:

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net
Business Rates	-	(95,090)	(95,090)	-	(95,090)	(95,090)	-	-	-
Revenue Support Grant	-	(4,076)	(4,076)	-	(4,076)	(4,076)	-	-	-
Service Grant	-	(2,916)	(2,916)	-	(3,036)	(3,036)	-	120	120
Council Tax	-	(351,828)	(351,828)	-	(351,828)	(351,828)	-	-	-
Social Care Grant	-	(44,612)	(44,612)	-	(44,612)	(44,612)	-	-	-
New Homes Bonus	-	(351)	(351)	-	(351)	(351)	-	-	-
Total Corporate Funding	**0**	**(498,873)**	**(498,873)**	**0**	**(498,993)**	**(498,993)**	**0**	**120**	**120**

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net
TOTAL	**1,046,132**	**(1,046,132)**	**0**	**1,079,013**	**(1,073,347)**	**5,666**	**(32,881)**	**27,215**	**(5,666)**
Use of Covid-19 General Funding to cover operational overspend	-	-	-	-	(5,666)	(5,666)	-	5,666	5,666
FINAL TOTAL	**1,046,132**	**(1,046,132)**	**0**	**1,079,013**	**(1,079,013)**	**0**	**(32,881)**	**32,881**	**0**

Revenue Savings Summary 2023/24 (£'000)

Service description	Original Target for 2023/24	Target including items c/f from previous year(s)	Achieved in-year	Will be achieved, but in future years	Cannot be achieved
ASC	-	-	-	-	-
BSD / Orbis	869	869	659	210	-
CS	-	-	-	-	-
CET	105	910	105	745	60*
GS	-	-	-	-	-
Total Savings	**974**	**1,779**	**764**	**955**	**60**
ASC			-	-	-
BSD / Orbis			-	-	-
CS			-	-	-
CET			-	-	-
GS			-	-	-
Subtotal Permanent Changes [1]			**0**	**0**	**0**
Total Savings & Permanent Changes	**974**	**1,779**	**764**	**955**	**60**

Memo: treatment of savings not achieved in the year (£'000)	Temporary Funding [2]	Part of reported variance [3]	Total
ASC	-	-	**0**
BSD / Orbis	-	210	**210**
CS	-	-	**0**
CET	745	60	**805**
GS	-	-	**0**
Total	**745**	**270**	**1,015**

*The Environmental Services saving will not be achieved and will be addressed as part of RPPR next year.

[1] Where agreed savings are reasonably unable to be achieved other permanent savings are required to be identified and approved via quarterly monitoring.

[2] Temporary funding will only replace a slipped or unachieved saving for one year; the saving will still need to be made in future years (or be replaced with something else).

[3] The slipped or unachieved saving will form part of the department's overall variance - it will either increase an overspend or decrease an underspend. The saving will still need to be made in future years (or be replaced with something else).

Capital Programme (gross £ millions) – approved projects

Key: ██ **Current budget** ██ **Forecast** ██ **Actuals** ██ **Variance**

Q1 analysis of variance:
Slippage: £9.480m
Underspend: £0.275m
Overspend: (£1.012m)
Spend in Advance: (£0.497m)
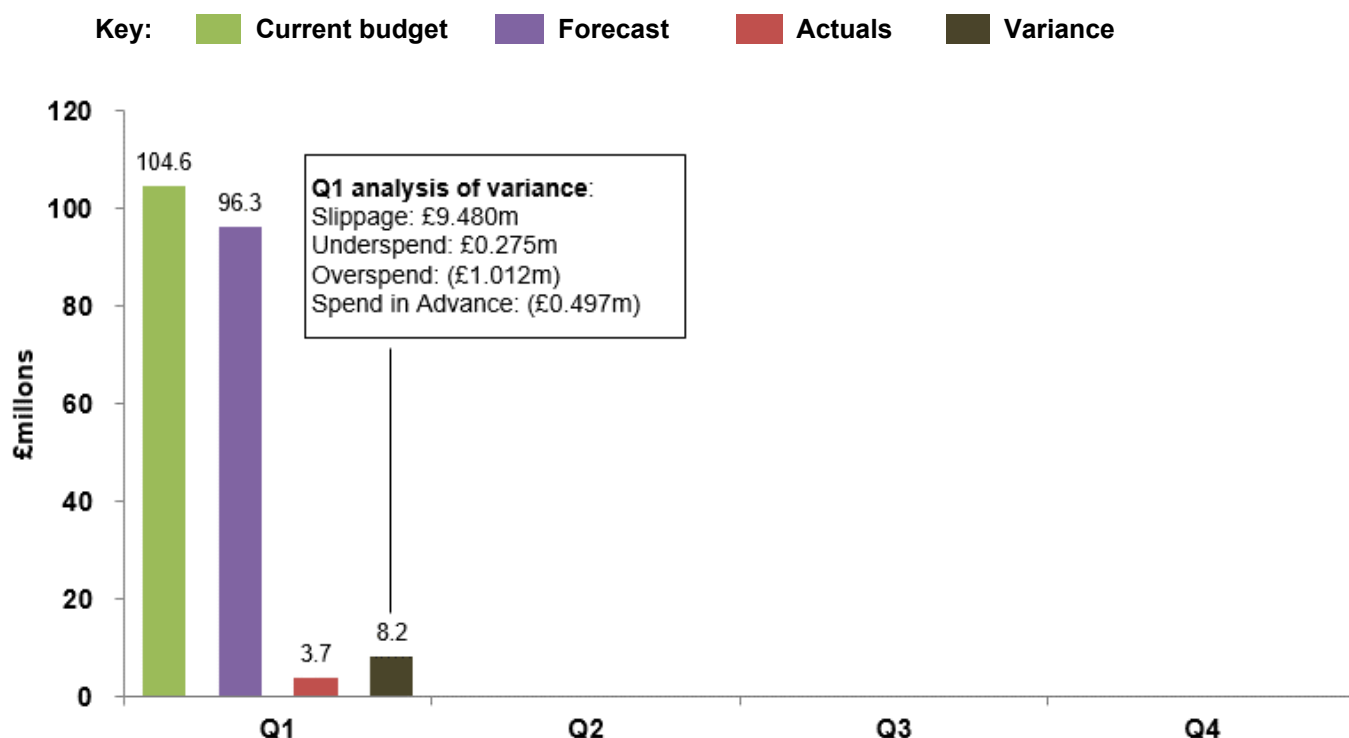
Capital Programme Summary 2023/24 (£'000)

	Budget Q1	Actual to date Q1*	Projected 2023/24	Variation (Over) / under Q1 budget	Variation analysis: (Over) / under spend	Variation analysis: Slippage to future year	Variation analysis: Spend in advance
Adult Social Care	2,367	-	2,215	152	-	152	-
Business Services	27,430	2,683	23,132	4,298	275	4,422	(399)
Children's Services	1,215	336	1,447	(232)	(232)	-	-
Communities, Economy & Transport	73,540	723	69,512	4,028	(780)	4,906	(98)
Gross Expenditure (Planned Programme)	**104,552**	**3,742**	**96,306**	**8,246**	**(737)**	**9,480**	**(497)**
Section 106 and CIL	2,548	-	-	-	-	-	-
Other Specific Funding	10,596	-	-	-	-	-	-
Capital Receipts	817	-	-	-	-	-	-
Formula Grants	31,917	-	-	-	-	-	-
Reserves and Revenue Set Aside	20,369	-	-	-	-	-	-
Borrowing	38,305	-	-	-	-	-	-
Total Funding (Planned Programme)	**104,552**	**-**	**-**	**-**	**-**	**-**	**-**

*The actual to date position includes accruals relating to previous years expenditure, some of which remains unpaid as at Q1, which distorts the actual amounts relating to the current financial year.

Treasury Management

The Treasury Management Strategy (TMS), which provides the framework for managing the Council's cash balances and borrowing requirement, continues to reflect a policy of ensuring minimum risk, whilst aiming to deliver secure realistic investment income on the Council's cash balances.

The average level of Council funds available for investment purposes during the Q1 was £295.687m. The total amount received in short term interest for Q1 was £3.058m at an average rate of 4.19%, compared to £2.120m at an average rate of 3.31% for Q4 2022/23. The anticipated average investment return for the year has increased to 5.49% from the 4.45% assumed at budget setting, based on the latest forecasts from our external treasury management advisors.

The Bank of England Base Rate was increased twice in Q1 on the 11 May and 22 June to 5.00%. The investment return outlook has improved following market volatility and the potential for increased interest rates in the future, where possible a number of fixed term deposits with banks were placed for periods up to 1 year in Q1 at much improved rates. These investments have been 'laddered' and will mature at different intervals in the next 12 months. This will take advantage of elevated bank rates in future quarters.

In seeking investment opportunities, as defined by the TMS, opportunities have been taken to reinvest in maturing bank deposits that aligns to the United Nations' Sustainable Development Goals (SDGs). In Q1, a total of £20m was reinvested for a duration of six months, maintaining the £30m placed for investment in SDG deposits. We will look to place deals maturing with other local authorities in Q2 if the rates are favourable compared to traditional bank deposits.

No short-term borrowing was required in Q1. The majority of the Council's external debt, totalling £217.910m at Q1, is held as long-term loans. No long-term borrowing was undertaken in Q1, and no further cost-effective opportunities have arisen during Q1 to restructure the existing Public Works Loan Board (PWLB) or wider debt portfolio.

The Treasury Management budget is currently forecasting to underspend by £4.3m. This is based on the position outlined above with regard to balances held and investment returns and slippage on the capital programme reducing the need to borrow externally in 2023/24.

The performance of the Council's treasury management activity, against benchmarks and the key indicators set in the Treasury Management Strategy, as approved by Full Council in it's meeting of 7 February 2023, are set out at Appendix 2.

Reserves and Balances 2023/24 (£000)

Reserve / Balance	Balance at 1 Apr 2023	Planned net use at Q1	Forecast net use at Q1	Movement	Estimated balance at 31 Mar 2024
Statutorily ringfenced or held on behalf of others:					
Balances held by schools	20,082	-	-	-	20,082
Public Health	7,812	(1,704)	(1,704)	-	6,108
Other	6,983	(821)	(821)	-	6,162
Subtotal	**34,877**	**(2,525)**	**(2,525)**	**-**	**32,352**
Service Reserves:					
Corporate Waste	19,883	(470)	(470)	-	19,413
Capital Programme	13,425	(4,062)	(4,062)	-	9,363
Insurance	7,363	133	133	-	7,496
Adult Social Care	3,099	-	-	-	3,099
Subtotal	**43,770**	**(4,399)**	**(4,399)**	**-**	**39,371**
Strategic Reserves:					
Priority / Transformation	17,398	(5,894)	(5,894)	-	11,504
Financial Management	41,880	(9,583)	(9,583) [1]	-	32,297
Subtotal	**59,278**	**(15,477)**	**(15,477)**	**-**	**43,801**
Total Reserves	**137,925**	**(22,401)**	**(22,401)**	**0**	**115,524**
General Fund	10,000	-	-	-	10,000
Total Reserves and Balances	**147,925**	**(22,401)**	**(22,401)**	**0**	**125,524**

[1] currently excludes any transfers relating to Q1 variances

Changes to Fees & Charges

There are no changes to fees & charges.

Outstanding debt analysis (£ millions)
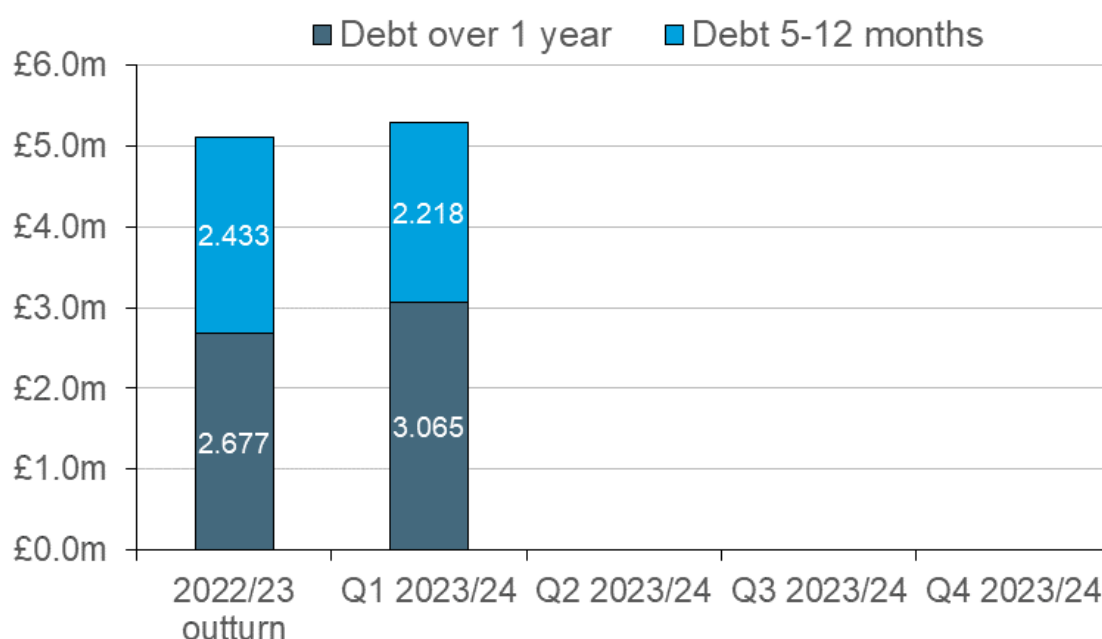
The value of debt aged over 5 months at Quarter 1 has increased by £0.173m to £5.283m compared to the 2022/23 outturn position of £5.110m. The majority £4.595m (86.98%) of all debt over 5 months old relates to Adult Social Care (ASC), which has increased by £0.380m

compared to the 2022/23 outturn position of £4.215m. There has been a decrease of £0.207m of debt over 5 months related to income due to other departments.

Recovery of debt continues to be a high priority with a continual review of systems and processes. Debt recovery related to ASC client contributions can often take a long time due to circumstances of the client e.g. lack of capacity and delays with executors of estates. Regular ASC debt case review meetings ensure that the most appropriate steps are taken to recover debt with sensitivity and consideration of the clients or families concerned, and in accordance with the Care Act.

Treasury Management Prudential Indicators – Q1 2023/24

The Chartered Institute of Public Finance and Accountancy published the revised Treasury and Prudential codes in 2021, which now requires quarterly reporting of performance against forward looking prudential indicators. The performance of the Council's treasury management activity, against benchmarks and the key indicators in the Council's Treasury Management Strategy, as approved by Full Council at its meeting of 7 February 2023, are set out below.

Investments

The average investment return over Q1 was 4.19% under-performing the benchmark rate by 15 basis points (0.15 percentage points). This is typical in a rising interest rate environment as a result of the time lag between changes in base rate and investments maturing and being able to re-invest at more favourable rates.

Average Investment Balance Q1 £m	Average Investment return Q1	Average Benchmark Rate*	Difference
295.687	4.19%	4.34%	(0.15%)

The Benchmark rate used is the Standard Overnight Index Average; a rate administered by the Bank of England based on actual transactions of overnight borrowing by financial institutions.

During Q1 we have monitored the security of the Council's investments, to assess the risk of those investments losing their value. These risks were assessed using the financial standing of the groups invested in, the length of each investment, and the historic default rates. Our investment strategy sets an allowable risk level of 0.050% (i.e. that there is a 99.95% probability that the Council will get its investments back). The actual indicator ranged between 0.005% and 0.007%, reflecting the high proportion of investments held in highly secure and/or very liquid investments.

Investment Risk benchmark	0.050%
Maximum investment risk experienced Q1	0.007%

Borrowing

The table below shows the Council's total external borrowing and average rate at 30 June 2023:

	Balance as at 30 June 2023 £m	Average Rate
PWLB	211.460	4.61%
Market Loans	6.450	4.25%
Total borrowing	**217.910**	**4.60%**

The table below shows the Q1 forecast of the Capital Financing Requirement (CFR) compared to the estimate within the 2023/24 strategy approved in February 2023. The CFR is expected to give rise to required new borrowing of £75.116m by the end of the year, compared to the original estimate of £83.932m. The strategy currently forecasts that the level of reserves and balances in the medium term allows internal borrowing of up to £50.000m, and therefore it is currently expected that external borrowing of £25.116m may be required to support the capital programme.

Capital Financing Requirement (CFR) (Underlying Borrowing Need)	Original Estimate 2023/24 £m	Revised forecast as at 30 June 2023 £m
Opening CFR	274.367	272.225
Borrowing Need	34.904	28.205
Minimum Revenue Provision	(7.429)	(7.404)
Closing CFR	**301.842**	**293.026**
External Borrowing as at 30 June 2023		**217.910**
Forecast Under-borrowing (if no action taken)		**75.116**

The table below shows that the Council is operating within the Operational Boundary and Authorised Borrowing Limits set within the Treasury Management strategy and has sufficient headroom to cover the borrowing need arising from the year's capital programme.

Borrowing Limits	Operational Boundary £m	Authorised Borrowing Limit £m
Limit set for 2023/24	376.000	396.000
Less: PFI & Leases	65.000	65.000
Limit for Underlying Borrowing	311.000	331.000
Actual External Borrowing at 30 May	217.910	217.910
Headroom*	93.090	113.090

Authorised Borrowing headroom cannot be less than zero

The maturity profile of the Authority's borrowing is within the limits set within the strategy.

Maturity Structure of borrowing	Lower Limit set	Upper Limit set	Actual as at 30 June 2024
Under 12 Months	0%	25%	1%
12 months to 2 years	0%	40%	4%
2 years to 5 years	0%	60%	7%
5 years to 10 years	0%	70%	20%
Over 10 years	0%	90%	68%

Adult Social Care and Health – Q1 2023/24
Summary of progress on Council Priorities, issues arising, and achievements

Adult Social Care (ASC)

Health and social care integration

The joint 5-year Sussex Shared Delivery Plan (SDP) was endorsed in June 2023 by the Council and the East Sussex Health and Wellbeing Board prior to submission to NHS England and the Sussex NHS Integrated Care Board (ICB) for final approval.

The Shared Delivery Plan will support the delivery of the priorities set out in the *Improving Lives Together* Sussex Integrated Care Strategy that was agreed in December 2022 and for which the Council is a key statutory partner; and the East Sussex *Healthy Lives, Healthy People 2022 – 2027* East Sussex Health and Wellbeing Strategy.

It brings together delivery milestones for 2023/24 and a roadmap for years 2 – 5, covering:

- the three longer term strategic priorities of the Sussex Integrated Care Strategy, these being a joined-up approach in communities; growing and developing our workforce; and improving the use of digital technology and information

- immediate and continuous improvements across a range of national NHS operational priorities, in order to support ongoing recovery and access to primary care, community health, hospital-based secondary care and mental health services

- delivery of the Health and Wellbeing Strategies and the work of the Place-based partnerships in East Sussex, Brighton & Hove, and West Sussex

The delivery plans for East Sussex cover ongoing priorities for children and young people and mental health services, as well as new plans that have been shaped by our East Sussex Health and Care Partnership. These are designed to increase the strength and pace of our partnership activity in:

- accelerating health outcomes improvement, with a specific focus on cardiovascular disease, respiratory disease, mental health (all ages) and frailty/healthy ageing. This will be achieved in 2023/24 through collaborating to make improvements to the way services are accessed, to support prevention and early intervention

- our model for delivering an integrated offer for health, care and wellbeing in communities. This will be progressed through delivering a proof of concept for 'integrated community teams', initially in Hastings. This will build on our original integrated community health and care services target operating model and existing related projects and learning activities in Hastings, for example the Universal Healthcare proposition. In-year milestones will enable the approach to be tested and developed to ensure that primary care, mental health and other services that impact on the wider determinants of health are a part of the model

As part of the national 'Discharge Frontrunners' programme, East Sussex hosted a visit to the Sussex Integrated Care System by NHS England, the Department of Health and Social Care and the national Emergency Care Improvement Support Team (ECIST). The visit explored the reasons, and data, behind patients who do not meet clinical criteria to be in hospitals, and patients who are experiencing long lengths of stay in hospital. In response to the visit recommendations, an offer of further support from ECIST, a shared action plan, and a support request are now being developed. This work includes a focus on referral hubs in East Sussex to improve onward access to care after a spell in hospital, and appropriate placements and care for people with very complex needs and challenging behaviour.

Third Sector support

During Q1, activities have focused on handing over responsibility for the Department for Work and Pensions Household Support Fund programme and support for the Multi Agency Financial Inclusion Steering Group to colleagues in a new Partnership Team.

A new Community Network programme is being established, with oversight from the Partnership Plus Executive Group. The Strategic Partners Group and the five Local Partners Groups are in development and will begin meeting in Q2.

Preparations for the launch of the Tribe Project are underway. This new digital platform will enable organisations across the county to promote volunteer opportunities, recruit new volunteers, and mange existing volunteers. We are working in partnership with Bronze Labs, 3VA, RVA, and HVA to deliver this.

In addition, our voluntary, community or social enterprise partners continue to play a key role in supporting Homes for Ukraine Guests and Hosts.

Homes for Ukraine

As at 5 July 2023, 1,660 guests were living in East Sussex under the Homes for Ukraine scheme at 734 different properties across the county. The majority (84%) of guests matched to hosts in East Sussex have now arrived. Some guests who were staying with hosts in East Sussex have now moved on, a proportion of whom have moved into private sector accommodation or to other areas.

Adults are able to take control of the support they receive

- at the end of Q1, 31% of adults and older people were receiving Direct Payments **(ref i)**, equating to a total of 1,543 people. The number of people in receipt of Direct Payments has increased from 1,520 at 31 March 2023, however the total number of people receiving care has increased at a much greater rate and this has resulted in a drop in performance. This measure is a snapshot only, and so can vary significantly. Direct Payments are always considered when deciding how to meet an adult's care needs and identified outcomes and are offered as an option where appropriate, although, of course, the person does not need to choose this option

- the Support With Confidence measure **(ref ii)** is not being reported against in Q1, as we are not currently accepting new applications to the Support with Confidence Scheme, or progressing any applications or renewals, while we consider a report published by the National Direct Payment Forum. A public consultation on the future of the Support with Confidence scheme will be launched in Q2

Adults are supported to find and keep safe and affordable accommodation

2,086 people were supported in Q1 and in addition, the provider, BHT Sussex, continues to support clients and the Homes for Ukraine programme by providing support to both sustain hosting arrangements and to support Ukrainian guests to move into alternative accommodation.

Reabling people to maximise their level of independence

Reablement services are provided to help people to regain mobility and daily living skills, especially after a hospital stay. A range of measures are used to look at how effective reablement services are:

- during 2022/23 90.5% of older people discharged from hospital to reablement / rehabilitation services were at home 91 days after their discharge from hospital

- during Q1 no further request was made for ongoing support for 95% of people who received short-term services

- during Q1 70% of Reablement service users discharged from the Joint Community Rehabilitation Service did not require ongoing care

Safer Communities (Safer East Sussex Team (SEST), Substance Misuse and Recovery Services and Domestic Violence and Abuse, Sexual Violence and Abuse Services)

Fraud and Scams

During Q1 Get Safe Online (GSO) and the Council have been promoting online safety campaigns to residents. This includes:

- Your Digital Footprint – advice on how your online history can potentially be seen by other people, or tracked and held in multiple databases and the potential ramifications of this

- Your Smart Devices – advice on how to use smart devices safely and securely

- Safeguarding Children – advice to support children to enjoy a safe and secure experience online this summer

The Council and GSO also supported the Eastbourne 999 Festival during Q1, delivering internet safety advice to approximately 14,000 visitors.

Preventing Violent Extremism

During Q1 the Prevent Project Officer delivered 36 Community Safety Awareness sessions to approximately 850 students and staff in colleges, special schools, primary and secondary schools. In addition, we have also provided training to Designated Safeguarding leads and pastoral school staff. All these were Prevent themed and designed to encourage engagement and discussion on preventing violent extremism.

During Q1, following funding from the Preventing Radicalisation Fund, the SEST supported online training to frontline professionals to identify and address signs of online radicalisation. This included a focus on Far Right extremism.

Serious Violence

During Q1, the SEST have supported the implementation of the new Serious Violence Duty. Each district and borough has chosen a geographical location to focus on, conducting a deep dive analysis and community engagement, aiming to prevent people from becoming involved in serious violence, both as victims and perpetrators, and reduce instances of serious violence in these areas.

Modern Slavery and Human Trafficking

During Q1, the SEST hosted the Sussex Anti-Slavery Network. This is a Pan Sussex Network where information is shared with key agencies. In Q1 there was a focus on Project Kraken, an initiative to raise public awareness of criminal or suspicious activity around our coasts and borders.

Domestic Violence and Abuse, Sexual Violence and Abuse Services

A commissioning strategy has been developed, with commitments on spending the additional new funding (allocated to the Council for delivery of domestic abuse support). The commissioning strategy is informed by a needs assessment refresh completed in Q4 2022/23 and engagement with key leads and will be presented for internal sign off in Q2.

Also, in Q1, the Voices of Lived Experience Board helped to deliver domestic abuse training to Sussex Police and the University of Sussex.

The Safer Communities team carried out a social media campaign to promote World Elder Abuse Awareness Day during Q1, sharing key messages and signposting to services in co-ordination with specialist organisations.

During Q1, a multi-agency evaluation has been conducted of the one year Multi-Agency Risk Assessment Conference (MARAC) triage pilot. The pilot was designed in collaboration with key

agencies to safely manage some referrals outside the MARAC structure to address volume levels. The evaluation uses both qualitative and quantitative data and will be complete in Q2.

Public Health

Health Checks

As initially reported as part of Q4 2022/23 monitoring, the Health Checks target for 2022/23 (reported a quarter in arrears) has not been achieved. The final outturn for 2022/23 was 29.5% against a target of 35%.

Best practice

The Public Health 'Healthy Places Team' was featured in a [new report](#) by the Quality-of-Life Foundation as one of three best practice case studies from across England. The report looked at how some local authorities in England are creating healthy places through planning despite severe funding restraints, limited capacity and an unsupportive regulatory environment. The case studies demonstrate that delivering places where everyone can hope to enjoy good health requires health-focused policies in planning documents, but also demands strong leadership, cross-sector collaboration and innovative delivery mechanisms. The report also sets out a series of recommendations to help other local authorities create healthy places through planning.

Sexual Health

Public Health, East Sussex NHS Healthcare Trust and Preventx presented 'Closing the digital divide: How do online services reach people at most risk of poor sexual health outcomes?' at the British Association for Sexual Health and HIV 2023 Spring Conference in April. Local data demonstrates that our digital sexual health service is reaching communities that experience poor sexual health outcomes. Both the online and postal sexually transmitted infection self-sampling and condom distribution scheme are reaching residents who are from deprived communities, have different sexual partners and belong to diverse ethnic groups. The feedback was positive with much interest and engagement in the East Sussex work, with many asking, 'why everywhere isn't doing the same?'

Cold Alert

Every year tens of thousands of people across the UK die from conditions that can be linked to exposure to cold weather. To support residents and professionals to take preventative action, the Council operates a Cold Alert Service. Cold Alert is a free service provided by the Sussex Air Quality Partnership (Sussex-air) and funded by East Sussex Public Health. The service is operational between 1 November and 31 March, providing free severe cold weather warnings for individuals with respiratory and cardiovascular conditions, parents of young children, carers and healthcare professionals.

More people signed up to the [East Sussex Cold Alert service](#) last winter than ever before. There are currently 2,591 subscribers (reported a quarter in arrears), an increase of 1,320 individuals subscribing to the service compared to the winter of 2022/23.

£5 million research bid

The Public Health Recovery & Renewal Team led the application process for £5 million of National Institute for Health and Care Research funding to develop and embed research techniques within the community to help identify health priorities and potential solutions. We have passed the first stage and feedback identified our application as strong and clearly written with well-thought-out governance and leadership structures. We were commended for our extensive list of partnerships, including universities, the voluntary and charity sectors, and the support from senior Council staff.

Infection control

Infection control e-learning provided by Public Health was launched in January 2022. This training is free and available to any PA, carer, PA employer, day centres and other community-based

social care providers or volunteers. The e-learning was completed 71 times in Q1, and in total there have been 764 completions since the programme launched.

Revenue Budget Summary

ASC

The net ASC budget of £233.027m includes a 10% inflationary uplift of £25.797m to support the care market across the Independent Sector. This uplift is in addition to £4.546m to fund growth and demographic pressures and £2.707m to fund the costs of pay awards. The costs of the increases are partially funded by £6.635m raised through the 2% ASC Care Precept.

The projected outturn is £234.018m which is a forecast overspend of (£0.991m). This comprises an overspend of (£1.937m) on Independent Sector care provision, offset by an underspend of £0.946m in Directly Provided Services. The overspend on the Independent Sector is due to a combination of factors with the most material being i) increasing complexity of need ii) pressures arising from greater than anticipated demand and demographic growth and iii) increasing levels of bad debt around client contributions which are likely linked to the cost of living crisis. The underspend in Directly Provided Services is due to staffing vacancies and reflects the difficulties for the directorate in recruitment.

In July 2023, the Department of Health and Social Care (DHSC) announced an additional £3.932m for the Market Sustainability and Improvement Fund. This funding was announced after the Quarter 1 monitoring report had been prepared and is not included in the outturn. ASC expect to apply the funding to mitigate the overspend in the remainder of the financial year 2023-24.

Safer Communities

The net budget of £1.121m is forecast to be fully spent in 2023-24.

Public Health

The Public Health (PH) budget of £33.777m comprises the PH grant allocation of £29.803m, the Supplemental Substance Misuse Treatment and Recovery Grant (ADDER) allocation of £1.350m, a planned draw from reserves of £2.058m for projects and £0.566m drawn to support in-year spending.

PH is forecasting an underspend by £0.920m in 2023-24, comprised of £0.910m slippage on the PH Reserve projects, £0.143m forecast underspend on the general PH programme and a forecast overspend of (£133k) on the Health Visiting programme.

COVID-19 related funding streams

ASC continues to incur expenditure relating to schemes initiated during the national COVID-19 response.

Grant	Funding b/f £'000	Planned Usage £'000	Balance Remaining £'000
Contain Outbreak Management Funding	2,695	2,695	-
CEV Grant (support to CEV individuals)	1,539	800	739
Omicron Support Fund	41	41	-
Total	**4,275**	**3,536**	**739**

Homes for Ukraine

ASC continues to lead on the programme of services to support Ukrainian guests to settle in East Sussex. Total projected expenditure in 2023/24 is £5.443m against expected funding of £11.630m giving a forecast unspent balance of £6.525m. The Department for Levelling Up, Housing & Communities (DLUHC) have not yet confirmed that this balance may be carried forward to support the programme in future years. In addition, ASC will pass through £2.118m to Districts and Boroughs to fund payments to hosts.

HFU Grant Funding	Funding Confirmed £'000	Further Funding Anticipated £'000	Total Funding £'000	Actual Expenditure £'000	Balance Remaining £'000
Funding for guests	11,630	338	11,968	5,443	6,525
Host Payments	-	2,118	2,118	2,118	-
Total	**11,630**	**2,456**	**14,086**	**7,561**	**6,525**

The government are also providing additional funding to ESCC in 2023-24 to provide education and childcare services for children from families arriving from Ukraine under the scheme. The Department for Education (DfE) has allocated funding pro-rata on a per pupil basis for the 3 phases of education - early years, primary and secondary.

Capital Programme Summary

The ASC Capital programme budget is £2.367m for 2023/24. The outturn this year is forecast to be £2.215m with the underspend of £0.152m being due to lower than anticipated modification works.

Performance exceptions (see How to read this report for definition)

Priority – Helping people to help themselves

Performance measure	Outturn 22/23	Target 23/24	RAG Q1 23/24	RAG Q2 23/24	RAG Q3 23/24	RAG Q4 23/24	Q1 23/24 outturn	Note ref
Proportion of working age adults and older people receiving direct payments	31.9% (1,520 people)	31.5%	A				31.0% (1,543 people)	i
Number of providers registered with Support With Confidence	346	≥2022/23 outturn	A				Target not reported against in Q1	ii

Measures marked carry over at year end 2022/23 – Final Outturn

Priority – Keeping vulnerable people safe

Performance measure	Outturn 21/22	Target 22/23	RAG Q1 22/23	RAG Q2 22/23	RAG Q3 22/23	RAG Q4 22/23	2022/23 final outturn	Note ref
The % of people affected by domestic violence and abuse who have improved safety/support measures in place upon leaving the service	90% (420/467)	80%	G	G	G	G	91.4% (360/394)	
When they leave the service the % of those affected by rape, sexual violence and abuse who have improved coping strategies	92% (473/514)	88%	G	G	G	G	92.7% (544/ 587)	

Priority – Helping people help themselves

Performance measure	Outturn 21/22	Target 22/23	RAG Q1 22/23	RAG Q2 22/23	RAG Q3 22/23	RAG Q4 22/23	2022/23 final outturn	Note ref
National outcome measure: Achieve independence for older people through rehabilitation / intermediate care	New measure 2022/23	>90%	G	G	G	G	90.5% (801/885)	
Improved targeting of NHS Heath Checks	70% of GP practices (35/50) delivering NHS Health Checks	35% uptake rate by eligible patients	G	G	A	R	29.5%	

Savings exceptions 2023/24 (£'000)

Service description	Original Target For 2023/24	Target including items c/f from previous year(s)	Achieved in-year	Will be achieved, but in future years	Cannot be achieved	Note ref
	-	-	-	-	-	
	-	-	-	-	-	
Total Savings	**0**	**0**	**0**	**0**	**0**	
			-	-	-	
			-	-	-	
Subtotal Permanent Changes [1]			**0**	**0**	**0**	
Total Savings and Permanent Changes	**0**	**0**	**0**	**0**	**0**	

Memo: treatment of savings not achieved in the year (£'000)	Temporary Funding [2]	Part of reported variance [3]	Total	Note Ref
	-	-	-	
	-	-	-	
	-	-	-	
Total	**0**	**0**	**0**	

[1] Where agreed savings are reasonably unable to be achieved other permanent savings are required to be identified and approved via quarterly monitoring.

[2] Temporary funding will only replace a slipped or unachieved saving for one year; the saving will still need to be made in future years (or be replaced with something else).

[3] The slipped or unachieved saving will form part of the department's overall variance - it will either increase an overspend or decrease an underspend. The saving will still need to be made in future years (or be replaced with something else).

Revenue Budget 2023/24 (£'000)

Adult Social Care – Independent Sector:

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
IS - Physical Support, Sensory Support and Support for Memory & Cognition	144,303	(69,611)	74,692	141,372	(75,926)	65,446	2,931	6,315	9,246	
IS - Learning Disability Support	79,044	(5,052)	73,992	89,948	(9,967)	79,981	(10,904)	4,915	(5,989)	
IS - Mental Health Support	22,233	(10,912)	11,321	31,820	(15,305)	16,515	(9,587)	4,393	(5,194)	
Subtotal	**245,580**	**(85,575)**	**160,005**	**263,140**	**(101,198)**	**161,942**	**(17,560)**	**15,623**	**(1,937)**	

Adult Social Care – Directly Provided Services & Assessment and Care Management:

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
Physical Support, Sensory Support and Support for Memory & Cognition	16,456	(4,850)	11,606	15,277	(4,870)	10,407	1,179	20	1,199	
Learning Disability Support	8,255	(592)	7,663	8,062	(592)	7,470	193	-	193	
Mental Health Support	3,221	(3,098)	123	3,221	(3,098)	123	-	-	-	
Substance Misuse Support	477	-	477	476	-	476	1	-	1	
Equipment & Assistive Technology	7,354	(3,782)	3,572	7,589	(3,899)	3,690	(235)	117	(118)	
Other	130	-	130	110	-	110	20	-	20	
Supporting People	6,204	(310)	5,894	6,204	(310)	5,894	-	-	-	
Assessment and Care Management	29,017	(2,203)	26,814	30,653	(2,886)	27,767	(1,636)	683	(953)	
Carers	3,381	(2,679)	702	3,480	(2,779)	701	(99)	100	1	
Management and Support	17,342	(1,735)	15,607	16,430	(1,601)	14,829	912	(134)	778	
Service Strategy	632	(198)	434	807	(198)	609	(175)	-	(175)	
Subtotal	**92,469**	**(19,447)**	**73,022**	**92,309**	**(20,233)**	**72,076**	**160**	**786**	**946**	

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
Total Adult Social Care	338,049	(105,022)	233,027	355,449	(121,431)	234,018	(17,400)	16,409	(991)	

Safer Communities:

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
Safer Communities	2,030	(909)	1,121	2,030	(909)	1,121	-	-	-	
Total Safer Communities	**2,030**	**(909)**	**1,121**	**2,030**	**(909)**	**1,121**	**0**	**0**	**0**	

Public Health – Core Services:

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
Mental Health & Best Start	13,475	-	13,475	11,307	-	11,307	2,168	-	2,168	
Risky Behaviours and Threats to Health	12,153	-	12,153	12,029	-	12,029	124	-	124	
Health Systems	3,549	-	3,549	3,244	-	3,244	305	-	305	
Communities	930	-	930	1,045	-	1,045	(115)	-	(115)	
Central Support	3,212	-	3,212	3,746	-	3,746	(534)	-	(534)	
Recovery & Renewal – Funded by Test & Trace	458	-	458	338	-	338	120	-	120	
Public Health Grant Income	-	(29,803)	(29,803)	-	(29,803)	(29,803)	-	-	-	
ADDER Grant	-	(1,350)	(1,350)	-	(1,350)	(1,350)	-	-	-	
Draw from General Reserves	-	(566)	(566)	-	(423)	(423)	-	(143)	(143)	
Draw from Health Visiting Reserves	-	-	-	-	(133)	(133)	-	133	133	
Project Board Reserves	-	(2,058)	(2,058)	1,148	(1,148)	-	(1,148)	(910)	(2,058)	
Total Public Health	**33,777**	**(33,777)**	**0**	**32,857**	**(32,857)**	**0**	**920**	**(920)**	**0**	

Capital programme 2023/24 (£'000)

Approved project	Budget: total project all years	Projected: total project all years	Budget Q1	Actual to date Q1	Projected 2023/24	Variation (Over) / under Q1 budget	Variation analysis: (Over) / under spend	Variation analysis: Slippage to future year	Variation analysis: Spend in advance	Note ref
Supported Living Projects	6,400	6,400	2,177	-	2,177	-	-	-	-	
Greenacres	2,598	2,598	140	-	-	140	-	140	-	
House Adaptations for People with Disabilities	2,719	2,719	50	-	38	12	-	12	-	
Total ASC Gross	**11,717**	**11,717**	**2,367**	**0**	**2,215**	**152**	**0**	**152**	**0**	

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Business Services – Q1 2023/24
Summary of progress on Council Priorities, issues arising, and achievements

Key cross cutting programmes

Carbon

Carbon data is reported a quarter in arrears due to the timeline of data availability, so the Q1 outturn is reporting on the emissions outturn for 2022/23 **(ref ii)**. A 32% reduction in carbon emissions against the baseline year of 2019/20 was achieved, which is a significant reduction but slightly under target (34% reduction from the baseline year). The year-end data is subject to full reconciliation so is more accurate than previous quarters; this accounts for the difference between the final end of year outturn and the projected outturn from the previous quarter. In absolute terms the shortfall against the target, at 318 tonnes of carbon dioxide, is relatively small, being equivalent to approximately three heat decarbonisation projects and being about 0.1% of the Council's total current scope 1, 2 and 3 emissions. A key factor actively contributing to the reduction is the improved management of buildings to reduce energy usage. The more typical weather compared to the unexpected low average minimum temperatures experienced in 2021/22 was an additional factor in the reduction. However, the need to provide ventilation in our buildings as part of COVID-19 safety measures is still adversely affecting our overall percentage reduction. A programme of carbon reduction measures continues to be delivered in schools and across the corporate estate, in line with our current Climate Action Plan which has recently been revised. The reduction in emissions resulting from energy efficiency projects completed towards the end of 2022/23 will be realised during 2023/24, which will contribute to our 2023/24 target of 43% reduction on baseline year (2019/20) emissions.

Good progress was made in Q1 on the delivery of energy efficiency projects, towards our annual target of completing 23 projects. One LED lighting project was completed at Milton Grange and two Solar PV schemes have been completed at The Keep and the Phoenix Centre. Other Solar PV and LED schemes have commenced installation in Q1. Four heat decarbonisation projects have started on site. These schemes were part-funded by a successful award of over £1m of grant funding from the Phase 3b Public Sector Decarbonisation Scheme. There are challenges with supply chain and capacity for Solar PV, LED and also new heating technology/systems with heat decarbonisation in the wider sector which are impacting roll-out and may significantly affect our ability to deliver our target number of schemes **(ref i)**.

Some additional business analysis was undertaken in Q1 on the potential "invest to save" Schools' Solar scheme. Schools have been asked to review proposals and provide quantitative and qualitative feedback.

Further workshops for schools site managers/caretakers took place in Q1 promoting ideas and suggestions about how schools can fully utilise the Department for Education Energy Efficiency Capital funding announced by central government in April 2023. Further workshops are planned for Q3.

Modernising Systems

The Managing Back Office Systems Programme was established to deliver the replacement of the Council's core finance and Human Resources systems. Replacement of these systems will support further developments to increase agile and digital working. The User Acceptance Test phase continued in Q1.

Human Resources and Organisational Development (HROD)

Work has continued on the development of our new employer recruitment brand: 'We Choose East Sussex' with the creation and production of new content for the Council's job pages.

The procurement of a new learning management system is well underway, and it is anticipated that the outcome of this process will be known in Q2.

Work has begun on the refresh of the People Strategy covering 2024-2027, with initial engagement sessions, including with the trade unions, taking place during Q1. Applications for the second cohort of our 'Ladder to Leadership' programme also opened during Q1 and work on reviewing a programme of 'masterclasses' for Heads of Service and the development of a leadership development programme for managers graded LMG3 and 4 has begun.

Attendance Management and Wellbeing

The Q1 sickness absence figure for the whole authority (excluding schools) is 1.93 days lost per Full Time Employee (FTE), a fall of 14.8% since last year. The year end estimate for 2023/24 is 8.57 days/FTE, so the target of 9.10 days/FTE is predicted to be met. The predominant reason for the decrease in absence rates is a large fall in COVID-19 related absence compared to the same period last year.

However, mental health absence has increased by 179 days in Q1 compared to the same quarter last year, and by 1,084 days between 1 July 2022 and 30 June 2023 compared to 1 July 2021 and 30 June 2022. Benchmarking data from GoodShape suggests this is a common theme across local authorities and our absence rates are within the average for this. Set against this background, we have increased support to staff by:

- offering employees additional support when they report an absence due to mental health to GoodShape. The aim is to reduce the absence length and the risk of a further mental health absence taking place

- putting in place an additional reminder for the completion of return-to-work discussions when the absence has been due to mental health, as further analysis has indicated that managers are less likely to complete forms for these absences. This reminder email highlights the importance of early completion using nudge theory and signposts managers to further support and guidance

- raising awareness of the mental health support available from our Employee Assistance Programme, Occupational Health and partners 'Able Futures' through a series of interactive staff webinars and individual staff sessions

- running a men's health campaign in June with interactive workshops, toolkits and a dedicated film with a focus on mental wellbeing

- growing our Mental Health First Aid network to continue to pro-actively support staff and promote wellbeing resources within teams

Procurement

Procurement, contract and supplier management activities

The Council has spent £309m with 884 local suppliers over the past 12 months, which equates to 66% of our total spend, compared to a target of 60%. This figure includes our Tier 2 supplier data (i.e., the direct spend with the Council's suppliers that is then sub-contracted by them to a local supplier). The Procurement team continues to promote our contract opportunities to local suppliers, as well as building local supply chain opportunities into our tenders where possible.

Social Value

In Q1, 46 contracts commenced, of which 42 were out of scope of the Social Value Measurement Charter, which quantifies the economic, social and environmental benefits of the procurement, as they accessed an existing pre-approved list of suppliers (Frameworks) with predefined contractual terms. The Council's Public Bus and Driver contracts accounted for 39 of these out of scope contracts. The four in-scope contracts had a total contract value of over £715k and secured over £135k in Social Value commitment, which equates to an outturn of 19% against a target of 10%. The Social Value commitments for Q1 included: career guidance and support for local schools and colleges; sustainability of local green areas; volunteering hours; graduate qualification support; spend with local supply chains and the creation of local jobs.

The Place Scrutiny Committee's report of Procurement: Social Value and Buying Local was agreed at full Council in May 2023. The recommendations included the trial of a new qualitative approach to social value. It will be trialled within Adult Social Care over a 12 month period, with a findings report due in September 2024. The trial will focus on using the Central Government's Social Value Model to explore if a qualitative approach to social value will be more suitable for Voluntary, Community and Social Enterprise (VCSE) organisations and how we can focus our social value to align to the Council/and or service priorities.

Procurement is currently working with the Communications Team to advertise the East Sussex Social Value Marketplace. Social media and newsletters are being used to create better engagement on the portal. Our colleagues at the East Sussex Procurement Hub (Wealden District Council) are also helping to raise awareness of the site.

Internal Audit

Through the work of Internal Audit, the Chief Internal Auditor continues to be able to provide assurance over the adequacy and effectiveness of governance, risk management and control for the Council.

Internal Audit have continued to focus on delivery of the Annual Internal Audit Plan. During Q1 we were able to complete 26.5% of the plan to draft report stage against a Q1 target of 22.5%.

All high priority actions agreed with management as part of individual audit reviews are subject to action tracking, whereby we seek written confirmation from services that these have been implemented. It was confirmed that 12/12 (100%) of the high-risk actions due to be implemented on a 12-month rolling basis have been actioned.

Property

Working across the workstreams in the Council's Asset Management Plan 2020-2025, we continue to focus on more efficient use of offices and supporting service transformation. Key outcomes for Q1 include:

- relocating teams from Ocean House to their new Hastings bases at Cavendish House and Muriel Matters House, with ongoing support for teams as they settle in. The move has reduced the Council's carbon footprint for corporate premises in Hastings by 43% (when compared to Ocean House)

- adapting the Eastbourne strategy following the fire at St. Mark's House in June 2023 with staff being relocated to St. Mary's House and other bases. A revised strategy will be finalised in Q2 with a delivery plan in Q3 and Q4

- the appointed external consultant investigating options for County Hall throughout Q1 and additional technical advice will be available in Q2. Work on short term adjustments for County Hall, previously scheduled for early 2023/24, has been postponed to resume in the autumn due to reprioritisation of resources following the fire at St. Mark's House

- progressing the disposal of assets including the marketing of Hindlands, Polegate, and two disposals entering into legal contracts in Q1, including the former Etchingham Primary School

- the Council's Modern Records service vacating Ropemaker Park in Q1 and service provision is now operational at Alder Close and the former Polegate library. The accommodation is smaller than the previous premises and will contribute to lower property operational costs and reduced carbon emissions from this service

Property Strategy (SPACES)

Strategic Property Asset Collaboration in East Sussex (SPACES) is a partnership of public bodies and third sector organisations, which aims to improve the use of public sector assets, creating

efficiencies (such as reducing property costs and releasing capital receipts) and more effective environments to deliver services.

Delivering Net Zero targets is a high priority for SPACES partner organisations, and the SPACES Strategy recognises that the partnership can support this through the management of assets across the public sector estate. In Q1, a group for Facilities Management professionals was established to share best practice on carbon reduction initiatives, and information has been shared about carbon literacy/awareness training. Furthermore, a survey was carried out to understand from partners how collaboration could enhance opportunities to secure external funding for decarbonisation schemes. The actions from the survey, along with other activities will progress during the year.

The 'Health and Wellbeing Hubs' workstream (funded by One Public Estate's Opportunity Development Fund) has progressed in Q1, with Sussex Innovation completing national and local research and engagement. The final report on how to deliver health and wellbeing hubs effectively will be presented to the SPACES Board in Q2. The outputs will support existing health hub projects as well as helping to identify future opportunities across the county.

IT & Digital

During Q1 the Schools ICT service, working with Finance and Procurement colleagues, have sourced replacement Finance and Management Information Systems for schools in East Sussex and Brighton and Hove. This has been an involved process that has factored in the varying needs of schools and our internal stakeholders. Following the award of the contract, work will start to migrate schools from their legacy software, which for many has been in place for 30 years, onto the new platforms.

Migration of services to the new South East Grid (SEG) network on behalf of the Link Consortium has continued in Q1. Hosted by the Council, the network puts in place a mechanism that the Council and other public sector organisations in the South East can use to access higher speed digital infrastructure connections and contribute to the provision of ultra-fast data network connectivity throughout East Sussex. Discussions are underway with other public sector organisations about their use of the Council's framework contract for the provision of high speed digital infrastructure.

During Q1, approval was given by the Lead Member Resources & Climate Change to source a replacement Wi-Fi service when the existing contract and associated licencing for the current Wi-Fi service ends in 2024. Marketing for the procurement of the replacement Wi-Fi service will be through the SEG Network Services Framework.

Procurement activity to replace the core telephony solution paired with a dedicated contact centre solution has continued in Q1. The impending change from landline-based telephony builds on existing technology investment and provides a sustainable solution, reducing carbon footprint (removing handsets and on-premises equipment) and removing building dependency, thereby supporting a reduction in office space.

External Funding

In Q1, the External Funding Team responded to 78 funding enquiries from a range of charities, social enterprises and schools. There are almost 10,500 not for profit subscribers to Funding News (a monthly electronic publication about forthcoming funding opportunities). The team attended 30 meetings to discuss specific needs and quality-checked six funding applications to ensure they had the best chance of success, supporting groups with evidence of need and making the case for funding. Some ongoing support is also being provided to colleagues in Public Health applying for a large-scale grant, to increase their capacity, and wider strategic and cross sector partnership work such as Partnership Plus, Community Resilience, and Creative Health. The team has helped secure £12,639 of external funding so far in 2023/24.

Revenue Budget Summary

The 2023/24 Business Services net revenue budget is £27.975m. There are £0.869m planned savings in BSD this financial year, of which £0.210m are not expected to be achieved **(ref iii)**. These unachieved savings are included within the current outturn forecast, which is a net £0.009m overspend. The Property forecast overspend of £0.315m **(ref iv)** includes the unachieved savings target of £0.210m relating to the expected move from St Marks House, Eastbourne. Following the fire on site, it is unclear whether the savings can be realised in this financial year though further information will be provided in Q2 as the situation unfolds.

Capital Programme Summary

The 2023/24 capital budget is £27.430m. The Special Educational Needs spend in advance of £0.234m **(ref v)** relates to increased costs on works at Denton & Meridian schools. These costs can be met through the overall capital programme. The Special Educational Needs - Additional Places slippage of £4.442m **(ref vi)** relates to the Grove Park rationalisation programme. This programme is just getting underway, and the bulk of the works programme will not start until 2024/25. The Core Programme - Schools Basic Need spend in advance of £0.165m **(ref vii)** relates to additional costs for Wadhurst Nursery to ensure the project meets newly updated building regulations and flood risk items identified through planning conditions.

Performance exceptions (see How to read this report for definition)

Priority – Making best use of resources now and for the future

Performance measure	Outturn 22/23	Target 23/24	RAG Q1 23/24	RAG Q2 23/24	RAG Q3 23/24	RAG Q4 23/24	Q1 23/24 outturn	Note ref
Progress on implementation of Carbon reduction schemes	11 low energy lighting schemes completed; 8 solar PV schemes completed; 2 decarbonisation of heat schemes implemented	23 energy saving schemes implemented	A				Low Energy Lighting – one completed at Milton Grange. Solar PV – two completed at The Keep and Phoenix Centre. Heat Decarbonisation – four underway and works commenced on site.	i

Council Plan measures marked carry over at year end 2022/23 – Final Outturn

Priority – Making best use of resources now and for the future

Performance measure	Outturn 21/22	Target 22/23	RAG Q1 22/23	RAG Q2 22/23	RAG Q3 22/23	RAG Q4 22/23	2022/23 final outturn	Note ref
Reduce the amount of CO2 arising from County Council operations	7.4% reduction (comparing emissions to the end of Q4 2021/22 against emissions for the same period in 2020/21)	34% reduction on baseline year (2019/20) emissions (emissions not to exceed 8,206 CO2e)	G	A	A	R	32% reduction on baseline year (2019/20) emissions	ii

Savings exceptions 2023/24 (£'000)

Service description	Original Target For 2023/24	Target including items c/f from previous year(s)	Achieved in-year	Will be achieved, but in future years	Cannot be achieved	Note ref
Planned savings - BSD	869	-	659	210	-	
Planned savings - Orbis	-	-	-	-	-	
Total Savings	**869**	**0**	**659**	**210**	**0**	
			-	-	-	
			-	-	-	
Subtotal Permanent Changes [1]			**0**	**0**	**0**	
Total Savings and Permanent Changes	**869**	**0**	**659**	**210**	**0**	

Memo: treatment of savings not achieved in the year (£'000)	Temporary Funding [2]	Part of reported variance [3]	Total	Note Ref
Property	210		210	**iii**
	-	-	-	
Total	**210**	**0**	**210**	

[1] Where agreed savings are reasonably unable to be achieved other permanent savings are required to be identified and approved via quarterly monitoring.

[2] Temporary funding will only replace a slipped or unachieved saving for one year; the saving will still need to be made in future years (or be replaced with something else).

[3] The slipped or unachieved saving will form part of the department's overall variance - it will either increase an overspend or decrease an underspend. The saving will still need to be made in future years (or be replaced with something else).

Revenue Budget 2023/24 (£'000)

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
Finance & Bus Admin	11,240	(5,754)	5,486	11,267	(5,798)	5,469	(27)	44	17	
HR & OD	3,179	(1,160)	2,019	3,179	(1,160)	2,019	-	-	-	
IT & Digital	11,554	(3,671)	7,883	11,513	(3,629)	7,884	41	(42)	(1)	
Procurement	-	(100)	(100)	-	(100)	(100)	-	-	-	
Property	25,011	(16,044)	8,967	25,310	(16,028)	9,282	(299)	(16)	(315)	**iv**
Contribution to Orbis Partnership	3,720	-	3,720	3,430	-	3,430	290	-	290	
Total BSD	**54,704**	**(26,729)**	**27,975**	**54,699**	**(26,715)**	**27,984**	**5**	**(14)**	**(9)**	

Capital programme 2023/24 (£'000)

Approved project	Budget: total project all years	Projected: total project all years	Budget Q1	Actual to date Q1	Projected 2023/24	Variation (Over) / under Q1 budget	Variation analysis: (Over) / under spend	Variation analysis: Slippage to future year	Variation analysis: Spend in advance	Note ref
SALIX Contract	700	700	350	(14)	75	275	275	-	-	
Lansdowne Secure Unit - Phase 2	75	75	65	-	65	-	-	-	-	
Special Educational Needs	3,198	3,198	1,692	84	1,926	(234)	-	-	(234)	v
Special Educational Needs - Additional Places	19,179	19,179	5,422	1	1,000	4,422	-	4,422	-	vi
Special Provision in Secondary Schools - *at Priory and Robertsbridge schools*	120	120	-	-	-	-	-	-	-	
Disability Children's Homes	786	786	716	23	716	-	-	-	-	
Westfield Lane (delivered on behalf of CSD)	721	721	53	-	53	-	-	-	-	
Core Programme - Schools Basic Need	98,444	98,444	1,931	26	2,096	(165)	-	-	(165)	vii
Core Programme - Capital Building Improvements Corporate	44,749	44,749	3,509	969	3,509	-	-	-	-	
Core Programme - Capital Building Improvements Schools	42,049	42,049	5,594	433	5,594	-	-	-	-	
Core Programme - IT & Digital Strategy Implementation	72,956	72,956	4,742	1,161	4,742	-	-	-	-	
Core Programme - IT & Digital Strategy Implementation MBOS	13,125	16,625	3,332	-	3,332	-	-	-	-	
IT & Digital Strategy implementation (utilising automation)	24	24	24	-	24	-	-	-	-	
Total BSD Gross	**296,126**	**299,626**	**27,430**	**2,683**	**23,132**	**4,298**	**275**	**4,422**	**(399)**	

Children's Services – Q1 2023/24
Summary of progress on Council Priorities, issues arising, and achievements

Education

2 year olds who take up a place with an eligible early years provider

1,520 children aged 2 between 01/04/2020 to 31/03/2021 applied for a funded two year place. Of these 1,251 children were eligible and 989 (78%) accessed a funded place.

Youth Employability contract

The Youth Employability Service (YES) contract has been re-commissioned following a competitive tendering process. The new contract commences on 1 October 2023. The new contract will focus more on those young people who are Not in Education, Employment or Training (NEET). More targeted and intensive support will be provided for some of our most vulnerable young people. The YES contract includes specialist YES advisors for young people:

- with Special Educational Needs and Disabilities (SEND)
- who are Electively Home Educated
- who are with the Youth Justice Service
- who are Looked After Children
- who are Care Leavers

YES advisors will be co-locating within the teams supporting these groups of young people where appropriate.

Alternative Provision Directory

We launched an Alternative Provision Directory in Q1. The Directory contains a list of education providers that offer provision for children and young people at school in East Sussex. Schools can use the Directory to commission providers for children who are struggling to engage with a full time school curriculum. The providers on the Directory have successfully tendered against a service specification and have completed a robust compliance and quality assurance process focusing on safeguarding, health and safety, policies, leadership, and curriculum. Schools are staring to use the Directory to commission provision from September.

Inclusion Projects

To support the development of inclusive practices in mainstream schools for children with SEND we invited groups of schools to apply for funding to pilot new ways of working in their locality. 19 Inclusion Projects were successful and will start delivery in Q2. Across all the projects 164 schools and settings are involved with a total investment of £3.2m from the High Needs Block. The projects focused on:

- improving early identification of SEND
- improving the mainstream offer for children with SEND
- improving parental confidence in the mainstream SEND Offer

Proportion of new Education Health and Care (EHC) Plans issued within 20 weeks

During Q1 88.2% (120 out of 136) of all new EHC Plans issued including exceptions and 88.9% (120 out of 135) excluding exceptions were issued within statutory timescales.

SEND co-production charter

We have agreed a SEND co-production charter across Health, Children's Services, Adult Social Care and the Parent Carer Forum. The charter reinforces our partnership work to improve outcomes for children and young people with SEND.

<u>**Early Help and Social Care**</u>

Homefield Cottage

Ofsted judged Homefield Cottage Children's Home as Outstanding, in all areas in Q1. Inspectors found that 'Children make exceptional progress due to the high standard of care provided by staff.'

Care Leaver Graduation Lunch

On 14 June a special lunch was held for care leavers graduating from higher education. The care leavers had achieved a range of bachelor's and master's degrees.

Family Hub Launch

We now have two Family Hubs open in Hailsham and east Hastings with further Hubs to open over the summer months. Professionals who will offer support from the new Family Hubs will include:

- Midwives

- Health Visitors

- Early Communications Support Workers

- Early Years Practitioners

- Community Engagement Coordinators

- Early Help Key Workers

Sessions will give children and parents the chance to socialise and support their children's needs and development. There will be particular emphasis on providing Start for Life services specifically aimed at parents of children aged 0-2 to support the transition to parenting, infant feeding, perinatal mental health and the home learning environment.

East Sussex is one of 15 authorities awarded trailblazer status. The trailblazer status focuses on parent/infant relationships and perinatal mental health. Trailblazers will become national leaders for the Family Hubs and Start for Life programme and will make the quickest improvement to services and sharing best practice with all local authorities.

Collaboration against Child Exploitation event

The Safeguarding Adolescents From Exploitation and Risk (SAFER) Family Keywork Service held an event on 7 June 2023 to celebrate the work of the Collaboration Against Child Exploitation (CACE) programme. Through the programme, parents/carers of children who have been / or are being exploited can support each other in a safe and facilitated way. Parents and carers involved say the programme is hugely helpful to them providing a platform where they feel empowered to take an active role in ensuring their children are safe from exploitation. Parents and carers described the ongoing support, upon completion of the CACE seven week educative programme, as invaluable, helping them to feel supported in a non-judgemental way and allowing them to connect with other parents and carers with similar lived experiences.

Youth Investment Funding for Youth Centres

We have been successful in securing more than £7 million in funding through the Government's Youth Investment Fund to significantly improve youth centres in Heathfield and Peacehaven by December 2024. Planning permission has been granted with plans to extend, improve accessibility and increase energy efficiency. Contractors have now been appointed. The funding is part of a £300 million commitment by the Government to transform and level up the out-of-school youth sector in levelling up priority areas.

Get Digital's Young Digital Ambassadors

The first cohort of young Digital Ambassadors for the Get Digital programme have successfully completed their training and co-delivered their first Online Safety and Digital Resilience workshop to foster carers and social work practitioners.

Our young Digital Ambassadors, who include children in care, care leavers and children on the edge of care, play a central role in our programme. This is in addition to our other Digital Ambassadors who are foster carers, supported lodgings providers and social work practitioners. The young Digital Ambassadors:

- keep us current and relevant

- help us develop our training and content for the Digital Hive website where they share their tips and experience about staying safe online

They have created content around cyberbullying, confiscation of tech, how adults can help keep children safe online, avoiding online scams, mental health, exploitation, misogyny, and radicalisation.

Review of modelling and placements

In June, we started an intensive programme with a specialist consultancy, IMPOWER, who are supporting Children's Services in developing ways to make informed estimates on future numbers and trends in relation to children we care for. They are also helping to review how we can improve the number of available placements for children that best meet their needs (including invest to save proposals), and supporting us to evaluate further mitigations to minimise budget pressures across the system, including achieving better value for money from the commissioning of placements.

Rate of Children on a Child Protection (CP) Plan (per 10,000 children)

The rate of children with a CP plan **(ref i)** is 62.1 per 10,000 (662 children). Although this is an improvement on the 2022/23 outturn of 64.8 per 10,000 (691 children), it is just above the 2023/24 target of 62 (661 children). This measure remains under close scrutiny with a range of reviews and audits taking place to identify where it is possible to reduce the number of plans safely. The reviews and audits are focused on plans that have either been in place for 18 months plus or plans which are coming up to their second or third review.

Rate of Looked After Children (LAC) (per 10,000 children)

The rate of LAC **(ref ii)** is 63.5 per 10,000 children (677 children), just above the target of 63.4 (676 children) and an increase on the Q4 2022/23 outturn of 62.3 (664 children). Of the 677 children, 68 are Unaccompanied Asylum Seeker Children. Delays in care proceedings continue to impact on the number of LAC. Q1 has seen an increase in the rate and number of LAC. It is not clear yet whether this is an isolated surge in demand or a change in the overall trend. This will be carefully monitored as there has been a decrease in the number of in-house and agency foster care placements available, and therefore more children are having to being placed in external residential homes at a much higher cost. In addition, the complexity of needs (including mental health and emotional well being concerns and neurodiversity) for a number of our adolescent children means that additional 'wraparound' support packages are required in order to ensure that children are appropriately safeguarded, this is adding a significant budget pressure to the service.

Participation and strategic partnerships

Helping schools meet their statutory equality duty

We are investing in a two-year project to develop the skills and confidence of schools and colleges on how to meet their statutory equality duty. The programme will support schools and colleges to develop resources and training. Additional funding has been secured to provide the project. The project will be delivered in partnership with Public Health, the NHS and voluntary sector partners.

Social prescribing and positive activity programme

We have secured additional funds from the NHS and Homes for Ukraine to develop social prescribing and positive activity programmes for children with mild to moderate mental health and emotional wellbeing issues. Voluntary sector organisations will deliver the project:

- Imago is leading the pilot project in four primary schools

- Sussex Community Development Association will deliver a wellbeing offer for the eligible children of Ukrainian guests

In addition, Primary Care Networks (PCN) and Foundry PCN children and young people's Social Prescribing programmes have been allocated NHS Health Inequalities funds to pay for positive activities for the children who are part of the programmes. We will evaluate the social prescribing projects to highlight lessons learned for future developments in Sussex.

Revenue Budget Summary

The departments net revenue budget is £117.384m and is projecting an estimated overspend of £15.166m **(ref v)**.

The main area of projected overspend is in Early Help and Social Care of £16.424m **(ref iv)**. This is being offset by funds held within Central Resources of £1.300m **(ref iii)**, this includes £500k of anticipated funding from Public Health and one off in year slippage of £607k from the £1.5m attendance allowance investment.

There was a significant and worrying increase in the number of external residential placements for LAC during Q1; this growth in demand and need for agency wraparound support is projected to remain, contributing £12.7m of budget overspend.

During 2022/23 there were 18 additional children placed in external accommodation. However, in Q1 alone, 26 additional children have required a placement in external accommodation. This equates to an additional £6m of accommodation costs, plus wraparound support costs of £3m. In addition, two clients required secure accommodation, which costs around £750k- £1m per year, and we have lost 14 foster care placements. Overall, there are 21 more children requiring care in Q1 2023/24 than Q4 2022/23. The position includes the use of £4m of COVID-19 funding.

The service is trying to understand the spike in demand. The forecast put forward at this stage is that of maintaining demand as of June with no additional growth in price or demand. The aspiration is to achieve at least that position and potentially reduce the projected overspend total, by reducing use of high-cost external placements and wraparound support, increasing foster carers, stepping young people down and where possible reunifying them with families.

In May the Department engaged the consultancy firm Impower to carry out a detailed review of our strategy for providing high quality, affordable care for looked after children. Impower have worked closely with the service to understand the needs of our looked after children. Using their evidence based "Valuing Care" approach to understanding the needs of children and matching those needs with appropriate provision they have identified potential savings of up to £4m for 2023/24 based on an analysis of a sample from the current cohort of children, by matching needs with the most cost-effective provision. This could increase in future years. Impower have been engaged for a further three-month period to implement and embed the approach they recommend. The aim is to achieve the level of savings estimated to be possible. However, the forecast put forward is one of caution, as the service is experiencing high demand, in common with the national picture and, as reported by the CMA in 2022, the market for care placements nationally is not effective leading to high prices for all councils.

If there continues to be an additional five children per month who must be placed in agency residential care, this will add 45 additional children to the cohort requiring residential care in Q2 – Q4, costing a further £5.6m (£4.1m residential costs £1.5m agency wraparound).

The service has already seen average price increases of 25% in unbudgeted wraparound support and 48% increase in supported accommodation costs. The above additional growth is within the external residential placements with a weekly average cost of £4,111 should this increase by 10% from 1st July the cost would be an additional £16k per child covering 9 months to end March 2024. No additional growth for price increase has been projected at this stage. The impact of work with Impower is being monitored closely.

Early Help and Social Care

Localities is projecting a £1.6m overspend:

£1.0m is due to spend on staff including agency staff. The parent and baby unit is seeing pressure of £194k, intentionally homeless £191k, and no recourse to public funds £330K. The Special Guardianship Orders (SGO) budget has unfunded costs of £245k. This is being offset by underspends against S17 Inclusion, Special Educational Needs and Disabilities of £300k which saw an increase in budget in 2022/23.

Looked After Children is projecting a £14.2m overspend:

This includes a projected overspend of £1.8m in our children's homes due to additional staffing costs, required mainly in Hazel Lodge (£726k) and Silver Birches (£947k).

LAC management is projecting an overspend due to staffing costs by £143k.

Lansdowne is closed and currently projecting a £826k overspend, £300k of which is due to over invoiced income, the balance being staff and consultant costs, more details are shown below.

LAC is projecting a £1.2m overspend due mainly to an overspend on staffing budgets including Care leavers 18+ (£481k) and care leavers staffing costs (£357k).

Fostering Services is projecting a £466k overspend, mainly due to staff costs of £220k, discretionary payments £80k, reduced income £135k, non-pay £30k.The position includes an 8% increase in allowances paid to foster and kinship carers which was paid above the budgeted 2% to meet in-year national expectations.

The main pressure is External Residential costs of which is projecting an overspend of £12.7m, which is due to growth in demand as described with an additional 26 children and young people requiring residential placements in Q1.

There are projected underspends of £858k on Agency foster carers and £965k on in house foster carers services. This area has seen reduction in care provision by 14 children in Q1, leading to the additional demand in residential provision.

There are also projected underspends in Adoption Services of £324k.

The respite units are projecting an underspend of £747k, with Dorset Road showing £820k underspend but Sorrel Drive projecting an overspend of £230k.

Lansdowne is projecting a £826k overspend:

£300k is due to income correction and £526k with some staff costs remaining here along with premises costs and consultant fees. Staff have been re-deployed into other areas supporting delivery and reducing the need for agency staff.

We are planning to recruit and re mobilise staff from October. A lot of staff are required to open and run a secure unit, which increase as occupancy rates increase. Recruitment is underway and a phased approach has been recommended. Current plans to open would see this overspend increase as staff are taken on and trained whilst occupancy rates are gradually increased to four by the end of the year. This could see overspends increase in 2023/24 by between £400k to £900k on top of the current £826k, but the aim is to cover the initial set up costs through higher pricing in the initial months of operating.

Communication, Planning and Performance

There is a small projected overspend of £22k. The Council's investment in Home to School Transport of £4.0m in 2023/24 has proved to be sufficient to fund the pressure in East Sussex, although the new intake of children in September may differ to that projected. This pressure is being seen across the country.

Central Resources

There is a projected underspend of £1.3m, which includes £500k from the PH "Healthy Child Partnership" to support early intervention costs. The department received £1.5m investment towards improving attendance allowance. In this financial year pending restructure and recruitment there is an in-year underspend of £607k, which has been set against the overspend.

Contribution of £100k from reserves and £93k from Supported Families.

Next steps

The service proposes to address the projected LAC overspend primarily through a series of invest to save interventions as recommended by IMPOWER. If these are successful in-year, which is the aim but will be challenging, the overspend could be reduced by up to £4m. The £1.5m pressure in the Locality part of the service cannot be addressed in this way; opportunities to reduce the additional staffing hours currently required for safe Multi Agency Safeguarding Hub (MASH) operation will be kept under close review.

As noted, as a contribution to mitigating the projected overall overspend it has been agreed that an additional £500,000 of Public Health grant should be allocated to support delivery of the Integrated Healthy Child Programme in 2023/2024, allowing a reduction in CSD spend on targeted early help.

Capital Programme Summary

The Capital Programme for 2023/24 is a £1.446m projected spend against a budget of £1.215m **(ref vi)**. The additional spend is the Council's contribution towards projects that are funded by the disabled facilities grant managed by the Districts and Boroughs. This will be funded from Capital reserves.

Performance exceptions (See How to read this report for definition)

Priority – Keeping vulnerable people safe

Performance measure	Outturn 22/23	Target 23/24	RAG Q1 23/24	RAG Q2 23/24	RAG Q3 23/24	RAG Q4 23/24	Q1 23/24 outturn	Note ref
Rate of children with a Child Protection Plan (per 10,000 children)	64.8 (691 children)	62 (661 children)	A				62.1 (662 children)	i
Rate of Looked After Children (per 10,000 children)	62.3 (664 children)	63.4 (676 children)	A				63.5 (677 children)	ii

Savings exceptions 2023/24 (£'000)

Service description	Original Target For 2023/24	Target including items c/f from previous year(s)	Achieved in-year	Will be achieved, but in future years	Cannot be achieved	Note ref
	-	-	-	-	-	
	-	-	-	-	-	
Total Savings	**0**	**0**	**0**	**0**	**0**	
			-	-	-	
			-	-	-	
Subtotal Permanent Changes [1]			**0**	**0**	**0**	
Total Savings and Permanent Changes	**0**	**0**	**0**	**0**	**0**	

Memo: treatment of savings not achieved in the year (£'000)	Temporary Funding [2]	Part of reported variance [3]	Total	Note Ref
	-	-	-	
	-	-	-	
	-	-	-	
Total	**0**	**0**	**0**	

[1] Where agreed savings are reasonably unable to be achieved other permanent savings are required to be identified and approved via quarterly monitoring.

[2] Temporary funding will only replace a slipped or unachieved saving for one year; the saving will still need to be made in future years (or be replaced with something else).

[3] The slipped or unachieved saving will form part of the department's overall variance - it will either increase an overspend or decrease an underspend. The saving will still need to be made in future years (or be replaced with something else).

Revenue Budget 2023/24 (£'000)

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
Central Resources	2,242	(1,332)	910	942	(1,332)	(390)	1,300	-	1,300	iii
Early Help and Social Care	97,484	(16,254)	81,230	113,891	(16,237)	97,654	(16,407)	(17)	(16,424)	iv
Education and ISEND	112,546	(8,177)	104,369	114,490	(10,101)	104,389	(1,944)	1,924	(20)	
Communication, Planning and Performance	31,389	(4,340)	27,049	34,451	(7,380)	27,071	(3,062)	3,040	(22)	
DSG non Schools	-	(96,174)	(96,174)	-	(96,174)	(96,174)	-	-	-	
Schools	157,625	(157,625)	-	157,625	(157,625)	-	-	-	-	
Total CSD	**401,286**	**(283,902)**	**117,384**	**421,399**	**(288,849)**	**132,550**	**(20,113)**	**4,947**	**(15,166)**	**v**

Capital programme 2023/24 (£'000)

Approved project	Budget: total project all years	Projected: total project all years	Budget Q1	Actual to date Q1	Projected 2023/24	Variation (Over) / under Q1 budget	Variation analysis: (Over) / under spend	Variation analysis: Slippage to future year	Variation analysis: Spend in advance	Note ref
House Adaptations for Disabled Children's Carers	1,090	1,322	50	20	282	(232)	(232)	-	-	
Schools Delegated Capital	29,673	29,673	1,150	316	1,150	-	-	-	-	
Conquest Centre redevelopment	356	356	15	-	15	-	-	-	-	
Youth Investment Fund	193	193	-	-	-	-	-	-	-	
Total CSD	**31,312**	**31,544**	**1,215**	**336**	**1,447**	**(232)**	**(232)**	**0**	**0**	**vi**

Communities, Economy & Transport – Q1 2023/24
Summary of progress on Council Priorities, issues arising, and achievements

Economy and environment

Employability and Skills

The Careers Hub ran Continuous Professional Development training for schools and colleges in June, with over 38 people attending. 104 pupils attended Open Doors visits in Q1, providing young people with experiences of the workplace. 2,354 young people have been on work experience placements in Q1. 205 Industry Champions were supporting schools and colleges at the end of Q1. An engagement event was held in Q1 to provide networking opportunities and celebrate the successes of the Industry Champions in providing opportunities for pupils to connect with employers.

The Employment and Skills team coordinated a Skills Summit on 25 May. The summit brought together businesses, training providers and stakeholders to look at the key priorities of Skills East Sussex. The event focused on skills for the transition to net zero, the impact of automation and Artificial Intelligence on jobs, upskilling the local workforce and inclusive recruitment practices.

The Multiply programme has continued to deliver courses to improve adults' numeracy skills in Q1. An Adult Learning Network has been established, and met in Q1 to discuss the provision of green skills and digital skills locally. A Tutor Encounters session was held on 5 July to upskill teachers in engineering and construction skills. Led by industry figures, teachers were invited to learn about new skills and technology to share at the event.

Apprenticeships

In previous years, staff have primarily undertaken bespoke professional apprenticeships. To maintain the growth of apprenticeships in the Council, and to address challenges in recruitment and retention, we are now aiming for apprenticeships to be built into career progression for staff at all levels. To highlight the opportunities available to staff, the Apprenticeship Team are holding regular information sessions. The level of interest from members of staff has been encouraging, with the highest number of enrolments ever on forthcoming Team Leader and Operations Manager apprenticeship courses which are due to start in Q2.

We are also running sessions for managers, who are facing recruitment challenges or thinking of taking on an apprentice. At the end of Q1 we had over 100 expressions of interest from staff about undertaking an apprenticeship. The Apprenticeship Team now includes a Pre-Employment Co-ordinator, who is promoting Council vacancies throughout the county and working with referral organisations and jobseekers to offer advice and guidance on applying for a role with the Council. Two people that have been offered a role within the Council through this channel, and the team are gaining a better understanding of the barriers people face when seeking a role within the Council.

Cultural investment and recovery

Work has continued in Q1 on the three priority work packages identified by the Sussex Tourism Leadership Group. MeetSussex held a three day 'best of Sussex' familiarisation trip with Meetings, Incentives, Conferences and Exhibitions (MICE) planners from Europe. MeetSussex also exhibited, as part of the Visit England stand, at IMEX Frankfurt, generating 60 new contacts.

On 14 June 2023, the local authority-led Sussex Visitor Economy Initiative (which includes the Council) and the business-led marketing body Sussex Modern, launched Sussex Wine Tourism: A Plan for Growth. The launch event, at the Houses of Parliament, was attended by Sussex MP's, the Chancellor of the Exchequer and the CEO for Visit Britain / Visit England. The plan is

a blueprint for delivering ambitious growth in the Sussex wine sector. It details how the sector could grow from bringing £25m of value to the economy currently, to nearly £300m by 2040, while also creating over 3,600 jobs. The report, associated appendices and delivery guides are available at www.sussexmodern.org.uk/sussexwinetourism

Broadband

The Broadband Project is completing the connections to the final remaining properties identified as part of the scheme. This includes some very complex sites, e.g., Sites of Special Scientific Interest. The project will move to formal contract closure once all targets have been delivered. This is now expected in Q2, due to unforeseen delivery issues and the lack of availability of specialist equipment. The Broadband Team is continuing to engage with Broadband Delivery UK (BDUK) on its centrally run Project Gigabit programme. BDUK has put the Gigabit Voucher scheme, including the East Sussex top up, on hold during the procurement process. We are awaiting confirmation of when BDUK will allow communities to apply for vouchers again. We understand that they plan to issue a contract that covers East Sussex, West Sussex and Brighton & Hove in Q2. The Broadband Team is continuing to push BDUK for details of how they plan to cover the very hardest to reach properties in the county.

Environment and climate change

Teams in Communities, Economy and Transport (CET) and the Business Services Department (BSD) have worked together with partners to develop and deliver carbon reduction and climate change adaptation work. In Q1 this has included:

- CET and BSD continuing to work together to deliver the actions in the corporate Climate Emergency Plan

- the Climate Emergency Board agreeing to the development of an updated staff travel plan, which will start in Q2

- CET assisting 44 Small and Medium Enterprises (SMEs) to measure their carbon footprint and awarding grants to 21 SMEs to improve energy efficiency and install renewable energy systems, which will reduce their energy bills

Planning

100% of County Matter applications were determined within the statutory determination period in Q1. 100% of County Council development applications were also determined within eight weeks or within an agreed extension of time during Q1.

Highways, transport and waste

Highways improvements and road condition

Following the start of the new highways contract with Balfour Beatty Living Places (BBLP) on 1 May 2023 over 4,000 safety defects were handed over by Costain and the majority of these have now been completed. A number of large surfacing schemes have been completed or are underway in Wivelsfield, Uckfield, Hartfield and Hailsham. Preparation works are also underway for the start of the surface dressing programme in Q2.

The Council has recently approved additional funding for highways in recognition of the deterioration of the network following the last prolonged, wet and cold winter. The funding includes an additional one off £2.5m for carriageway patching works, an additional one off £3.1m for drainage works, an additional £5m per year for two years for carriageway repairs, plus a proposed additional £5.1m per year for roads in the capital programme. Additional patching sites have been identified and works instructed using the additional £2.5m. Work also continues to replace worn out road signs and to refresh road markings using the one-off funding carried forward from 2022/23.

16 road improvement schemes were completed in Q1 to improve the condition of the roads. 7,250 potholes were repaired in Q1, with 6,500 of these being carriageway potholes; the remainder were primarily footway potholes.

Road safety

Q1 was a transition process with the old highways contract ending, and the new contractor, BBLP, beginning work at the start of May. As a result, Q1 has been a period of mobilisation for BBLP. 17 road safety infrastructure schemes are in progress and expected to be completed by the end of Q2. Seven further schemes have been submitted to BBLP and these will be implemented by the end of 2023/24

We delivered 184 'Bikeability' courses to 1,577 individuals at participating schools and the Cycle Centre at Eastbourne Sports Park during Q1. We have also delivered 60 'Wheels for All' sessions to 704 attendees at the sports park.

Transport and parking

A number of projects have commenced as part of the Bus Service Improvement Plan (BSIP) in Q1:

- Digital Demand Responsive Transport services, which offer flexible shared transport, started operating in 10 zones in May
- improvements to conventional bus services will commence in Q2 and run until the end of March 2026
- the second phase of reduced price bus tickets started on 1 April 2023. The second phase included the launch of a £5 multi-operator day ticket (£3.75 for 19 to 29 year olds and £3.20 for under 19s)
- work on improving bus stop infrastructure has commenced with some significant improvements due to be delivered over the summer and autumn. Around a third of all bus stops have QR plates (which provide people with the ability to scan and receive next bus information for that stop) with all bus stops expected to have QR plates by the end of Q2

A review of the parking restrictions in Rother District was carried out in 2022/23. The proposals from the review will be presented to the Planning Committee in Q2. A formal review of parking in Hastings was opened in Q1 and will close in Q2.

Waste

54.3% of household waste was re-used, recycled or composted or used beneficially in 2022/23 (reported a quarter in arrears).

Planned maintenance of the Newhaven Energy Recovery Facility (ERF) took place in Q1. Veolia diverted refuse to other ERFs to avoid sending any waste to landfill during the maintenance period. Recycling of vapes is now being implemented at all East Sussex Household Waste Recycling Sites.

Communities

Trading Standards

142 businesses and individuals received training and advice from Trading Standards in Q1. We received a lot of business requests for advice on food allergens.

Trading Standards also made 117 positive interventions to protect vulnerable people in Q1. 83 of these were as part of support sessions and training delivered to vulnerable groups, while 34 were direct interventions to protect vulnerable people. National Scams Week occurred during Q1, which gave us the opportunity to engage with vulnerable people and try to reduce the likelihood of them falling victim to scammers or becoming repeat victims. 27 of the direct interventions involved fraudulently obtained money being returned to victims.

Rights of Way (RoW) and Countryside Sites

We completed 94% of high priority maintenance work on schedule in Q1. As planned, rangers have concentrated on planned and proactive vegetation clearance in Q1. The relatively dry weather during May and June also enabled us to stay on target with our core bridge work.

Libraries

837 people enrolled on Family Learning Programmes at East Sussex libraries in Q1. 409 of these were in Family Learning, English, Maths and Language programmes, while 428 were in Wider Family Learning programmes. The Family Learning service was inspected by OFSTED in April 2023 and has been rated 'good'. 10 people passed online learning courses, including in IT, English and Maths in our libraries in Q1. In addition to the people who passed courses there were also 34 enrolments during Q1. Libraries also supported 21 enrolments and eight completions of English for Speakers of Other Languages courses during Q1.

Internationally renowned children's author Jacqueline Wilson visited Seaford Library in April 2023. At the fully booked event she talked to children about what it is like to be an author and shared her new book.

Wadhurst library has re-opened after flooding in 2022/23. The team have taken the opportunity to undertake refurbish the library, including updating the furniture, fixtures and equipment.

The Summer Reading Challenge starts in Q2. In preparation for the launch, we delivered 22 promotional assemblies to schools in June. A further 60 assemblies are scheduled to be delivered before the end of the summer term. Additional promotional activity, including a newsletter, online listings and social media posts are also planned.

Revenue Budget Summary

The CET revenue budget is £72.322m and is currently forecast to overspend by £298k. The largest overspend is in Planning and Environment. A significant proportion of the overspend in the Transport Development Control budget can be attributed to the lack of up to date Local Plans in the county, which has led to an increase in speculative planning applications for residential developments, which often have challenging transport issues that need addressing. Consequentially, we have seen a rise in the number of applications that have required specialist input (e.g., transport modelling) and/or have become subject to planning appeals, which are particularly resource intensive and have often required short-term consultancy support **(ref iv)**. The underspend in Communities is mostly due to staff vacancies in Trading Standards and additional income from Emergency Planning training **(ref iii)**. The Parking saving will not be achieved this year and is covered by a one-year budget increase **(ref i)**. The Environmental Services saving will not be achieved and will be addressed next year **(ref ii)**.

Capital Programme Summary

The CET capital programme has a gross budget of £73.540m and there was slippage of £4.906m, overspend of £780k, and spend in advance of £98k. The slippage is mostly in the Hasting and Bexhill Movement and Access Package and is due to the requirement to undertake a prioritisation process that requires funder and Lead Member approval. This will mean that progress on the selected schemes will be delayed **(ref vi)**. Slippage on the Eastbourne and South Wealden Walking and Cycling Package is mainly due to difficulties with the contractor appointing project managers **(ref vii)**. The Bexhill to Hastings Link Road overspend is due to the outstanding archaeology, ecology, and Part 1 compensation claims **(ref v)**.

Performance exceptions (see How to read this report for definition)

Performance measure	Outturn 22/23	Target 23/24	RAG Q1 23/24	RAG Q2 23/24	RAG Q3 23/24	RAG Q4 23/24	Q1 23/24 outturn	Note ref
There are no exceptions								

Savings exceptions 2023/24 (£'000)

Service description	Original Target For 2023/24	Target including items c/f from previous year(s)	Achieved in-year	Will be achieved, but in future years	Cannot be achieved	Note ref
Parking	-	745	-	745	-	i
Libraries	105	105	105	-	-	
Environmental Services	-	60	-	-	60	ii
	-	-	-	-	-	
Total Savings	**105**	**910**	**105**	**745**	**60**	
			-	-	-	
			-	-	-	
Subtotal Permanent Changes [1]			**0**	**0**	**0**	
Total Savings and Permanent Changes	**105**	**910**	**105**	**745**	**60**	

Memo: treatment of savings not achieved in the year (£'000)	Temporary Funding [2]	Part of reported variance [3]	Total	Note Ref
Parking	745	-	745	
Environmental Services	-	60	60	
Total	**745**	**60**	**805**	

[1] Where agreed savings are reasonably unable to be achieved other permanent savings are required to be identified and approved via quarterly monitoring.

[2] Temporary funding will only replace a slipped or unachieved saving for one year; the saving will still need to be made in future years (or be replaced with something else).

[3] The slipped or unachieved saving will form part of the department's overall variance - it will either increase an overspend or decrease an underspend. The saving will still need to be made in future years (or be replaced with something else).

Revenue Budget 2023/24 (£'000)

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
Management and Support	7,704	(4,714)	2,990	7,712	(4,722)	2,990	(8)	8	-	
Customer and Library Services	8,127	(3,795)	4,332	8,092	(3,703)	4,389	35	(92)	(57)	
Communities	4,936	(2,066)	2,870	4,936	(2,189)	2,747	-	123	123	iii
Transport & Operational Services	111,485	(69,498)	41,987	112,996	(70,986)	42,010	(1,511)	1,488	(23)	
Highways	21,037	(3,578)	17,459	21,348	(3,889)	17,459	(311)	311	-	
Economy	3,170	(1,512)	1,658	3,324	(1,666)	1,658	(154)	154	-	
Planning and Environment	4,266	(3,240)	1,026	4,978	(3,611)	1,367	(712)	371	(341)	iv
Total CET	**160,725**	**(88,403)**	**72,322**	**163,386**	**(90,766)**	**72,620**	**(2,661)**	**2,363**	**(298)**	

Capital programme 2023/24 (£'000)

Approved project	Budget: total project all years	Projected: total project all years	Budget Q1	Actual to date Q1	Projected 2023/24	Variation (Over) / under Q1 budget	Variation analysis: (Over) / under spend	Variation analysis: Slippage to future year	Variation analysis: Spend in advance	Note ref
The Keep	1,096	1,096	228	-	228	-	-	-	-	
Peacehaven Library	70	70	-	-	-	-	-	-	-	
Libraries	5,139	5,139	508	494	508	-	-	-	-	
Broadband	33,800	33,800	160	(1,132)	160	-	-	-	-	
Bexhill and Hastings Link Road	126,247	128,347	-	104	780	(780)	(780)	-	-	v
BHLR Complementary Measures	1,800	1,800	189	-	189	-	-	-	-	
Economic Intervention Fund	8,884	8,884	175	12	175	-	-	-	-	
Economic Intervention Fund - Loans	3,000	3,000	300	53	200	100	-	100	-	
Stalled Sites Fund	916	916	50	-	25	25	-	25	-	
EDS Upgrading Empty Commercial Properties	500	500	-	-	-	-	-	-	-	
Community Focused Road Safety Interventions	750	750	485	82	485	-	-	-	-	
Climate Emergency Works	9,859	9,859	3,095	172	3,095	-	-	-	-	
Flood and Coastal Resilience Innovation Programme	445	445	943	29	943	-	-	-	-	
SALIX Decarbonisation - Ninfield School	145	145	-	-	-	-	-	-	-	
SALIX Decarbonisation	369	369	-	3	-	-	-	-	-	
Newhaven Port Access Road	23,271	23,271	86	-	86	-	-	-	-	
Real Time Passenger Information	2,963	2,963	70	4	70	-	-	-	-	
Bus Service Improvement Plan	22,315	22,315	3,245	112	3,245	-	-	-	-	
Replacement Lewes Road Bus Station	100	100	4	(2)	4	-	-	-	-	
PAX Software System	37	37	26	-	26	-	-	-	-	
Hastings and Bexhill Movement & Access Package	9,534	9,534	4,154	(222)	10	4,144	-	4,144	-	vi
Eastbourne/South Wealden Walking & Cycling Package	6,936	6,936	2,064	5	1,427	637	-	637	-	vii

Approved project	Budget: total project all years	Projected: total project all years	Budget Q1	Actual to date Q1	Projected 2023/24	Variation (Over) / under Q1 budget	Variation analysis: (Over) / under spend	Variation analysis: Slippage to future year	Variation analysis: Spend in advance	Note ref
Hailsham/Polegate/Eastbourne Movement & Access Corridor	2,251	2,251	275	194	288	(13)	-	-	(13)	
Eastbourne Town Centre Movement & Access Package A	6,936	6,936	3,296	20	3,296	-	-	-	-	
Other Integrated Transport Schemes	66,753	66,753	3,740	365	3,825	(85)	-	-	(85)	
A22 Corridor Package	1,143	1,143	100	187	100	-	-	-	-	
Community Match Fund	771	771	140	15	140	-	-	-	-	
Exceat Bridge	10,591	10,591	2,320	158	2,320	-	-	-	-	
Queensway Depot Development	1,956	1,956	504	(17)	504	-	-	-	-	
Core Programme - Highways Structural Maintenance	498,675	498,675	35,893	525	35,893	-	-	-	-	
Visibly Better Roads	5,800	5,800	1,293	(356)	1,293	-	-	-	-	
Core Programme - Bridge Assessment Strengthening	38,785	38,785	4,740	(42)	4,740	-	-	-	-	
Core Programme - Street Lighting - Life Expired Equipment	39,561	39,561	4,686	(110)	4,686	-	-	-	-	
Core Programme - Street Lighting - SALIX scheme	2,961	2,961	219	(82)	219	-	-	-	-	
Core- Rights of Way Surface Repairs and Bridge Replacement Programme	10,417	10,417	552	152	552	-	-	-	-	
Total CET Gross (Planned Programme)	**944,776**	**946,876**	**73,540**	**723**	**69,512**	**4,028**	**(780)**	**4,906**	**(98)**	

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Governance Services – Q1 2023/24
Summary of progress on Council Priorities, issues arising, and achievements

Reconciling Policy, Performance and Resources (RPPR)

Council considered the State of the County report in July. The report sets out the uncertainty which continues to define the context within which we are working. The challenging national economic environment continues to impact on residents and the Council. Many of our services are subject to significant national reforms, and there is still increased demand for local services. The report also outlines the broader demographic and policy context which will form the backdrop for planning for 2024/25 and beyond. The financial outlook for the Council remains unclear. We expect a further one-year financial settlement for 2024/25. It is also unlikely there will be any significant national reforms to local government funding before the next general election, which is expected in 2024. In this context, we will need to continue to take action proactively to prepare for the time ahead, to maximise our resilience as an organisation and to best manage growing demand for our services. We have refreshed the Council Plan and Portfolio Plans for 2023/24. The refreshed plans have completed outturns and some changes to the performance measures and targets. The updated plans are available on our website.

Transport for the South East (TfSE)

TfSE have published a Strategic Investment Plan (SIP). The plan was published alongside a summary version, an accompanying press release and social media posts. The plan forecasts a total capital cost of over £45 billion over 27 years and includes nearly 300 interventions that once implemented could generate 21,000 new jobs, £4 billion of extra annual economic growth, 1.4 mega tonnes less CO2 equivalent emitted, 500,000 more rail trips a day, 1.5 million more trips taken by bus, mass transit and ferry, and take roughly 4 million car trips a day off the south east's roads. We have developed thirty factsheets that present the 300 interventions to individual areas. These factsheets are available on the TfSE website.

Following submission of the SIP to government in March 2023, Parliamentary Under Secretary of State, Richard Holden, wrote to the Chair of the Partnership Board welcoming the publication of the document. The letter also welcomes TfSE's ongoing focus on key government priorities. This letter confirms that Department for Transport officials have been instructed to give due consideration to the plan when advising Ministers on future policy and investment decisions.

Work is now underway on developing a Delivery Action Plan for the SIP, setting out how the interventions and schemes will progress. A 'State of the Region' report will be published later in 2023. The report will set out a baseline position for the region on a number of economic, social and environmental indicators.

The TfSE Partnership Board approved our Business Plan for 2023/24 in March, setting out the work plan for the next 12 months. This work includes the development of an analytical framework, a regional active travel strategy and a refresh of the evidence base for the transport strategy. Work will also start on a Regional Centre of Excellence which will support local transport authorities in the delivery and implementation of their local transport plans.

In June we published our regional Electric Vehicle Charging Infrastructure (EVCI) Strategy and an accompanying Action Plan. The strategy sets out steps to provide sufficient charging points as drivers switch to the use of electric vehicles. The strategy forecasts that up to 28,500 charge points are needed across the TfSE area by 2030.

We have also commissioned an 'EVCI Locate' tool, a web-based application that aims to support local transport authorities with the future rollout of EV charging infrastructure within their respective areas. We will begin introducing local transport authorities to the tool in Q2.

TfSE have recently commissioned City Science Corporation Ltd to lead the development of a Regional Active Travel Strategy. Work commenced in June 2023 and will conclude in June 2024.

Corporate Lobbying

During Q1, the Leader took opportunities to meet with local MPs. They discussed the latest priorities for the Council and residents including on local authority funding and highway conditions. The Leader also co-signed a letter, with other county council Leaders in the region, to the Prime Minister. The letter raised the significant under-funding for highways maintenance. It also called for greater oversight of the work of utilities companies on the roads. Further engagement with the Minister for Roads is expected as a result of this correspondence.

We continued to draw on broader partnerships and networks to lobby on current priorities. The Leader continues to represent the Council on the County Councils Network Executive as spokesperson for Children's Services. The Chief Executive continues to be involved in national policy development as representative for the South East region on a national grouping of local authority Chief Executives. In Q1 this included discussions with Government officials on the development of the Office for Local Government (Oflog). Other Chief Officers continue to influence service specific national policy developments through national professional associations and networks and responses to specific Government consultations.

Supporting democracy

During Q1 we supported 39 meetings including: one County Council meeting; two Cabinet meetings; 14 Lead Member meetings; 13 Scrutiny Committees and Review Boards and nine other committees and panels. The webcasts of meetings were viewed 1,327 times in Q1. The most viewed meeting was the Council meeting on 9 May 2023, which received 222 views.

In Q1 the Member Training and Development programme continued to deliver a range of courses in support of Members and the roles they hold. Courses delivered included sessions on the fiduciary duties of the Council, the latest 2021 Census results and a practical workshop on getting the most out of Microsoft Outlook. To help make participation as easy as possible for Members, most training sessions continue to be delivered remotely with resources, such as slides from training sessions, being saved to the Councillors' area of the intranet for future reference. The Member Reference Group also met on 28 June and discussed a range of issues including, for example, the outcomes of the Member training survey conducted in Q4 2022/23.

The Council's scrutiny committees continued to progress their active work programmes during Q1, using a variety of approaches to ensure timely scrutiny input on a range of issues. A scrutiny review of procurement and buying local was reported to Cabinet and County Council, with actions agreed in response to recommendations made by the Place Scrutiny Committee. The committee also started work on a scrutiny review of pothole management and continued to provide scrutiny input into the development of the updated Local Transport Plan. Reference Groups of the People Scrutiny Committee reviewed the draft Shared Delivery Plan (SDP) for the Sussex Integrated Care Strategy and considered progress in developing preventative approaches in Children's Services. The committee also progressed two scrutiny reviews which are due to report later in the year. The Health Overview and Scrutiny Committee met in June 2023 to consider update reports on the Child and Adolescent Mental Health Service, hospital handovers and the NHS Sussex Winter Plan.

The Health and Wellbeing Board met on 27 June 2023 to consider a report on the draft SDP for the Sussex Integrated Care Strategy ahead of its submission to NHS England. The Board endorsed the draft SDP and confirmed that it aligned with priorities contained in the East Sussex Health and Wellbeing Strategy. The Board also received reports on the East Sussex Better Care Fund plans for 2023-2025; a Memorandum of Understanding between Public Health and planning authorities in East Sussex; and an update on pharmacy closures in East Sussex.

Q1 also saw the start of the busiest time of year for school admission appeals, when cases relating to the September school intake are heard by Independent Appeal Panels. During Q1, we received 145 appeals, and conducted 19 virtual appeal hearings, six of which took place over multiple days. Of the 145 appeals, six were successful, 39 were dismissed by an Independent

Appeal Panel, a further 64 were either withdrawn by the families or were not needed because a place became available at a preferred school before the hearing, and the remaining 36 are due to be heard during Q2.

Legal Services

During Q1 2023/24, Legal Services assisted Trading Standards to obtain a confiscation order following previous successful convictions against a fraudulent trader for possession for sale of counterfeit tobacco and alcohol. The Service further assisted Trading Standards to secure a successful conviction for fraudulent use of a disabled parking blue badge.

During Q1, the Service advised in relation to 67 Court of Protection cases and 24 matters involving safeguarding vulnerable adults (compared to 61 and 15 in Q4 2022/23) and 79 Deprivation of Liberty Safeguards applications in the Court of Protection (compared to 67 in Q4 2022/23).

In Q1 2023/2024, the Service continued to work closely with Children's Services, providing advice and representation, including in pre-proceedings and court applications for care proceedings. Our priority is to keep children within their family when it is safe to do so, and for public law applications to be a necessary and proportionate response to achieve the best outcome for the child. In Q1 the Service advised in relation to 47 families in pre-proceedings compared to 48 in Q4 2022/23. In Q1 the Service applied for care proceedings in respect of 16 families compared to 14 in Q4 2022/23. At the end of Q1, there were a total of 62 ongoing care proceedings compared to 68 proceedings in Q4 2022/2023. In Q1, the Service concluded 22 care proceedings compared to 18 in Q4 2022/23. In Q1 concluded proceedings took on average 54 weeks per child compared to 53 in Q4 2022/23, However, a number of long running care proceedings which were impacting on this average duration were completed in Q1. In Q1 the Service also advised and represented Children's Services in relation to 30 other matters, including, applications for adoption orders and discharge of care and placement orders, compared to 31 in Q4 2022/23.

During Q1, the Service completed agreements to secure financial contributions to the Council of £256,981, together with the delivery of additions and improvements to the highway network across the county. The Service advised on 41 new property matters in Q1 compared to 38 in Q4 2022/23. In Q1 the Service also advised on 62 new contracts and procurement instructions (compared to 78 in Q4 2022/23). During Q1, the Service assisted Income Recovery in securing the recovery and repayment of debts totalling £115,578.

Coroner Services

During Q1, 571 deaths were reported to the Coroner, averaging 190 deaths per month. Although this is lower than the Q4 2022/23 average monthly figure of 209 reported deaths, the number of deaths reported to the Coroner has steadily increased from a monthly average of 173 in 2021/22. In Q1, 50% of deaths reported went to post mortem compared to 47% of deaths reported in Q4 2022/23 and compared to 42% of deaths reported overall in 2021/22 and 2022/23. Of the 571 deaths reported in Q1, 90 went to inquest compared to 84 in Q4 of 2022/23. In Q1, 57 inquests were closed compared to 115 in Q4 2022/23.

Regulation of Investigatory Powers Act (RIPA)

There were no RIPA applications, reviews or renewals during Q1.

Local Government Ombudsman complaints

The Ombudsman issued 15 decisions in Q1. Six cases were closed before a full investigation for a variety of reasons. These reasons included insufficient evidence of fault, complaints being out of the Ombudsman's jurisdiction, an appropriate remedy had already been applied and because the complaint had not been through our internal complaint processes. Of the nine cases fully investigated, six cases related to Adult Social Care (ASC) and three to Children's Services (CS). Eight of the cases investigated were closed with the complaint partly or fully upheld as follows:

ASC – The client complained that the Council did not provide the support to maintain her garden and support with correspondence as it said it would, which affected her mental and physical health. The Ombudsman found fault with the Council for not providing the support the client needed. However, the Ombudsman could not say for certain the client would have engaged with the support if the Council had provided it, and therefore no injustice was found. There were no formal recommendations. However, the Council has offered to support the client in the future when she is able to engage with this.

ASC – The client complained about the Council's failure to carry out a proper safeguarding enquiry and about neglect she suffered, while living in a supported living unit arranged by the Council. The Ombudsman found the Council to be at fault as the safeguarding enquiry was inadequate, furthermore the Council failed to properly remedy the significant distress and uncertainty suffered by the client and her father. The Council has agreed to apologise in writing to the client and her father and to pay them £1,000 and £250 respectively. The Council also agreed to provide the Ombudsman with a short report, setting out the service improvements that have now taken place as a result of the investigation report completed in February 2022, and on the issues raised in the Ombudsman's decision statement.

ASC – The client's mother complained on behalf of her adult son about the quality of care he received at a care home and the quality of communication relating to safeguarding enquiries. East Sussex County Council commissioned the care and Kent County Council carried out safeguarding enquiries into allegations of abuse and neglect by the home. The Ombudsman found fault in the care provided to the son and poor communication relating to the safeguarding enquiries into the care. Both councils have agreed to take the following actions:

- apologise in writing to the client's mother for the fault
- pay the client's mother £300 (£150 from each council)
- remind relevant staff of the importance of keeping the adult, who is the subject of a safeguarding enquiry, at the centre of the enquiry

In addition, East Sussex Council will:

- pay the son £1,000
- pay the client's mother £500

ASC – The client's daughter complained on behalf of her father about care assessments and financial assessments the Council carried out, specifically that:

- the care assessments were poor and inaccurate
- there were delays in completing a financial assessment
- the Council continued to send invoices and correspondence to the father, despite assuring the client's daughter it would not

The Ombudsman found fault with the Council for failing accurately to complete a care assessment for the father and for continuing to send him invoices. The Ombudsman recommended and the Council has agreed to provide the client's daughter and her father with a written apology for the faults identified and pay them each £100 to recognise the distress caused.

ASC – The client's daughter complained that the Council delayed in assessing her father's needs, and when it did, the assessment did not accurately reflect them. She said the proposed support was not sufficient and the Council failed to put that support in place. She said the failure to provide the support he needed meant his quality of life was significantly affected and she believed it would have hastened his death. The Ombudsman found fault with the Council because there were delays to completing the assessment and because the Council did not share the assessment with the client's daughter. The Ombudsman considered that had it done so, the client's daughter would have challenged some of the statements, in particular the difficulties her father experienced with

the oxygen equipment. The Ombudsman also found fault with the Council because it was unable to arrange any care before the father went into hospital as the 13 agencies it contacted did not have capacity. The Ombudsman recommended and the Council has agreed to apologise and pay the client's daughter £500 within one month of the final decision being issued.

CS – The client's mother complained that the Council failed to provide the Speech and Language Therapy (SALT) provision for her daughter per her Education, Health and Care Plan (EHCP); and that her daughter has been unable to access full time nursery provision per her EHCP. The Ombudsman found that Council failed to secure the provision per the EHCP, causing both an injustice. The Ombudsman recommended and the Council has agreed to pay the client's mother £2,075 as a symbolic payment to acknowledge the loss of educational provision that the Council should have secured, and the impact this has had on her daughter. The Council has also agreed to explain what it will to do to ensure, where it commissions other organisations to make provision, sufficient processes are in place to reduce the risk of provision not being delivered.

CS – The client's mother complained that the Council did not backdate the award of travel assistance, when her son started at the school he now attends. She says this caused her financial hardship as she had the cost of driving him to school every day. The Ombudsman found fault because, whilst the appeal did result in the Council granting transport, it did not backdate the award and there was no clear explanation of that part of the decision. The Ombudsman recommended and the Council has agreed for the Discretionary Transport Appeal Panel to reconsider whether the award should be backdated.

CS – The client's mother complained that the Council, in deciding her son's application for school transport, failed to follow the guidance and its own policy or to consider the individual circumstances of the case. The Ombudsman found fault because the Council's policy makes clear that the school named in Section I of the EHCP is the nearest suitable school. As only one school was named, the Council should have accepted this was the nearest suitable school. It was unnecessary for the Panel to consider this point again.

The Council's decision to provide a bus and then a train pass for the son was also at fault, because the client's mother had already provided all the necessary information for the Council to decide that her son should be eligible for a taxi. The Council has agreed to pay the client's mother £200 and issue the following guidance to all staff involved with deciding transport applications:

- that when a child has an EHCP naming one school in Section I, the Council should treat it as the nearest suitable school for that child's needs, without any further consideration of the other options
- to ensure they consider all information provided about the child, before reaching a view on the most appropriate transport and not be guided solely by the type of school placement named on an EHCP

Web activity

The main council website had almost 1.5 million page views during Q1, and the intranet had over 1.7 million page views. Customer satisfaction on the website was 68%.

We have a project to move some of the Council's semi-independent websites, known as 'microsites' on to the Council's corporate website infrastructure to reduce costs and improve security and stability. The first of these microsites to be moved into the East Sussex County Council web estate was successfully launched in Q1.

Media and information work

There were 393 media stories about the Council in Q1. The press office issued 28 press releases, generating 98 stories. 89 media enquiries were handled.

Effective publicity and campaigns

Almost 4,400 homes and businesses in East Sussex registered with the Solar Together scheme during Q1, following a campaign including media, social media and newsletters and co-ordinated with districts and boroughs.

South East 7 (SE7)

SE7 Leaders and Chief Executives met jointly in Q1 and discussed the shared challenges in providing ongoing support for migrants, reaffirming their view that the Government should take a place-based approach to migration across the country. They also discussed the Hewitt Review of Integrated Care Systems, devolution and highways conditions, and agreed to continue sharing information and looking for joint working opportunities in these areas. The partnership also agreed to review its lobbying position in light of national changes in the political landscape. SE7 Chief Executives also continue to meet regularly, and in Q1 discussed opportunities for collaboration, national policy developments, and progressing work agreed by the Leaders.

In Q1, SE7 partners also wrote to the Secretary of State for Levelling Up, Housing and Communities and the Home Office with their shared view on migration and asylum dispersal as outlined above. The partnership also received a response, from the Minister for Children, to their letter on the children's social care implementation strategy and consultation, sent in Q4 2022/23, noting the issues raised.

Revenue Budget Summary

The Governance Service revenue budget is currently £8.17m and is forecast to overspend by £425k. The main overspend is in the Coroner budget and is due to an increase in deaths reported to the coroner and the increase in the number of those deaths that went to post mortem. The rise in post mortems directly increases mortuary, pathology, histology, and toxicology costs **(ref i)**. It is also projected that there will be an increase post mortem fees in-line with local market rates. Legal Service staff costs are overspent due to the cost of covering maternity leave **(ref ii)**. There are some small underspends across the rest of the department.

Performance exceptions (See How to read this report for definition)

Performance measure	Outturn 22/23	Target 23/24	RAG Q1 23/24	RAG Q2 23/24	RAG Q3 23/24	RAG Q4 23/24	Q1 23/24 outturn	Note ref
There were no Council Plan exceptions in Q1								

Savings exceptions 2023/24 (£'000)

Service description	Original Target For 2023/24	Target including items c/f from previous year(s)	Achieved in-year	Will be achieved, but in future years	Cannot be achieved	Note ref
	-	-	-	-	-	
	-	-	-	-	-	
Total Savings	**0**	**0**	**0**	**0**	**0**	
			-	-	-	
			-	-	-	
Subtotal Permanent Changes [1]			0	0	0	
Total Savings and Permanent Changes	**0**	**0**	**0**	**0**	**0**	

Memo: treatment of savings not achieved in the year (£'000)	Temporary Funding [2]	Part of reported variance [3]	Total	Note Ref
	-	-	-	
	-	-	-	
	-	-	-	
Total	**0**	**0**	**0**	

[1] Where agreed savings are reasonably unable to be achieved other permanent savings are required to be identified and approved via quarterly monitoring.

[2] Temporary funding will only replace a slipped or unachieved saving for one year; the saving will still need to be made in future years (or be replaced with something else).

[3] The slipped or unachieved saving will form part of the department's overall variance - it will either increase an overspend or decrease an underspend. The saving will still need to be made in future years (or be replaced with something else).

Revenue Budget 2023/24 (£'000)

Divisions	Planned Gross	Planned Income	Planned Net	Projected Gross	Projected Income	Projected Net	(Over)/ under spend Gross	(Over)/ under spend Income	(Over)/ under spend Net	Note ref
Corporate Governance	5,211	(344)	4,867	5,519	(344)	5,175	(308)	-	(308)	**i**
Corporate Support	3,709	(403)	3,306	3,845	(422)	3,423	(136)	19	(117)	**ii**
Total Governance	**8,920**	**(747)**	**8,173**	**9,364**	**(766)**	**8,598**	**(444)**	**19**	**(425)**	

Capital programme 2023/24 (£'000)

Approved project	Budget: total project all years	Projected: total project all years	Budget Q1	Actual to date Q1	Projected 2023/24	Variation (Over) / under Q1 budget	Variation analysis: (Over) / under spend	Variation analysis: Slippage to future year	Variation analysis: Spend in advance	Note ref
No current programme for Governance	-	-	-	-	-	-	-	-	-	
Total GS Gross (Planned Programme)	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	

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Strategic Risk Register – Q1 2023/24

Ref	Strategic Risks	Risk Control / Response and Post Mitigation RAG score	RAG
12	**CYBER ATTACK** The National Cyber Security Centre (NCSC) has highlighted the substantial risk to British web infrastructure, with elevated levels of Cyber Crime being reported against all areas of government, particularly in light of the current Ukrainian situation. Cyber attacks are growing more frequent, sophisticated, and damaging when they succeed. The COVID-19 pandemic has increased the need to carry out many additional functions virtually and remotely. Changes in working practice give rise to more requests to relax security controls, with services more likely to take risks on the technology they procure and how they use it. Controls have been enhanced to manage these requests. The impacts of a cyber attack are far-reaching, and it is difficult to put a figure on the cost, but authorities that have been subject to major attacks have calculated the disruption to have cost between £10m and £12m.	Most attacks leverage software flaws and gaps in boundary defences. IT&D use modern security tools to assure our security posture: Monitoring network activity and identifying security threats; Keeping software up to date with regular patching regimes; Continually monitoring evolving threats and re-evaluating the ability of our toolset to provide adequate defence against them; Ongoing communication with the Security industry to find the most suitable tools and systems to secure our infrastructure. IT&D continues to invest in new tools, which use pre-emptive technology to identify threats and patterns of abnormal behaviour. Enhancing user awareness: Expanding E-Learning and policy delivery mechanisms to cover Cyber threat; educating staff around the techniques and methods used by active threats; and providing General Data Protection Regulation (GDPR) training and workshops to cascade vital skills and increase awareness of responsibilities under GDPR legislation. Business Continuity Scenario testing is currently being cascaded through Departmental Management Teams. Services hosted in ISO 27001 accredited Orbis Data Centres.	**Red**
5	**RECONCILING POLICY, PERFORMANCE & RESOURCE** There is ongoing uncertainty in relation to future funding levels, the longer-term local government funding regime and the impact of national reforms, particularly to Adult Social Care. Rising inflation and cost of living are likely to lead to higher demand for Council services and increase the direct cost of providing services. Together these create a risk of insufficient resources being available to sustain service delivery at the agreed Core Offer level to meet the changing needs of the local community.	We employ a robust Reconciling Policy, Performance and Resources (RPPR) process for business planning, which ensures a strategic corporate response to resource reductions, demographic change and regional and national economic challenges; and directs resources to priority areas. We take a commissioning approach to evaluating need and we consider all methods of service delivery. We work with partner organisations to deliver services and manage demand, making best use of our collective resources. We take a 'One Council' approach to delivering our priorities and set out our targets and objectives in the Council Plan. We monitor our progress and report it quarterly. Our plans take account of known risks and pressures, including social, economic, policy and demographic changes and financial risks. However, we continue to operate in changing and uncertain contexts. Current and forecast economic conditions continue to shape a very challenging financial outlook both for the Council itself and many of the county's residents and businesses. Alongside this we continue to face ongoing challenges as a result of the conflict in Ukraine, national service reforms and the impact of the Coronavirus pandemic. We will continue to use the latest information available on these challenges to inform our business planning. We will also continually review our performance targets, priorities, service offers and financial plans, and will update these as required. We lobby, individually and in conjunction with our networks and partners, for a sustainable funding regime for local government in general and for children's social care and adult social care specifically, to meet the needs of the residents of East Sussex.	**Red**

Ref	Strategic Risks	Risk Control / Response and Post Mitigation RAG score	RAG
9	**WORKFORCE** An inability to attract and retain the high calibre staff needed could lead to a reduction in the expertise and capacity required to deliver statutory services to our residents, including to prevent harm to children, young people and vulnerable adults at the required level and standards, impacting on the achievement of the Council's strategic objectives.	In September 2022 Cabinet agreed an investment of £270k across 2022/23 and 2023/24 to put in place a number of strategies to respond to the significant current recruitment and retention challenges. Current work includes: - Further work on the development of an employer brand and updated recruitment materials, such as recruitment videos and social media advertising, to identify the Council as an employer of choice. - Streamlined recruitment processes for identified roles, e.g. removal of application form and replacement with CV and interview as soon as an application is received - Use of market supplements for specific posts. - On-going attendance at events such as careers fairs and shows to maximise our presence with job seekers. - Use of apprenticeships, traineeships, intern arrangements and more flexible work arrangements etc as a way of bringing in new talent to the Council. - Ensuring our workforce policies and approaches support individuals to remain in work, e.g. Wellbeing offer, occupational health, and absence management services. - Ensuring senior management oversight of caseloads, including mitigating actions to address high caseloads, along with the provision of high quality and regular managerial support and supervision of practitioners. - Completion of the workforce specific actions within the Corporate Equality action plan. - Implementation of mental health first aiders in the workplace. We now have a network of over 100 trained individuals. - Launch of a refreshed 'financial wellbeing' resource to support our staff, particularly given the rising cost of living pressures. - Clarity on professional development pathway for profession specific roles. - Pilot of equality and diversity pilot informing recruitment and retention policies tailored to increasing diversity of the workforce. New approaches being developed include: - Linking in with organisations that support people back into employment to extend our reach into sections of the labour market that are underrepresented or face significant barriers to employment. A new post of 'Pre-Employment Coordinator' has been established to lead on this work and will be recruited to early in the New Year. - Continued delivery of our two leadership development programmes to support our talent management strategies: the 'Ladder to Leadership' programme and 'Head of Service Masterclasses'. - Development of an 'aspiring leaders programme' aimed at our LMG2/3 and 4 managers. - Development of career pathways for 'hard to recruit' posts including greater use of apprenticeships. - Forecasting of workforce 'gaps' and future need to enable bespoke approaches to be designed, e.g. production of workforce development plan by CSD to support the Family Safeguarding initiative.	**Red**

Ref	Strategic Risks	Risk Control / Response and Post Mitigation RAG score	RAG
15	**CLIMATE** Failure to limit global warming to below 1.5°C above pre-industrialisation levels, which requires global net human-caused emissions of carbon dioxide (CO2) to be reduced by about 45 percent from 2010 levels by 2030, reaching 'net zero' by 2050 at the latest. The predicted impacts of climate change in East Sussex include more frequent and intense flooding, drought, and episodes of extreme heat, as well as impacts from the effects of climate change overseas, such as on food supply. This will lead to an increase in heat-related deaths, particularly amongst the elderly, damage to essential infrastructure, increased cost of food, disruption to supply chains and service provision, and greater coastal erosion.	**Climate change mitigation**: the science-based target is to reduce scope 1 and 2 carbon emissions by 50% every 5 years. The focus is on buildings, as they made up 79% of carbon emissions in 2020/21. Internal oversight of progress is by the corporate Climate Emergency Board. **Climate change adaptation**: we work with partners on flood risk management plans and deliver a Heat Alert service during the summer months. In Quarter 1 2023/24: **A) Mitigation**: 1) **Carbon Reduction Target**: the carbon reduction target for 2022-23 is a 34% reduction compared with the baseline year of 2019-20. Provisional energy usage data for 2022-23 indicates that we may have achieved a 32% reduction against the baseline. Full data analysis will be completed in July and the final position reported to full Council in October. 2) **Carbon Reduction Schemes**: the target for 2023-24 is for the delivery of a further 23 capital schemes. In Q1 a pipeline of 32 schemes was identified, 1 scheme was completed and 2 are nearing completion. **B) Adaptation**: 1) **Adaptation Plan**: the target for 2023-24 is to produce a climate adaptation plan. An initial draft will be taken to the Climate Emergency Board for consideration in August.	**Red**
20	**PLACEMENTS FOR CHILDREN AND YOUNG PEOPLE IN OUR CARE** Inability to secure sufficient high quality placements for children in our care, suitable accommodation for care experienced young people and respite provision, leading to significant financial pressure leading to significant financial pressure and poorer outcomes for children/young people.	Effective demand management, robust management of front door, delivery of early help services-implementation of Family Hub programme throughout 23-24, and Level 2 Family Keyworkers (Q3), implementation, monitoring and evaluation of Edge of Care 'Connected Families', Family Safeguarding programmes ('Connected Families in Partnership' launch planned for January 2024), enabling more children to live safely with their families. Further delivery of kinship/Special Guardianship Order placements Capital bid for Sorrel Drive Consultancy project-IMPOWER to determine forecast trajectory and development of evidence-based business case to further improve sufficiency of placements (completion July 23). Fostering Recruitment & Retention Strategy completed Uplift to fostering allowance (for in house carers, Special Guardianship Orders, Kinship carers) approved by the Chief Management Team to help secure sufficient supply of in house foster carers as an alternative to more expensive care packages	**Red**

Ref	Strategic Risks	Risk Control / Response and Post Mitigation RAG score	RAG
19	**SCHOOLS AND INCLUSION, SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (ISEND)** For Children with Special Educational Needs. Inability to secure statutory provision due to lack of availability of specialist placement within the county and increasing demand for placements in this sector. This would put the Council at risk of judicial review and/or negative Local Government Ombudsman judgements for failing to meet our duties within the Children and Families Act 2014, with associated financial penalties and reputational damage.	Effective use of forecasting data to pre-empt issues. Work with statutory partners to develop contingency plans. Work with the market to increase provision where needed. Expanding internal interim offer for children.	**Red**
1	**ROADS** Extreme weather events over recent years have caused significant damage to many of the county's roads, adding to the backlog of maintenance in the County Council's Asset Plan: and increasing the risk to the Council's ability to stem the rate of deterioration and maintain road condition. The economic impacts of the pandemic and recent events in Ukraine have had some effects on service delivery during this year, particularly with increased costs and shortages of suitable contractors and materials.	While additional funding over the last few years has helped maintain road condition, the latest condition and funding modelling showed the potential for renewed deterioration over the next 10 years, if further investment was not introduced into road maintenance. This reflects the changing climate with more extreme events such as warmer wetter winters, drier summers (drying and shrinking the substructure of roads) punctuated by unseasonal heavy downpours, all now influencing the rate of road deterioration. The wettest November (2022) on record, followed by one of the coldest starts to December and then further heavy rain, have led to a significant increase in the number of potholes appearing on our roads. This has been reflected in a wider deterioration in road surfaces, which will manifest in our Road Condition Indicator (RCI) scores for this year, when survey works are undertaken later in the summer. However, through the Reconciling Policy, Performance and Resources process in 2022, the capital budget for road maintenance was increased by £3.1m per year and an additional one-off investment of £5.8m was agreed to be spent on highway maintenance; this has largely been spent now on carriageway patching and footway works, with lining and sign works ongoing. Additional investment was also approved by Cabinet in June for £15.7m to further improve the road condition. £5.6 million from reserves will pay for extra patching and drainage work, and the capital programme will be increased by £5.1 million, with an additional £5 million for the capital programme this year to help with early improvements to provide greater network reliance.	**Amber**

Ref	Strategic Risks	Risk Control / Response and Post Mitigation RAG score	RAG
18	**DATA BREACH** A breach of security/confidentiality leading to destruction, loss, alteration, unauthorised disclosure of, or access to, personal data. This includes breaches that are the result of both accidental and deliberate causes. A personal data breach is a security incident that has affected the confidentiality, integrity or availability of personal data regardless of whether information has been accessed, altered or disclosed via electronic or manual means. Risks to individuals, reputational damage, fines from the Information Commissioner's Officer (ICO), compensation claims.	Policy and guidance procedures in place to support practice. Data Protection Officer (DPO), Caldicott Guardians and Information Governance Officers monitor breach reporting and put in place mechanisms to minimise recurrence. Staff training to develop awareness. Technical security measures operated by Information Technology and Digital (IT&D), including access control.	**Amber**
8	**CAPITAL PROGRAMME** There are risks and uncertainties regarding the capital programme over the current Medium Term Financial Plan period and beyond, which could impact on the ability to deliver the Council's priorities. The volatile national economic situation has increased uncertainties within the construction industry around supply chain issues and high-cost inflation, which are likely to impact project deliverability and affordability. This has been exacerbated by the invasion of Ukraine by Russia and the resultant global sanctions imposed on Russia. Additionally, there is a risk that, due to the complexity of factors and uncertainties impacting them, the level of government grants and other sources of capital programme funding such as developer contributions could be significantly reduced. A combination of the above risks, alongside a volatile interest rate environment, could significantly increase the cost of borrowing to fund the capital programme, impacting affordability and increasing pressures on the Council's revenue budget in the medium and long term.	The Council reviews and updates its 20-year Capital Strategy annually as part of the Reconciling Policy, Performance and Resources (RPPR) process, which sets the framework in which the capital programme is planned and allows the Council to prioritise investment to support its objectives. The development and delivery of the capital programme is overseen by a Capital Strategic Asset Board (CSAB), which is a cross departmental group, who also hear from Departmental Capital Board/Sub Boards who oversee priority areas. The capital programme includes an element of 'normal' level of inflation for ongoing target-based core programmes (as opposed to programmes that have cash limited envelopes). Additionally, a capital risk provision in the form of additional borrowing flexibility is in place to provide the ability to react to emerging risks such as supply chain issues and inflationary pressures. The level of provision is reviewed and approved on an annual basis as part of the RPPR process and is maintained by the CSAB in adherence to financial regulations. The CSAB have oversight of all sources of capital funding, including grants, capital receipts and developer contributions, to ensure that resources are used effectively and to minimise the need to borrow. Funding announcements are actively monitored, and funding targets reviewed to minimise the impact on delivery of the capital programme, ensuring that there is sufficient liquidity to meet funding requirements. The Council's Treasury Management modelling takes a holistic approach considering a number of variable factors, including the capital programme requirement, availability of cash balances and interest rates impacting borrowing costs and return on investments. The Council's approved Treasury Management Policy and Strategy has been prepared in the context of the current financial situation and seeks the utilisation of long term cash balances as effectively as possible by investing in longer term instruments and/or using to reduce borrowing costs.	**Amber**

Ref	Strategic Risks	Risk Control / Response and Post Mitigation RAG score	RAG
4	**HEALTH** Failure to secure maximum value from partnership working with the National Health Service (NHS). If not achieved, there will be impact on social care, public health and health outcomes and increased social care operational and cost pressures. This would add pressures on the Council's budget and/or risks to other Council objectives, as well as shared system objectives in the context of our Integrated Care System across workforce and patients who are medically ready for discharge (MRD) from hospital or community beds.	The care market has been supported leading to increased availability in homecare to support discharge from hospital to people's own homes, although there are relatively high numbers of clients with complex and challenging needs. The Director Adult Social Care and Health (DASCH) participated in the Sussex Integrated Care (ICS) Board System Discharge Visit on 31 May, alongside Sussex ICS colleagues, as part of the national ICS Discharge Frontrunner programme. The visit took place in Eastbourne District General Hospital and involved representatives from NHS England and the Department of Health and Social Care. The available data for No Criteria to Reside (NCTR) in the acute hospital setting was explored, as one measure of the effectiveness of discharge pathways. A report and recommended actions from the visit are awaited. The draft joint 5-year Sussex Integrated Care Strategy Shared Delivery Plan (SDP) has been developed and was endorsed in June by the East Sussex County Council (ESCC) Leader, Lead Member for Strategic Management and Economic Development, and the Health and Wellbeing Board. The SDP contains milestones that support the delivery of the East Sussex Health and Wellbeing (HWB) Strategy priorities shared by ESCC and NHS for children and young people, mental health and integrated community health, and improvements in care, wellbeing and health outcomes. The SDP also contains milestones to support the pan-Sussex delivery of NHS Operational Plans for 2023/24, including access to primary care, recovery of elective and urgent care, hospital discharge, mental health and health inequalities. The finalised SDP will be presented to the NHS Sussex Integrated Care Board in July and launched as part of NHS 75th Anniversary Celebrations.	**Amber**
6	**LOCAL ECONOMIC GROWTH** Failure to deliver local economic growth, and failure to maximise opportunities afforded by Government proposal to allocate Local Growth Funding to South East Local Enterprise Partnership, creating adverse reputational and financial impacts.	East Sussex County Council (ESCC), working with partners, has been successful in securing significant amounts of growth funding totalling £129m, via both the South East and Coast 2 Capital Local Enterprise Partnerships, to deliver a wide range of infrastructure projects in East Sussex. We have worked with partners on complementary economic development programmes supporting businesses to grow, providing skills, creating employment, and improving our places with funds secured from various Government departments including the Levelling Up Fund (LUF), UK Shared Prosperity Fund (UKSPF), UK Community Renewal Fund, Getting Building Fund, Bus Service Improvement Plan, Local Skills Improvement Plan, Active Travel, Stronger Towns Fund and Future High Street Fund etc. The impacts and effects of Covid 19 led ESCC to officially launch in September 2020 the East Sussex Economy Recovery Plan, called 'East Sussex Reset'. The plan identifies deliverable actions in the short term, alongside more aspirational asks, and has already aligned and secured new monies totalling £220m investment into East Sussex. The County Council is committed to now producing a longer term East Sussex Economic Growth Strategy and significant work will commence on this throughout 2023-24, with the plan to have the strategy approved in 2024. Specifically on the major LUF programme, ESCC submitted a transport package for Exceat Bridge of £8m, while four of the local Borough and District Councils (except Hastings) submitted in June 2021 major capital funding bids under this first round for town centre/regeneration and cultural investment. Outcomes were announced on 27 October 2021, with the following awarded monies: Exceat Bridge (£8m), Eastbourne (£19.8m) and Lewes (£12.6m) all to be delivered by March 2024. The other	**Green**

Ref	Strategic Risks	Risk Control / Response and Post Mitigation RAG score	RAG
		Borough and Districts were unsuccessful but applied under Round 2 in July 2022, with Rother's £19.2m bid awarded in January 2023.	
		The main prospectus for the UKSPF (the successor to the outgoing EU funding) was released in April 2022 with the award of allocations known to each Borough and District Authority, who are now the responsible accountable bodies for the delivery of the programme. Investment plans were submitted to Government by 1 August 2022. ESCC has made the case with regards to pan East Sussex projects, which can continue to deliver against the main themes of the programmes and the Council's priorities. All 5 bids for circa £1m each over the period April 2022 to March 2025 were approved and allocated their monies in December 2022. In addition, as part of the UKSPF, the Multiply programme was announced in late March 2022 to help adults to improve their numeracy skills up to Level 2. The responsibility for managing this programme from 2022-2025 has been awarded directly to ESCC, with up to £2.5m available. We prepared an investment plan working with partners and submitted this by 30 June 2022 to the Department for Education and our plan has been approved for the full allocation. Contracts have been awarded to providers and delivery is underway.	
		The Government's recent Spring Budget announcements in March 2023 are in part intended to provide a stimulus to growing our businesses, increasing employment opportunities for our residents and improving our economy. The budget indicated the role of Local Enterprise Partnerships (LEP) is proposed to end by April 2024; and that subject to consultation will lead to current LEP powers, responsibilities and functions coming down to local authority level to elected members. At this stage no decision has been made on whether this will come down to County or District/Borough level or a combination of both, and what functions would be undertaken. We have responded to the consultation and will continue to work with SELEP and partners on this matter to make transitional arrangements as required. The Government also announced the rollout of new Levelling Up Partnerships to improve place-based regeneration and address the biggest barriers to levelling up in the 20 areas most in need over the period 2023-2025. This included Hastings and Rother, enabling these areas to bid for a share of the new £400m funds.	

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PEOPLE SCRUTINY REVIEW OF Equality and Inclusion in ASCH		
SCRUTINY RECOMMENDATION	**DIRECTOR'S RESPONSE AND ACTION PLAN**	**TIMESCALE**
R1.	To continue to learn about and listen to seldom heard groups and people and share findings with key partners. The Department should prioritise resources to take actions and adapt services to remove barriers for these communities through: a) the use of internal and external forums and advisory groups and through ongoing conversations with external partners and trusted people in the communities; b) considering whether engagement has taken place with these communities and people by recording this in Equality Impact Assessments, where applicable; c) giving feedback to seldom heard communities about how responses to engagement have been utilised through appropriate approved mechanisms in a timely manner including in print and online.	The Department is rolling out a communication plan which will share the findings and recommendations of this report with statutory and VCSE partners and will continue to engage with seldom heard communities and people. Key highlights include: • Communication and Involvement Steering Group: 12 October 2023 • Partnership Plus: 20 October 2023 • East Sussex Health and Social Care Executive Delivery Group: 27 October 2023 The report will also be included on the Integrated Care Board's Insight Bank Database so it can be used by a wider range of partners across the Integrated Care System. On actions and adaptation, the Department is: a) Reviewing membership of all our engagement mechanisms and forums and will be seeking to increase representation from seldom heard communities at internal and external forums. b) Working with the cross-Council Corporate Equality Diversity and Inclusion Board to clarify the definition of 'other' groups in the EqIA template to encourage consideration of people and communities who are 'seldom heard'. By doing this across the Council, we can have the greatest impact on ensuring needs of seldom heard communities are considered.	Initiated and ongoing as of September 2023 October – December 2023 October – December 2023

		c) Using existing mechanisms to ensure we respond on how we have utilised people's feedback. We will supplement this with considering and developing additional measures to ensure that we are using contemporaneous ways to provide feedback. These include: • Dedicated web page to share collated feedback in the form of 'you said, we did'; • Annual engagement report on feedback received and steps taken. This will be published online as well as printed to be shared with partners and intermediaries; • Informing participants in engagement and consultation about above methods and timeline of reports to ensure transparency. The Department is developing a Community Engagement Framework which will lay out provision for our feedback on engagement so that our involvement with communities is cyclical and we close the feedback loop by informing people how we have used their feedback.	Ongoing and will be embedded from April 2024
R2.	The Department to work closely with internal and external partners and trusted partners in the community, with expertise on working with seldom heard people and communities, to tackle stigma and lack of trust. Including (but not limited to): a) collaborating with the Homeless Inclusion Health Service to make signposting/ referral to ASCH easier and simplified. b) collaborating with Gypsy and Traveller Team to gain better inside knowledge into the communities they work with and to spread awareness about accessing ASCH services.	The Department is working closely with the Homelessness Health and Support Group hosted by Public Health to ensure access to ASC services for those who are homeless is as accessible as possible. We are setting up a stream of work to specifically target better interface with homeless people and Gypsy, Roma & Traveller communities with the aim of increasing the number of clients who access care and support. We will take following steps to achieve this: 1. Targeted training/information to Operations staff about specific needs of these two communities to ensure clients from these backgrounds get informed	Ongoing December 2023 March 2024

		service provision to eliminate barriers identified in the findings.	
		2. Improving referral systems for partner agencies to refer clients with transient lifestyles so as not to cause systemic delays in response time.	Ongoing
		3. Working in partnership with the Eastbourne GP Surgery, Homeless Inclusion Health Service and Gypsy and Traveller team in ESCC to ensure we are reaching target communities.	
R3.	The Department to involve, engage and include communities by reaching out to them through community events with trusted partners in the communities in order to record, and disseminate feedback about effectiveness of services and policies within the Department to embed learning.	The Department has started holding conversations with community based organisations who represent seldom heard communities and people. This is a six month programme from August 2023 to January 2024. We will continue to listen to and engage with trusted partners. The Department is developing a Community Engagement Framework which will: • List our key values, aims and plans around community engagement; • Give clear guidance to staff around our community engagement commitments ; • Set out our ways of working ; • Help us be open and honest with the community; • Support a more effective, planned approach to community engagement. The key principles of this Framework have been reached through a consultation with our communities, partners and staff. These are: **Inclusiveness** – we will ensure that our approach to participation and engagement encourages and promotes opportunities for all residents	Ongoing; Framework to be adopted by December 2023. Implementation of Framework from January 2024.

		Approachability – We will ensure information is accessible and that it's easy to find out more about how to get involved **Transparency** – we will publish and share information about our approach and activities and ask for regular feedback on what we're doing **Accountability** – we will report back regularly to those who engage and use services and ask for feedback on our approaches. We will work in partnership with residents to improve our approach and learn from feedback **Flexibility** – we want to make sure our models of engagement and involvement reflect the varying needs of local communities and residents **Co-ordination** - we will work to strengthen co-ordination and links across communities- both geographical and interest recognising the links and dependencies that exist.	
R4.	The Department to make use of links with people associated with ASCH including Members, volunteers, People Bank and Citizens Panel members and VCSE partners to support the sharing of information about ASCH services and programmes with wider residents.	The department will work with our volunteers, partners and other stakeholders to clearly explain what adult social care is, what we do, and how we do it. As part of the implementation of the adult social care strategy for East Sussex, 'What Matters To You', we are developing an action plan to help us improve how we share information with residents, our clients, their carers and their families. We will align this action plan with the 'What Matters To You' action plan to ensure we are maximising resources to achieve this recommendation. We will: 1. Simplify information about care and support options;	Ongoing and implementation by March 2024

		2. Ensure we develop and sense-check this with our People Bank and Citizens' Panel members; 3. Make sure this information is widely available across the county with support of VCSE partners, district and borough councils, the NHS and other stakeholders, our volunteers and our staff.	
R5.	The Department to work closely with ESCC's Corporate Equality Diversity and Inclusion Board to support broader approaches to community engagement across the Council through: a) co-ordinating mechanisms for engagement with communities identified as being seldom heard; b) furthering best practice through the development of a community engagement framework, ensuring all communities, including seldom heard groups, are clear on how their feedback will be used and the outcomes of engagement work.	The Department took a paper to the Corporate Equality Diversity Inclusion Board (CEDIB) to discuss these two recommendations. The CEDIB has approved further development by ASCH of the Community Engagement Framework, with involvement of other departments to share good practice. The Framework as described in Action on R3 above will work to ensure different communities of interest are referred to, including seldom heard communities and people.	Ongoing; Framework to be in place by December 2023. Implementation from January 2024.
R6.	The Department to develop staff knowledge and skills through ensuring appropriate provision for: a) the development of peer learning opportunities to enable staff to share knowledge and experience; b) embedding knowledge and skills about working effectively with people from seldom heard communities into ESCC equality, diversity and inclusion training; c) developing the equality, diversity and inclusion training offer to staff through training by expert partners, incorporating this	The Department has started utilising peer learning in the Equality Diversity Inclusion training it provides. The Department will develop a training specifically on the needs of various seldom heard communities and how to address their needs for ASCH staff. This training will be available to all ASCH staff and will be incorporated in the basic EDI training to ensure there is a multi-pronged approach to training staff on this subject area. The Department will ensure that all EDI training, including awareness about seldom heard groups is accessible to all	Ongoing and complete by June 2024.

	into staff CPD, and ensuring that training is responsive to changing local need; d) ensuring managers support and actively encourage staff to attend equality, diversity and inclusion training.	staff and that managers prioritise their staff to attend this training for further improvement of services. We will monitor training uptake to ensure staff undertake training over the next two years.	
R7.	The Department should ensure that it raises awareness about its services and that communication is accessible and inclusive by: a) undertaking further work to promote and support the use of ESCC interpretating and translation services to staff, and using this to respond to changing local need; b) using a variety of all available and appropriate communication media and formats to target particular groups including non-text and translated versions, and including providing newsletters and information leaflets in different formats; c) communicating clearly what the service and offer is in promotional material; d) ensuring that the priorities identified in the Digital and Technology in Adult Social Care Review are considered in communications.	a) Department is working to strengthen the translation and interpretation function by: • ensuring there is better monitoring of need and usage; • providing training/information to ASCH staff about this provision; • ensuring use of this service is streamlined. b) The Department will review its communication materials to ensure that these are in plain English and accessible for *all* communities and residents. Where necessary, we will create easy read and video formats of information. We will work closely with our People Bank to ensure this information is accessible and understandable to all. c) As above, the Department is reviewing its communication materials and will ensure that promotional materials are clear about care and support options. We will test it with People Bank members to ensure clarity and quality is achieved. d) The Department is working to ensure that the relevant findings from Digital and Technology review are considered when revising our communication materials as stated above.	Ongoing and complete by December 2023 April – December 2024 April – December 2024 April – December 2024

R8.	The Department to increase inclusivity at initial contact by adapting services to support the needs of communities and individuals, considering: a) how to support people to access services; b) the location, timing and staffing at meetings to support different needs, including being sensitive to cultural and religious values; c) how information is presented to and gathered from people.	The Department will conduct an analysis of where and how services can be made more accessible and more responsive to the needs of our residents, particularly those from seldom heard communities. Through this analysis, we will be able to identify where we need to make changes to ensure there is better provision for people to deal with some of the organisational barriers for seldom heard people. We will do this by: 1. Conducting an EDI analysis of our assessments; 2. Conducting an EDI analysis of our complaints; 3. Conducting an EDI analysis of our client survey response; 4. And by gathering information on where service provision can improve.	January – June 2024
R9.	The Department to develop a systematic way of working with a range of partners in relation to seldom heard groups by: a) building upon existing relationships and exploring new partnership work by regularly reviewing and expanding the list of identified VCSE partners to help build trust with seldom heard groups; b) supporting partners to facilitate equality, inclusion and diversity conversations through guidance; c) where possible, sharing data with other local authorities and groups to support people moving in and out of East Sussex.	a) The Department has continued its work with partners and intermediaries working with seldom heard communities and people and is taking steps to ensure we continue to enhance our knowledge and interface with those communities to build trust. b) The Department is exploring ways in which through our work in Partnerships team, we can enhance our offer of support to our VCSE partners on equality diversity and inclusion training support. c) The Department will explore options of sharing data and information to provide better continuity of support to residents moving across local authorities.	Ongoing March 2024 onwards January - March 2024

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1.0   Introduction

In October 2019 East Sussex County Council declared a Climate Emergency and in 2020 it adopted a Climate Emergency Plan, which was updated in 2023. The approach taken in the Plan is that, to make its fair contribution to reducing county-wide emissions, the Council will aim to stay within a science-based carbon budget. The budget is based on a recognised methodology developed by the UK's Tyndall Centre for Climate Change Research for calculating carbon budgets by local authority area. The Tyndall model, based on current scientific understanding, indicates that to stay within a budget based on a rise of no more than 1.5 degrees centigrade above pre-industrial levels (as targeted in the UN Paris Agreement on Climate Change) emissions from the county need to be cut in half every 5 years. Therefore, the Council has committed to also cutting its corporate emissions in half every 5 years, which equates to an average reduction per year of 13%, in order to make its fair contribution to the county reduction target.

This report gives an annual summary of emissions of greenhouse gases (GHG) arising from Council operations, measured as carbon dioxide equivalent (CO_2e) emissions for the financial year 2022-23, compared with emissions from the baseline year of 2019-20. The report follows guidance in the internationally-recognised Greenhouse Gas Protocol on how we should measure and report on Council emissions.

This report covers:

- **Scope 1 emissions:** from fossil fuels used for heating schools and corporate buildings, together with the Council's vehicles.
- **Scope 2 emissions:** from electricity used in building and for street lighting.
- **Scope 3 emissions:** from all other activities of the Council and include business travel, water usage, waste, procurement and staff commuting.

Control v Influence: The Council has direct control over Scope 1 & 2 emissions, as these occur from its own operations, and can influence but not directly control Scope 3 emissions.

2.0 CO_2e Emissions

Figure 1 provides a summary of the Council's estimated emissions in 2022-23. Scope 1 & 2 emissions are calculated based on robust consumption data. These emissions arise from the operation of the Council's buildings and vehicle fleet, so are under the Council's direct control. Scope 3 emissions are by far the largest part of our total emissions, as is typical for a local authority, as most of the Council's revenue and capital budgets are used to procure goods, services and works from third parties to deliver statutory duties. Our Scope 3 emissions mostly comprise the Scope 1 and 2 emissions of other organisations (e.g. the energy that contractors and suppliers use to deliver services on behalf of the Council). Table 1 provides details of what we have included and excluded from our reporting in 2022/23 and how emissions have been calculated. We have used the 2022 conversion factors, published by government, which are available here.

Scope 3 emissions have been calculated using a combination of robust measured data, where this is available (e.g. staff mileage claims, tonnes of waste), and estimates where robust data does not exist or would be too resource intensive to gather (e.g. from the thousands of companies in our procurement supply chain). Estimated emissions are created by applying industry specific emission factors to the Council's supply chain spend. This means that the

Scope 3 emission figure provides an idea of scale, rather than an accurate measure of carbon emissions. In common with other local authorities, we are working on improving the quality of scope 3 data over the next few years by moving from estimated to reported emissions, for example by requiring major suppliers to report on their emissions and by collecting information on carbon reduction commitments.
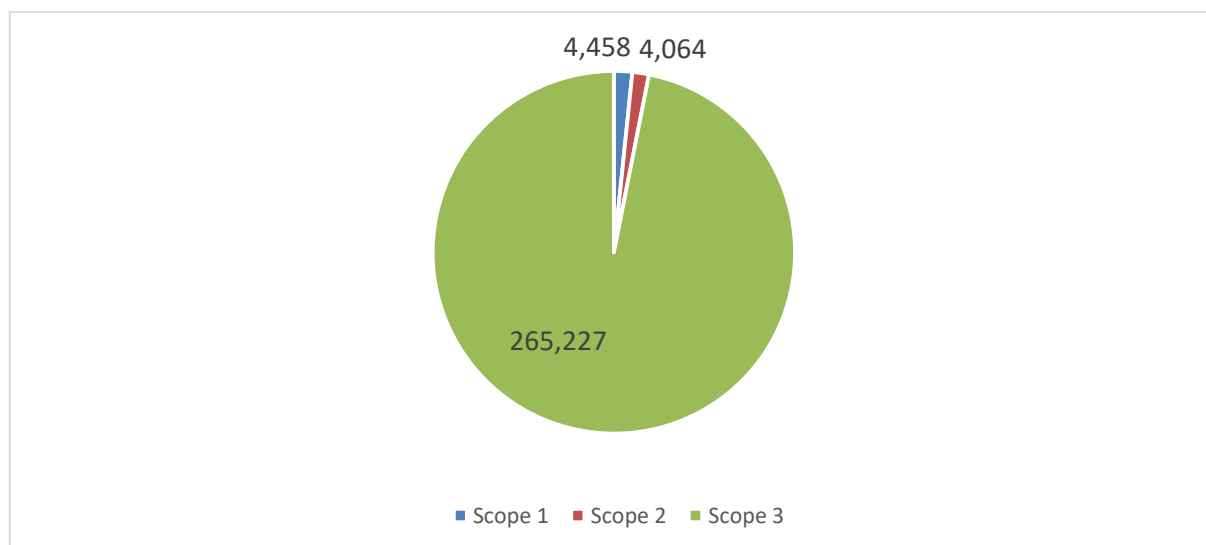
Figure 1: Scope 1, 2 & 3 Emissions Breakdown (tCO$_2$e 2022-23)

Note that our carbon budget and target currently cover our Scope 1 & 2 emissions and not our Scope 3 emissions, because the uncertainty with scope 3 procurement data means that it's not yet possible to set a robust baseline. Therefore, this report on performance covers Scope 1 & 2 and not 3. This is a similar approach to that adopted by most local authorities. We will begin to include Scope 3 emissions within our target and reporting once the data are more robust.

2.1 Performance Against the Carbon Reduction Target

Figure 2 and table 2 show the annual progress to date against the target to reduce Scope 1 & 2 emissions during the 5-year carbon budget covering 2020-25, measured against the baseline year of 2019-20. The units are in tonnes of carbon dioxide equivalent (tCO$_2$e). The main points to note are that:

1. In 2020-21 the annual reduction target of 13% was marginally exceeded, largely due to a combination of Covid lockdowns, which saw a significant reduction in energy use for heating buildings and business travel, the continued decarbonisation of the national electricity grid, Council carbon reduction measures and changes to the Council's portfolio of buildings.

2. In 2021-22 the annual 13% reduction target was missed, mainly due to a rebound in building usage and business travel post Covid and a colder-than-average winter.

3. In 2022-23 emissions were further reduced by 15%, or 1,500 tonnes of CO$_2$e, compared with 2021-22. This was due to the continued decarbonisation of the national electricity grid, a mild winter, Council carbon reduction measures and changes to the Council's portfolio of buildings.

4. Overall, the cumulative reduction in the Council's emissions between 2019-20 and 2022-23 was 32%, against a cumulative reduction target of 34% (ie. a shortfall of 318 tonnes of CO$_2$e).

Emissions	t CO₂e	Explanation
Scope 1		
Gas Consumption	3,747	All natural gas used in ESCC buildings or those which we occupy to which ESCC is the counter party to the energy bill, including schools, properties closed and sold in 2022-23 and our portion of shared use.
Gas Oil, Burning Oil and Propane Consumption	482	All gas oil, burning oil, propane and biomass used in ESCC buildings or those which we occupy to which ESCC is the counter party to the energy bill, including schools, properties closed and sold in 2022-23 and our portion of shared use.
Owned Transport	228	All core fleet owned and operated by ESCC.
Process Emissions	n/a	Excluded as not applicable to ESCC activities.
Fugitive Emissions	n.a	Excluded due to cost of data collection.
Total Scope 1	**4,458**	
Scope 2		
Purchased Electricity	4,064	All purchased electricity used in ESCC buildings or those which we occupy to which ESCC is the counter party to the energy bill, including schools, properties closed and sold in 2022-23 and our portion of shared use. Including street lighting and traffic signals.
Total Scope 2	**4,064**	
Scope 3		
Electricity Transmission and Distribution	372	Transmission & distribution losses with all purchased electricity.
Business Travel	892	All mileage claimed in private or leased vehicles, but excludes public transport and taxis.
Employee Commuting	2,222	Based on date on travel mode, days in the office, distance from home to work and days worked per year, taken from the 2022 ESCC staff climate change survey.
Employees Working from Home	818	Based on data on number of days worked in the office from the 2022 ESCC staff climate change survey and a UK Government emission factor for working from home. Note that the majority of emissions are related to home heating, with office equipment emissions an order of magnitude less.
Waste Disposal	55	Waste tonnages for corporate buildings and schools.
Water/ Sewage	60	Measured m3 water use in ESCC buildings.
Household Waste Contract	81,252	Emissions estimated via ESCC & SCC model, as reported emissions are felt to require improvement.
Highways Contract	7,597	Contract level Scope 1 & 2 data reported along with reported Scope 3 emission for construction materials (not included in 2021/22)
Ground Passenger Transport (large)	45,813	Emissions estimated via ESCC & Surrey Council (SCC) model.
Ground Passenger Transport (small)	32,931	Emissions estimated via ESCC & SCC model.
Nursing and residential care	41,229	Emissions estimated via ESCC & SCC model.
Facilities Management	9,195	Emissions estimated via ESCC & SCC model.
Manufactured products	7,418	Emissions estimated via ESCC & SCC model.
Home healthcare	6,710	Emissions estimated via ESCC & SCC model.
Construction & Maintenance	5,136	Emissions estimated via ESCC & SCC model.
Other	23,528	Emissions estimated via ESCC & SCC model.
Total Scope 3	**265,228**	
GRAND TOTAL	**273,750**	

Table 1. How the Council's carbon emissions have been calculated.
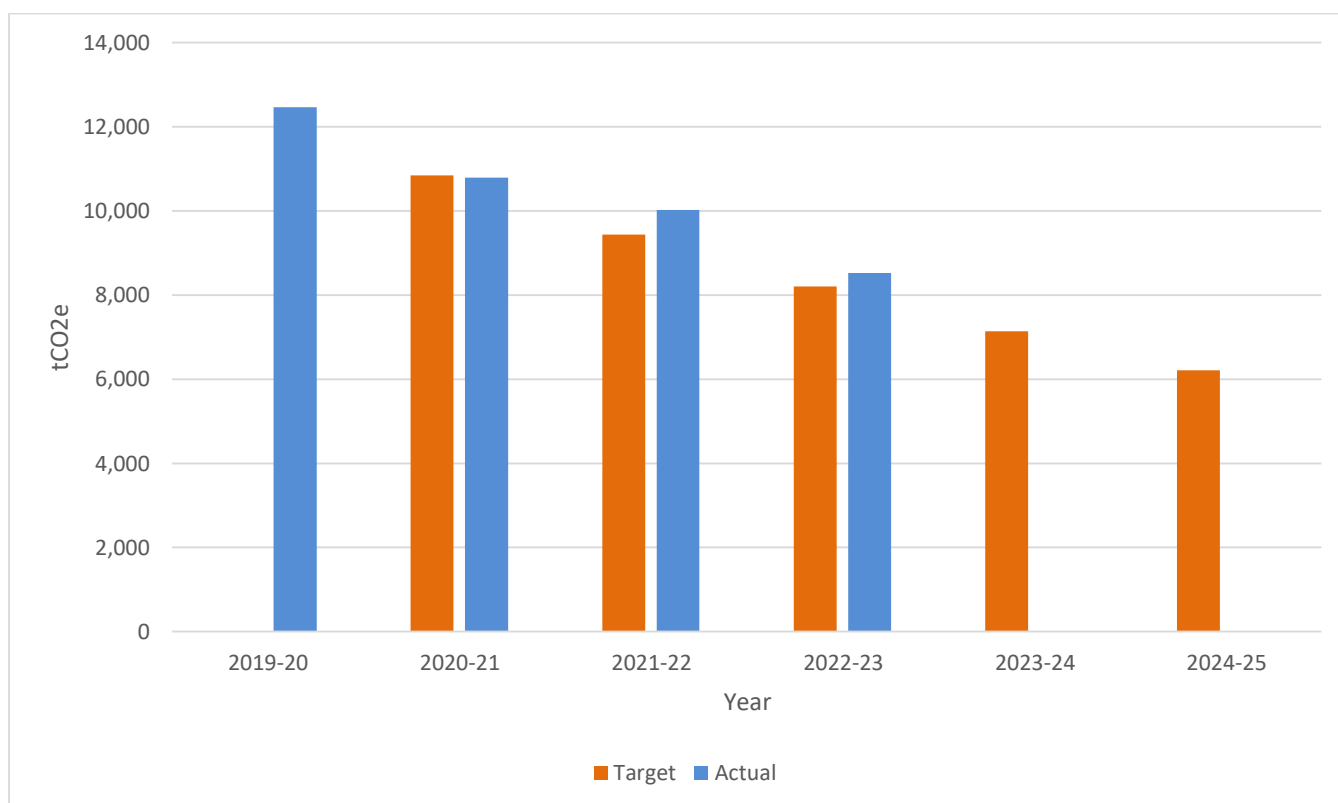
Figure 2: Target and actual carbon emissions to date over the current 5 year carbon budget.

Year	Target footprint (CO₂e)	Actual emissions (CO₂e)	Actual annual reduction (%)	Cumulative target (%)	Actual Cumulative reduction (%)
2019-20	Baseline year	12,461	n/a	n/a	n/a
2020-21	10,841	10,791	-13%	-13%	n/a
2021-22	9,432	10,023	-7%	-24%	-20%
2022-23	8,206	8,522	-15%	-34%	-32%
2023-24	7,139			-43%	
2024-25	6,211			-50%	

Table 2. Scope 1 & 2 target and actual emissions between 2019-20 to 2024-25.

Figure 3 provides a breakdown of Scope 1 & 2 carbon emissions in 2022/23. The main points:

- **Buildings:** accounted for 82% of Scope 1 & 2 emissions, with schools making up the largest share. Corporate buildings include all non-school buildings, such as office buildings, libraires and residential homes. School buildings exclude those that have converted to academies.

- **Heating:** 2022-23 was milder than 2021-22, which resulted in less energy being used for heating, though heating remained the highest source of scope 1 & emissions.

- **Street lighting:** electricity consumption was down 8% compared with 2021-22, reflecting the Council's low energy lighting upgrade programme.

- **Fleet:** CO₂e emissions were up 9% compared with 2021-22, due to increased mileage, however emissions are overall 25% lower than the 2019-20 baseline.
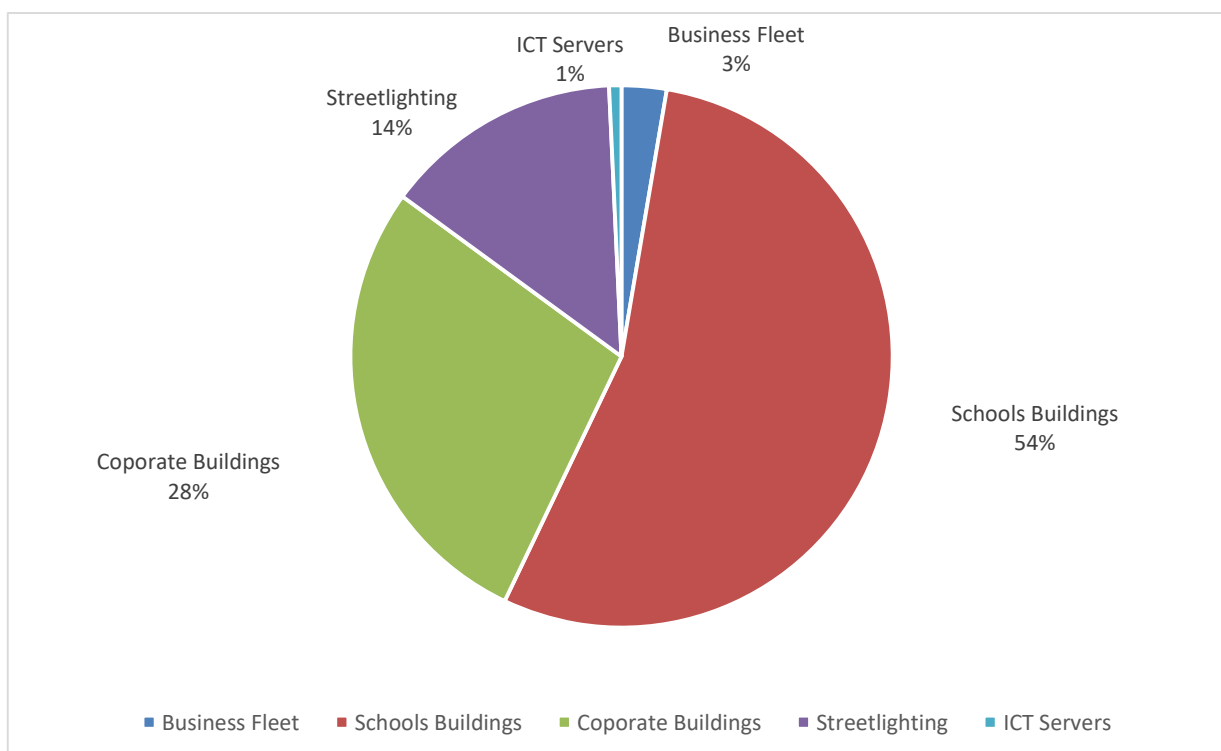
Figure 3: Breakdown of Scope 1 & 2 Council emissions in 2022-23.

Table 3 provides a summary of case studies of sites where solar PV came on-line during 2022-23. On-site solar energy generates around 1.6MW of clean energy each year.

Site	System online	Annual saving (£)	Annual saving (CO$_2$e)
Sackville House	Apr-22	22860	4.7
Herstmonceux school	May-22	5080	1.1
Lansdowne Centre	Jun-22	17620	3.6
Bellbrook Centre	Dec-22	5395	1.1
Hailsham Children's Centre	Jan-23	11460	2.4
Hampden Park library	Dec-22	2620	0.5
Hollington library	Dec-22	1730	0.4
Sliverlands Centre	Feb-23	8440	1.7
	Totals:	75,205	15.5

Table 3. List of sites where solar PV came online during 2022-23.

Heat decarbonisation case study - Ninfield Primary school: in 2022-23 £557,000 was spent at the primary school on a range of measures, including improving loft insulation, low energy lighting, battery storage and replacing the oil boilers, which had reached the end of their life, with air source heat pumps. A quarter of the cost was met with a government grant. The work was delivered by local contractors and has reduced the school's carbon footprint by over 60% - which will continue to decrease as the national electricity grid continues to decarbonise. This is illustrated in figure 4.

Ninfield school: air source heat pumps; battery storage; new radiators.
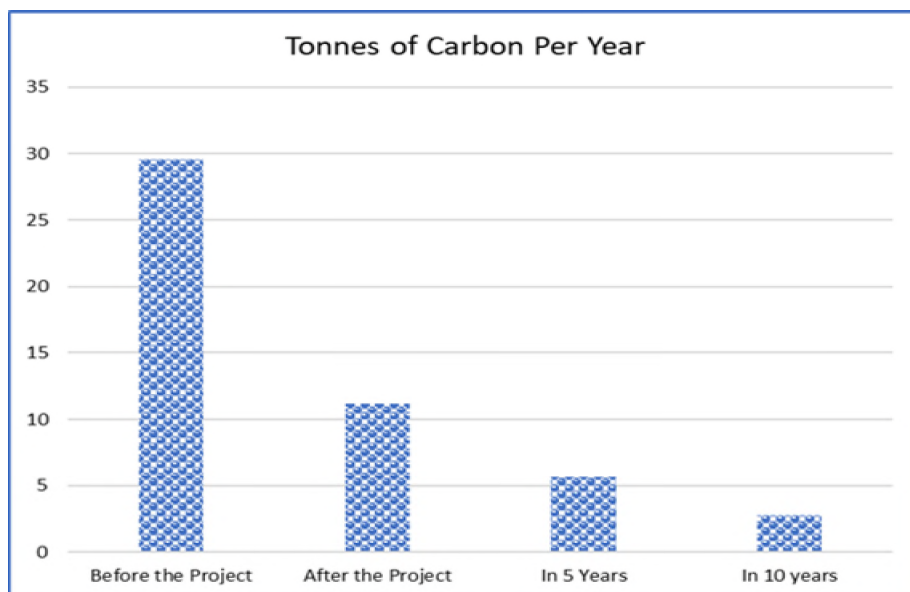
Figure 4. Carbon reduction at Ninfield Primary school.

2.2 Carbon Emissions Over the Longer Term

Since 2008-9, when the Council started to report on its carbon emissions, Scope 1 & 2 emissions have reduced by over 73%. This is illustrated in figure 5.
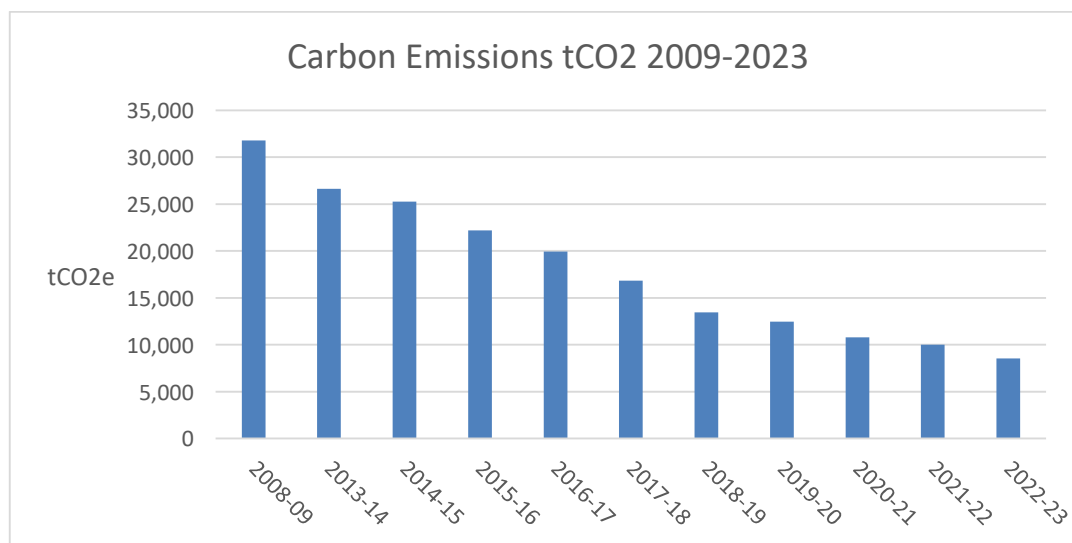
Figure 5. The reduction in scope 1 & 2 Council carbon emissions between 2008-9 and 2022-23.

In 2022-23 we spent £4.26m on corporate climate change, from a combination of our Salix Invest to Save Recycling Fund, the current dedicated £9.9m climate change budget, part of the Property maintenance budget, as well as £1.9m of external funding. Since 2008-9 we have delivered 240 projects, which generate total savings on the Council's energy bills of £920,000 per year. The range of projects includes solar PV, low energy lighting, building fabric improvements, heating controls, boiler replacements, low carbon heat and ICT improvements (Figure 6). This is supported by asset rationalisation, training on good housekeeping, plus monitoring and targeting.

Project Spend £k (2008-2023)
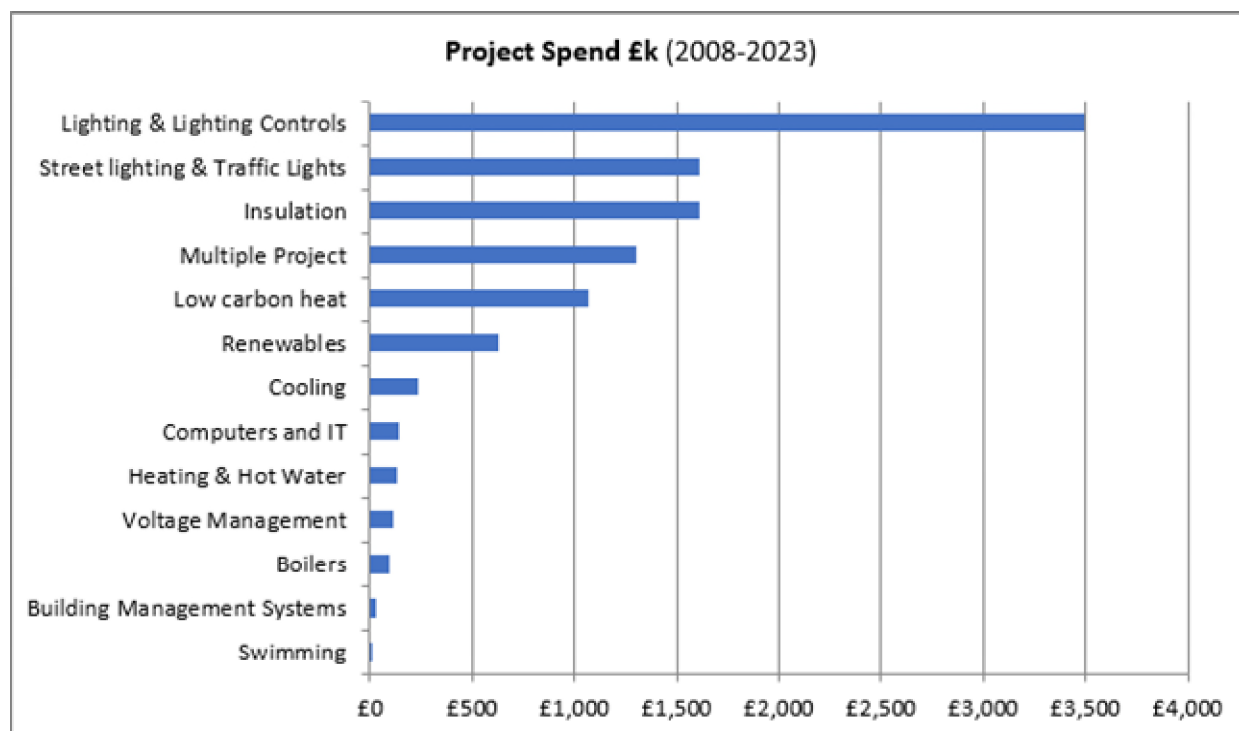
Figure 6. Types of projects and savings delivered (2008 – 2023)

From April 2021, electricity supplied to all corporate buildings and street lighting has been purchased on a green tariff and made available to schools that buy into our energy services (see section 2.4).

2.3   Impact of Grid Decarbonisation and Estate Changes

There are a number of factors that determine the pace and scale of carbon reduction in organisations such as the Council, including:
- The rate of decarbonisation of the national electricity grid.
- The effect of the weather on the need for heating in buildings.
- The type and scale of decarbonisation schemes implemented.
- The change to the size of the organisation.

Figure 7 provides a summary of the relative contribution of the decarbonisation of the national electricity grid and the change to the size of the Council's building portfolio to the reduction in the Council's carbon emissions between 2020-21 and 2022-23. Most of the 'other' section includes the effect of decarbonisation schemes implemented by the Council and the effect of the weather on heating requirements. Both of these are difficult to quantify accurately, for example because decarbonisation schemes implemented throughout the year all come on stream at different times during the year and are affected by issues such as maintenance, how people use and manage equipment and so on.
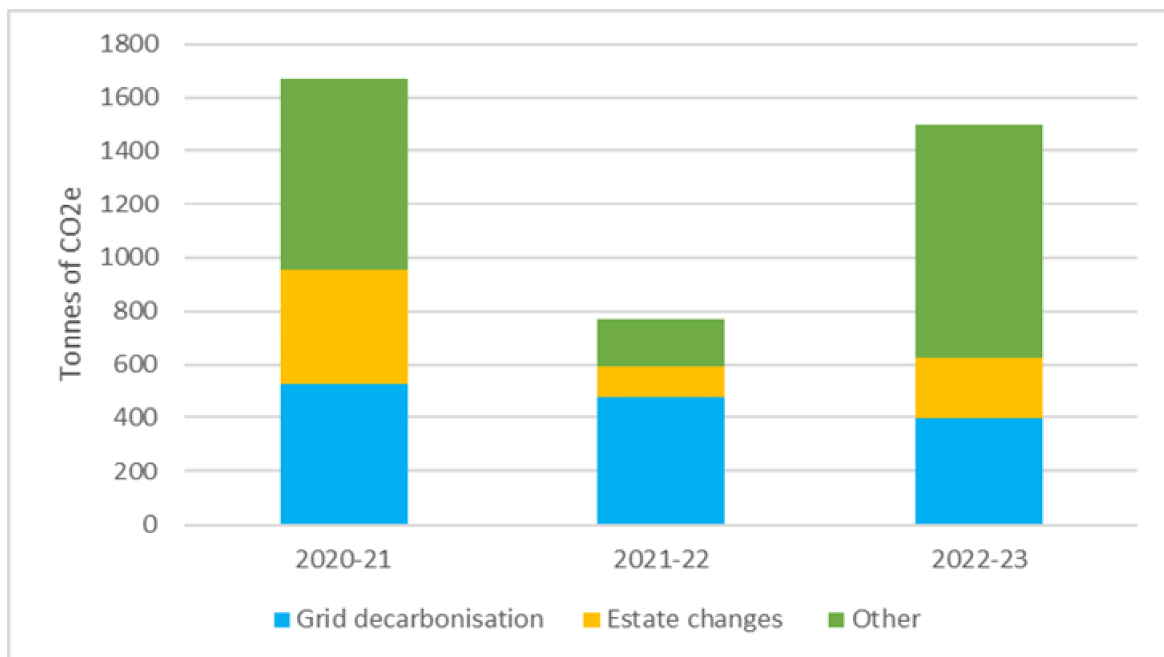
Figure 7. Contribution to the Council's carbon emissions reduction in 2020-21 to 2022-23.

Grid decarbonisation has contributed about 38% of the total carbon reduction between the baseline year of 2019-20 and 2022-23, and changes to the Council's building portfolio have contributed about 20% of the total reduction, mostly due to schools converting to academies and leaving the portfolio. We will re-calculate the Council's carbon baseline at the beginning of each five year carbon budget, to take into account the effect of changes to the Council's building portfolio (see section 2.5 for more details).

2.4   Carbon Offsets

The Council's current focus is on cutting carbon emissions as quickly as possible and so, to date, we have not purchased any carbon offsets. However, the Council recognises that it needs to use all opportunities at its disposal to meet its commitment to get to net zero by 2050 at the latest and so is investigating the opportunities to invest in local, high quality carbon offsets.

From April 2021 electricity supplied to all corporate buildings and street lighting has been purchased on a green tariff. Currently, schools continue to purchase their electricity on a brown tariff, though the Council has offered and encouraged the take up of green electricity by schools.

As is best practice, we do not count our green tariff electricity as a carbon reduction measure because purchasing renewable generated electricity already in the marketplace makes very little material difference to total UK carbon emissions. Instead, the Council uses a location-based approach to calculate our carbon emissions from purchased electricity. This approach uses the average carbon emission intensity of the national grid.

2.5   Base year recalculation

In order to provide meaningful comparisons of our carbon reduction performance we compare the current year with 2008-9, when we first started to report on our carbon emissions.

We periodically adjust the 2008-9 figures to take account of significant estate changes such as schools converting to academies and site closures. We remove the 2008-9 carbon emissions for sites that have left the estate and add emissions for significant property additions.

This is done so that we can track genuine performance improvements rather than, for example, counting carbon emission reductions for schools that convert to academy as a reduction, when those emissions remain in the county even if they are no longer within our buildings portfolio.

Re-calculating these figures was done in 2014-15 and again in 2020-21. We will re-calculate the figures at the beginning of each 5 year carbon budget, which means that this will next be done in 2025-26. This will not alter the absolute science-based carbon reduction target. This means that any shortfall in meeting the target in any 5 year carbon budget period will need to be addressed within the subsequent 5 year carbon budget period and, equally, if more carbon is reduced than is required in the current carbon budget then a less steep reduction will be required during the next carbon budget.

2.6   Limitations

We have automatic meters installed across most of our estate, which allows us to report with a high level of accuracy on our electricity and gas related CO_2 emissions. Street lighting consumption is un-metered and the local distribution network allocates our usage based on the information we submit to them on our street lighting stock. Currently, we only hold limited information on combusted biofuel (i.e. biomass) as the purchasing of this fuel is delegated to individual sites and so we lack sufficient data to report. Our data for solar PV generation uses a mixture of accurately recorded generation data and estimates based on kWp system size for some 3rd party owned systems installed on schools prior to 2021, where we cannot obtain generation data from the installers.

From 2020-21, Scope 3 emissions have been expanded to include emissions associated with procurement of goods, works and services. Table 1 itemises how these have been calculated. As can be seen, Scope 3 emissions associated with our highways contract, corporate waste, water usage, staff business travel and transmission and distribution of electricity used by the Council are based on measured data and standard government conversion factors. The largest figure is from the rest of our supply chain and has been calculated by applying proxy values to the total expenditure, which gives an idea of scale rather than an exact figure. This is because it is not practical to gather exact data on every contract and purchase transaction. Consequently, the Council will focus on gathering robust data on emissions from contractors and suppliers, where the likely scale of their emissions and the ability of the Council to influence these emissions are greatest, for instance where the Council is a major client. As this data improves over time, so the carbon emission figures from procurement may vary significantly.

We have made the best efforts to report on our emissions using the data we have available at this time and, although we are confident in the quality of the data that we hold, there will always be scope for further improvement and adjustment in years to come.

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Schedule of Main Modifications (13 September 2023)

The modifications below are expressed either in the conventional form of ~~strikethrough~~ for deletions and <u>underlining</u> for additions of text, or by specifying the modification in words in *italics*.

Text in bold and light blue is a hyperlink and can be clicked on to access the document or website to which the link points. For example, this is a link to the ***East Sussex County Council website***.

The page numbers and paragraph numbering below refer to the submission local plan, and do not take account of the deletion or addition of text. As set out in the Additional Modifications, new paragraphs are marked using the # placeholder symbol. Paragraph and footnote numbering will be updated to be consecutive prior to the adoption of the Plan. References using page numbers will also be updated as required.

Ref	Page	Policy/ Paragraph	Main Modification
MM01	1-5	Section 1 and Section 2	**1. Introduction** 1.1 East Sussex County Council, Brighton & Hove City Council and the South Downs National Park Authority (the Authorities) have responsibility for planning the future management of waste and production of minerals. To guide those decisions the Authorities are required to prepare Minerals and Waste Local Plans which contain policies that guide where minerals and waste developments should go. These policies are then used to make decisions on planning applications for waste management and minerals activities. 1.2 The Waste and Minerals Local Plan ~~(WMLP)~~ is currently comprised of the: • Waste and Minerals Plan 2013 ~~(WMP)~~, and

Schedule of Main Modifications (13 September 2023)

Ref	Page	Policy/ Paragraph	Main Modification
			• Waste and Minerals Sites Plan 2017 ~~(WMSP)~~. 1.3 The purpose of the review principally focuses on minerals provision, as well as updating and clarifying certain other policies, it is not a complete review of the ~~WMLP~~ <u>Waste and Minerals Local Plan</u>. This document therefore sets out proposed revisions to specific policies within the ~~WMLP~~ <u>Waste and Minerals Local Plan</u>. The Plan Area for this and the other ~~WMLP~~ <u>Waste and Minerals Local Plan</u> documents is the administrative areas of East Sussex and Brighton & Hove<u>,</u> including part of the South Downs National Park ~~and the Plan period for the policies within this document is 2019-2034 inclusive (15 years). This period differs from the period covered by the existing WMLP. However, at the completion of this review, a full plan review of the entire WMLP will be undertaken which will provide an opportunity to align the Plan period~~. The revised policies include two key changes: • East Sussex and Brighton & Hove to become more reliant on aggregates from the marine sources and other sources outside of the Plan Area. • Providing increased protection for minerals and minerals related infrastructure against inappropriate development being located nearby. <u>1.# This partial review of the Waste and Minerals Local Plan is being undertaken due to the findings of the Inspector at the Examination into the Waste and Minerals Sites Plan adopted in 2017. The Inspector at this Examination considered this Plan to be sound but concluded that the current rate of land-won aggregates in the Waste and Minerals Plan could not be maintained with the current allocated sites, and therefore indicated that a review of the minerals policies within this Plan would be required prior to the end of the Plan period. For this reason,</u>

2

Schedule of Main Modifications (13 September 2023)

Ref	Page	Policy/ Paragraph	Main Modification
			the Revised Policies Document has primarily focussed on minerals, and more specifically, aggregates provision in the Plan Area. The proposed strategy is one based on importation and the sustainable use of aggregates. Where a clear and obvious need for updates and clarity have been required to other policy areas, these have also been undertaken. However, what is not in scope as part of this review is the waste management provision policies.

1.4   A number of updates to clarify and consolidate existing policies are also proposed, along with an additional policy for the provision of an additional area of clay extraction at Aldershaw Farm. No other alterations to the existing strategy are being proposed at this time.

1.5   This document, ~~if adopted, will join~~ joins the other ~~WMLP~~ Waste and Minerals Local Plan documents in forming part of the Development Plan for the administrative areas set out in Paragraph 1.3. This means that relevant policies within the ~~WMLP~~ Waste and Minerals Local Plan documents apply to all development within this area, not just proposals for waste and minerals development, and that other local authorities within this area will need to consider relevant ~~WMLP~~ Waste and Minerals Local Plan policies when determining planning applications. Similarly, other relevant Development Plan documents besides the ~~WMLP~~ Waste and Minerals Local Plan will need to be considered when determining applications for waste and minerals development.

1.6   Once this review has been completed, a composite version of the Waste and Minerals Local Plan comprising of the Waste and Minerals Plan and the Waste and Minerals Sites Plan, incorporating the changes proposed in this document will be published. This will result in a single document containing all the Waste and Minerals Local Plan |

Schedule of Main Modifications (13 September 2023)

Ref	Page	Policy/ Paragraph	Main Modification
			Policies in one place rather than three individual documents. The policies within this review will be in accordance with the 'Vision for the Plan Area to 2030' timeframe of the original Waste and Mineral Local Plan policies. The plan period for the Waste and Minerals Local Plan will then allow for all of the adopted plan policies (original and revised) to align until 2030. The synchronising of the timeframes for all the Waste and Mineral Local Plan policies will result in a joined up coherent Plan that should provide clarity for all users. Although Paragraph 22 of the National Planning Policy Framework states that "strategic policies should look ahead over a period of 15 years" it is considered that as this review is only a partial plan review it would be simpler for users if the new policies shared the same time frame as the original Waste and Minerals Plan policies. This will also avoid inconsistency between policies and ensure they are justified by the evidence base. Consequently, new policies within this document share the same plan period of the original Waste and Minerals Plan. 1.# Upon completion of this partial review it is proposed to swiftly undertake a full review of all of the policies within the Waste and Minerals Local Plan in order that a fully updated Waste and Minerals Local Plan can be produced. This review will enable expected forthcoming national policy changes, as well as matters such as secondary legislation and guidance published in relation to the Environment Act, to be taken into consideration. This will then inform the creation of long-term strategic policies beyond the current 2030 Plan period. This review will commence immediately on adoption of this Plan and is anticipated to be completed by 2027.

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			For the avoidance of doubt the Plan period for the Revised Policies Document (this document) is 2019 – 2030 (11 Years).

How to read this document

1.7   As the Authorities are proposing to make amendments to specific parts of the ~~WMP~~ Waste and Minerals Plan and ~~WMSP~~ Waste and Minerals Sites Plan this document is written in the style of an amendment document. On the following pages there is a table which lists all the policies in the ~~WMLP~~ Waste and Minerals Local Plan and their status.

1.8   Over the remainder of the document, to help show and explain the amendments, the following special notations are used:

Explanation

Commentary text explaining the proposed changes can be found in these grey bordered boxes. For reference, these boxes will be retained in the adopted Revised Policies Document but will not appear in the consolidated Waste and Minerals Local Plan document. ~~This does not form part of the revised policies and will not be included in the final Plan.~~

How the Waste and Minerals Local Plan is amended.

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			Text in bold explains what alterations are being proposed, for example if sections are proposed to be deleted or added. *Text in italics is proposed text on which comments are being sought.* The Authorities intend to publish a document that consolidates all three documents in due course. ## 2. Summary of Minerals and Waste Local Plan Policy Review 2.1 Below is a complete list of adopted and draft policies of the Waste and Minerals Local Plan from the WMP Waste and Minerals Plan, WMSP Waste and Minerals Sites Plan and this document, the Revised Policies Document (RPD). Policies proposed for deletion are struck out with a red background, whilst proposed policies are shown underlined with a green background. All relevant policies should be applied in the determination of planning applications. <table><tr><td>Policy Number</td><td>Policy Title</td><td>Document</td><td>Page</td><td>Status</td><td>Impact on other policies</td></tr><tr><td colspan="6">Overarching Strategy</td></tr><tr><td>WMP1</td><td>Presumption in Favour of Sustainable Development</td><td>WMP</td><td>33</td><td>Adopted</td><td>None.</td></tr><tr><td>WMP2</td><td>Minerals and Waste Development affecting the South Downs National Park</td><td>WMP</td><td>36</td><td>Adopted</td><td>Replaced by RV1.</td></tr><tr><td>RV1</td><td>Minerals and Waste Development affecting the South Downs National</td><td>RPD</td><td>18</td><td>Draft</td><td>Direct replacement for WMP2. Refers to new policy RD1 and existing WMP8b.</td></tr></table>

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				Park and High Weald Area of Outstanding Natural Beauty			
			WMP3a	Promoting Waste Prevention, Re-use and Waste Awareness	WMP	40	Adopted	None.
			WMP3b	Turning Waste into a Resource	WMP	42	Adopted	None.
			WMP3c	Production of Energy from Waste (EfW)	WMP	45	Adopted	None.
			WMP3d	Minimising and Managing Waste During Construction, Demolition and Excavation	WMP	46	Adopted	None.
			WMP3e	Waste Management In New Development in the Plan Area	WMP	48	Adopted	None.
			WMP4	Sustainable Provision and Use of Minerals Providing for Waste	WMP	50	Adopted	No change to policy but amendments to monitoring and implementation.
			Providing for Waste				
			WMP5	Provision of Built Waste Facilities	WMP	53	Adopted	None.
			~~WMP7a~~	~~Sustainable Locations for Waste Development (Excluding Land Disposal)~~	~~WMP~~	~~61~~	~~Adopted~~	Replaced by RW1, no other policies affected.
			~~WMP7b~~	~~More Detailed Criteria for Waste Development~~	~~WMP~~	~~62~~	~~Adopted~~	Replaced by RW1, no other policies affected.
			RW1	Sustainable Locations for Waste Development (Excluding Land Disposal)	RPD	22	Draft	Direct replacement for WMP7a & b. Explanatory text refers to policy WMP8 & WMP22.
			SP1	Waste Site Allocations	WMSP	14	Adopted	None.
			SP2	Areas of Opportunity on Previously Developed Land	WMSP	15	Adopted	Makes reference to WMP25.
			SP3	Areas of Search	WMSP	16	Adopted	Makes reference to WMP25.
			SP4	Physical Extension of Existing Waste Site	WMSP	17	Adopted	None.

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Ref	Page	Policy/ Paragraph	Main Modification					
			SP5	Existing Industrial Estates	WMSP	19	Adopted	Makes reference to deleted WMP7a and deleted WMP27, which are replaced by RW1 and RD1. Refers to retained policies WMP25, WMP26, WMP 28a, WMP24a.
			WMP8a	Land Disposal of Non-Inert Waste	WMP	67	Adopted	None.
			WMP8b	Deposit of Inert Waste on Land for Beneficial Uses	WMP	69	Adopted	None.
			WMP8c	Management of Landfill Gas	WMP	70	Adopted	None.
			WMP9a	Hazardous Waste	WMP	72	Adopted	None.
			WMP9b	Low Level Radioactive Waste	WMP	75	Adopted	None.
			WMP10	Management of Waste Water and Sewage Sludge	WMP	77	Adopted	None.
			WMP6	Safeguarding Waste Sites	WMP	58	Adopted	None.
			SP6	Safeguarding Waste Sites	WMSP	22	Adopted	None.
			SP7	Waste Consultation Areas Providing for Minerals of	WMSP	23	Adopted	Refers to retained policies WMP6, SP4.
			Providing for Minerals					
			~~WMP11~~	~~Provision of Aggregates~~	~~WMP~~	~~81~~	~~Adopted~~	Replaced by RM1.
			RM0	Sustainable Use of Aggregates	RPD	24	Draft	Stand alone new policy.
			RM1	Provision of Aggregates	RPD	31	Draft	Direct replacement for WMP11, no other policies affected.
			WMP12	Provision of Gypsum	WMP	83	Adopted	None.
			WMP13	Provision of Clay	WMP	85	Adopted	References retained policy WMP4.
			RM2	Provision for an additional extraction area at Aldershaw Farm	RPD	34	Draft	Stand alone new policy.
			~~WMP14~~	~~Safeguarding Mineral Resources~~	~~WMP~~	~~88~~	~~Adopted~~	Replaced by RM3 also references replaced WMP2.
			~~SP8~~	~~Mineral Safeguarding Areas for land won minerals resources within the Plan Area~~	~~WMSP~~	~~25~~	~~Adopted~~	Replaced by RM3.

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Ref	Page	Policy/ Paragraph	Main Modification					
			RM3	Safeguarding Mineral Resources	RPD	38	Draft	Combined replacement policy for WMP14 & SP8.
			RM4	Prior Extraction of Minerals	RPD	40	Draft	
			WMP15	Safeguarding Wharves and Railheads	WMP	90	Adopted	Direct replacement by RM5.
			SP9	Safeguarding wharves and railheads within the Plan Area	WMSP	27	Adopted	Direct replacement by RM5.
			RM5	Safeguarding Minerals Infrastructure	RPD	43	Draft	Combined replacement for WMP15 & SP9. Also references retained policy WMP18.
			SP10	Safeguarding facilities for concrete batching, coated materials...	WMSP	28	Adopted	Replaced by RM6.
			RM6	Safeguarding facilities for concrete batching (etc)	RPD	45	Draft	Direct replacement for SP10.
			SP11	Minerals Consultation Areas	WMSP	29	Adopted	Replaced by RM7. References SP8, 9 & 10.
			RM7	Minerals Consultation Areas	RPD	46	Draft	Direct standalone replacement for SP11.
			WMP16	Exploration for Oil and Gas	WMP	92	Adopted	None.
				Overarching Policies				
			WMP17	Restoration	WMP	94	Adopted	Supporting text references deleted policy WMP27 which is being replaced by RD1. Supporting text references retained policies WMP 28 a & b, WMP 24 & WMP 25.
			WMP18	Transport - Road, Rail and Water	WMP	97	Adopted	Supporting text references deleted policy WMP15. Supporting text references retained policy WMP26.
			WMP19	Co-location of Complementary Facilities	WMP	98	Adopted	None.
			WMP20	Community Involvement and Benefits	WMP	100	Adopted	None.
			WMP21	Opportunities for Sustainable Waste Management and Minerals Production in Other Development	WMP	102	Adopted	None.
			WMP22	Expansion and Alterations Within Existing Waste Facilities	WMP	103	Adopted	None.

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				Development Management Policies			
			WMP23a	Design Principles for Built Waste Facilities	WMP	106	Adopted	Supporting text references retained policies WMP20, WMP 24 & 24b.
			WMP23b	Operation of Sites	WMP	107	Adopted	Supporting text references retained policies WMP20, WMP 24 & 24b.
			WMP24a	Climate Change	WMP	109	Adopted	None.
			WMP24b	Resource and Energy Use	WMP	109	Adopted	None.
			WMP25	General Amenity	WMP	110	Adopted	None.
			WMP26	Traffic Impacts	WMP	112	Adopted	Supporting text references retained policy WMP18.
			~~WMP27~~	~~Environment and Environmental Enhancement~~	~~WMP~~	~~113~~	~~Adopted~~	Replaced by RD1. References policy WMP 2.
			RD1	Environment and Environmental Enhancement	RPD	51	Draft	Replaces WMP27. No other policies referenced in text.
			WMP28a	Flood risk	WMP	117	Adopted	Supporting text mentions policy WMP7 which is to be deleted and replaced by policy RW1.
			WMP28b	Water Resources and Water Quality	WMP	118	Adopted	Supporting text mentions policy WMP7 which is to be deleted and replaced by policy RW1.
				Diagrams			
				Waste Key Diagram	WMP	156		None.
				Minerals Key Diagram	WMP	157		None.

Notes

1. All policies within the ~~WMLP~~ Waste and Minerals Local Plan are considered to be strategic policies. See paragraphs 20-23 of the National Planning Policy Framework ~~NPPF~~ for further information.

2. Some policies appear out of document order above so that they appear correctly grouped in the table.

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Ref	Page	Policy/ Paragraph	Main Modification
			3. In this table WMP means the Waste and Minerals Local Plan, WMSP means Waste and Minerals Sites Plan and RPD is the Revised Policies document (this document).
MM02	17	4.12 & Policy RV1	4.12 Quarries and quarrying operations have the potential to impact heavily upon the landscape and surrounding environment, therefore the setting of any proposed development within the context of the National Park or ~~AONB~~ Area of Outstanding Natural Beauty is also an important consideration. The scale and extent of development within all these designated areas should be limited, while development within their setting should be sensitively located and designed to avoid or minimise adverse impacts on the designated areas._4.## As appropriate to their scale, nature and location, development which falls within the South Downs National Park or High Weald Area of Outstanding Natural Beauty should clearly demonstrate how it will contribute to the outcomes, objectives and priorities of the relevant Management Plan. Applications should clearly reference the specific outcome, objective or priority and provide further information as to how the planning proposal will contribute to the objectives of the Management Plan._4.13 Minerals and waste development not considered to be major should be carefully assessed. Weight should be given towards conservation of the landscape's natural beauty, the conservation of wildlife and cultural heritage and the need to avoid adverse impact upon recreational opportunities within these areas._**Policy RV1: Minerals and waste development affecting the South Downs National Park and High Weald Area of Outstanding Natural Beauty**

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Ref	Page	Policy/ Paragraph	Main Modification
			a) Minerals and waste development in the South Downs National Park and the High Weald ~~AONB~~ Area of Outstanding Natural Beauty will have regard to the relevant Management Plan.
			b) Major minerals and waste development[1] in the South Downs National Park or High Weald ~~AONB~~ Area of Outstanding Natural Beauty will be refused other than in exceptional circumstances, and where it can be demonstrated to be in the public interest. In this respect, consideration will be given to relevant information, including:
			i. the need for the development, including in terms of any national considerations; and
			ii. the impact of permitting or refusing the development upon the local economy; and

[1] ~~In the case of minerals and waste proposals, all applications are defined by the Town and Country Planning (Development Management Procedure) Order 2010 as 'major'. However, for the purpose of this policy, the potential for significant impacts on the National Park and AONB will be dependent on the individual characteristics of each case. When assessing what constitutes "major development" within a protected landscape the guidance set out in Footnote 60 to the NPPF will be applied.~~ [1] When assessing what constitutes "major development" within a protected landscape the guidance set out in Footnote 60 to the National Planning Policy Framework will be applied, this states that whether a proposal is 'major development' is a matter for the decision maker, taking into account its nature, scale and setting, and whether it could have a significant adverse impact on the purposes for which the area has been designated or defined.

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			iii. the cost of and scope for developing outside the ~~designated area~~ South Downs National Park or High Weald Area of Outstanding Natural Beauty or meeting the need in another way; and iv. any detrimental effect on the environment, landscape and/or recreational opportunities and the extent to which it could be moderated. c) Small-scale waste management facilities[2] for local needs are not precluded from the National Park or ~~AONB~~ Area of Outstanding Natural Beauty where they meet the requirements of ~~Policy~~ Policies RD1 and RW1. d) Proposals for the backfilling of redundant quarries within the National Park or ~~AONB~~ Area of Outstanding Natural Beauty need to conform with (b) above and additionally demonstrate net long term benefits to the National Park or ~~AONB~~ Area of Outstanding Natural Beauty and that they meet Policy WMP 8b criteria (a) to (e).

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[2] Smaller, localised facilities can be essential in helping to provide local solutions for collecting, sorting, bulking, and transferring and treating wastes in complementing the waste treatment provided at larger-scale facilities. Smaller scale facilities are defined as those seeking to meet a localised need generally of a particular settlement area, in contrast to larger scale facilities that provide benefits to the whole Plan Area.

Ref	Page	Policy/ Paragraph	Main Modification
			The South Downs National Park and High Weald Area of Outstanding Natural Beauty are identified on the Policies Map.
MM03	20-22	Purpose of Policy RW1 – End of Policy RW1	**Purpose of Policy RW1** To identify broad areas (Areas of Focus) within the Plan Area within which more sustainable opportunities for locating waste recycling and recovery facilities are more likely to be found. **Introduction** 5.# This policy relates to waste treatment facilities, i.e. facilities involved in processes in the waste hierarchy excluding land disposal. Transfer facilities are included because they play a fundamental part in moving waste to and from the facilities referred to in this policy, and increasingly waste transfer is being integrated with waste processing (such as that which takes place at Materials Recovery Facilities) at the same site and so there is less distinction between them. Land disposal is covered separately in Policy WMP8. 5.2 National policy requires local planning policy to give a clear indication to industry about the areas where development might be acceptable and to provide flexibility to allow for responses to changes in circumstances. Paragraph 4 of the National Planning Policy for Waste sets out that when considering suitable locations for waste management development Local Plans should consider a broad range of locations including industrial sites, looking for opportunities to co-locate waste management facilities together and with complementary activities, giving

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			priority to the re-use of previously-developed land, sites identified for employment uses, and redundant agricultural and forestry buildings and their curtilages. Paragraph 5 continues to explain that existing and potential transport infrastructure to support the sustainable movement of waste, and products arising from resource recovery, seeking when practicable and beneficial to use modes other than road transport should also be a consideration when identifying suitable locations. Additionally, paragraph 176 of the National Planning Policy Framework states that great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks, the Broads and Areas of Outstanding Natural Beauty which have the highest status of protection in relation to these issues. 5.3 This policy relates to waste treatment facilities, i.e. facilities involved in processes in the waste hierarchy excluding land disposal. Transfer facilities are included because they play a fundamental part in moving waste to and from the facilities referred to in this policy, and increasingly waste transfer is being integrated with waste processing (such as that which takes place at Materials Recovery Facilities) at the same site and so there is less distinction between them. Land disposal is covered separately in Policy WMP8. 5.# The Authorities are all signatories to the South-East England Waste Planning Advisory Group (SEWPAG) Statement of Common Ground, which is an agreement between all Waste Planning Authorities within the South-East England Region. In this Statement, the signatories agree that their plans will provide for the development of facilities that will manage waste produced within, and beyond, their areas based on net self-sufficiency and in accordance with the waste hierarchy. In seeking to meet this agreement, this policy steers waste management development

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			towards those areas with better transport links, and more urban areas, which should assist in minimising the distance which waste travels to be managed. 5.# All policies within the Waste and Minerals Local Plan must support the Strategic Objectives set out in the Waste and Minerals Plan (pages 23 and 24). This Policy supports Strategic Objectives SO1, SO4 and SO8, and should be read in the context of other policies within the overarching and development management sections of the Waste and Minerals Local Plan documents. 5.4 Policy WMP5 sets out the estimated additional waste management capacity that is required during the Plan period to achieve net self-sufficiency. This policy (RW1) identifies areas hereon called 'Areas of Focus' where the best opportunities for the development of waste recycling and recovery facilities are most likely to be found. Areas of Focus indicate broadly the areas where the greatest sustainability benefits are likely to be achievable based on the application of national policy. However, this policy recognises that there may be sites which are acceptable in principle but are beyond the Areas of Focus. For example, there may be sites just outside of the Areas of Focus where there may be overriding sustainability reasons for permitting development, such as supporting movement up the waste hierarchy or being well-related to the strategic road network. The policy therefore does not precisely define boundaries, and the overall sustainability benefits of proposals will be considered on their merits. Consideration of locations within the Areas of Focus also needs to be balanced with ensuring the Plan is deliverable, and as such the Plan considers economic viability which is often influenced by economies of scale.

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			5.5　　The Areas of Focus are those where the greatest sustainability benefits are likely to be achieved regarding new waste development or extensions to existing sites as they are more likely to be close to: • waste arisings, • better transport network, • complementary industries and waste development for potential co-location benefits,[3] • existing facilities where there is scope for physical site extension (for detail about alterations within the site boundary of existing facilities See Policy WMP 22). 5.6　　The Areas of Focus reflect the fact that the majority of the population and businesses in the Plan Area are located along the coastal strip so this is where the main proportion of the largest waste streams (C&I, CDEW, and LACW wastes) is either currently generated or likely to be in the future according to predicted growth areas in Local Plans. The Areas also reflect the road, rail and water transport connections within the Plan Area, the limited opportunity to transport waste via railheads, and the lack of abandoned agricultural and forestry buildings. This is in

[3] See Policy WMP 19.

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			accordance with the proximity principle and seeks to minimise the distance over which waste must be transported before it can be managed. Areas outside the Areas of Focus are generally more rural and less densely populated and therefore it is likely that less waste is generated and there are fewer opportunities for maximising sustainability. Much of these areas are also covered by landscape designations of the ~~AONB~~ Area of Outstanding Natural Beauty and the ~~SDNP~~ South Downs National Park. The topic of sustainable transport via road, rail and water is further addressed under Policy WMP18 Transport – Road, Rail and Water, and the topic of co-location is addressed through Policy WMP19 Co-location of Complementary Facilities.
			5.7 The policy also recognises that with modern design and operational techniques, waste management facilities can increasingly be accommodated in general industrial areas as a B2 use class, and even more so with the revised waste hierarchy which includes 'preparation for reuse'. Detailed criteria to manage the potential impacts of development is covered in the development management policies later in the Plan Document. Proposals will also be subject to the relevant statutory pollution control regulatory frameworks.
			5.8 Applicants are expected to make reasonable efforts when seeking to demonstrate that there are no suitable sites within the preferred locations under criteria A2 and B2. The level of detail should be appropriate to the scale and type of facility being proposed.

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			5.9 Sites identified within the Waste and Minerals Sites Plan and Schedule of Suitable Industrial Estates are all considered to be within the Area of Focus and located on one or more of the types of land specified under criteria B1; as such these sites are considered in accordance with this Policy. **Policy RW1: Sustainable Locations for Waste Development (excluding land disposal)** The principle of the development will be supported where: A1 The site is located within a broad Area of Focus indicated on the Key Diagram and described in paragraph 5.5, or

Ref	Page	Policy/ Paragraph	Main Modification
			A2 It has been demonstrated there are no suitable sites available within the Areas of Focus to meet identified needs, or the proposed development is a small-scale facility / extension to existing facility predominantly to meet smaller, more localised needs only[4]. In addition to criteria A1 or A2 the proposed development must also demonstrate: B1 The proposed development is located on: general industrial land including general industrial estates, employment land (B2/B8 uses), previously-developed land, or land already in waste management uses; or B2 There are no suitable sites available within the locations listed under criteria B1; or

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[4] Smaller, localised facilities can be essential in helping to provide local solutions for collecting, sorting, bulking, and transferring and treating wastes in complementing the waste treatment provided at ~~more strategic~~ larger-scale facilities. Smaller scale facilities are defined as those seeking to meet a localised need generally of a particular settlement area, in contrast to larger scale facilities that provide benefits to the whole plan area. See Policy RV1 for additional requirements in relation to waste management development within the South Downs National Park and High Weald Area of Outstanding Natural Beauty.

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			B3 The proposal is located at a minerals working or landfill site and the development's lifespan will be limited to the lifespan of the minerals operation or landfill site[5], unless there are overriding reasons why the lifespan should be extended.

MM04	24	Policy RM0, paragraphs 6.6 and 6.7.	**Policy RM0: Sustainable use of aggregates**
			
			~~Innovative p~~ 1. To maximise the sustainable use of aggregates, proposals that:
			
			    a) minimise the quantities of aggregates used in construction, and
			
			    b) prioritise the use of recycled and secondary aggregate over virgin aggregate,
			
			are encouraged and will be supported.
			
			2. Applicants should demonstrate the sustainable use of aggregates as part of their wider consideration of resources used when designing their developments. These design choices should be documented and presented through Design

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[5] The lifespan of a site may, but does not necessarily, include restoration phases.

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			and Access, Sustainability or Circular Economy statements. Applicants should engage with any design panels to explain their approach, where possible. 3. East Sussex County Council will work with stakeholders and delivery partners and support will be given to Local Plan policies that promote sustainable aggregate use as part of design or Circular Economy policies within Local Plans being prepared by the District and Borough Councils within East Sussex. 6.6 Policy RM0 is a starting point, for setting a clear direction in relation to ensuring the sustainable use of aggregates. As knowledge and experience develops into good practice it will inform future reviews of the plan, under which this policy may be refined. 6.7 Applicants should address the use of aggregates as part of their wider consideration of resources used when designing their developments. These design choices should be documented and presented through Design and Access, Sustainability or Circular Economy statements as applicable. Applicants are also encouraged to engage in any design panels, where available.
MM05	25-32	Explanation of Policy RM1 – End of Policy RM1	**Provision of Aggregates for the Plan Area (RM1)** **Explanation**

Ref	Page	Policy/ Paragraph	Main Modification
			The current adopted ~~WMLP~~ Waste and Minerals Local Plan makes provision for 0.1 million tonnes per annum (mtpa) of land-won aggregate during the Plan ~~plan~~ period, and commits the Authorities to providing a land bank of 7 years permitted aggregate reserves. The permitted sites identified to contribute to this provision in the ~~WMLP~~ Waste and Minerals Local Plan are Lydd Quarry (area in East Sussex), and Novington sandpit located within the ~~SDNP~~ South Downs National Park. This provision rate is therefore a combined rate including both sharp sand and gravel and soft sand.

In coming to the 0.1 mtpa provision rate the Authorities maintained that the Plan Area was a "special case" recognising the particular circumstances of:

- low production;
- remote reserves;
- high dependence on marine landings; and
- large area affected by environmental constraints/designations

Following the Public Examination into the Waste and Minerals Sites Plan in 2016, the Inspector concluded in his report that "[...] the Plan cannot maintain provision for the production of land-won aggregates at a rate of 0.10 mtpa throughout the Plan period. There will be no permitted reserves at that date because either mineral working under the planning permissions will cease in accordance with a condition of the permission or the workable reserves will be depleted at current rates of production. For that reason alone it will not be possible to maintain a land-bank

Ref	Page	Policy/ Paragraph	Main Modification
			of at least 7 years". The Authorities accepted the Inspector's conclusions and recognise that the ~~WMLP~~ <u>Waste and Minerals Local Plan</u> aggregate provision levels need to be reassessed. ~~Soft Sand~~ ~~The main source of soft sand in the South East (the Lower Greensand Formation) runs through Kent, Surrey, Hampshire, West Sussex and peters out just over the border of East Sussex. There has been limited working of this material in the Plan Area in recent times. Novington Sandpit is the only permitted soft sand site and lies within the South Downs National Park in the East Sussex Plan Area. It is understood that there is a reserve of around 250,000 tonnes still to be worked as part of the extant planning permission.~~ ~~However, the site has been inactive since 2013 and any reported sales figures prior to that date are considered to be confidential. On that basis it is not possible to calculate an LAA rate and it assumed that the need for soft sand in the Plan Area has entirely been met through imports for at least six years.~~ ~~The Authorities have worked with the other South East Mineral Planning Authorities to agree a Position Statement on Soft Sand. This sets out the context for soft sand provision at a regional level. Following on from that work, the Authorities have entered into a Statement of Common Ground with Kent County Council and West Sussex County Council which acknowledges the current reliance on imported materials to meet the needs of the Plan Area and~~

Ref	Page	Policy/ Paragraph	Main Modification
			explains the process each Mineral Planning Authority will go through to meet the 'steady and adequate supply of minerals' required by the NPPF[6]. **Future Provision** The NPPF National Planning Policy Framework states that mineral planning authorities should plan for a steady and adequate supply of aggregates by preparing an annual *Local Aggregate Assessment* (LAA) to forecast demand, based on a rolling average of 10 years sales data and other relevant local information. The LAA should include an assessment of all supply options including land won, marine dredged, secondary and recycled sources. The Authorities have carried out a review of aggregate provision, and further details and calculations are set out in the latest LAA *Local Aggregates Assessment*. During the Call for Evidence and Sites (CfES) the operator of Lydd quarry submitted proposed extension areas for the site. These were considered for inclusion in the draft Plan but were not considered acceptable as allocations due to

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[6] Paragraph 213.

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			the significant harm mineral working would cause to the interests of designated sites located within the vicinity of the proposals. In addition, the Authorities consider that there are adequate and suitable alternative supplies of material to the proposals which would result in lesser environmental effects. No other aggregate sites were submitted at the ~~CfES~~ Call for Evidence and Sites stage.

Following consultation on the draft Revised Policies in 2020 some representations were received relating to aggregates and the provision of material to the Plan Area. These include comments and queries concerning marine dredged aggregate ~~(MDA)~~, recycled aggregates and the calculation and methodology of provision levels. The operator of Lydd quarry also submitted a revised proposal for a quarry extension with more clarified extraction proposals. The Authorities have reassessed the proposed allocations but consider that the issues of harm to designated sites remain and alternatives exist. The proposed allocations are therefore not included in the draft Plan.

New aggregate data has been collected and published since 2020, mainly as a result of the annual aggregate monitoring surveys. Revised housing projections figures are also now available which indicate that forecasts of demand for aggregates over the Plan period may now be higher since the publication of the consultation document in 2020. Data is set out in the latest ~~LAA~~ *Local Aggregates Assessment* and the supporting documents including the *Aggregate Data Technical Paper*.

Following the consultation on the draft Revised policies in 2020, Policy ~~policy~~ RM1 and supporting text have been revised to reflect the matters above. In summary, the following chapter now includes further explanation of how |

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			provision will be secured for the Plan Area together with updated information and data. Policy wording has been clarified to confirm that new rail and wharf infrastructure would be supported and where relevant minor corrections have also been made. Some issues are covered further in the Aggregates Data Technical Paper, which also includes detailed workings of the methodology of assessing supply and demand in the Plan Area. **How the Waste and Minerals Local Plan is amended** ~~It is proposed that this~~ This section replaces Provision of aggregates WMP11 (pages 78-81) in the ~~WMP~~ Waste and Minerals Plan, and Section 4 Providing for Minerals paragraphs 4.1 to 4.6 (page 24) in the ~~WMSP~~ Waste and Minerals Sites Plan. **Purpose of Policy RM1** To ensure sustainable provision for an appropriate level of aggregates for ~~consumption in~~ the Plan area over the duration of the Plan period. **Introduction** 6.8 Historically there have been low levels of extraction of 'land-won' aggregates in East Sussex, and imports of marine dredged aggregate ~~(MDA)~~, crushed rock and other aggregates have been important in meeting local construction needs. These have been imported via a mixture of rail, road and wharf. Within the Plan Area two types of aggregate resource are to be found: sharp sand and gravel, and soft sand, which have different uses. Sharp sand

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			and gravel uses include concreting applications and soft sand, also known as building sand, uses ~~the~~ include production of mortar.
			6.9　There is currently one working sharp sand and gravel extraction site in the east of the Plan area at Lydd. Lydd quarry straddles the East Sussex/Kent border and extraction is currently taking place within East Sussex. Approximately 50% of the production is exported to Kent and <u>extraction at this site is due to cease in January 2027</u> ~~it is estimated that less than a year of reserves remain~~. If this site were to contribute to future aggregate provision in the Plan Area, further reserves at the quarry would need to be identified. The area around Lydd Quarry is constrained by both <u>n</u>~~N~~ational and <u>i</u>~~I~~nternational environmental designations including ~~SSSI~~ <u>Site of Special Scientific Interest</u>, Special Protection Area and Ramsar site. The designations cover or are adjacent to all the sand and gravel resource in this part of the County.
			6.10　The majority of land-won sharp sand and gravel deposits in East Sussex are found in the coastal areas and river valleys. Having assessed these resources, the Authorities have concluded that identification of feasible extensions or new land - won sites in the Plan area is not possible due to the environmental constraints which are considered overriding.
			6.11　Apart from production at Lydd quarry and road imports from outside the Plan Area, aggregate supply is currently received through the Ports of Shoreham, Newhaven and Rye, and at a railhead at North Quay in Newhaven. Marine imported material is also exported by rail from a different rail head at East Quay, Newhaven. There are also

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			permitted ~~CDEW~~ construction, demolition and excavation waste sites producing recycled aggregates which can in some cases substitute for sharp sand and gravel end-uses, and secondary aggregates, such as brick waste, are also produced and imported into East Sussex. 6.12 A new aggregate processing plant, aggregate bagging plant, concrete batching, and rail siding extension has recently been constructed at Fishers Wharf, Newhaven Port. The operation involves the import of marine dredged aggregate ~~(MDA)~~. ~~The plant has now commenced operation with both marine imports being received and rail exports taking place. Once fully implemented the~~ The development ~~will~~ provides up to ~~0.42~~ 0.586 million tonnes per annum (mtpa) of new import capacity. The majority of the material ~~will be~~ is sold and used within the Plan area including for concrete batching. ~~and a~~ A proportion of the imported marine dredged aggregate is ~~will be~~ exported from the site by rail currently to the London area. 6.## The main source of soft sand in the South East (the Lower Greensand Formation) runs through Kent, Surrey, Hampshire, West Sussex and peters out just over the border of East Sussex. There has been limited working of this material in the Plan Area in recent times. Novington Sandpit is the only permitted soft sand site and lies within the South Downs National Park in the East Sussex Plan Area. It is understood that there is a reserve of around 250,000 tonnes still to be worked as part of the extant planning permission. However, the site has been inactive since 2013 and any reported sales figures prior to that date are considered to be confidential.

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			6.13 The Plan Area appears to have been reliant on soft sand imports for a number of years. The Authorities have undertaken ~~a number of~~ surveys to confirm this assumption, and to understand where the material is imported from and how the need for soft sand is currently being met. As a partner Authority for waste and minerals plans in Hampshire, West Sussex, East Sussex and Brighton ~~and~~ & Hove, the ~~SDNPA~~ South Downs National Park Authority is working on a unified position across the South Downs National Park relating to the provision of soft sand that is consistent with national policy within a designated landscape. 6.## The Authorities have worked with the other South East Mineral Planning Authorities to agree a *Position Statement on Soft Sand*. This sets out the context for soft sand provision at a regional level. Following on from that work, the Authorities have entered into a *Statement of Common Ground* with Kent County Council, Maidstone Borough Council, Surrey County Council and West Sussex County Council, which is specifically related to making provision for soft sand within Local Plans, in line with national planning policy requirements to ensure that a steady and adequate supply can be maintained in the administrative areas of the Parties. The Statement of Common Ground commits all the Parties to various actions including safeguarding of resources and an agreement that the soft sand resource within their areas may contribute to the needs of other areas. In particular it is recognised that any apparent soft sand surplus in Kent is acknowledged as having potential to meet a wider need in the South East. As the East Sussex Plan Area relies on imports from both West Sussex and Kent (and other areas), additional reserves in the market could help meet a steady and adequate supply for the three Authorities in the future. **Future Provision**

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			6.14 Government policy requires mineral planning authorities to plan for a steady and adequate supply of aggregates and so in undertaking the WMLP Review the Authorities have assessed how provision can be continued in the Plan Area. Much of the supporting evidence for the WMLP review is set out in the Authorities' LAA. The most recent LAA Dashboard indicates that at current demand levels the rate for land-won material is 0.15 mtpa. This figure has been calculated on the basis of sales figures for sharp sand and gravel only as the only permitted soft sand site in the Plan area has not produced any mineral for some years. It is acknowledged that less than a years reserve exist at the only active sharp sand and gravel site in the Plan Area. The LAA also identifies rates for other types of aggregate provision including marine and rail imports. It is a particular characteristic of this Plan area that over 80% of aggregates consumed are imported (based on 2014 figures). Indeed, the Plan area has a long-standing unique and particular land-won aggregate situation which has been recognised as a "special case".[7]

[7] During the review process for the Secretary of State's Proposed Changes to the Review of Policy M3 of the South East Plan the Councils requested to be treated as a special case. This recognised the particular circumstances of low production; remote reserves; and high dependence on marine landings; in an area largely affected by environmental constraints/designations.

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			6.## It is a particular characteristic of this Plan Area that about 90% of aggregates consumed are imported (based on 2019 figures). Indeed, the Plan Area has a long-standing unique and particular land-won aggregate situation which has been recognised as a "special case".[8] Consequently, the Plan Area has not been self-sufficient in land-won sand and gravel in the past and has had to rely on imports of aggregates for supply for many years. Mineral planning authorities which export aggregates to the Plan Area also need to prepare their own Plans and Local Aggregates Assessment to comply with national policy. The Authorities are therefore continuing to work with proximate authorities as part of the Duty to Cooperate to ensure that infrastructure facilities are safeguarded. 6.## Government policy requires mineral planning authorities to plan for a steady and adequate supply of aggregates by preparing Minerals Local Plans and Local Aggregates Assessments and to forecast aggregates demand based on sales data in their Local Aggregates Assessments. However, authorities must also consider other relevant local information in addition to the 10-year rolling supply, which seeks to look ahead at possible future demand,

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[8] During the review process for the Secretary of State's Proposed Changes to the Review of Policy M3 of the South East Plan the Councils successfully requested to be treated as a special case. This recognised the particular circumstances of low production; remote reserves; and high dependence on marine landings; in an area largely affected by environmental constraints/designations.

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			rather than rely solely on past sales. Such information may include, for example, levels of planned construction and housebuilding in their area and throughout the country. In undertaking the Waste and Minerals Local Plan Review the Authorities have therefore assessed how provision can be continued in the Plan Area. 6.## The Authorities have been unable to apply Government guidance in using aggregate land won sales figures, owing to the small number of sites and limited data. Consequently, the estimate for future likely sales demand has focused on "other relevant local information", and in particular the demand for aggregates generated from local planned housing construction. 6.## The Authorities have reviewed their methodology and have taken into account new and updated data. Details of the reassessment are set out in the updated Aggregates Data Technical Paper. The Authorities have established that their methodology of using housing as a proxy for construction also ensures adequate aggregates will be provided for both residential and non-residential construction. The Authorities have concluded that their methodology remains the most robust and appropriate available. 6.## The Authorities have also reapplied their methodology with more recent housing forecasts to calculate revised provision figures as follows. There has been a slight increase to the provision figures compared to those in the Submission Revised Policies Document due to the revised housing data. Taking into account the shortened Plan period ending in 2030, for the 11-year plan period there will be a total sales demand of between 17.2 million tonnes and 18.4 million tonnes of aggregates which averages at between 1.57 and 1.67 million tonnes per annum. Note,

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			these averages are based on the total for the Plan period, and the annual demand will vary from year to year depending on the exact demand at that time. 6.## The Authorities consider that this provision can be met with existing permitted capacity. Further details on capacity are detailed below. 6.15 If demand for aggregates in the Plan Area were to remain constant then the total rate of aggregates for provision over the Plan period would be around 0.7 mtpa. The Authorities are also required to assess the effect of demand changes on provision. To do this the Authorities have used projections of homes and infrastructure over the next decade. Calculations carried out for the Review (see Aggregates Data Technical Paper) indicate that aggregate demand requirements could double, meaning that the total provision for the 15 year Plan Period (15 years from 2019, therefore to 2034) could be in the region of about 1.48 mtpa. 6.16 Unused permitted capacity remains at all infrastructure and processing facilities which could be utilised in the future with the minimum of constraints. A significant amount of aggregates imported into Shoreham Port on the West Sussex side are consumed in the Plan Area and it is understood that additional unrestrained capacity remains at the Port. There is also further capacity available for the production of recycled and secondary material (see Aggregates Data Technical Paper). 6.17 In terms of quantity, the supply of ~~MDA~~ marine dredged aggregate, ~~from Fisher's wharf, once fully operational, would~~ effectively provides an ~~equivalent~~ amount of aggregate to substitute for land-won sharp sand and

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			gravel from Lydd where resources are near exhaustion. It is also necessary to ensure that the end uses of these materials and their markets are comparable, and that sufficient reserves of ~~MDA~~ marine dredged aggregate are available. In terms of continuing supply to the existing market area, the Fishers Wharf development at Newhaven ~~Port~~ could provide for the western side of the Plan Area, and the Authorities consider that any market variations to the east could be compensated for by, for example, further imports using existing capacity at Rye Harbour as well as from Kent. The Crown Estate advises that marine aggregate is wholly interchangeable with land based sand and gravel, and can perform the same technical tasks. Reserves off the south coast of Sussex and Hampshire are circa 80 million tonnes with a life of 24 years at 10 year average levels of extraction. New capacity is also expected to come on stream in the very near future. The environmental impact of dredging is considered at the application stage of the Marine Licencing system which is determined by the Marine Management Organisation. 6.## The British Geological Survey Local Aggregates Survey (2019) indicates that a significant amount of aggregates imported into Shoreham Port are consumed within the Plan Area and it is understood that additional capacity remains at the Port. Shoreham Port straddles the boundary between Brighton & Hove and West Sussex minerals planning authority areas. The majority of the minerals wharves are located in West Sussex; West Sussex County Council, as minerals planning authority, report the Port sales figures in their Local Aggregates Assessment, and this underpins the West Sussex Joint Minerals Local Plan which safeguards the wharves to ensure a continued steady and adequate supply of aggregates. The Authorities recognise that the supply from Shoreham Port is accounted for in the West Sussex Local Aggregates Assessment and that it would not be appropriate for the

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			Authorities to attribute capacity from Shoreham for potential supply to the Plan Area. It is however important to understand the contribution that Shoreham wharves do make to the Plan Area, therefore a proxy figure derived from Crown Estate marine dredged aggregate landing statistics has been used to represent a minimum annual supply to the Plan Area. Further details are set out in the Aggregates Data Technical Paper. The Authorities continue to work with West Sussex County Council as part of the Duty to Cooperate to ensure steady and adequate supplies continue.
			6.## Unused permitted capacity remains at all infrastructure and processing facilities, including for the production of recycled and secondary material, which could be utilised in the future with the minimum of planning constraints. In particular further capacity could be available via the Permitted Development rights which exist for some wharves and may not have been included in the permitted capacity figures, and also if non-operational wharves were to be re-established. There may also be opportunities to increase capacity by improving the operation and efficiency of existing sites.
			6.18 An assessment of the existing capacity at permitted import and processing facilities in the Plan Area indicates that adequate capacity exists to accommodate the proposed level of aggregate provision set out in policy RM1. at least double the current levels of demand. Recent revised housing projections (2020 data) however point to a possible higher level of demand, (although this assumes current building methods endure). All In addition, the Authorities have identified that more capacity is and will be imminently available. Further details are set out in the *Local Aggregates Assessment* and the updated *Aggregate Data Technical paper*.

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			6.19 It is acknowledged that if demand were to exceed these levels, there could potentially be shortfalls in supply during the Plan period. However, the Authorities consider that the market is likely to respond in such circumstances to enable additional provision by, for example, diverting exports. In the past regardless of the aggregate demand at that time, supply has occurred and construction has taken place in the Plan Area. In addition, if demand is high enough it could be that market conditions are favourable for new import and recycling infrastructure and/or sites which, where appropriate, would be supported by RM1 and other policies in this Plan. Furthermore, the amount of aggregates needed in new buildings may reduce over time as construction methods change in response to net zero carbon requirements. The sustainable use of aggregate is supported in policy RM0. 6.20 With regards to soft sand it is considered that the most appropriate approach is to safeguard the soft sand resource and not allocate any further sites in the Plan Area. It is not appropriate to designate Areas of Search in a

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			protected landscape and no aggregate sites have been put forward during the consultation process in either the National Park or the ~~AONB~~ Area of Outstanding Natural Beauty.~~9,~~10,11
			6.21 The Authorities consider that based on current evidence there are no acceptable or feasible further land-won ~~sites~~ resources available, and that in the context of the Plan Area's long established "special case", future provision in the Plan Area has to be supplied from a combination of recycled and secondary material, and rail, wharf and other

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9 ~~Any future applications for soft sand extraction in the National Park will need to address paragraph 177 of the NPPF and Policy SD3 of the South Downs Local Plan.~~

10 Mineral extraction is considered to be 'major development' as defined in the Glossary of the ~~NPPF~~ National Planning Policy Framework and the Town and Country Planning (Development Management Procedure) (England) Order 2015. Paragraph 177 of the ~~NPPF~~ National Planning Policy Framework states that planning permission should be refused for major development in National Parks other than in exceptional circumstances, and where it can be demonstrated that the development is in the public interest. Footnote 60 of the ~~NPPF~~ National Planning Policy Framework states that the question of whether a development proposal is 'major' in a National Park is a matter for the decision maker, taking into account its nature, scale and setting, and whether it could have a significant adverse impact on the purposes for which the area has been designated or defined.

11 Paragraph 177 of the ~~NPPF~~ National Planning Policy Framework relates primarily to the determination of planning applications in protected landscapes. However, to ensure that all local plan allocations are deliverable, it is also necessary to consider the issue of major development at the plan making stage.

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			aggregate imports. This provision strategy does not therefore include land-won material from within the Plan Area and does not require the allocation of sites or setting of a specific "landbank" for aggregates. 6.22 The Plan strategy for meeting the sand and gravel needs of the Plan Area is therefore through supporting and encouraging imports through existing permitted facilities, as well as utilising permitted recycled and secondary aggregate capacity, and encouraging sustainable usage of aggregates. Proposals for new rail and wharf import infrastructure will also be supported, where appropriate. To ensure that ~~that~~ supply is secured and maintained through import facilities it is important that minerals infrastructure, including wharf and rail heads, are adequately safeguarded. This is covered in policy RM5. In addition, any extensions or improvements to existing safeguarded sites which improve the operation and/or efficiency of the landing, processing, handling and storage of minerals will normally be supported. The reuse of existing infrastructure will be supported where appropriate. 6.23 The strategy aims to protect and support every mechanism for enabling supply. This will allow provision ~~for at least a doubling of current demand which~~ for the 11-year plan period which equates to a total sales demand of between 17.2 million tonnes and 18.4 million tonnes of aggregates, averaging at between 1.57 and 1.67 million tonnes per annum (mtpa) peaking at just over 2mtpa in 2027/28. ~~just over 22 million tonnes (mt) of aggregates over 15 years at an average of approximately 1.48 mtpa, peaking at 2.02 mtpa in 2025/26~~. Of the ~~22mt~~ 17.2 to 18.4 mtpa, between ~~14.43 mt & 16.56 mt~~ 11.5 and 14.3 mtpa will be sourced from imports, using existing permitted facilities in the Plan Area and beyond.

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			6.## Aggregate supply and demand in the Plan ~~area~~ Area, including the annual provision figure, will be continually monitored via the Authorities' Monitoring Report and the Local Aggregate Assessment, and will be reviewed when required. ~~by national legislation.~~

6.## The Authorities will commit to reviewing the methodology used to predict demand and establish aggregates provision for the forthcoming full Review of the Waste and Minerals Local Plan. In doing this the Authorities will collaborate with industry, proximate Mineral Planning Authorities, and district and borough Councils in the Plan Area to ensure all relevant information is considered. The Authorities will continue to work closely with proximate Mineral Planning Authorities that supply the Plan Area, to ensure that they continue to protect, maintain and enhance existing infrastructure and capacity.

6.24 ~~In the event that~~ Where proposals for land-won aggregate ~~proposals~~ are received they will be supported, in principle, subject to consider~~edation~~ against ~~existing~~ the Development Plan ~~policies~~ as a whole. Of particular relevance are the overarching principles set out in Policy WMP4, Policy RD1 (Environment and Environmental Enhancement) and other development management policies. ~~All Plans should be read as a whole and criteria based policies within the WMLP ensure that there is complete policy coverage for any future proposal.~~

6.25 Proposals for new sites and additional capacity for aggregate importation infrastructure and recycled and secondary aggregate production will be supported and encouraged through the pre-application advice process ~~also be~~ subject to the environmental protection requirements set out in other plan policies. |

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			6.26 Proposals which may involve marine operations should also consider Policies S-AGG-3 and S-AGG-4 from the MMO South Marine Plan. These policies refer to proposals in areas where high potential aggregate resource occurs, and local sourcing of aggregates respectively.

Policy RM1: Provision of aggregates for ~~consumption in~~ the Plan Area

1. The Authorities will ~~enable~~ support the provision of at least ~~22~~ 17.2 million tonnes and 18.4 million tonnes (averaging ~~1.48 mtpa~~ between 1.57 and 1.67 million tonnes annum) of aggregate material over the ~~the~~ 11-year Plan period by seeking to protect, maintain and enhance existing:

a) aggregate importation infrastructure and capacity; and

b) recycled and secondary aggregate production.

2. Proposals for new rail and wharf import infrastructure, and additional capacity for a) and b) (including increased operational capacity within the site boundary of existing infrastructure) will be supported. In particular, support will be given to proposals which further enable sustainable provision of aggregates by sea and/or rail.

3. Proposals for land-won aggregate extraction, including extensions of time and physical extensions to existing sites, will be supported where consideration against other policies in the Development Plan indicates there would be no unacceptable adverse impacts.

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MM06	34-35	Policy RM2 – 6.30	**Policy RM2: <u>Provision for an additional extraction area at Aldershaw Farm</u>** <u>For an</u> ~~An~~ area of additional clay extraction<u>,</u> ~~may be proposed~~ in connection with the specialist tile manufacturing facility at Aldershaw Farm as identified on Map 10.2 ~~[~~Minerals Sites and Infrastructure Map~~]. // To~~ <u>to</u> be acceptable in principle, proposals for an additional extraction area must demonstrate that the following criteria are met: i. ~~An assessment of the impact on the Ancient Woodland (Screen Wood and Lane Wood) must be carried out.~~ <u>An Ecological Impact Assessment must be carried out to demonstrate how impacts on biodiversity features, including Ancient Woodland (Screen Wood and Lane Wood) and Beauport Park Local Wildlife Site, have been avoided in line with the mitigation hierarchy.</u> Where necessary and in accordance with Natural England and the Forestry Commission's standing advice, appropriate buffers should be incorporated, and mitigation provided, to the satisfaction of both bodies. ii. The impact on the High Weald Area of Outstanding Natural Beauty must be assessed and appropriate mitigation should be included, if required, in consultation with the High Weald ~~AONB~~ <u>Area of Outstanding Natural Beauty</u> Unit <u>and Natural England.</u> iii. ~~An assessment of the impact on the Beauport Park Local Wildlife Site must be carried out; and where necessary appropriate mitigation provided, in consultation with and to the satisfaction of the County Ecologist.~~ <u>Beauport Park Local Wildlife Site should be safeguarded, and where necessary, appropriate mitigation provided, in</u>

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			consultation with and to the satisfaction of Natural England or a suitably qualified ecological advisor of the Council's choosing. iv. Access to the site is through the existing brickworks. An appropriate mitigation and environmental enhancement scheme for the operations and restoration of the entire extraction site would be required as part of any permission. Proposals must demonstrate how they have considered relevant Policies in the Waste and Minerals Plan ~~WMP~~, Waste and Minerals Sites Plan ~~WMSP~~ and the Development Plan (relevant Local Plan). Any application will be assessed in accordance with relevant development plan policies taking into account any material considerations. **Further Guidance** 6.29 Protected and notable species may be present within or in the vicinity of any future additional area of extraction. Appropriate assessments and surveys should be carried out in accordance with standing advice and development management policies within this Plan. 6.30 Any restoration plan should be supported by a landscape and ecological management plan. 6.## A Transport Assessment and Site Management Plan for the management of impacts arising from vehicle movements including dust reduction measures and wheel washing facilities should be prepared and submitted with

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			any planning application. It is advised that the applicant engages in pre-application discussions with National Highways prior to the submission of any application.
MM07	35	Inserted after 6.30	**Introduction to Minerals Safeguarding** The following section sets out the Policies on Mineral Resources and Infrastructure safeguarding including a policy on minerals consultation areas. These policies (RM3 – RM7) are designed to be read concurrently. **Purpose of Safeguarding** • Safeguarding aims to avoid the unnecessary sterilisation of mineral resources, where non-mineral development effectively prevents and/or unduly affects the ability to extract the underlying mineral. • Safeguarding also aims to prevent the loss of key minerals infrastructure and avoid unreasonable constraints on their operation (including workings at active and proposed extraction sites) that may result from the introduction of proximate sensitive development. For example, there may be conflicts of use and disturbance where a residential development is developed in close proximity to a minerals wharf facility from the impact of noise or light pollution, dust, traffic movements or impact on visual amenity. **The Agent of Change Principle**

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			The National Planning Policy Framework (2023) requires that where the operation of an existing business could have a significant adverse effect on new development in the locality, the applicant of the new development (or 'agent of change') should be required to provide suitable mitigation before the development has been completed, this is known as the 'agent of change principle'. The 'Agent of Change' (Paragraph 187 of the National Planning Policy Framework 2023) principle and the term 'incompatible development' are closely linked; incompatible development refers to development which places unreasonable constraints on the workings of existing businesses/facilities. Both concepts are applied within the safeguarding policies. For some types of non-mineral development the impact upon safeguarded sites may be negligible. Accordingly, the Authorities consider that the following categories of development/application type would be unlikely to pose a threat to safeguarded areas and are therefore exempt from the Policy requirements of RM3, RM5, RM6 and RM7. The exemptions are referred to as excluded development. They would apply to sites located in Mineral Safeguarding Areas and Mineral Consultation Areas; to the requirements for prior extraction; and for consultations relating to both mineral resources sites and minerals infrastructure sites. Those listed would also be exempt from the requirements of Mineral Resource and Infrastructure Assessments. **Excluded Development** • Householder planning consent: Applications for alterations to existing single buildings including works within the boundary/garden of a house i.e. domestic extensions, conservatories, loft conversions, dormer windows, garages and similar structures (car ports, outbuildings) within the curtilage of an existing dwellinghouse;

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			• Applications for Advertisement Consent; • Applications for Listed Building Consent; • Lawful Development Certificate for existing use, proposed use, or operation or activity in breach of a planning condition; • Applications for Tree Works (including consent under Tree Preservation Orders and notification of proposed works to trees in conservation areas); • Application for non-material amendments; • Developments within a conservation area within existing urban areas. **Overview of safeguarding policies** <table><tr><td>Policy</td><td>Overview of Policies</td></tr><tr><td>RM3</td><td>This policy safeguards locally important feasible land-won mineral resources and permitted extraction sites from sterilisation and incompatible development. In cases where sterilisation may occur, prior extraction is required unless it can be demonstrated that this is not feasible. The Mineral Safeguarding Areas are identified on the Policies Map.</td></tr><tr><td>RM5</td><td>This policy safeguards minerals infrastructure (wharves and railheads) and associated capacity. Wharves and railheads are the key bulk transport routes in the Plan Area. Using the 'Agent of Change' principle the policy protects the safeguarded facilities</td></tr></table>

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			from negative impacts resulting from non-minerals development which may not be compatible with the operation of minerals infrastructure sites.
		RM6	This policy safeguards other types of minerals plant and infrastructure, for example for concrete batching, coated materials manufacture, and other concrete products, facilities for plasterboard and clay manufacture, from encroachment from incompatible development.
		RM7	This policy identifies Minerals Consultation Areas. In cases where the Local Planning Authority considers that a non-minerals development affects or could potentially affect an existing minerals site or facility, consultation with the Minerals Planning Authority is required. Proposals within Minerals Consultation Areas, unless identified on the excluded development list, require consultation with the Mineral Planning Authority. Outside Mineral Consultation Areas, Local Planning Authorities may come to a judgement of the potential impact on an existing minerals site or facility and should therefore consult with the Minerals Planning Authority.
		Paragraph 210e of the National Planning Policy Framework 2023 states that planning policies should safeguard existing, planned and potential sites for: bulk transport, handling and processing of minerals; the manufacture of concrete and concrete products; and the handling, processing and distribution of substitute, recycled and secondary	

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			aggregate material. Sites falling within these categories are safeguarded by various policies[12] within the Waste and Minerals Local Plan. **The Role of District and Borough Councils in Minerals Safeguarding** In two-tier authority areas, such as much of the Plan Area, the District and Borough Councils play a key role in the implementation of the Waste and Minerals Local Plan. The role of District and Borough Councils in Minerals Safeguarding is to: Have regard to the Waste and Minerals Local Plan when identifying areas for development in Local Plans and determining planning applications; and,

[12] RM5 safeguards bulk transport sites (wharves and railheads) and the handling and processing of minerals at these sites. RM6 safeguards sites for manufacture (including concrete and concrete products) and associated handling and processing. Recycled and secondary aggregates are safeguarded by Policies WMP6 and SP6 of the Waste and Minerals Local Plan.

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			▪ Consult with the relevant Mineral Planning Authority on development proposals in accordance with the Plan policies and take into account their views; and ▪ Identify Minerals Safeguarding Areas on their Policies Maps. The responsibilities set out above have been agreed in direct cooperation with the District and Borough Councils and continual work on the delivery of these will be achieved through the Duty to Cooperate.
MM08	36-40	Purpose of Policy RM3 – End of Policy RM4	**Purpose of Policy RM3** To ensure known mineral resources of local and national importance are safeguarded and that safeguarded mineral resources are not sterilised by development by encouraging their extraction prior to development. **Introduction** 6.31 The National Planning Policy Framework requires ~~MPAs~~ Mineral Planning Authorities to prevent mineral resources from being unnecessarily sterilised. Sterilisation of known or potential resources would reduce the ability and flexibility to supply future demand. However, it is also important to find a balance between protecting mineral resources for the future and allowing for necessary development of some of those areas.

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			6.32 Government advice contained in the ~~NPPF~~ National Planning Policy Framework and other guidance[13] requires mineral planning authorities to define Mineral Safeguarding Areas ~~(MSAs)~~ which should contain resources that are of local and national importance to warrant protection for future generations. Mineral safeguarding allows for potential resources to be examined; however, there is no presumption that resources defined in Mineral Safeguarding Areas ~~MSAs~~ will be worked. To ensure safeguarding is effective and provides a meaningful function, the Plan seeks to safeguard resources. 6.33 In addition to Mineral Safeguarding Areas, Minerals Consultation Areas have also been defined by the Authorities. These are areas where Local Planning Authorities (District & Borough Councils) will consult with the Authorities on alternative development proposals, not including excluded development. They have been identified using information on known minerals resources, existing permitted extraction and transport infrastructure sites. The Mineral Consultation Areas in the Plan Area cover the same areas as the Mineral Safeguarding Areas plus a 100-metre buffer. Further bespoke Mineral Consultation Areas based on site specific circumstances, other than those included

[13] British Geological Survey ~~(BGS)~~ guidance for Mineral Safeguarding published in 2011.

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			within Policy RM7, may be considered through future reviews of the Plan. Policy RM7 sets out consultation requirements for developments within or proximate to Minerals Consultation Areas. 6.## There might be specific circumstances when the Local Planning Authority may wish to consult the Mineral Planning Authority for proposals which do not fall within a Minerals Consultation Area but are near to a minerals site. This will be down to the judgement of the Local Planning Authority but could include, for example, a proposed development that potentially would be affected by Heavy Goods Vehicle movements from an existing minerals site. 6.## Where an application is made for non-mineral development within a Minerals Safeguarding Area identified in this Plan, then the determining authority will consult the Minerals Planning Authority for its views on the application and take them into account in its determination. For non-minerals development determined by the Authorities e.g. schools and waste management, the safeguarding policies will equally apply. **Review of Mineral Safeguarding Areas** 6.## The Authorities have not received any evidence or intelligence to support the inclusion of any new or amended Minerals Safeguarding Areas, therefore other than the Mineral Safeguarding Areas included on the Policies Map, no other Mineral Safeguarding Areas are confirmed within the Plan.

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			6.## The Mineral Safeguarding Areas will be reviewed under future reviews of the Plan. Any intelligence provided, such as geological data and workability of the resource, by the industry or site operators will be taken into consideration in the review process. Other matters to be taken into account in these reviews include: • Proposed urban extensions and site allocations for non-minerals uses in adopted local plans; • Consultation with stakeholders including landowners and local district/borough councils; • The accessibility of the minerals resource i.e. whether it can be practicably and feasibly worked. 6.## Furthermore, as part of future reviews of the Plan the need to safeguard infrastructure (safeguarded by Policy RM5), and production and manufacture sites (safeguarded by Policy RM6) will also be reviewed. **Minerals Resource Assessments and Prior Extraction** 6.## The National Planning Policy Framework requires that Mineral Planning Authorities should set out policies to encourage the prior extraction of minerals, where practical and environmentally feasible, if it is necessary for non-mineral development to take place. 6.34 Where non-mineral development is proposed which could potentially sterilise minerals resource, developers will be required to carry out investigation work to ascertain whether economically feasible mineral resources are present and whether prior extraction is practicable. It is for the developer or site proposer to demonstrate whether prior extraction is not feasible. The results of this work should be reported in a 'Minerals Resource Assessment' which should be proportionate to the nature and scale of the proposal (for more detail see *separate guidance on*

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			safeguarding). The developer will be expected to have regard to *The Minerals Products Association and the Planning Officers' Society Minerals Safeguarding Practice Guidance (April 2019)* in preparing a Mineral Resource Assessment.
			6.## For the Authorities to raise no objection to the non-mineral development, they will need to be satisfied that either minerals sterilisation will not occur (either because the mineral resources are not economically feasible or that an appropriate and practicable level of prior extraction can take place) or because there is an overriding need for the development.
			6.## In forming its view on the proposed development the Mineral Planning Authority will consider the conclusions of the Minerals Resource Assessment, including on prior extraction, and provide advice to the Local Planning Authority.
			6.## Where planning permission is granted for the prior extraction of minerals, conditions will be imposed to ensure that the site can be adequately restored to a satisfactory after-use should the main development be delayed or not implemented.
			Sharp Sand & Gravel

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			6.## Storm beach deposits have been worked in the past in the Plan Area. However, these deposits have now either been sterilised, exhausted or are constrained by both national and international environmental designations. Consequently, no provision is made in the Plan for the working of storm beach deposits. 6.## Permitted extraction sites (Scotney Court Farm, Scotney Court extension and Wall Farm) are currently being worked and near exhaustion at Lydd Quarry. The continued safeguarding of these sites is therefore not considered necessary. Furthermore, the area around Lydd Quarry, including Broomhill, is constrained by both national and international environmental designations and further working is not feasible due to the irreversible harm this would cause to the interests of designated sites which are considered overriding. Therefore, Broomhill is no longer safeguarded. 6.## Within the Plan Area, river terrace deposits are located within very narrow seams and several of these sites are located within the High Weald Area of Outstanding Natural Beauty and South Downs National Park. There has been no historical interest to extract these resources. Furthermore, surface development on river terrace deposits is unlikely due to the limitations of building on riverbeds and on floodplains. 6.## Given these limitations, the Authorities consider it highly improbable that any sharp sand and gravel resource in the Plan Area would be workable in the future and that safeguarding this resource would not therefore be appropriate.

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			6.35 ~~Clay sites and permitted Gypsum reserves and soft sand are safeguarded. No strategic need for chalk extraction was identified in the WMP, and there is no evidence to suggests that the situation has altered. No areas have therefore been identified to safeguard chalk resource within the review.~~ **Soft Sand** 6.36 ~~When considering proposals for mineral extraction, national policy[14] requires planning authorities to 'provide the provision of non-energy minerals outside of National Parks, the Broads, Areas of Outstanding Natural beauty and World Heritage Sites, scheduled monuments and conversation areas' where practicable~~. In considering proposals for mineral extraction, minerals planning authorities should as far as is practical, provide for the maintenance of landbanks of non-energy minerals from outside National Parks, the Broads, Areas of Outstanding Natural Beauty and World Heritage Sites, scheduled monuments and conservation areas[15]. However, the soft sand resource within East

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[14] ~~NPPF 2021 paragraph 211.~~
[15] National Planning Policy Framework 2023 paragraph 211.

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			Sussex lies entirely within the boundary of the South Downs National Park. This soft sand resource then extends through the ~~SDNP~~ South Downs National Park and its boundary in West Sussex and Hampshire.
			6.37 ~~As soft sand resource~~ Soft sand resource ~~in the south east~~ is a regionally important mineral that, for certain end uses, cannot be easily substituted. It is relatively limited and constrained by a number of designated landscapes[16]. The Authorities have entered into a *Statement of Common Ground* with Kent County Council, West Sussex County Council, Surrey County Council and Maidstone Borough Council in which the agreed position is to safeguard any soft sand resource in the respective plan areas. Moreover, the South East England Mineral Planning Authorities have agreed a *Joint Position Statement on Soft Sand* that sets out the overall supply position within the South East and is designed to underpin statements of common ground. Therefore, the Plan safeguards the extent of the soft sand resource in East Sussex. **Other Minerals**

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[16] South East Soft Sand Position Statement.

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			6.## Clay sites and permitted Gypsum reserves are safeguarded. No strategic need for chalk extraction was identified in the Waste and Minerals Plan, and there is no evidence to suggests that the situation has altered. No areas have therefore been identified to safeguard chalk resource within the Review. 6.38 The Authorities consider that the following categories of development/application type are exempt from the Policy requirements of RM3, RM4, RM5 and RM7. The exemptions would apply to sites located in MSAs and MCAs; to the requirements for prior extraction; and for consultations relating to both mineral resources sites and minerals infrastructure sites. Those listed would also be exempt from the requirements of Mineral Resource and Infrastructure Assessments. **Excluded Development** - Householder planning consent: Applications for alterations to existing single buildings including works within the boundary/garden of a house i.e. domestic extensions, conservatories, loft conversions, dormer windows, garages and similar structures (car ports, outbuildings) within the curtilage of an existing dwellinghouse - Applications for Advertisement Consent - Applications for Listed Building Consent - Lawful Development Certificate (LDC) for existing use, proposed use, or operation or activity in breach of a planning condition - Applications for Tree Works (including consent under Tree Preservation Orders and notification of proposed works to trees in conservation areas)

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			~~• Application for non-material amendments~~ ~~• Applications for small-scale urban infill development within existing built-up areas i.e. the development of a small gap between existing buildings/enclosed by other types of development~~ ~~• Developments within a conservation area within existing urban areas~~ **Policy RM3: Minerals Safeguarding Areas** Mineral Safeguarding Areas ~~(MSAs)~~, as shown on the Policies Map, identify potentially <u>feasible</u> ~~viable~~ land-won mineral resources and <u>permitted</u> sites <u>which remain feasible</u> ~~viable~~. Proposals for non-minerals development on or near the <u>Mineral Safeguarding Areas</u> ~~MSA~~ that would sterilise or prejudice the extraction of the mineral resource, or result in incompatible development, should not be permitted <u>unless it can be demonstrated, within a Mineral Resource Assessment, that:</u> <u>a) the development is not incompatible with any permitted minerals operations; and</u> <u>b) mineral extraction in advance of surface development (prior extraction) would not be practical and feasible.</u> ~~Development proposals within areas shown as Mineral Safeguarding Areas on the Policies Map or that may affect a mineral operation or resource, must demonstrate that mineral resources will not be sterilised and the development is not incompatible with any permitted minerals operations.~~ ~~The Authorities will periodically review and update MSAs as required.~~

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			Prior Extraction of Mineral Resources (RM4) **Explanation** Prior extraction of minerals resources is required by the NPPF (2021) to be promoted and considered for development proposals which would sterilise resources. Following an assessment of viability of sand and gravel resource within the Plan Area, it is proposed that no additional sharp sand and gravel resource will be safeguarded. A prior extraction policy is required to ensure that soft sand resource (all of which is to be safeguarded), clay and gypsum reserves are appropriately safeguarded and does not become sterilised. A separate policy requiring prior extraction where feasible and practicable has been included. No changes to the direction of this Policy have been made since the 2020 consultation. For clarity, some minor updates to the supporting text have been made. **Purpose of Policy RM4** To ensure the best and most sustainable use of minerals by seeking their extraction prior to development. 6.39 The NPPF requires that MPAs should set out policies to encourage the prior extraction of minerals, where practical and environmentally feasible, if it is necessary for non-mineral development to take place. Where non-mineral development is proposed, developers may be required to carry out investigation work to ascertain whether there are economically viable mineral resources present and whether prior extraction is practicable. The results of this work should be presented within a Minerals Resource Assessment (MRA) which should be proportionate to the

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			nature and scale of the proposal. Guidance on preparing a MRA can be found within the separate guidance document on safeguarding. The Minerals Resource Assessment may conclude that prior extraction is not practicable due to constraints and location, delay to construction timetable, and effect on landform thereby making the site not viable for the proposed development. 6.40 The Mineral Planning Authority will consider the conclusions of the Minerals Resource Assessment, including on prior extraction, in forming its view on the proposed development and provide advice to the Local Planning Authority. 6.41 Where planning permission is granted for the prior extraction of minerals, conditions will be imposed to ensure that the site can be adequately restored to a satisfactory after-use should the main development be delayed or not implemented. 6.42 Policy RM4 must be read in conjunction with the Excluded Development list, please refer to paragraph 6.38 for further details. **Policy RM4: Prior Extraction of Mineral Resources** All developments permitted within or near Mineral Safeguarding Areas should undertake prior extraction unless it can be demonstrated to the satisfaction of the MPA that: a) The mineral resource would not be sterilised by the proposed development. and/or

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			b) ~~The mineral cannot be practically or feasibly extracted.~~
MM09	42 - 43	Paragraph 6.47 – End of Policy RM5: Safeguarding Minerals Infrastructure	6.47 Proposals affecting safeguarded mineral infrastructure sites or the associated <u>Mineral Consultation Areas</u> ~~MCAs~~ including rail depots, wharves, concrete batching and asphalt plants, and aggregate recycling sites should be supported by a Mineral Infrastructure Assessment ~~(MIA)~~. This should provide sufficient evidence which is proportionate to the nature and type of development, to enable the <u>Minerals Planning Authority</u> ~~MPA~~ to assess whether the proposed development is likely to have an adverse effect on the facility including its capacity. Further guidance on preparing the <u>Minerals Infrastructure Assessment</u> ~~MIA~~ can be found within the *separate guidance document on safeguarding*. <u>Proposals will be expected to have regard to</u> *The Minerals Products Association and the Planning Officers' Society Minerals Safeguarding Practice Guidance (April 2019)* <u>in preparing a Minerals Infrastructure Assessment.</u> 6.48 The ~~NPPF~~ <u>National Planning Policy Framework</u> requires that existing businesses and facilities should not have unreasonable restrictions placed on them as a result of development permitted after they were established. Development proposals in the vicinity of safeguarded wharves (including vacant wharves) and railheads should be designed to minimise the potential for conflicts of use and disturbance (e.g. light disturbance, noise pollution, dust, odour, other emissions, impact on visual amenity of potential occupiers and impacts arising from traffic movements

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			associated with Minerals Infrastructure sites), in line with the Agent of Change principle as set out within the National Planning Policy Framework NPPF[17]. 6.49　The *Joint Area Action Plan* (JAAP) *for Shoreham Harbour* which was adopted in October 2019 sets out the future vision and planning policies for the Shoreham Harbour regeneration area. The intention is to consolidate port related uses in the eastern harbour arm. It is important that wharf safeguarding policies are applied to ensure capacity is maintained whilst regeneration proposals come forward. 6.50　Shoreham Port is partly within West Sussex, so landings at wharves in the West Sussex part may also help meet demand in the western part of the Plan Area. On that basis, provision of equivalent capacity (tonnage) of minerals wharfage within either part of Shoreham Port may be acceptable subject to similar safeguarding by West Sussex County Council as Minerals Planning Authority. Future joint working by authorities on the Joint Area Action

[17] Paragraph 187 of the National Planning Policy Framework NPPF (2021 2023).

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			Plan ~~JAAP~~ has been addressed through a Statement of Common Ground which has been agreed between the Shoreham Harbour Planning Authorities and the Shoreham Port Authority.
			6.51 The wharves and railheads safeguarded for the purposes of minerals transportation are listed on the Policies Map. A list of the permitted mineral infrastructure sites is published alongside the Annual Monitoring Report ~~(AMR)~~ on the County Council's website. ~~It is updated periodically outside the Annual Monitoring Report process. Updated GIS layers are re-issued accordingly.~~
			6.52 Policy RM5 must be read in conjunction with the Excluded Development List, please refer to paragraph 6.## for further details.
			Policy RM5: Safeguarding Minerals Infrastructure Existing, planned and potential minerals wharf and railhead facilities (including rail sidings) and their consequential capacity are safeguarded in order to contribute towards meeting local and regional supply for aggregates and other minerals as well as supporting modal shift in the transport of minerals. The need for railheads and minerals wharves will be monitored. Capacity for landing, processing and handling and associated storage of minerals at wharves in Shoreham, Newhaven and Rye Ports is safeguarded. Alternative use proposals should demonstrate that there is no net loss of capacity for handling minerals within a port.

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			Proposals for non-minerals related uses within the vicinity of an infrastructure site should be designed to minimise the potential for conflicts of use and disturbance in accordance with the Agent of Change principle. Proposals for incompatible non-minerals development should not be permitted. The Authorities will support the co-location of railheads and minerals wharves with processing capacity subject to it being demonstrated that this does not adversely affect space requirements for operational use. ~~The Authorities will periodically review and update Mineral Infrastructure Safeguarded Areas as required.~~
MM10	44-46	Section Safeguarding facilities for concrete batching (etc.) (RM6) – From Title to end of Policy	**Safeguarding other minerals plant and infrastructure ~~facilities for concrete batching (etc.)~~ (RM6)** **Explanation** To ensure the plan remains relevant throughout the Plan Period, it is proposed that the list of safeguarded facilities is removed from the policy wording and is moved to the Policies Map. ~~The Policies Map would be periodically reviewed and updated as necessary.~~ Since the 2020 consultation, the direction of the Policy remains the same. The Policy ~~wording~~ has been amended to strengthen the wording and emphasise the limited circumstances in which permission may be granted. Reference to the agent of change principle has been added to supporting text to ensure consistency with other policies.

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			How the Waste and Minerals Local Plan is amended ~~It is proposed that~~ **This section replaces pages 27-28 of the Waste and Minerals Sites Plan. Policy SP10 is** ~~proposed to be~~ **superseded by RM6, as drafted below.** **Purpose of Policy RM6** To ensure adequate provision of minerals of the plan area by protecting infrastructure facilities from encroaching development. ~~6.53 Whilst the development management of concrete batching and similar facilities are generally district and borough council planning matters, in order to provide a comprehensive safeguarding mechanism for minerals infrastructure in the Plan Area it is considered appropriate to safeguard such sites in the WMLP.~~ 6.54 ~~The NPPF requires that planning policies safeguard existing, planned and potential sites for: the bulk transport, handling and processing of minerals;~~ National policy requires other types of mineral infrastructure to be safeguarded. This includes existing, planned and potential sites for the handling and processing of minerals; the manufacture of concrete and concrete products; and the handling, processing and distribution of substitute, recycled and secondary aggregate material. No such sites were received in response to the Call for Evidence and Sites consultation, and a need for additional facilities has not been identified. However, existing and potential sites are safeguarded. Safeguarded facilities will be reviewed through future reviews of the Plan.

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			6.## Whilst the development management of concrete batching and similar facilities are generally district and borough council planning matters, in order to provide a comprehensive safeguarding mechanism for minerals infrastructure in the Plan Area it is considered appropriate to safeguard such sites in the Waste and Minerals Local Plan. 6.## Facilities for the production of clay products are usually safeguarded by RM3. However, in instances where facilities exist but no quarrying is taking place and where the facility is not time-limited they are safeguarded by RM6. 6.55 Development proposals within the vicinity of safeguarded minerals plant and infrastructure facilities concrete batching, coated materials manufacture and other concrete products must be compatible with the operations at the safeguarded concrete and concrete products sites in accordance with the Agent of Change Principle and national

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			policy[18]. Where the operation of an existing facility could have a significant adverse effect on new development (including changes of use) in its vicinity, the applicant (or 'agent of change') is required to provide suitable mitigation before the development has been completed. Proposals should be accompanied by a proportionate Minerals Infrastructure Assessment (MIA) comprising a compatibility assessment. Further guidance on preparing the MIA Minerals Infrastructure Assessment can be found within the *separate guidance document on safeguarding*. Proposals will be expected to have regard to *The Minerals Products Association and the Planning Officers' Society Minerals Safeguarding Practice Guidance (April 2019)* in preparing a Minerals Infrastructure Assessment. 6.56 Safeguarded concrete batching facilities are listed identified on the Policies Map. **Policy RM6: Safeguarding other minerals infrastructure facilities for concrete batching, coated materials manufacture and other concrete products within the Plan Area**

[18] Paragraph 187 of the NPPF National Planning Policy Framework (2023) states that proposals must ensure that the new development can be integrated effectively with existing businesses and existing facilities should not have unreasonable restrictions placed on them as a result of development permitted after they were established.

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			Facilities for production and manufacture, including concrete batching, plasterboard production and brick manufacture etc. ~~concrete batching, coated materials manufacture and other concrete products~~ are safeguarded against development that would unnecessarily sterilise the facility or prejudice its use. Where these facilities are situated within a host quarry, wharf or rail depot facility they are safeguarded for the life of the host site. The safeguarded facilities are identified in the Policies Map. Development proposals that do not comply with the Agent of Change requirements ~~for non-minerals development on or near the site~~ and that would prejudice the use of the facility, or result in incompatible development, should not be permitted. Planning permission will only be granted where it is demonstrated that: • the proposed development is in accordance with a site allocation in an adopted local plan or neighbourhood plan; • the site is no longer needed; • the proposal is of a temporary nature; or • the capacity of the site can be relocated elsewhere. ~~The Authorities will periodically review and update safeguarded facilities as required.~~
MM11	45-47	Minerals Consultation Areas (RM7) –	**Minerals Consultation Areas (RM7)**

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		Paragraph 6.58	**Explanation** Based on local constraints and changes to the surroundings of safeguarded sites, it is proposed that the extents of some Mineral Consultation Areas are altered dependent on the constraints of each site. These can be found ~~in~~ on the Policies Map. The proposed wording of this policy would allow the Minerals Planning Authority ~~MPA~~ discretion to raise concern in cases where the minerals sites and facilities may be adversely affected by non-minerals development. In response to representations received during the 2020 consultation, to avoid confusion, reference to Mineral Safeguarding Areas ~~MSAs~~ has been removed from the supporting text and the exemptions list has been moved earlier in the document. **How the Waste and Minerals Local Plan is amended** ~~It is proposed that~~ This section replaces Minerals Consultation Areas (SP11) on pages 28 & 29 of the Waste and Minerals Sites Plan ~~WMSP~~. **Purpose of Policy RM7** To ensure appropriate consultation is undertaken by Local Planning Authorities on alternative development proposals.

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			6.57 Policies RM3, ~~and~~ RM5 and RM6 seek to safeguard land-won minerals resources and minerals infrastructure from sterilisation and incompatible development. Minerals Consultation Areas ~~(MCAs)~~ are required to be defined by National Policy (National Planning Policy Framework 2023 ~~NPPF 2021~~). They are a means to ensure that, in determining non-minerals development by another local planning authority within the Plan Area, account is taken of the need to safeguard such assets. Brighton & Hove City Council and the South Downs National Park Authority can achieve this consideration within their own decision taking. In the County of East Sussex outside the South Downs National Park, local planning authorities need to consult the Minerals Planning Authority on relevant applications. To ensure a manageable process, Policy RM7 below sets out how the consultation process will be implemented. 6.## Minerals Consultation Areas are drawn up based on the safeguarded site boundaries and extended to include a buffer zone of 100 metres. In cases where the Mineral Planning Authority has observed that the effect upon a safeguarded area or site is potentially greater in a particular locality, bespoke Minerals Consultation Areas have been included. These areas are Rye Harbour and East Quay, Newhaven. Future bespoke Mineral Consultation Areas may be considered through future reviews of the Plan. 6.## At Rye Harbour, the Minerals Consultation Area extends to include the two safeguarded wharf sites (Rastrums Wharf and the "Old ARC" Wharf) and a wider area around the harbour to ensure the Minerals Planning Authority is consulted on proposals for residential or other types of sensitive development. Similarly, at East Quay, Newhaven, a wider buffer is applied to reflect the urban surroundings.

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			Policy RM7: Minerals Consultation Areas ~~Within the County of East Sussex outside the South Downs National Park, the local planning authority will consult the Minerals Planning Authority on non-minerals development affecting, or potentially affecting, existing minerals sites and facilities identified in the Policies Map. Neighbourhood planning groups will also need to consult the relevant MPA where allocating land affecting MSAs in their Neighbourhood Plan.~~ ~~Types of planning applications not included within the excluded development list which fall into a Mineral Consultation Areas (MCA) will require the consultation of the Minerals Planning Authority. MCAs will be updated when necessary and included in Annual Monitoring Reports, and the local planning authorities informed accordingly.~~ <u>Within the County of East Sussex outside the South Downs National Park:</u> • <u>Types of planning applications not included within the excluded development list which fall into a Mineral Consultation Areas will require the consultation of the Minerals Planning Authority.</u> • <u>The local planning authority will consult the Minerals Planning Authority on non-minerals development that affects or may affect, existing minerals sites and facilities identified on the Policies Map.</u> • <u>Neighbourhood planning groups will also need to consult the relevant Minerals Planning Authority where allocating land affecting Mineral Safeguarding Areas in their Neighbourhood Plan.</u>

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			6.58 Minerals Consultation Areas do not apply to development considered unlikely to affect Mineral Safeguarding Areas MSAs. Please see Excluded Development (page ##) paragraph 6.## for further details.
MM12	50-52	Purpose of Policy (RD1) - Paragraph 7.11	**Purpose of Policy** To conserve and enhance the built and natural environment including: natural assets; biodiversity and geodiversity; landscapes; historic environment; geology and geomorphology; Heritage assets; and landscape character. 7.4 The Plan Area has a range of natural and built features which are recognised for their environmental and / or historic qualities, a number of which are formally recognised via international, national, or local level designations. Within the existing policy hierarchy, sites or features designated at a national or international level receive statutory protection via legislation. Others designated at a more local level carry less policy weight in decision-making, although the Authorities recognise that such features are an important part of the local environment and should be safeguarded. 7.5 Policy RD1 sets out the Plan's policy in respect to of proposed minerals and waste development and the natural and historic environment. This policy is based on the principles set out in the NPPF National Planning Policy Framework. The NPPF National Planning Policy Framework also details information which applicants are expected to provide and contains guidance on how planning applications that affect environmental and historic sites should be determined in certain circumstances. Applicants are expected to provide the information as set out in the NPPF

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			National Planning Policy Framework and the Minerals and Waste Planning Minerals and Waste Planning Authority Authorities will follow the policy set out when determining planning applications.

Policy RD1: Environment and Environmental Enhancement

To conserve and enhance the built and natural environment development should:

a)   protect and enhance designated sites, areas and features of environmental, landscape and historic importance, as listed in Appendix 2;

b)   provide measurable net gain in biodiversity and enhancement of natural capital, as guided by the Sussex Nature Recovery Network and any future Local Nature Recovery Strategy, following the mitigation hierarchy with gain provided on site where possible, or at the best strategic location for nature's recovery; and

c)   maximise opportunities for functional habitat creation including inter-connectivity between habitats within and outside the site.

Permission will not be granted where:

x) a site or area of national or international importance is adversely affected, or an appropriate assessment has concluded that the plan or project may adversely affect the integrity of the site or area, unless there are no alternative solutions and there is an imperative overriding public interest for the development, or

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			x) a site or area of national importance (such as a Site of Special Scientific Interest) is adversely affected (either individually or in combination with other developments). The only exception is where the benefits of the development in the location proposed clearly outweigh both its likely impact on the features of the site that make it of special scientific interest, and any broader impacts on the national network of Sites of Special Scientific Interest;
			y) a site or area of international importance is adversely affected, or an appropriate assessment has concluded that the plan or project may adversely affect the integrity of the site or area, unless there are no alternative solutions and there are is an imperative reasons of overriding public interest for the development; or
			y z) the development would have a significant adverse impact on such a site, area or feature as referred to in a) above.
			7.6 Proposals are expected to assess the topics raised under this Policy within an Environmental Statement, particularly if there are known features in the vicinity of the application site. The level of biodiversity net-gain to be provided using the Department for Environment, Food & Rural Affairs metric is set at a minimum of 10% in Schedule 14 of the Environment Act 2021, which is anticipated to come into effect during 2023. Until it comes into effect, net gain is interpreted as per the National Planning Policy Framework and Planning Practice Guidance. Applicants should, however, seek to secure a minimum of 10% net gain in biodiversity wherever possible, while maximising opportunities for functional habitat creation including inter-connectivity between habitats within and outside the site. Any proposals for net gain in biodiversity to be achieved should be proportionate to the proposed development and its

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			location in relation to the Nature Recovery Network. Applicants are expected to follow the latest biodiversity net-gain best practice when addressing this policy. 7.7 The importance placed on the biodiversity within soils and its potential to store carbon has significantly increased in the last few years. Both waste and minerals development can result in a large amount of soil disturbance. The Environmental Statement accompanying such proposals should therefore include details of how soil disturbance is to be minimised. Best practice examples are set out in the ~~Defra~~ Department for Environment, Food & Rural Affairs publication 'Construction Code of Practice for the Sustainable Use of Soils on Construction Sites'~~.~~, and the Institute of Quarrying's *Good Practice Guide for Handling Soils in Mineral Workings*. Natural England currently recommends the adoption of the "Bed/Strip by Strip" methods (as described by Sheets A-D of the Guide), to minimise damage to soil structure and achieve high standards of restoration. 7.8 A list of different types of designated sites, priority, legally protected and notable species & habitats, (including irreplaceable habitats) are included in Appendix 2. To assist in identifying where there may be potential impacts on Sites of Special Scientific Interest and Special Areas of Conservation, Natural England have published Impact Risk Zones on the *magic.defra.gov.uk* website. Applicants are advised to review the Impact Risk Zones and may wish to consider pre-application advice from Natural England. Where there is evidence that identifies an un-designated environmental or historic site, area or feature as important, these are considered in the same way as designated sites of similar characteristics, following best practice guidance in relation to species.

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			7.## A functional habitat is defined as habitat which is capable of supporting the relevant species and populations, biodiversity, and ecosystem processes over time, including its role in the wider landscape and habitat network. Considerations include, but are not limited to, scale, connectivity, physical characteristics such as soils, geology and hydrology, and pressures or barriers such as disturbance. For example, a development could propose the creation of a wildlife corridor to connect two existing habitats, providing a commuting corridor for bats. To demonstrate the habitat will be functional for this purpose, proposals should include details on links with the wider habitat network, scale and structure of the wildlife corridor, appropriate species planting, adequate distances from disturbance such as noise and light pollution and demonstrate how the habitat will serve certain functions for a specific species. 7.9 When assessing significance, the appropriate tests as set out in the ~~NPPF~~ National Planning Policy Framework 2023, where relevant, should be applied. At the time of publication, this is paragraphs 176, 180, 181 (natural environment), 194 and 197-205 (heritage assets) of the ~~NPPF~~ National Planning Policy Framework 2023~~(Feb 2021)~~. 7.10 In the cases where proposed development may affect the integrity of sites or areas that are subject to the Habitat Regulations and Appropriate Assessment, the presumption is that development should not be permitted. This follows the broad approach set out in the ~~NPPF~~ National Planning Policy Framework 2023 and the Habitats Directive and will be appropriate for the vast majority of proposed developments. The Habitats Regulations do make an exception in instances where, subject to a number of strict requirements, there are clear imperative reasons of overriding public interest for the development. When considering the proposal due weight will be given to the

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			approach the applicant has taken to follow the Habitats Regulations, and the reasons of overriding public interest that are put forward.
			7.11 Where appropriate, the Authorities will include planning conditions that provide for notification, evaluation and (if confirmed) recording of important natural or archaeological features that may be encountered and, where relevant, the retrieval of finds and placing in recognised national collections. Agreements for restoration, after-care and after-use will be flexible to allow for active conservation of any interest, as they are discovered, throughout the life of the planning permission.
MM13	53-57	Section 8. Implementation and Monitoring	## 8. Implementation and Monitoring **How the Waste and Minerals Local Plan is amended** ~~8.1 It is proposed that the~~ **The** implementation and monitoring table in section 7 of the Waste and Minerals Plan (pages 120-137) is updated. Entries for policies WMP4, WMP7a, WMP7b, WMP11, WMP14, WMP15 and WMP27 would be deleted and replaced with the table below. **Introduction** 8.2 Monitoring and reporting on the implementation of the policies in the Plan is important to establish whether they are being successful in achieving their aims. Monitoring also allows corrective action to be taken if the aims of

Ref	Page	Policy/ Paragraph	Main Modification
			the Plan are not being met. Performance of the policies is currently and will continue to be evaluated yearly and reported via the Local Aggregates Assessment and Annual Monitoring Report.

8.# In this table ESCC means East Sussex County Council, BHCC means Brighton & Hove City Council, and SDNPA means South Downs National Park Authority.

Policy	Delivery Body/Mechanism	Key Delivery Partners	Delivery Target (how much, when, where)	Delivery Indicator	Trigger	Action
RW1 - Sustainable Locations for Waste Development	ESCC, BHCC, SDNPA Strategic waste facilities developed in the most sustainable locations.	Waste industry Minerals industry	Strategic facilities located consistent with the approach identified in the Plan.	Locations of waste facilities consistent with policy.	Pattern of regular approval of developments not in conformity with Policy RW1.	Review of policy approach to locating new waste facilities as part of the review of the Plan.
WMP4	ESCC , BHCC, SDNPA Identification of locations for mineral infrastructure, processing of secondary minerals, and for recycling of mineral resources.	Minerals industry Environment Agency Landowners Port Authorities	A proportional increase in use of secondary or recycled materials in relation to total minerals used. Sufficient primary and secondary aggregates provided to the Plan Area over plan period.	Data about minerals produced in the Plan Area or imported into the Plan Area. Data about construction and demolition C&D waste being recycled at permitted waste sites.	A sustained decrease in the proportion of secondary and recycled aggregates used in the Plan Area. Duty to Cooperate discussions and/or survey data	Review of evidence to consider why the use of secondary and recycled aggregates is declining to inform the review of the Plan. Review strategic policy

Schedule of Main Modifications (13 September 2023)

Ref	Page	Policy/ Paragraph	Main Modification					
							indicating a decline in available supply from outside the Plan Area	approach to minerals provision as part of the review of the Plan to take into account reduced available supply of secondary and recycled aggregates.
		RM0 Sustainable Use of Aggregates	ESCC, BHCC, SDNPA, Change in construction practices	District/Borough Councils Development Industry	Sustainable use of aggregates being a considered as a design consideration in the design of all developments.	Policy Citation Consideration of aggregate usage in design in random sample review of Design and Access Statement / Planning Statements. Demonstrable reduction in aggregate use.	Sustainable use of aggregates not being a design consideration in the majority of developments sampled.	Review development management approach to policy implementation.
		RM1 Provision of Aggregates	ESCC, BHCC, SDNPA Importation of aggregates by sea, rail, and road.	Minerals industry CDEW industry Environment Agency	Sufficient primary and recycled/secondary aggregates provided to the	Data on imports of aggregates to the Plan Area	See WMP4 above	See WMP4 above

Schedule of Main Modifications (13 September 2023)

Ref	Page	Policy/ Paragraph	Main Modification					
			Provision of recycled and secondary aggregates for use in the Plan Area	Landowners Port Authorities MMO Crown Estate Mineral Planning Authorities	Plan Area over plan period.	~~Sales~~ ~~Consumption~~ of aggregates in the Plan area. Data about C&D waste being recycled at permitted waste sites. Aggregate monitoring survey data.		
		RM2 - Provision for an additional extraction area at Aldershaw Farm	Policy RM2 is monitored under the arrangements for WMP13 Provision of Clay.	N/A	N/A	N/A	N/A	N/A
		RM3 - Safeguarding Mineral Resources & Prior Extraction of Minerals Resources ~~RM4 Prior Extraction of Minerals Resources~~	ESCC, BHCC, SDNPA Safeguarding of land-won resources and identifying consultation areas. Development industry to undertake prior extraction of	District/Borough councils. Minerals industry Environment Agency Natural England Development industry Mineral Planning Authorities	No viable resources sterilised	Number of applications for built development on safeguarded or consultation areas. Tonnage figures of prior extracted resources.	Viable resources sterilised by alternative development.	Review reasons for viable resources not being extracted to inform an assessment of the need to review the policy approach.

Schedule of Main Modifications (13 September 2023)

Ref	Page	Policy/ Paragraph	Main Modification						
			minerals where feasible. Review Minerals Resource Assessments.				Review of Minerals Resource Assessments and number of applications for prior extraction proposals		
		RM5 - Safeguarding Minerals Infrastructure	ESCC & BHCC Identify and safeguard sites and capacities at wharves and railheads. Review Minerals Infrastructure Assessments.	District/Borough councils and regeneration area partners Port Authorities Minerals industry Waste industry Network Rail Mineral Planning Authorities	No net loss of wharf/rail capacity in the Plan Area.	Annual monitoring of wharf status (active or redundant) and existing rail sidings/tracks. Number of applications for built development on safeguarded wharves/rail sidings. Review of Minerals Resource Assessments and number of applications for prior extraction proposals	Net loss of minerals wharf/rail capacity in the Plan Area	Consider options for increasing wharf/rail capacity in the Plan Area through a review of the plan.
		RM6 - Safeguarding	ESCC, BHCC, SDNPA	Waste/minerals industry	No net loss of concrete batching	Ongoing monitoring of	Net loss of concrete	Review policy approach to

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Ref	Page	Policy/ Paragraph	Main Modification						
			Facilities for Concrete Batching	Industry to address environmental protection in proposals.	Environment Agency Natural England Mineral Planning Authorities	facilities. Proposals should be compatible with batching plants.	conditions on waste developments.	batching facilities	safeguarding concrete batching facilities as part of the review of the Plan.
			RD1 - Environment and Environmental Enhancement	ESCC, BHCC, SDNPA Industry to address environmental protection in proposals.	Waste/minerals industry Environment Agency Natural England Sussex Local Nature Partnership	Proposals should avoid and minimise environmental impacts where possible and mitigate where necessary. Overall maintenance, and where possible enhancement, of environmental assets in the Plan Area. A net gain in biodiversity is delivered across the Plan Area.	Ongoing monitoring of conditions on waste developments. Enforcement cases or complaints about environmental assets related to waste/minerals developments. Percentage of relevant Pproposals resulting in biodiversity net gain. Percentage of biodiversity net gain secured. Number and type of	Target not met in consecutive years.	Review development management approach to policy implementation.

Ref	Page	Policy/ Paragraph	Main Modification
			biodiversity units lost or gained. Location of secured biodiversity net gain (on-site or off-site). Number of proposals considered to have an adverse impact on designated sites (see policy for definition of designated sites).

Schedule of Additional Modifications
11 August 2023

Schedule of Additional Modifications

This Schedule of Additional Modifications lists all proposed modifications to the Revised Policies Document that East Sussex County Council, Brighton & Hove City Council, and the South Downs National Park Authority, (collectively known as the Authorities), have proposed during the Public Examination into the East Sussex, South Downs and Brighton & Hove Waste and Minerals Revised Policies. Additional modifications are all those modifications not considered to be Main Modifications, and as such are generally minor in nature.

The additional modifications below are expressed either in the conventional form of ~~strikethrough~~ for deletions and <u>underlining</u> for additions of text, or by specifying the modification in words in italics.

Text in bold and light blue is a hyperlink and can be clicked on to access the document or website to which the link points. For example, this is a link to the **East Sussex County Council website***.*

The page numbers and paragraph numbering below refer to the submission local plan, and do not take account of the deletion or addition of text.

1

Ref	Page	Policy/ Paragraph	Additional Modification
AM01	*Whole Document*	*Whole Document*	*Paragraph numbers and other sequential numbers will be updated prior to publication of the final document.*
AM02	*Whole Document*	*Whole Document*	*Any minor typographical errors not listed below may be corrected should they be identified prior to publication.*
AM03	*Whole Document*	*Whole Document*	*Section 10 onwards to be renumbered to read Appendix 1: Maps, Appendix 2: List of Designated Sites, Areas and Features (RD1), Appendix C: Glossary, Appendix D: References, Appendix E: Copyright Notices.*
AM04	*Whole Document*	*Whole Document*	*Hyperlinks to be updated as required.*
AM05	*Whole Document*	*Whole Document*	*References to the Environment Bill are to be updated to read Environment Act.*
AM06	*Whole Document*	*Whole Document*	*The following acronyms are to be expanded within the text:* *NPPF: National Planning Policy Framework* *WMLP: Waste and Minerals Local Plan* *WMP: Waste and Minerals Plan* *LACW: Local Authority Collected Waste* *C&I: Commercial and Industrial* *AONB: Area of Outstanding Natural Beauty* *RPD: Revised Policies Document* *Any unnecessary acronym definitions, e.g. (MSA) or (MCA) will be removed.*
AM07	*Whole Document*	*Before each bold instruction that explains how the Waste and Minerals Local Plan is amended*	*Add heading: How the Waste and Minerals Local Plan is amended*

2

Ref	Page	Policy/ Paragraph	Additional Modification		
AM08	Whole Document	Bold instruction that explains how the Waste and Minerals Local Plan is amended	Change tense of text "It is proposed that this section…" to "This section…" (or words to that effect).		
AM09	Whole Document	After the Purpose of Policy (Yellow) Boxes	Add heading "Introduction" after Purpose of Policy box.		
AM10	1-5	Section 1 – Introduction & Section 2 – Summary of Minerals and Waste Local Plan Policy	Text is currently written referring to draft policy with potential adoption in future. Text to be updated to reflect adopted status of policies, if adopted. Tense of text to also be updated when referring to the review.		
AM15	15	4.1	4.1 The South Downs National Park (Deletion of paragraph numbering on heading)		
AM16	40	RM5 Explanation Box, Paragraph 1	Safeguarding protects existing, and planned and potential infrastructure, such…		
AM17	58	Section 9 Title	Summary of Proposed Amendments		
AM18	59	Section 9 Table	WMP - Safeguarding Minerals Resources (WMP14) [p86-88] WMSP - Safeguarding Minerals Resources (paragraphs 4.1-4.23) and Policy SP8 Minerals Safeguarding Areas for land won minerals resources within the Plan Area [p24-25]	Replaced by RPD - Safeguarding Minerals Resources (RM3) [p35-38]	To consolidate the policy requirements into a single policy for added clarity. New policy requirement to require extraction of mineral resources prior to alternative development proposals commencing within Minerals Safeguarding Areas in some circumstances

3

Schedule of Additional Modifications
11 August 2023

Ref	Page	Policy/ Paragraph	Additional Modification		
			~~N/A~~	~~New Policy RPD - Prior Extraction of Minerals (RM4) [p39-40]~~	~~New policy requirement to require extraction of mineral resources prior to alternative development proposals commencing within Minerals Safeguarding Areas in some circumstances~~
AM19	67	Section 11	• The <u>species and</u> habitats of **Section 41 Species** (naturalengland.org.uk)		
AM20	68-72	Section 12	*Deletion of all abbreviations no longer used in plan as a consequence of other changes.*		
AM21	75	Section 14	*Dates in Copyright notices section to be updated as appropriate. Alteration to text:* Other information sourced internally from East Sussex County Council, the South Downs National Park Authority, and Brighton & Hove City Council and through submissions during the consultation process. <u>All data used in this document is correct up until 21 April 2023.</u>		

4

Schedule of Policy Map Modifications
21 April 2023

The modifications below are expressed either in the conventional form of ~~strikethrough~~ for deletions and <u>underlining</u> for additions of text, or by specifying the modification in words in italics.

The page numbers and paragraph numbering below refer to the submission local plan, and do not take account of the deletion or addition of text.

Ref	Page	Policy/ Paragraph	Main Modification
PM1	2	N/A	*Replace Inset Map Legend with Inset Map Legend below:*

Allocations

Allocation (see map for policy)
Allocations are considered to be safeguareded under RM3, RM5, WMP6 and / or SP6 as applicable).

Safeguarded Sites

Minerals Site (RM3)

Minerals Site Access (Private Track) (RM3)

Minerals Facility (RM5)

Wharf / Railhead (RM5)

Concrete Batching etc. Plant (RM6)

Waste Site (WMP6 & SP6)

Minerals Site and Waste Management Facility (RM3, WMP6 & SP6)

Minerals Facility including Conrete Batching etc. (RM5 & RM6)

Waste Management Facility including Concrete Batching etc. (WMP6, SP6 & RM6)

Minerals Facility and Waste Management Facility (RM5, WMP6 & SP6)

Safeguarded Resources

Safeguarded Soft Sand Resource (RM3)

Consultation Areas

Minerals Consultation Area (RM7)

Waste Consultation Area (SP7)

South Downs National Park and High Weald Area of Outstanding Natural Beauty

South Downs National Park and High Weals Area of Outstanding Natural Beauty (RV1)
Depicted on Waste and MInerals Local Plan Revised Policies - Policy RV1 Map ONLY

1

PM2	4	N/A	Inert Map depicting extent of RV1 after page 3.

Waste and Minerals Local Plan
Revised Policies
Policy RV1

0 2 4 6 8 10 km

Extent of Policy RV1
(High Weald AONB & South Downs National Park within Plan Area)

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notice provided at beginning of document.

2

PM3	5	N/A	Correct A259 to A269.
PM4	20	N/A	Replace Map: NEW (Newhaven) with the updated map below.

PM5	24	N/A	*Insert after Page 24 Updated Shoreham Harbour Map. This replaces Map RSA/D in the Waste and Minerals Sites Plan.*
PM6	27	N/A	*Update table to include entry indicating Map RSA/D is replaced by RSA/D/2.*

MAP: RSA/D/2
Shoreham Port

This map replaces map RSA/D (Map 75) found on page 157 of the East Sussex, South Downs and Brighton & Hove Waste and Minerals Sites Plan 2017.

Label	Locality	Name	Ref
J	Shoreham	Shoreham (Port of)	W005
K	Shoreham, Port of	Britannia Wharf	ES02
L	Shoreham, Port of	Cemex Plant and Wharf	ES01

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Constraints are not shown on safeguarding maps.

Legend

Safeguarded Minerals Facility (Policy RM5)

Area within which facilities to land, process and handle, and associated storage of minerals and their consequential capacity are safeguarded (Policy RM5)

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Draft East Sussex County Council Statement of Community Involvement (~~June~~ September 2023)

Introduction

1. East Sussex County Council, as a local planning authority, is required by section 18 of the Planning and Compulsory Purchase Act 2004 to prepare a Statement of Community Involvement (SCI). This Statement of Community Involvement sets out the Council's policy in relation to public engagement in the preparation and review of planning documents and determination of planning applications.

2. This, the third version of the East Sussex SCI, has been updated to incorporate updated legislation and reflect changes in national planning policy. It builds on the Council's commitment to promoting equality, both in the provision of its services and the methods used to deliver them, with specific consideration has being given as-to how to include those who have may have difficulty engaging with planning, sometimes referred to as 'hard to reach' groups. Through the implementation of this SCI the Council seeks to undertake early and meaningful engagement with the local communities of East Sussex, so that plans, as far as possible, reflect a collective vision and a set of agreed priorities; and planning application are effectively publicised and determined in consultation with local communities.

3. We hope you find this SCI useful but please contact us if you have any queries. You can contact us on the details below:

   Email - wasteandmineralsdf@eastsussex.gov.uk

   Phone - 01273 481846

4. If you wish to be notified about Waste and Minerals Local Plan ~~Consultations~~ consultations you can register your details at our on-line consultation portal: http://consult.eastsussex.gov.uk By doing this you will automatically be informed when consultations take place.

Promoting Equality

5. The County Council is committed to promoting equality, both in the provision of its services and the methods used to deliver them. The Council will seek to ensure that there is equal opportunity for all to become involved in planning at all stages of plan production and throughout the lifetime of a planning application. Where there are barriers to access, the Council seeks to overcome them. The Council also seeks to specifically include those who may have difficulty engaging with planning, sometimes referred to as 'hard to reach' groups. This may include specific groups such as:

   - children and young people;
   - older people;
   - black and minority ethnic people (BME);
   - people with disabilities, or those with special needs;
   - people who are unemployed or on low incomes;
   - young single parents;
   - refugees and asylum seekers;

- people who are homeless;
- lesbians, gay men and other people discriminated against because of
- their sexuality; and
- the Gypsy and Traveller community.

6. It may also include those who have specific difficulties such as:
   - illiteracy;
   - learning difficulties;
   - language difficulties;
   - mobility difficulties;
   - hearing and visual impairments;
   - remoteness from public transport; and
   - remoteness from Council Offices and libraries.

7. Officers will consider the potential interest and involvement of hard to reach groups or individuals during the production of Local Plans and during the determination of planning applications and the best methods to involve them.

8. Additionally, Equalities Impact Assessments are carried out on each of the documents forming part of the Waste and Minerals Local Plan as they are prepared. These help to identify if a group or groups are particularly affected by the Local Plan. Further information on the Equalities Act 2010 and the Council's duty can be found on the County Council's Equalities webpage.

Community Engagement in Planning Policy

9. East Sussex County Council, as a waste and minerals planning authority, is responsible for the preparation of the Waste and Minerals Local Plan for East Sussex. The Council may also prepare Supplementary Planning Documents which provide area or topic specific guidance. Each of these have different consultation requirements.

Local Plans

10. Local Plans must be prepared in line with the Planning and Compulsory Purchase Act 2004, the Localism Act 2011, the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) and the National Planning Policy Framework (NPPF). The National Planning Policy Guidance provides further guidance.

11. The County Council is required to consult with:
   - Specific Consultation Bodies that the local planning authority consider may have an interest in the subject of the proposed local plan;
   - General Consultation bodies that the local planning authority consider appropriate; and
   - residents or other persons carrying on business in the local planning authority's area from which the authority considers it appropriate to invite representations.

12. The first stage of consultation, known as Regulation 18 consultation, invites representations to be made on the content of the proposed plan. This may take the form of one or several consultations depending on the form and content of the document being produced. A pre-submission plan is then produced and representations are invited on the 'soundness' of the plan; this is known as a Regulation 19 consultation. The Council will then submit the draft Plan to Government which triggers a Public Examination of the Plan. This is where an Independent Planning Inspector determines if the Plan is 'sound' and legally compliant. During the Examination, should the Council decide that changes to plans are needed, further consultations may occur. At the end of the Examination, should the Inspector find the Plan 'sound' and legally compliant, the Council may then adopt the Plan and use it in the determination of planning applications.

13. During all consultations on Local Plans, the County Council will:

Table 1 Publicity, Consultation and Comments

Methods used	Comments
Run consultations for a minimum of six weeks.[1]	This may be extended to allow for holiday periods.
Maintain a database of General, Specific and other consultees to be consulted during each stage.	The database will also be used to provide updates outside of consultation periods and to advise in advance of forthcoming consultations and topics.
Make relevant documents and material available for inspection at County Council offices and other suitable places for a minimum six weeks consultation period.	This will be extended to district and borough offices, parish councils and libraries when appropriate.
Make relevant documents and material available for inspection on the County Council website for a minimum six weeks consultation period.	Relevant documents and material will be available for the whole consultation period, and will be archived for future reference when the consultation period is over.
Establish a consultation portal on the internet.	Allows documents to be viewed and comments to be made in one place online.

14. During all consultations on Local Plans, the Council may use some or all of the following methods below to consult and engage with communities:

Table 2 Methods of Community Involvement

Methods used	Comments
Hold public exhibitions and roadshows at selected venues, usually staffed to enable on hand explanation, discussion and feedback.	Unstaffed small displays may also be suitable in libraries or other offices for general publicity or information.
Hold public workshops to discuss and debate issues and/or particular proposals for an area.	These may take place at weekends and outside normal working hours.
Undertake face to face meetings with organisations to discuss specific or detailed issues.	Meetings could be arranged with individuals in certain circumstances.
Attend open meetings subject to staff resources.	N/A

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[1] Minimum period of consultation as outlined by The Town and Country Planning (Local Planning) (England) Regulations 2012.

Undertake Action Planning exercises to engage with specific communities, particularly those considered 'Hard to Reach'.	This could be extended for other activities, such as generating ideas to explore the type and location of waste facilities.
~~Invite comments on proposals through the County Council magazine "Your County" or equivalent publications.~~	~~N/A~~
Produce leaflets and brochures to provide non-technical issues for a wider audience.	These may be delivered directly to individuals and stakeholders
Place advertisements in local newspapers and issue other media releases.	N/A
Use of Social Media such as Facebook and Twitter to raise awareness of issues and invite comment.	N/A
Use the County Council's website to raise awareness and invite comment.	N/A

15. The County Council may use all or some of the above methods of consultation. This will depend on the subject of the proposals, the most affected communities, the planning issues raised, the extent to which it may be considered controversial and the resource costs of each method.

16. The amount and mix of consultation methods used for any given document will be at a level which can be reasonably expected for the status of the local plan.

17. Any person may make a request for a copy of the relevant documents in order to make a representation. The County Council will provide a copy as soon as is reasonably practicable to do so, but may have to make a reasonable charge for the document.

18. Staff will usually be available by telephone during standard office hours to answer questions and provide relevant information during the consultation.

19. Plain English will be used in all documents to ensure everyone who wishes to engage with the planning process can do so without confusion and misunderstanding. Sometimes it is inevitable, however, that in some cases specific terminology will be used in planning literature. When this happens, every effort will be made to ensure that an easy to understand explanation is available somewhere in the document or on the website. In most cases this should be in the text or a footnote, but definitions or a glossary may also be provided. A planning officer will usually be available for further questions relating to any documents produced by the service.

20. Where decisions have to be taken on a document or other material by a County Council committee as part of the Local Plan process, a report will be considered and a decision made by the Lead Member for Transport and Environment, the Cabinet, or the full Council as appropriate. This is in accordance with legal requirements and the County Council's constitution. They will be advised by the Planning Committee where appropriate. Local Plans could be scrutinised by the Economy, Transport and Environment Scrutiny Committee and decisions by the Lead Member for Transport and Environment could be referred to full Council by the Scrutiny Committee.

Supplementary Planning Documents

21. The Council may also produce Supplementary Planning Documents (SPDs) when required. SPDs expand on policies or provide greater detail than can be included in a Local Plan. Whilst they must undergo public consultation, they do not pass through all the stages listed above for Local Plans.

22. Prior to adopting an SPD, the County Council must:

- Make relevant documents and material available for inspection at County Council offices and other locations that the local planning authority consider appropriate for a minimum four weeks consultation period; and

- Make relevant documents and material available for inspection on the County Council website for a minimum four weeks consultation period.

23. The County Council will exceed these minimum requirements when it is appropriate to do so. The consultation period may be longer than four weeks, for example, where it overlaps with a public holiday or involves a particularly sensitive or controversial issue. The initial consultation on the form of the SPD will be undertaken using appropriate methods from those listed above in Table 2.

24. The SPD would then be adopted by the County Council following any necessary changes identified during the consultation period. SPDs are not subject to independent examination.

Partnership working

25. East Sussex County Council works in partnership with Brighton & Hove City Council and the South Downs National Park Authority on the preparation of Waste and Minerals Planning Policy documents for East Sussex and Brighton & Hove, including the area within the South Downs National Park. Under the existing arrangements each authority has to approve each plan document. There are no arrangements for a joint approval committee.

Duty to Co-operate

26. The Localism Act 2011 introduced a 'duty to co-operate' between specific bodies, of which the County Council is one. The duty exists to ensure that the authorities involved in land use planning cooperate with each other in the preparation of their respective plans. This particularly applies to strategic matters such as housing provision, waste management and minerals provisions. In the preparation of the Waste and Minerals Local Plan the Council will work with the other prescribed bodies in the spirit of the duty to cooperate. The exact methods used will depend on the topic and bodies involved, but may involve meetings or statements of common ground.

Neighbourhood Plans

27. The Localism Act 2011 also makes it possible for parish councils and neighbourhood forums to prepare neighbourhood plans for their areas. These plans allow local communities to prepare plans indicating where future development should be located in their area. Once these plans are 'made' they are considered to be part of the Local Plan for the area and are used in the determination of planning applications. Whilst neighbourhood plans may not contain policies about 'strategic matters' such as the topics of minerals and waste development, the Council will sometimes comment and engage with the Parish / Town Council or Neighbourhood Forum where waste management or minerals infrastructure exists and may affect their Plan.

Community Engagement in Development Management

28. The County Council is responsible for the determination of two types of planning application:

- Minerals and Waste development; and

- County Council development, for example, schools, roads, libraries and social services buildings.

29. There are currently no joint working arrangements with other planning authorities.

Pre-application consultation

30. For certain types of development, specifically onshore windfarm developments, the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) requires applicants to undertake a public consultation prior to submitting a planning application. Likewise, National and Local Policy, for example NPPF paragraph 40~~66~~ and Policy WMP20 of the Waste and Minerals Plan typically encourage applicants for larger developments to undertake public engagement prior to submitting an application for determination. These consultations are normally developer-led and generally do not involve the planning authority.

31. There is no requirement on the County Council as a Planning Authority to hold a public consultation when responding to pre-application proposals. However, the Council may seek specialist advice as it sees fit.

Publicity of a planning application & consultation arrangements

32. The Town and Country Planning (Development Management Procedure) (England) Order 2015 sets out the statutory requirements for publicity and advertisement for planning applications. The table below summarises the minimum requirements for publicising planning applications.

Table 3 mum requirements for publicising planning applications

Type of application	Minimum publicity requirements
Minerals and waste applications and other "major development" applications	Advertised in a local newspaper; **and** Site notice or neighbour notification letter
Other applications that: - are accompanied by an Environmental Statement; - depart from the development plan; or - affect a right of way.	Advertised in a local newspaper; **and** site notice
Other applications that: - affect the setting of a listed building; and/or - the character or appearance of a conservation area.	Advertised in a local newspaper; **and** site notice
Non-Material Amendment Applications	Consultation is discretionary.
Certificate of Lawfulness Applications	None required.
All other applications	Site notice or neighbour notification letter.

33. In each case, the Local Planning Authority must also publish information about each planning application received on its website. This information must include:

- the address or location of the development;

- a description of the development;

- the date by which representations should be received;

- where and when the application can be inspected; and

- how representations can be made.

34. Current planning applications are available to view electronically at County Hall and at the relevant District and Borough Council offices as set out on the councils' websites. For historic planning

applications please check with the Council first as these may have to be retrieved from archives and may not be immediately available.

35. The period given to respond to a consultation is 21 days, except for applications requiring an Environmental Statement which is 42 30 days.[2]

36. Representations on planning applications must be made in writing to the County Council online, by email or by post.

37. The County Council will meet and, as appropriate, exceed the statutory requirements for publicity for planning applications. For instance, for planning applications, where it is feasible to do so, a site notice will be placed on every application site and neighbour notification letter will be sent.

38. Electronic communication is considered the most appropriate and cost effectivecost-effective way of disseminating information on planning applications to the widest possible number of people and organisations. Whilst it is acknowledged that e-communications may not be the most appropriate method for every consultee, the Council wishes to encourage a shift to this form of communication. Therefore, whilst hard copies of planning applications and supporting information may still be requested, the County Council reserves the right to make a reasonable charge for this information.

39. A variety of additional communication methods can be utilised to ensure appropriate communities are engaged during the determination of major planning applications. These will be chosen from the table below:

Table 4 Additional methods for publicising planning applications

Methods	Description
Public exhibitions and meetings	The Council will, when appropriate: • encourage applicants to hold exhibitions, public fora and/or community meetings at an early stage to explain, discuss and seek public feedback on their proposals
Focus and discussion groups and meetings	In certain circumstances, the Council will: • encourage discussion with groups of local organisations where there is a particular issue or set of issues raised by a proposal or applications, or the level of interest makes it appropriate; • arrange meetings with organisations representing hard to reach groups, or with hard to reach groups themselves, where it is an appropriate way of seeking their views
Liaison groups	The County Council will: • encourage and, where appropriate, facilitate the establishment of liaison groups to monitor and disseminate information locally on the progress of any subsequent major development to provide a link between the community and local authorities, applicants and developers
Public surgeries	When appropriate, • the Council will: use local premises as a drop in point for information and/or discussion for some major or controversial applications
Planning Aid	The County Council will: • recommend and publicise the use of the Planning Aid organisation as additional and independent help for people who want to be involved in

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[2] "Days" refers to calendar days, rather than working days.

	the consideration of proposals and/or applications, with the particular aim of facilitating the involvement of hard to reach groups

40. The case officer will consider the appropriate consultation methods that should be used for each application received, taking into account the nature of the proposal, which communities are likely to be affected, planning issues likely to be raised, the extent to which the application is likely to be controversial and the resource costs of each method.

41. The majority of planning applications do not come before the Planning Committee, but are dealt with under powers delegated to the Head of Planning and Environment Service (known as Delegated Powers). In these cases, where no more than one objection is raised during the public consultation and the scheme is not considered to be major or controversial, a planning officer will produce a report and recommendation which will be approved under delegated powers by the Head of Planning and Environment. The decision notice is then issued.

42. The circumstances where an application will be determined under delegated powers or by the Planning Committee are outlined in the Council's formal Scheme of Delegation. The Scheme of delegation helps to streamline the system and ensure that Planning Committee time is utilised to maximum effect scrutinising the most appropriate applications. However, applications for major and/or controversial proposals will also likely go before the Committee regardless of whether objections have been received.

Planning Committee

43. If an application is not dealt with under delegated powers it will go before the Planning Committee for determination. As with the delegated decisions, a planning officer will produce a report and recommendation which will then be debated at a meeting of the Planning Committee. The decision notice is then issued.

44. Members of the public can speak at the Planning Committee provided the interested person has made written representations to the relevant case officer in the Council's Planning Policy and Development Management Team on the relevant application at least 7 days in advance of the meeting.

45. If this requirement has been met, those who wish to speak should contact the Democratic Services Officer on 01273 481935 no later than 12 noon on the Friday before the meeting. The agenda for each Committee will be published at least five working days before the meeting. It is not possible to alert each respondent on whether an item is going before the Planning Committee meeting because some applications can attract a large volume of responses.

46. Planning Committee meetings are generally held once a month, starting usually at 10.30am in the Council Chamber at County Hall, Lewes. Speakers should arrive at least 15 minutes before the start of the meeting. The Committee's schedule is published on the Council's website.

47. There are three categories of people who can speak. They are:

- up to three individuals or group representatives, including any parish or town council representative, who are opposing the planning application;

- up to three individuals or group representatives, including any parish or town council representative, and including the applicant who are supporting the planning application; and

- local County Councillors.

48. Details on procedures of the Planning Committee and what will happen on the day and full details regarding public speaking arrangements are available from the County Council's website.

49. Agendas and minutes of previous meetings are available on the County Council website. Planning Committee meetings are also webcast live and available for viewing for the following six months.

Development Management – Feedback

50. On matters related to proposals and applications, the County Council will provide feedback to individuals, organisations and the community generally in the following ways. These are in addition to, or an expansion of, the methods set out elsewhere in this SCI:

- progress on an application, including responses and representations by consultees and the public, reports to Committee, and decisions, will be available through the County Council website.

- comments received on applications will normally be acknowledged.

- all applications reported to the Planning Committee (or other committee) will be the subject of a report by the Director of Communities, Economy and Transport (DCET) or the Head of Planning and Environment. This will include a summary of the consultation responses and representations received and how they have been taken into account, an analysis of the issues raised by the application, and a recommendation to the committee by the officer. All comments and representations received will be considered and appraised on the basis of the merits of the planning arguments put forward, regardless of whether a point is made by one or more individuals, groups, or organisations, or whether it is the result of a statutory or voluntary response. The Planning Committee Agenda is published at least five working days prior to the committee meeting. The associated reports are normally published with the agenda, but the may be exceptional circumstances when this does not occur.

- applications determined by the DCET or the Head of Planning and Environment under the County Council's scheme of delegation ("delegated decisions") will also be the subject of a report by the DCET or the Head of Planning and Environment. These reports will be made available on the County Council's website, together with the other documents related to an application;

- the County Council will notify by letter or email the decision on an application to all those people, community organisations and other bodies which submitted comments;

- copies of the decision notice for an application will be sent to the relevant Borough/District Council and will be made available for inspection electronically at County Hall, Lewes and on the Council's website. This will include any legal agreement associated with a permission.

Future reviews of the SCI

51. The County Council will monitor the implementation of the SCI and will include this as part of its Annual Monitoring Report. It will use feedback from stakeholders, community groups and others as well as evidence from consultations and involvement on Local Development Documents and planning applications. The results will be published and will be used to update and review the methods of community involvement and other procedures.

Appendices

1. Consultees for Local Development Documents

2. Typical deposit points for Local Development Documents

3. Publicity and advertisement requirements for planning applications

Appendix 1: Consultees for Local Development Documents

The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for consultation on Local Development Documents at the Regulation 18 and 19 stages.

Under Regulation 18, when preparing Minerals and Waste Development Documents the County Council must:

(a) notify specific consultation bodies, general consultation bodies, and such residents or other persons carrying on business in the local planning authority's area from which the local planning authority consider it appropriate to invite representations, of the subject of a local plan which the local planning authority propose to prepare, and

(b) invite each of them to make representations to the local planning authority about what a local plan with that subject ought to contain.

Under Regulation 19, when preparing Minerals and Waste Development Documents the County Council must:

(a) make a copy of each of the proposed submission documents and a statement of the representations procedure available in accordance with regulation 35, and

(b) ensure that a statement of the representations procedure and a statement of the fact that the proposed submission documents are available for inspection and of the places and times at which they can be inspected, is sent to each of the general consultation bodies and each of the specific consultation bodies invited to make representations under regulation 18(1).

Set out below are the lists of these consultation bodies which the County Council must use in meeting the consultation requirements at different stages in the production of Local Development Documents. A more detailed list of named organisations will be maintained and updated by the County Council, together with other groups and individuals who have expressed a desire to be kept informed regarding the progress of Local Development Documents. These lists will provide the basis for consultation at the different stages of Local Development Documents.

Specific Consultation Bodies

- The Coal Authority

- The Environment Agency

- The Historic Buildings and Monuments Commission for England, (known as

- Historic England)

- The Marine Management Organisation

- Natural England

- Network Rail

- Highways England

- The Secretary of State for Transport, (where they are the Highways Authority

- for any highway in East Sussex)

- Homes England

- Borough, District, Town and Parish Councils within East Sussex,

- County, Borough, District, Town and Parish Councils adjoining East Sussex

- Relevant Clinical Commissioning Groups

- Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3) (a) of the Communications Act 2003, and who owns or controls electronic communication apparatus situated in East Sussex

- Any person to whom a licence has been granted under section 6 (1) (b) or (c) of the Electricity Act 1989 and who exercises functions in East Sussex

- Any person to whom a licence has been granted under section 7 (2) of the Gas Act 1986 and who exercises functions in East Sussex

- Sewerage undertakers who exercise functions in East Sussex

- Water undertakers who exercise functions in East Sussex

- Active Travel England

General Consultation Bodies

- Voluntary bodies, some or all of whose activities benefit any part of East Sussex Bodies which represent the interests of different racial, ethnic or national groups in East Sussex

- Bodies which represent the interests of different religious groups in East Sussex Bodies which represent the interests of different disabled persons in East Sussex

- Bodies which represent the interests of persons carrying on business in East Sussex[3]

Appendix 2: Typical deposit points for Local Development Documents

There are occasions when Local Plans and other documents must be put on deposit. Below is a list of typical deposit points. The exact list of deposit points for any consultation may vary and will normally be listed on the consultation notice. However, typical venues will be the libraries in the county, along with District/Borough Council offices.

- Battle – Battle Library, 7 Market Square, Battle, TN33 0XB

- **Bexhill-on-Sea Battle** - Rother District Council Help and Advice Centre, 6 Market Square, Battle Bexhill-on-Sea - Rother District Council, Town Hall, London Road, Bexhill-on-Sea, TN39 3JX

- **Crowborough** – Crowborough Library, Pine Grove, Crowborough, East Sussex TN6 1DH

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[3] For the purposes of County Council planning, this refers to those people or businesses carrying out Waste and Minerals activities.

- **Eastbourne** - Eastbourne Borough Council, Economy, Tourism and Environment Department, 1 Grove Road, Eastbourne Town Hall, Grove Road, Eastbourne, BN21 4UG

- **Hailsham** - Wealden District Council, Vicarage Lane, Hailsham, BN27 2AX

- **Hastings** - Community Contact Centre, Hastings Town Hall, Queens Road, Hastings, TN34 1QR Community Contact Centre, Muriel Matters House, Breeds Place, Hastings, TN34 3UY

- **Lewes** - East Sussex County Council, Communities, Economy and Transport, County Hall, St. Anne's Crescent, Lewes, BN7 1UE

- **Lewes** - Lewes District Council Planning and Environmental Services Department, Southover House, Southover Road, Lewes, 6 High Street, Lewes, BN7 2AD

- **Newhaven** - Newhaven Area Office (Lewes District Council), Saxon House, Meeching Road, Newhaven, BN9 9QX Newhaven Town Council, 18 Fort Road, Newhaven, BN9 9QE

- **Rye** - Rye Library and Community Help Point, 30 High Street, Rye, TN31 7JG

- **Seaford** - Seaford Town Council Offices (Lewes District Council),, 37 Church St, Seaford BN25 1HG

Appendix 3: Publicity and advertisement requirements for planning applications

The Town & Country Planning (Development Management Procedure) (England) Order 2015 (as amended) defines the way in which different types of planning applications shall be publicised by the County Council.

All planning applications must be publicised by the local planning authority, either by a site notice or by notification to neighbours. In addition, an advertisement in a local newspaper is required in some cases.[4](4)

There are three categories of application for the purposes of publicity and advertisement.

For applications for "major development", i.e. the winning and working of minerals or the use of land for mineral-working deposits; waste development (meaning any operational development designed to be used wholly or mainly for the purpose of, or a material change of use to, treating, storing, processing or disposing of refuse or waste materials); the provision of dwellinghouses where (i) the number of dwellinghouses to be provided is 10 or more or, if this is not known, (ii) the development is to be carried out on a site having an area of 0.5 hectare or more; the provision of a building or buildings where the floor space to be created by the development is 1000 square metres or more; development carried out on a site having an area of 1 hectare or more;

The County Council is required:

(a) to mount a site display on or near the land for at least 21 days prior to determining the application, or to serve the notice on any adjoining owner or occupier; and

(b) to publish a local advertisement.

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[4] The Town and Country Planning (Development Management Procedure) (England) Order 2015, Part 2, Subsection 15

For an application that: ~~is accompanied by an environmental statement; or~~ **is a departure from the development plan; or is development affecting a public right of way;**

The County Council is required to:

(a) mount a site display on or near the land for at least 21 days prior to determining the application; and;

(b) publish a local advertisement;

For an application that: is accompanied by an environmental statement;

The County Council is required to:

(a) mount a site display on or near the land for at least 30 days prior to determining the application; and;

(b) publish a local advertisement;

For all other applications the County Council is required to either:

(a) mount a site display on or near the land for at least 21 days prior to determining the application, or

(b) serve the notice on any adjoining owner or occupier.

In all cases the local planning authority must publish the following on its website:

- the address or location of the proposed development;

- a description of the proposed development;

- the date by which any representations about the application must be made, which shall not be before the last day of the period of 14 days beginning with the date on which the information is published;

- where and when the application may be inspected;

- how representations may be made about the application; and

- that, in the case of a householder application, in the event of an appeal that proceeds by way of the expedited procedure, any representations made about the application will be passed to the Secretary of State and there will be no opportunity to make further representations.

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Independent examiner's report on the accounts

CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A	Independent Examiner's Report

Report to the trustees/ members of	Charity Name ASHDOWN FOREST TRUST

On accounts for the year ended	31st March 2022	Charity no (if any)	800437

Set out on pages	1-22

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

Responsibilties and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:		Date:	26/1/2023

Name:	Caroline Clarke

Relevant professional qualification(s) or body (if any):	ACA

IER	1	Oct 2018

Address:	99 Western Road
	Lewes
	BN7 1RS

Section B	**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

ASHDOWN FOREST TRUST

**Income & Expenditure Account for the year ended
31 March 2023**

2021/22	Income	2022/23
£		£
(70,000)	Rent of Golf Course	(70,000)
(16)	Bank Interest	(659)
(70,016)		(70,659)
	Less Expenditure	
65,100	Conservators of Ashdown Forest - Grants	65,100
540	Fees	540
(4,376)	(Surplus)/Deficit	(5,019)

Balance Sheet as at 31 March 2023

2021/22		2022/23
£		£
1,200,000	Fixed Assets: Land and Buildings	1,200,000
	Current Assets:	
167,709	Cash at Bank	172,728
	Current Liabilities:	
(540)	Sundry creditors	(540)
1,367,169		1,372,188
	Representing:	
	Reserves:	
1,200,100	Endowment Fund	1,200,100
167,069	General Reserve	172,088
1,367,169		1,372,188

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Appendix 1

Group	Number of Councillors	%	Number of Seats
Conservative	25	50	40
Liberal Democrat	12	24	19
Labour	5	10	8
Green	5	10	8
Independent Democrat	2	4	3
Independent	1	2	1
Total	50	100	79

Committee	Conservative	Liberal Democrat	Labour	Green	Independent Democrat	Independent
Regulatory Committee (18)	9	4	2	2	1	0
Planning (7)	4	2	1	0	0	0
Governance Committee (6)	3	1	1	1	0	0
Standards Committee (7)	4	1	1	1	0	0
Pension Committee (5)	3	1	0	1	0	0
Audit (7)	4	2	0	1	0	0
Place (11)	5	3	1	1	1	0
People (11)	4	3	1	1	1	1
HOSC (7)	4	2	1	0	0	0
Totals (79)	**40**	**19**	**8**	**8**	**3**	**1**

COMMITTEE MEMBERSHIPS 10 OCTOBER 2023

Place Scrutiny Committee

Councillors:

Beaver
Collier
Hilton
Hollidge
Kirby-Green
Lunn
Murphy
Redstone
Stephen Shing
Tutt
Wright

People Scrutiny Committee

Councillors:

Adeniji
Clark
Di Cara
Field
Geary
Howell
Maples
Stephen Shing
Ungar
Webb
Swansborough

Other members:

Denominational representatives
Mr T. Cristin and Ms M. Cowler

Parent Governor representatives:
Ms N. Boulter and Mr J. Hayling

Governance Committee

Councillors:

Bennett
Bowdler
Collier
Glazier
Tutt
Denis

Regulatory Committee

Councillors:

Adeniji
Azad
Cross
Daniel
Denis
Chris Dowling
Field
Hay
Kirby-Green
Liddiard
Lunn
MacCleary
Milligan
Murphy
Redstone
Robinson
Rodohan
Daniel Shing

Appendix 2

This allocation relates to the following Committees and Panels:

(a) County Joint Consultative Committee (5 members of the County Council).
Conservative: Cllr Glazier
Conservative: Cllr Bennett
Conservative: Cllr Standley
Lib Dem: Cllr Tutt
Labour: Cllr Webb

(b) County Consultative Committee Governors (5 Members of the County Council, one of whom should be the Lead Cabinet Member Education and Inclusion, Special Educational Needs and Disability who chairs the Committee).
Conservative: Cllr Standley
Conservative: Cllr Galley
Conservative: Cllr Belsey
Lib Dem: Cllr Shuttleworth
Labour: Cllr Scott

(c) Joint Advisory Committee (Schools) (5 Members of the County Council of whom one should be the Lead Cabinet Member for Education and Inclusion, Special Educational Needs and Disability, and another should be a member of the Cabinet).
Conservative: Cllr Standley
Conservative: Cllr Bennett
Conservative: Cllr Bowdler
Lib Deb: Cllr Shuttleworth
Labour: Cllr Collier

(d) Corporate Parenting Panel (7 Members of the County Council).
Conservative: Cllr Bowdler
Conservative: Cllr di Cara
Conservative: Cllr Marlow-Eastwood
Conservative: Cllr Milligan
Lib Dem: Cllr Field
Lib Dem: Cllr Swansborough
Green: Cllr Denis

(e) Standing Advisory Council for Religious Education (5 members of the County Council).
Conservative: Cllr Galley
Conservative: Cllr Belsey
Conservative: Cllr Azad
Lib Dem: Cllr Murphy
Labour: Cllr Webb

(f) Transport and Student Support Panel (3 Members of the County Council). The County Council has a custom of agreeing to waive the political balance provisions in relation to this Panel.
Conservative: Cllr Redstone
Lib Dem: Cllr Field
Green: Cllr Denis

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eastsussex.gov.uk

East Sussex
County Council
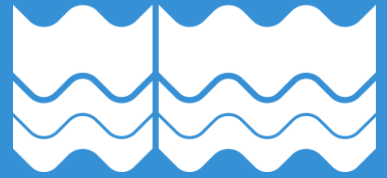
Scrutiny Review of Equality and Inclusion in Adult Social Care and Health

Report by the Review Board:

Councillor John Ungar (Chair)

Councillor Nuala Geary

Councillor Penny di Cara

Councillor Trevor Webb

People Scrutiny Committee – 17 July 2023

Cabinet – 28 September 2023

Full Council – 10 October 2023

The report of the Scrutiny Review of Equality and Inclusion in Adult Social Care and Health

Contents

Recommendations

	Recommendation	Page
1	The Department to continue to learn about and listen to seldom heard groups and people. The Department should prioritise resources to take actions and adapt services to ameliorate barriers for these communities through: a) The use of internal and external forums and advisory groups and through ongoing conversations with external partners and trusted intermediaries; b) Considering whether engagement has taken place with these communities and people by recording this in Equality Impact Assessments, where applicable; c) Giving feedback to seldom heard communities about how such feedback has been utilised through appropriate approved mechanisms in a timely manner including in print and online.	12
2	The Department to work closely with internal and external partners and intermediaries, with expertise on working with seldom heard people and communities, to tackle stigma and lack of trust. Including (but not limited to): a) Collaborating with the Homeless Inclusion Health Service to make signposting/ referral to ASCH easier and simplified; b) Collaborating with Gypsy and Traveller Team to gain better insight into the communities they work with and to spread awareness about accessing ASCH services.	18
3	The Department to reach out to the communities where they are and through community events with trusted intermediaries to engage with groups and record, disseminate and share feedback within the Department to embed learning.	19
4	The Department to draw upon the links with people associated with ASCH including Members, volunteers, People Bank and Citizens Panel members to share information about ASCH services with wider residents.	20
5	The Department to work closely with the Corporate Equality Diversity Inclusion Board to make progress on a One Council Approach to community engagement through: a) Establishing mechanisms for engagement with communities identified as being seldom heard and ensuring ASCH regularly involves them in their work; b) Developing best practice with a community engagement framework, to ensure groups are clear on how their feedback will be used and	21

3

	how any outcomes of engagement work will impact the work of the Council; c) Ensuring the needs of seldom heard groups are considered in engagement work through formal mechanisms like Equality Impact Assessments.	4
6	The Department to develop staff knowledge and skills through ensuring appropriate priority in the budget for: a) The development of peer learning opportunities to enable staff to share knowledge and experience; b) Embedding knowledge and skills about working effectively with people from seldom heard communities into ESCC Equality, Diversity and Inclusion training; c) Developing the Equality, Diversity and Inclusion training offer to staff through training by expert partners, incorporating this into staff CPD plans, and ensuring that training is responsive to changing local need; d) Ensuring managers support and actively encourage staff to attend Equality, Diversity and Inclusion training.	22
7	The Department should ensure communication about its services is accessible and inclusive by: a) Promoting and supporting the use of ESCC interpretating and translation services to wider staff in the Department, and using this to respond to changing local need; b) Using a variety of all available and appropriate communication media, formats and languages to target particular groups including non-text and translated versions, including the publication of newsletters and information leaflets in different formats; c) Communicating clearly what the service and offer is in promotional material; d) Ensuring that the priorities identified in the Digital Inclusion Review are considered in communications.	23
8	The Department to increase inclusivity at initial contact to adapt services, where possible, to support the needs of communities and individuals, considering: a) How to support people to access services; b) The location, timing and staffing at meetings to support different needs, including being sensitive to cultural and religious values; c) How information is presented to and gathered from people.	25
9	The Department to develop a systematic way of working with a range of VCSE partners by: a) Building upon existing relationships and exploring new partnership work by regularly reviewing and expanding the list of identified partners to help build trust with seldom heard groups; b) Supporting partners to facilitate Equality, Inclusion and Diversity conversations through guidance; c) Where possible, sharing data with other local authorities and groups to support people moving in and out of East Sussex.	26

4

Introduction

The Adult Social Care and Health (ASCH) Department has developed an ASCH Equality and Inclusion Strategy, which is now in its third year of delivery. This sits within the broader One Council approach to Equality, Diversity and Inclusion and focuses on actions which are more specific to ASCH services.

The strategy sets out how the Department will:

- Tackle equality issues
- Aim to eliminate discrimination
- Create good relationships between communities
- Ensure those from different backgrounds have similar life opportunities

At the People Scrutiny Committee meeting on 24 March 2022, the Department indicated it would welcome scrutiny consideration of this strategy, and the ongoing work to deliver it, to help identify any possible gaps in the approach and future priorities for the work. A Scoping Board met later in 2022 and heard about the mechanisms ASCH uses for engagement, including its use of consultations and equality impact assessments, and how the Department is trying to improve its engagement with seldom heard communities and people.

The Board concluded that whilst they were encouraged by the work underway, there were issues that could benefit from closer examination by scrutiny through a review.

The Board agreed to focus on the following lines of enquiry:

1) Defining and engaging with seldom heard groups:

   a) Who are the key communities in East Sussex that ASCH seldom hears from in its engagement but should?

   b) How could the Department improve its engagement with those groups?

2) Accessing services:

   a) Building on previous research, what is the level of understanding and awareness of ASCH services among residents, including those from seldom heard groups, and are there ways this can be improved?

   b) If residents, including those in seldom heard groups, are aware of ASCH services but choosing not to access them, why is that?

   c) Are there barriers preventing residents, including seldom heard groups, approaching ASCH services?

      i)   Is lack of trust or confidence in services a barrier?

      ii) Is use of digital communication and services a barrier?

      iii) If there are barriers, how could they be addressed?

5

The Review looked at a range of evidence including information provided by the Department, internal data, external reports and case studies, and heard from a range of witnesses.

During this Review the Board found that there were several groups which could have better engagement with ASCH and a number of barriers which may be preventing people within these groups from accessing ASCH services. The Review identified who seldom heard groups were, what some of the barriers are to accessing services, and potential solutions to remove these barriers and increase engagement. The Review Board found that some of these barriers were relevant across different community groups and recommendations put forward in this report are therefore aiming to increase engagement across multiple groups and be as far reaching as possible to support the Department and the wider Council in offering an inclusive service overall.

Background

Local and National Context

National legislation

The [Equality Act](#) was introduced in 2010 to protect people's rights and encourage equal opportunities, as well as provide an updated, simplified and accessible framework of discrimination law.

Under the Act, people are not allowed to discriminate, harass or victimise anyone because of the following 'protected characteristics':

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion and belief
- sex
- sexual orientation

Two additional characteristics that ESCC recognises are:

- carers
- rurality

The Equality Act includes an equality duty for public bodies. It says that public bodies, including councils, must show 'due regard' to:

- eliminating discrimination, harassment and victimisation
- advancing equality of opportunity
- fostering good relations between people who have a protected characteristic and those who don't

East Sussex County Council (ESCC) has a One Council approach to Equality Diversity and Inclusion, ensuring a consistent and co-ordinated approach across the organisation, whilst also recognising that there are service specific needs and issues which are appropriate to take forward at departmental level.

A single Corporate Equality, Diversity and Inclusion Action Plan supports the development of Equality, Diversity and Inclusion strategies across the Council, and, where relevant, individual departments take forward specific action plans which address more service specific issues. This includes the ASCH Equality and Inclusion Strategy and Action Plan.

7

Adult Social Care

ASCH provides support to adults, communities and networks to enable people to live as healthily and independently as possible and for as long as possible. Services offer a range of support including with care, housing, safety, and living a healthy lifestyle. An overview of the range of ASCH services and support is detailed on the [Adult social care and health | East Sussex County Council](#) website.

Adult Social Care Equality and Inclusion Strategy

The [ASCH Equality and Inclusion Strategy](#) is a three-year strategy that sets out the Department's commitment to promoting equality and diversity across all its services and within the workforce. As part of this strategy, ASCH has identified five key priorities:

1. Know our communities
2. Have inclusivity at the heart of service development and strengthening engagement with communities
3. Create a safe, fair and inclusive work environment
4. Use robust data collection from service users and use of data for equality analysis
5. Strengthen ASCH staff practice and knowledge on all aspects of equality and human rights as they connect with ASCH work

To further the priority 'strengthening engagement with communities', listed in priority 2, ASCH identified the need to enhance understanding of people and communities they seldom hear from and are creating an Action Plan to address some of the identified barriers to this engagement.
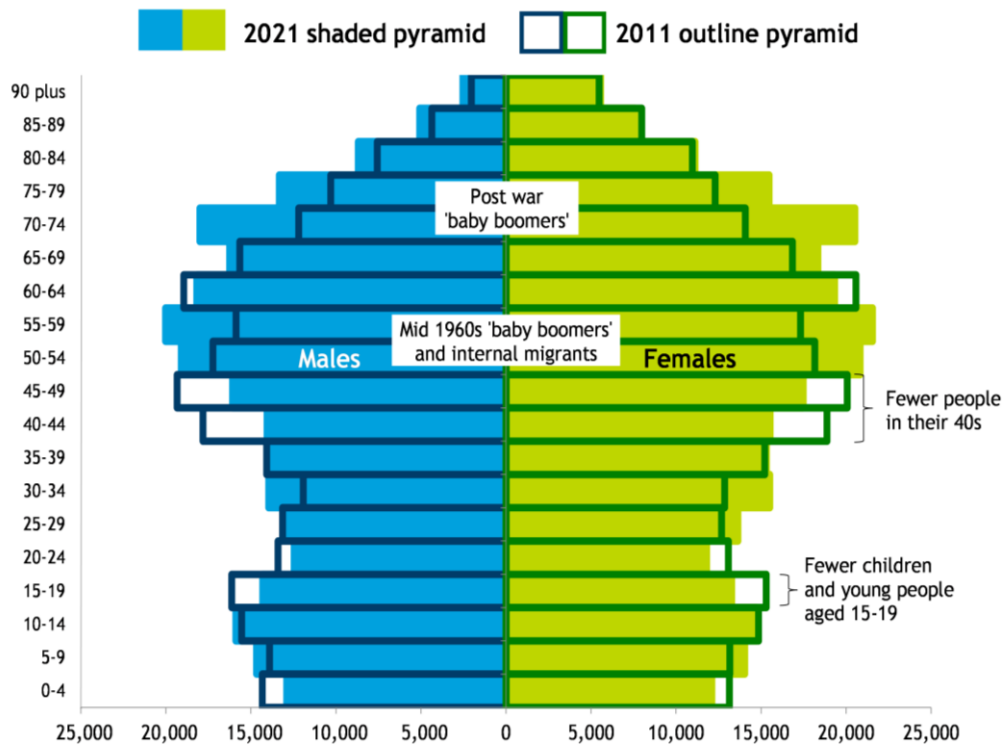
Equality data for East Sussex

East Sussex recorded a population of **545,800** in the 2021 census. The Census also provided updated data in relation to a number of characteristics protected under the Equality Act.

Demographics

People aged 65 and over make up **26.1%** of the county's population. This is considerably higher than the national picture where 18.6% of the population in England is aged 65 and over. East Sussex continues to have the second-highest proportion of over-85s in the country, just behind Dorset.

East Sussex has consistently had a higher life expectancy for both men and women than the national average, however there is a gap in life expectancy between the most and least deprived areas of East Sussex, with the biggest causes of death associated with these gaps being circulatory diseases, cancers, and respiratory diseases.

8

East Sussex Population by age and gender

Legend: 2021 shaded pyramid | 2011 outline pyramid

Chart labels:
- Age groups (vertical axis): 90 plus, 85-89, 80-84, 75-79, 70-74, 65-69, 60-64, 55-59, 50-54, 45-49, 40-44, 35-39, 30-34, 25-29, 20-24, 15-19, 10-14, 5-9, 0-4
- Horizontal axis: 25,000 20,000 15,000 10,000 5,000 0 5,000 10,000 15,000 20,000 25,000
- Males / Females
- Post war 'baby boomers'
- Mid 1960s 'baby boomers' and internal migrants
- Fewer people in their 40s
- Fewer children and young people aged 15-19

8% of the adult population in East Sussex is from an ethnic minority background including White minority groups. This compares to 18.8% in England. There is little information on the languages spoken by people across East Sussex, however, information on the first language of pupils in state maintained schools reported **6.4%** of pupils speak English as an additional language in the 2022/23 School Census. This is where the pupil has been exposed to a language other than English during early development and continues to be exposed to this language in the home or in the community. Polish is the most recorded first language, other than English, across the county.

In the 2011 Census (2021 Census data has yet to be released) **60%** of the population in East Sussex stated their religion was Christian. 0.8% of the population stated their religion was Islam, 0.4% Buddhism and 0.3% Hinduism. **30%** of the population stated they had no religion.

The 2021 Census shows **89.2%** of population aged 16 and over identify as straight or heterosexual and **3.3%** identify with an LGBT+ orientation.
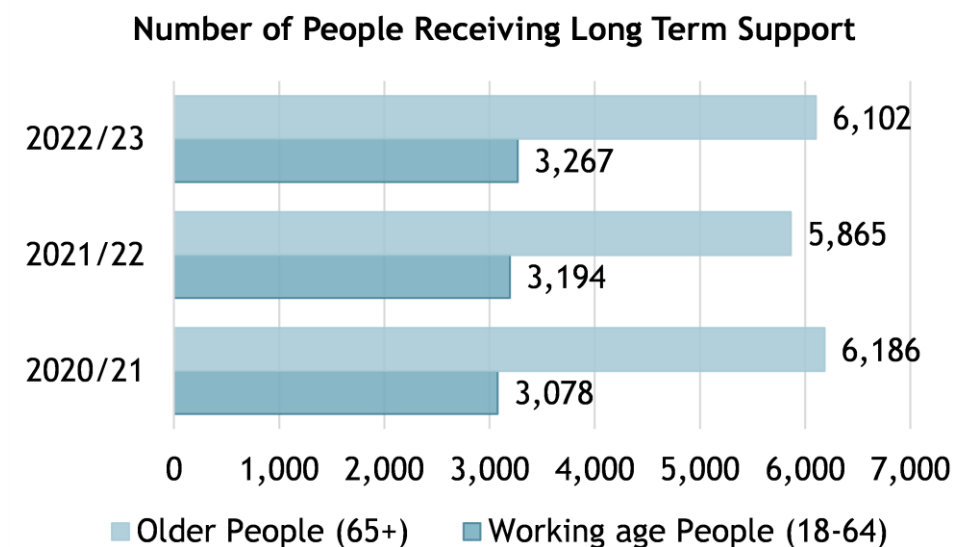
73.7% of the population in East Sussex live in an urban area, with the remaining **26.3%** living in a rural area.

The 2021 Census showed **34.8%** of households in East Sussex had at least one member identifying as disabled. Local projections suggest that by 2033 there will be over **119,000** people with a disability in East Sussex and **12,340** older people (65+) are projected to have dementia (up 7.2%) by 2025.

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[Projecting Older People Population Information](#) data suggests that by 2028, around **20,000** more people in East Sussex, compared with the needs of the population in 2018, will be living with two or more long term health conditions, increasing the need for support from unpaid carers and the health and social care system.

Adult Social Care

ASCH support a large number of the population in East Sussex. In 2022/23, **27,335** people were supported by ASCH and **9,369** clients were supported with Long Term Support.

Number of People Receiving Long Term Support

Year	Older People (65+)	Working age People (18-64)
2022/23	6,102	3,267
2021/22	5,865	3,194
2020/21	6,186	3,078

Compared to 2022, by 2025 it is predicted that, in East Sussex, there will be **41,060** older people (age 65+) projected to have a limiting long-term illness whose day to day activities are limited a little (up 6.5%) and **31,450** people's day to day activities will be limited a lot (up 6.8%).

5,760 carers received support from ASCH (including information and advice) in 2020/21. These carers were providing care for **5,838** people, highlighting that some carers provide care for more than 1 person. **40%** of carers are 26-64 years old and **48%** are 65-85 years old.

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Review Board Findings

Identifying and defining seldom heard groups

To address the Review's first line of enquiry, the Review Board sought to define and understand the term 'seldom heard', and to identify who this term relates to.

The Department defines seldom heard as:

> *"under-represented people who use or might potentially use health or social care services and who are less likely to be heard by these service professionals and decision-makers"*

'Seldom heard' has replaced the term 'hard to reach' (which suggested that there is something that prevents their engagement with services) and emphasises the responsibility of agencies to reach out to excluded people, ensuring that they have access to health and social care services and that their voices can be heard. Although this Review focuses on engagement with seldom heard groups, the Department recognised the importance of enhanced engagement with, and inclusion of, people from *all* communities in their work.

The Board found that the Department had carried out extensive work to understand the needs of its service users and identify people it seldom hears from. This included data gathering, internally and from partners from the voluntary, community and social enterprise sector (VCSE), staff engagement sessions and engagement with intermediaries representing seldom heard communities.

This work helped to identify key groups who may be less likely to engage with services including people protected under the Equality Act including:

- Older people
- Unpaid carers
- Ethnically minoritised people, particularly those who cannot understand English fluently
- Disabled people, including those with invisible disabilities, sensory impairment and a mental health condition
- Lesbian, gay and bisexual people
- Trans and non-binary people
- Gypsy, Roma, and Traveller communities
- People in rural areas

Communities which are seldom heard due to social circumstances were also identified, including:

- Homeless people
- People in prison

- People with low levels of literacy

- People who are digitally excluded

- People in recovery from drug and alcohol addiction and their families

- People who have experienced domestic abuse

Community engagement for the new ASCH Strategy identified additional groups including men at risk of suicide, people in the armed forces and veterans, and people with unmet need or not yet eligible for ASCH support.

It was agreed that seldom heard people may be different for each service and/or department but the above list applies to most public services. In light of the wide range of groups identified the Board agreed, for the purposes of the Review, to focus on a sub-set in order to explore the lines of enquiry and identify potential recommendations which may have broader relevance. The Board's research included, Gypsy, Roma and Traveller communities, homeless people, ethnic minority groups and communities (including refugees and asylum seekers), older people, adults who are digitally excluded and unpaid carers.

Other issues and barriers, which cut across several groups, were considered more generally as part of the Review.

Information provided by the Council's Equality Manger stressed that the people who are seldom heard may change over time and it was important to note the different layers of identity and to consider intersectionality; how different aspects of people's identities (such as ethnicity, gender, age, disability and so on) can interact and affect how we experience the world and how we are seen and treated.

ASCH communicates with a number of groups through relationships with partners. The Board questioned how the Department knew those partners were reaching the right people in the community and heard in response that to mitigate the risk of over reliance on organisations to communicate with groups, the Department uses a variety of methods to engage, including through the use of a diverse VSCE sector and District and Borough and Parish and Town councils to ensure there is not a singular reliance on any organisation. ASCH is continually seeking to build upon these networks to ensure they are increasing their reach in the community.

Recommendation 1

The Department to continue to learn about and listen to seldom heard groups and people. The Department should prioritise resources to take actions and adapt services to ameliorate barriers for these communities through:

a) The use of internal and external forums and advisory groups and through ongoing conversations with external partners and trusted intermediaries;

b) Considering whether engagement has taken place with these communities and people by recording this in Equality Impact Assessments, where applicable;

c) Giving feedback to seldom heard communities about how such feedback has been utilised through appropriate approved mechanisms in a timely manner including in print and online.

Having reviewed evidence on the engagement undertaken to date, the Board concluded that this had been extensive and had been thorough in identifying potentially seldom heard groups. Moreover, this work was informing ongoing actions. The Board therefore focused the Review primarily on the second area of enquiry, understanding and addressing barriers. This was informed by the existing robust analysis of seldom heard groups and sought to build on this and gain a deeper understanding.

Understanding and addressing barriers

Understanding barriers

Work to understand the barriers to residents engaging with ASCH is ongoing, with the Department recognising that some people intentionally do not want to interact with public services. The Board drew on a range of sources to assess and explore levels of understanding, including information from staff, based on their experience of working with clients and carers, case studies and research locally and in other parts of the country, and by talking to a range of people working with specific groups of people within the county who may be seldom heard.

ASCH staff engagement sessions highlighted a number of barriers facing some residents, including:

- a lack of trust in ASCH

- stigma around accessing services

- poor literacy skills

- digital exclusion

- a fear of social services/a lack of understanding about ASCH

- cultural differences

- mental health issues

- a lack of plain English in communications/inaccessible forms

Interviews with external partners undertaken by ASCH similarly noted barriers of trust, stigma, feeling excluded from the community, a lack of understanding of what services are available, the inability to access services and/or frustrations with lengthy processes.

To further explore the local position, the Board discussed the findings from the Activmob report *East Sussex County Council, Adult Social Care & Health: Experience during Covid-19 lockdown: What can we learn from population groups?* A key finding in this report was that the majority of participants (people from ethnic minority backgrounds, younger people, older people, and men) responded that they had 'absolutely no idea or very little awareness at all of what ASCH can offer'. For those who did know, there was a negative view regarding accessing support and many would only do so if someone told them to get help from the service. The ASCH Policy Development Manager confirmed to the Board that evidence suggested the main barrier to people accessing services was a lack of awareness.

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The Board heard from a number of witnesses who were able to provide greater insight into barriers preventing groups they worked with from accessing services. Although not every seldom heard group was represented, the Board were presented with a range of insights from witnesses who work with specific groups in the community and many of the barriers highlighted appeared to be relevant across multiple characteristics.

It became apparent to the Board that many of the barriers cited in relation to specific communities shared similar themes and applied to multiple groups. A systematic view of these barriers was developed by the Department and grouped into four main categories:

- **Organisational barriers** - which impacts on the seldom heard if they are unable to find, or have difficulty accessing services, for example some clients may find forms or fast paced meetings challenging, or have insufficient funds to travel etc.

- **Cultural barriers** - including a stigma associated with using or needing services.

- **Practical barriers** - if there are not practical steps in place to help people access services, for example information translated into languages.

- **Attitudinal/Behavioural barriers** - relating to attitudes of people and staff, including unconscious biases. This can lead to a relationship which is disempowering between staff and clients.

Examples of Organisational barriers

The Board heard from the Head of the Homeless and Inclusion Health Service (HIH), which provides outreach care for homeless people and rough sleepers in Eastbourne. The HIH offers pop up services in the community on a regular basis, aiming to build trust through continuity of staffing and creating a friendly and safe space. The Head of HIH felt that there was a general lack of knowledge and awareness of ASCH within the homeless community, and amongst related health professionals, which may prevent some people from engaging with and accessing services. This included information about who supports homelessness preventative initiatives, including the Rough Sleepers Initiative and Changing Futures. The Board were informed of the need for local authorities to share information to ensure continuity of care for transient communities. Lengthy processes for referrals and delays in being offered an assessment were also cited as significant barriers for this transient population.

> "People who need support the most, have the least access"
>
> - HIH

This lack of awareness was also highlighted by the ASCH Practice Manager in relation to support for the prison population. The Board heard that the proportion of prisoners (at HMP Lewes) accessing ASCH services is low, and although this is mainly due to basic support for daily living being offered through the prison service, it is also due to prison officers not being consistently aware of the support available from ASCH.

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Examples of Cultural barriers

The Board heard from the Council's Gypsy and Traveller Team Manager who highlighted a range of issues affecting the community, including poor health, low levels of literacy, and inequalities in access to healthcare (particularly the mental health services). Many within the Gypsy, Roma, and Traveller community report feeling excluded from society, both at a national and local level and, due to negative portrayals in the media, many find it hard to build trust with people outside of their community. The Board also heard that communication with the community is extremely difficult, and it often takes many years for teams to build trust; this is additionally challenging when families and individuals are likely to move.

The Board asked about barriers facing people coming to the UK and heard from a Senior Outreach & Community Engagement Officer at Groundwork South about his own experiences as a refugee, as well as working with refugees in East Sussex. He told the Board that cultural differences impacted on some people's ability to integrate locally and utilise local services. Moreover, although there is English for speakers of other languages (ESOL) provision in colleges and schools in East Sussex, many providers do not understand the background of these communities and the additional barriers many are facing, including mental health problems and trauma.

Cultural barriers were also presented as a barrier to carers accessing support. The Board heard from the Chief Executive of Care for the Carers about the role of carers in East Sussex. Caring can involve taking on a number of supporting roles for family, friends or neighbours for reasons such as frailty, substance misuse, disability or mental health problems. Caring cuts across all communities and every role is different; it is estimated that unpaid carers match the number of NHS workers in the UK, with most people taking on caring roles at some point in their lives. The Chief Executive informed the Board that there is often a reluctance from carers to identify as a 'carer' (this is even more prevalent in certain cultures) which results in some people being unaware of the support available to them.

The Board reviewed the report '*Understanding unpaid carers and their access to support*' by the Health Foundation (2023), which suggests that only a small proportion of carers request support from their local authority. Evidence suggests that barriers facing many carers include feelings of isolation, cultural stigma around care, and, for many, financial pressures.

The Chair of ESSA told the Board that some older people were too proud to ask for help, feeling that support was not for them. The Board heard that it is a struggle to get information out and break down this stigma and to make people aware that support is available to everyone. The Chair also informed the Board that some older people had moved to rural parts of East Sussex to retire but had left social groups behind and now felt isolated, especially those who had become carers or had been bereaved. This isolation, coupled with difficulties getting online or travelling into towns, often results in older people not being able to engage with events and services.

> "People are too proud to ask for help"
>
> - ESSA

Examples of Practical barriers

The Head of HIH highlighted a number of barriers facing the homeless community including, for some, mental health problems, substance misuse, and the significant barrier of not having a fixed address. This can prevent some individuals accessing primary care, including receiving medicine and supporting this community is increasingly challenging when individuals move around, including in and out of local authorities.

The Board noted similar barriers affecting other transient communities like people from Gypsy, Roma, and Traveller backgrounds, as well as an inconsistency of support when people move across counties.

The Board heard from the Senior Outreach & Community Engagement Officer at Groundwork South that being unable to communicate in English is a significant barrier for many refugees trying to access local services. This language barrier often results in people being unable to fill out paperwork, or read information in letters and leaflets, and needing to seek assistance from others.

> "Information presented is in a complex language; people don't understand it"
>
> - Diversity Lewes

The Board heard from the Chair of the East Sussex Seniors Association (ESSA) who told the Board of her experiences of supporting older people. The Chair informed the Board that only around 13% of ESSA members were online, with many older people not trusting online services (including banking). She indicated that in rural areas many were now struggling to access in person services due to a reduction in bus services and the closure of banks, and that a lot of older people felt very left behind with rapid changes to service delivery. She explained that when people don't see an associated phone number to access a service, and only a website or email address, that can be the biggest barrier to ask for help.

The Board explored digital exclusion further and how being digitally excluded may prevent some adults from accessing and engaging with ASCH services. The Being Digital Delivery Manager informed the Board that the ability to access ASCH services in East Sussex was not reliant upon internet usage, however, people who could use digital technologies would be able to access information and advice more quickly and easily given that all the information published in leaflets and factsheets is available instantaneously on the ESCC website, removing the need to phone for information, or obtain a paper leaflet. However, the Board noted that those who are unable to access information digitally can be excluded from what is on offer.

Conversations with witnesses highlighted that low levels of literacy amongst certain groups further impacted on their understanding and awareness of services, as well as acting as a barrier to accessing those services. The Board explored this further and heard from a Librarian who runs the ESCC Library Service programme 'Step into Reading', which provides one to one phonics reading sessions to adult learners. They heard that the demographic of learners was varied, including men and women of all ages, and sessions were taking place across the county. Most learners had complex needs including a special educational need and/or a neurodiversity issue which impacted on process and recall of language.

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Prison security and systems can also impact on the ability to provide care to prisoners with incidents such as lockdowns preventing carer workers accessing clients. The Board heard that the Department was working to increase the uptake of social care support by prisoners by continuing to liaise with the prison's inclusion officer and using communication mechanisms that are in plain English and Easy Read to help promote offers to the prison population, many of whom have low levels of literacy. The Board suggested that relationships can also be built with VCSE organisations working in the prison to spread awareness of ASCH support.

Examples of Attitudinal/Behavioural barriers

The Board heard that HOPE G in Hastings, who represent older people of ethnic minorities, have reported to the Chair of ESSA discrimination in language and cultural barriers when accessing services, with some information too being complex.

A case study on Greater Manchester's '*Improving access to health services in the LGBT community*' highlighted that previous discriminatory experiences with health services had resulted in some LGBT people feeling reluctant to access council services and that staff were not knowledgeable enough of their specific needs. Lack of representation of LGBT people in communications and promotional material also acted as a barrier to accessing services.

> "We just want to be respected and accepted as who we are"
>
> - Eastbourne Rainbow

The Board noted the feelings of being disrespected and discriminated that people from minoritised communities, including those from ethnic minority backgrounds and LGBTQ+ people can face. These can impact negatively on people's ability to access services.

Lack of trust and stigma around using services

Evidence from interviews with external partners and witnesses, and from broader case studies, suggested that stigma around accessing services or identifying in a certain way, and a lack of trust in government or council services were key barriers for many groups. This lack of trust often stemmed from previous negative experiences with services, societal discrimination, and/or a lack of confidence in the council's understanding of cultural differences.

The Head of HIH reiterated that the issue of trust in council services presents as a barrier for many homeless people, and it is important for professionals to engage with people in the community through outreach.

ASCH interviews with external partners, recorded in *The Seldom Heard People Report*, included conversations with a number of organisations working with marginalised groups. The issue of trust featured in most conversations. Groundwork Together South, who work with refugees and asylum seekers, suggested that people were reluctant to speak openly with authorities due to past experiences and fear that they may receive poor treatment, moreover ESCC was viewed in the same way as all other government organisations including the Home Office.

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The organisation African Community in Surrey and Sussex highlighted the role stigma plays in some communities accessing support and cultural differences in attitudes towards mental health. The Chief Executive of Care for the Carers also noted that attitudes towards care could differ amongst cultures, resulting in some people being reluctant to seek support where caring was viewed as an expected role within the family. Organisations, including ESSA, also cited stigma as a barrier for many older people who could be reluctant to ask for support, or fearful that engagement with social services could result in being judged or moved from their home.

The Board recognised there may be some people for whom all of the identified barriers apply, and that addressing multiple barriers carried increased difficulty. The Council's Equality Manager reiterated the need to consider intersectionality; the Board heard that it was important to note the different layers of identity, for example the differences between older men and older women, or the different experiences of men from ethnic minorities compared to women from ethnic minorities. The Board also noted that it is not just services that recognise these groups are seldom heard; ESSA told the Board that some older people reported feeling "*not just seldom heard, but never heard*".

The Board concluded that the more the Council understands about different communities and potential barriers, the more work it can do to address these. They also noted that who is seldom heard will change over time, so it would be important to continue engagement work to not only address barriers, but to continue to identify groups and people they seldom hear from, moreover engagement when developing services was critical across the whole community. Evidence from the Council's Equality Manager and the ASCH Policy Development Manager stressed the importance of ongoing conversations with groups through the use of forums, advisory groups and with external partners. This work needs to be considered at the right stages of projects and service changes, and its effectiveness monitored.

Recommendation 2

The Department to work closely with internal and external partners and intermediaries, with expertise on working with seldom heard people and communities, to tackle stigma and lack of trust. Including (but not limited to):
a) **Collaborating with the Homeless Inclusion Health Service to make signposting/ referral to ASCH easier and simplified.**
b) **Collaborating with Gypsy and Traveller Team to gain better insight into the communities they work with and to spread awareness about accessing ASCH services.**

Addressing Barriers

Witnesses and evidence presented to the Board suggested several possible ways to further build on work to address some of the barriers identified.

The Board identified and explored the following key themes in these approaches:

- Community engagement
- Enhancing staff knowledge
- Effective and inclusive communication
- Inclusive services

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- Knowledge and data sharing
- Relationships with external partners

Community Engagement

Community engagement work has been conducted throughout the Council through a variety of projects and with a range of communities. The Board heard from the ASCH Policy Development Manager on the community engagement work when developing the new ASC Strategy; the Council's Equality Manager on wider engagement work within ESCC; the Gypsy and Traveller Team Manager on his team's continued engagement with the Gypsy, Roma, and Traveller community, as well as ASCH's work with partners. Learning from a range of community engagement activities demonstrated the importance of ongoing conversations and engaging with groups in the most appropriate format and setting.

Engagement work to inform the development of the new ASC Strategy focused on listening to residents' priorities through the use of interviews, surveys and focus groups. This included work to reach people who may need care and support in the future, or those who needed help now but may not be getting it for a range of reasons, to ensure their voices were also considered. Advice was sought internally and from the VCSE sector to identify communication channels, organisations, community spaces, and events to help engage with seldom heard groups.

The ASCH Policy Development Manager noted that an ongoing, co-production approach is important with seldom heard groups, in order to deepen engagement and to maintain connections, and that time and resource needs to be allowed within projects for this. The Board agreed that ongoing conversations with groups and partners would help tackle some of the barriers identified.

The Head of HIH also noted the benefits of reaching groups in community settings; for the homeless community that means providing health services where people can also access food and shelter. By providing services in places where people feel safe, teams are able to build trust and learn about the wider needs of the community.

Recommendation 3

The Department should reach out to the communities where they are and through community events with trusted intermediaries to engage with groups and record, disseminate and share feedback within the Department to embed learning.

Case studies on work carried out by other local authorities and organisations also highlighted the success from community engagement projects using trusted intermediaries, including the use of 'community connectors' (residents with roots in their communities who were recruited to address issues which may be affecting the health and wellbeing of individuals), community forums, and community workshops and events in partnership with local organisations. The Board discussed the successful use of community connectors at Wirral County Council and suggested that this model could support digital inclusion in the older population; using older people who were more confident with digital technology to advocate for it to older people who are less confident or unable to access online services.

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The Department informed the Board of the current work of the People Bank (145 residents, clients, carers who give feedback on services), and it was suggested that there was potential to enable these volunteers to be part of ASCH's voice in the community. ESCC Members could also play a key role in sharing information about services to residents.

Recommendation 4

The Department to draw upon the links with people associated with ASCH including Members, volunteers, People Bank and Citizens Panel members to share information about ASCH services with wider residents.

Although community engagement work was noted as a key method to hear from seldom heard groups, the Council's Equality Manager informed the Board that it was important to note that these groups are often the most vulnerable, with limited resources, time and capacity to engage. Engagement work needs to be properly planned and funded, with groups being supported throughout the process and their needs considered at all times.

In response to evidence suggesting that engagement work should be ongoing, the Board enquired how engagement work across the Council could be used to inform other work and continue to engage with groups in a systematic way. The ASCH Policy Development Manager informed the Board that findings from the strategy engagement could be shared with colleagues to help people gain an understanding of local people's wants and needs and reduce the need for future engagement exercises. Ongoing engagement with seldom heard groups can be achieved through sharing lists of groups (and the barriers they face) with staff, as well as information on stakeholders used to engage with groups. The development of a local community engagement framework would bring together good practice examples and advice for engaging with seldom heard groups as well as wider communities and partner organisations.

The Council's Equality Manager informed the Board of the desire to adopt a One Council approach to this work; a recent Ladder to Leadership project on engagement has provided an opportunity to consider the recommendations from this Review alongside other work across the Council on delivering our approach to community engagement.

The Board concluded that effective community engagement was key to reaching seldom heard groups and people and that, where possible, this engagement should be based on shared learning and best practice to increase its impact and support the needs of vulnerable groups.

> **Recommendation 5**
>
> **The Department to work closely with the Corporate Equality Diversity Inclusion Board to make progress on a One Council Approach to community engagement through:**
> **a) Establishing mechanisms for engagement with communities identified as being seldom heard and ensuring ASCH regularly involves them in their work;**
> **b) Developing best practice with a community engagement framework, to ensure groups are clear on how their feedback will be used and how any outcomes of engagement work will impact the work of the Council;**
> **c) Ensuring the needs of seldom heard groups are considered in engagement work through formal mechanisms like Equality Impact Assessments.**

Enhancing staff knowledge

In identifying solutions to barriers facing seldom heard groups, it was noted that staff play an important role in addressing some of these barriers. The Board explored ways in which staff can identify and break down barriers.

The Council's Equality Manager informed the Board that staff could develop their skills in this area using a variety of resources, including formal and informal learning. It is important to build understanding of why ESCC needed to hear people's voices and to develop a greater understanding of the impact cultural differences may have in how people access services. One approach was peer learning, where staff were able to share experiences and skills on, for example, how to ask Equality, Diversity and Inclusion questions, or engage with communities. The Board heard about communities of practice that are being developed across the Council, looking at a variety of topics and bringing colleagues together for peer learning practices. For example, a data monitoring group bringing together data analysts to share knowledge and experiences.

The impact of increasing staff knowledge was considered in the case study report example of Greater Manchester Council who launched *Pride in Practice* to improve LGBT friendly practices. Working with the LGBT Foundation and local NHS and councils in the region, staff were given one-hour training covering language and terminology, inequalities experienced by LGBT communities in healthcare and offered practical advice on how to develop inclusive services. Feedback from clients and LGBT champions since the launch of this programme had been very positive, with one reporting:

> *"staff may ask sensitive questions about martial status or next of kin as heterosexuality is not assumed. My wife is included in all my health care decisions and is recognised as a carer. This is very different than it was"*

Work to develop staff knowledge and skills as ESCC is progressing; in ASCH and Children's Services (CS) equality champions and allies have been identified to share how teams are supporting equality work and responding to issues, an ASCH Equalities Allies Group, made up of Equality leads in teams, provides an opportunity to raise questions to support their work, staff training now includes details of using peer learning, and there are Yammer groups across the Council to facilitate information and good practice sharing. However, it was noted that more could be done to share good practice amongst wider staff.

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The Board concluded that increasing staff knowledge and skills on Equality, Diversity and Inclusion would support the commitment to an inclusive service and would help to develop understanding of seldom heard groups and ways to overcome barriers to accessing services. This would particularly help staff to learn about and discuss emerging issues, for example recent increased media coverage of transgender issues.

Interviews with partners also highlighted the benefits of staff receiving specialised training to enhance their knowledge of client and family member needs and their ability to provide compassionate care. The Senior Resource Officer for Older People Mental Health Team reiterated the need for robust and regular Equality, Diversity and Inclusion training and the Eastbourne Dementia Action Alliance suggested increased dementia awareness training amongst staff to build a holistic and person-centred approach to working with clients. The LGA guide '*Care and support and homelessness*' recommends councils ensure staff not only receive specialist training, but learn from each other to better understand each other's roles and responsibilities in order to provide appropriate care.

The Board discussed with the Department how Equality, Diversity and Inclusion training could be incorporated into staff Continuing Professional Development plans. The ASCH Assistant Director for Planning, Performance and Engagement noted that training needs to be responsive to changing local need.

Recommendation 6

The Department to develop staff knowledge and skills through ensuring appropriate priority in the budget for:

  a) **The development of peer learning opportunities to enable staff to share knowledge and experience;**
  b) **Embedding knowledge and skills about working effectively with people from seldom heard communities into ESCC Equality, Diversity and Inclusion training;**
  c) **Developing the Equality, Diversity and Inclusion training offer to staff through training by expert partners, incorporating this into staff CPD, and ensuring that training is responsive to changing local need;**
  d) **Ensuring managers support and actively encourage staff to attend Equality, Diversity and Inclusion training.**

Effective and inclusive communication

The Board heard about some seldom heard people not knowing what the ASCH offer is and what support services may be available. Sometimes language used in communication is inaccessible or complicated and formats are not appropriate for varying needs of the communities.

During the Review, the Board identified some ways in which inclusive communication could be further developed, building on what is already in place.

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The Board heard that the use of the Council's interpreting and translation services could be maximised by raising awareness of it amongst wider staff in the Department, to ensure effective communication between clients and staff. The ESCC Sensory Impairment and Reablement Team noted that interpreting and translation services need to be responsive and consistent, with staff understanding the importance of using translation and interpreting, as well as understanding the process better. The Refugee Buddy Project also highlighted the need to have clear, simple information in relevant languages to tell people what support is on offer.

This was also highlighted in feedback from staff engagement sessions where staff suggested that communication needs to be in plain English and clear about what services are and who they for, moreover messaging needs to help breakdown stigma.

The Board heard there is a need for a One Council approach in ensuring best practice in communication and community engagement which can be delivered through EQIAs and staff forums. Digital inclusion should also be included in staff inductions to raise awareness of these issues amongst new staff.

The Board heard that communication with adults with low levels of literacy was more challenging, with most written information inaccessible. The Librarian who delivers the Step into Reading programme highlighted the need for non-text versions of communication, for example through apps and social media or videos, such as a video created to communicate the Step into Reading programme to learners.

Communication should not only be accessible, but reflective of the communities it is trying to reach. In the Greater Manchester Council LGBT case study, feedback showed that when LGBT friendly posters were displayed 24% of LGBT people were more likely to disclose their sexual orientation and 21% their trans status. In doing this they said services were much more likely to meet their needs.

The Board heard that when communicating with seldom heard groups, it was important for staff to listen to the views of groups, as well as informing them about services. This should be achieved through ongoing community engagement work outlined above.

Recommendation 7

The Department should ensure communication about its services is accessible and inclusive by:
  a) **Promoting and supporting the use of ESCC interpretating and translation services to wider staff in the Department, and using this to respond to changing local need;**
  b) **Using a variety of all available and appropriate communication media, formats and languages to target particular groups including non-text and translated versions, including the publication of newsletters and information leaflets in different formats;**
  c) **Communicating clearly what the service and offer is in promotional material;**
  d) **Ensuring that the priorities identified in the Digital Inclusion Review are considered in communications.**

Inclusive services

Although ASCH already adapt services to meet access needs of individuals, the Board explored how inclusion could be developed, including through the location for service provision, consideration of cultural differences and through building Equality, Diversity and Inclusion considerations into service design and commissioning. Research by the Department suggested that some people would rather approach the VCSE sector for help as community organisations could be flexible and adapt their approach for different people's needs, whereas public services could be viewed as bureaucratic rather than relational, demonstrating the need to develop inclusive approaches.

The Board heard examples of flexible approaches working in practice. The Head of HIH highlighted the importance of offering services in inclusive spaces that are welcoming to everyone; he noted that support for the homeless was often situated in churches which could act as a barrier to some minority groups. However, offering services in community spaces where rough sleepers were accessing other services, including food, was very effective. This was reiterated by the Gypsy and Traveller Team Manager who informed the Board of the need to work with the Gypsy, Roma and Traveller community outside of council buildings and bringing support, such as Wi-Fi and education, to traveller sites.

The Gypsy and Traveller team were providing a range of support, including a community room on a traveller site to support client appointments, as well as wider community work, which it was hoped would address the issue of some people not wanting to enter council buildings to access services. The Board heard that the community room was providing a crucial space to allow external agencies, as well as other council services, to engage with the community in their own space, building trust and allowing for ongoing conversations, for example with local police around hate crime.

The Board heard from Groundwork South the importance of taking time to learn about and understand cultural differences and adapting services to incorporate those differences. Examples included considering the location of and time of meetings, and a recognition of what may be considered culturally appropriate, such as in some cases female members of staff interacting with women clients, which would increase engagement.

The Board was keen to explore how the Department could not only adapt specific services to meet the needs of seldom heard groups, but how it could embed Equality, Diversity and Inclusion into all areas of work and learning. The Council's Equality Manager highlighted that it is important for these not to be viewed as separate but integrated into day-to-day business. Elected Members could support this process by asking questions about accessibility and outcomes, ensuring that equality impacts have been considered in decision-making, and modelling inclusive approaches and respect for difference in their meetings and engagement.

The Board concluded that work was already in place to further develop the integration of equality considerations into day-to-day business in ASCH and across the Council. In terms of specific services, the Board noted that, where possible, the Department should adapt service delivery and maximise flexibility as there was evidence that could help meet the needs of users and increase engagement with seldom heard groups.

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> **Recommendation 8**
>
> The Department to increase inclusivity at initial contact to adapt services, where possible, to support the needs of communities and individuals, considering:
> a) How to support people to access services;
> b) The location, timing and staffing at meetings to support different needs, including being sensitive to cultural and religious values;
> c) How information is presented to and gathered from people.

Relationships with external partners, including knowledge and data sharing

Effective working with partners was discussed at all meetings with most witnesses and evidence suggesting that this is critical to help build trust with seldom heard groups and to continue to develop engagement. ASCH works with a wide range of external partners to engage with and support seldom heard groups.

The Board explored the challenges of supporting transient groups through sharing information with other local authorities. The Gypsy and Traveller Team Manager acknowledged the difficulty with this in relation to the Gypsy, Roma and Traveller community, as there is minimal national support and the role of councils in supporting this community varies across authorities; many only provide provision for sites and enforcement and do not support with health and wellbeing. However, ESCC works positively with councils in Brighton and Hove and West Sussex Councils to provide support to people coming in and out of the county from these areas.

The Board heard that there was no formal arrangement for local authorities to connect and share information in relation to homeless people moving between areas. However, work was ongoing with other authorities and the Local Government Association to improve support to transient communities. The Being Digital Delivery Manager informed the Board that ESCC will be taking part in a pilot on developing the use of Plexus, a data tool which will provide relevant staff with access to a person's Shared Care Record. However, there is currently no function allowing other local authorities to view information about clients moving in and out of the county.

The Board heard evidence that to engage with adults with low levels of literacy, relationships with external partners, as well as communication to friends and family, was key to gaining referrals and building trust. However, it was important to raise awareness of this issue with partners first, as many adults were able to mask problems with literacy, making it more difficult to identify the need for support. Guidance has been created by the Library Service to increase staff awareness of the potential complex needs of learners and to increase staff confidence in talking about literacy needs.

The Board also learned of the potential to use partner volunteers to signpost and refer people to services as described by the Lewes District Food Partnership. A suggested script, or training package, could support volunteers who come across a safeguarding case, and enable them to refer for support.

The Board explored the opportunity to increase joint working with partners. The ASCH Policy Development Manager informed the Board of the importance of strong relationships with VSCE groups and partnership boards to maintain conversations with seldom heard communities. The Council's Equality Manager noted the successes of

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good partnership work in supporting vulnerable people, citing the work of the cross-sector Financial Inclusion Group which is responding to the cost-of-living crisis.

Case Studies considered by the Board also highlighted the value of working with partners. Nottingham City Council for example, explored a place-based approach to engaging with ethnic minority groups, working with community groups, networks, and charities to host a series of workshops to identify which ethnic minority networks, groups and organisations existed in the area and to understand the key issues for this group. Gateshead County Council also worked with partners to communicate with refugees and asylum seekers. This partnership not only built trust with the refugee community, but also aided with translation needs.

The Board recognised the importance of strong working relationships with a range of partners and agreed that the Department does this very well. It was noted that this engagement needs to be ongoing so the Department would need to continue to build new, and develop existing, partnerships and to invest in them so partners can continue to operate to provide much needed services and support to East Sussex residents.

Recommendation 9

The Department to develop a systematic way of working with a range of VCSE partners by:
  a) **Building upon existing relationships and exploring new partnership work by regularly reviewing and expanding the list of identified partners to help build trust with seldom heard groups;**
  b) **Supporting partners to facilitate Equality, Inclusion and Diversity conversations through guidance;**
  c) **Where possible, sharing data with other local authorities and groups to support people moving in and out of East Sussex.**

Conclusions

The Review has considered a broad range of evidence and Members concluded that there is a strong commitment to providing an inclusive and equitable service, and the Department is working hard to expand its reach to seldom heard groups. The Review Board recognised that this work needs to adapt constantly to respond to changing need, including who is identified as seldom heard, and therefore work on this needs to be ongoing and sustainable.

The Board heard that lack of trust, stigma around using services, and a lack of complete understanding of what services ASCH offers are the biggest barriers for seldom heard people and communities. The Board has made a number of recommendations to help overcome those barriers. The Department will be using 'Theory of Change' as a model to making an Action Plan based on those recommendations and sharing it across the Council and other partners across East Sussex to provide an opportunity for learning.

The Board considered that, where possible, engagement and learning should be shared with colleagues across the Department and Council to maximise its impact and

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make best use of resources, with colleagues sharing data, experience, and best practice. This joined up approach will also protect vulnerable groups from being asked to engage multiple times unnecessarily.

There are a number of positive initiatives and projects already underway, including good examples of peer learning and relationships with external partners; this should be developed where possible.

Learning from partners, as well as case studies of work carried out by other local authorities, provides new opportunities to consider how to engage with seldom heard groups and encourage them to use services.

Appendix

Scope and terms of reference of the review

<u>Terms of Reference</u>

On the recommendation of the Scoping Board, the People Scrutiny Committee agreed that this review should explore how the Department engages with seldom heard communities and whether residents of all backgrounds know how to access ASC services.

Members agreed that this would be explored through the following **key lines of enquiry**:

<u>1. Defining and engaging with seldom heard groups</u>

    a) Who are the key communities in East Sussex that ASC seldom hears from in its engagement but should?

    b) How could the Department improve its engagement with those groups?

<u>2. Accessing services</u>

    a) Building on previous research, what is the level of understanding and awareness of ASC services among residents, including those from seldom heard groups, and are there ways this can be improved?

    b) If residents, including those in seldom heard groups, are aware of ASC services but choosing not to access them, why is that?

    c) Are there barriers preventing residents, including seldom heard groups, approaching ASC services?

        i. Is lack of trust or confidence in services a barrier?

        ii. Is use of digital communication and services a barrier?

        iii. If there are barriers, how could they be addressed?

The Board wanted to reflect in the terms of reference that refugees and migrants might form one of the seldom heard communities considered in the review. However, this was expected to exclude Ukrainian guests on the basis they are generally well known to services and being actively engaged with.

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Board Membership and project support

Review Board Members: Councillors John Ungar (Chair), Penny di Cara, Nuala Geary and Trevor Webb.

The Project Manager was Rachel Sweeney, Senior Policy and Scrutiny Adviser with additional support provided by Kaveri Sharma, Equalities Manager ASCH, and Lucy Owen, Policy Development Intern.

Paul Hussey, Interim Assistant Director, Planning, Performance and Engagement, Sarah Russell, Assistant Director, Planning, Performance and Engagement, and Justin Foster, Team Manager Waste Services provided ongoing support to the Board throughout the review.

Review Board meeting dates

Scoping Board meeting – 1 July 2022

First Review Board meeting – 28 February 2023

Second Review Board meeting – 22 March 2023

Third Review Board meeting – 3 May 2023

Fourth Review Board meeting – 13 June 2023

Final Review Board meeting – 26 June 2023

Witnesses providing evidence

The Board would like to thank all the witnesses who provided evidence:

<u>ESCC officers</u>

Alex Callaghan, Being Digital Delivery Manager

Bill Hargood, Policy Development Manager ASCH

Sarah Tighe-Ford, Equality Manager

Mark Hendricks, Head of Partnerships ASCH

Jim Alexander, Manager Gypsy and Traveller team

Emily Taylor, Librarian

<u>External Witnesses</u>

Dr Neil Singh, GP (Homeless Inclusion Health Service)

Jennifer Twist, Chief Executive, Care for the Carers

Pierre Matate, Outreach and Engagement Officer, Groundwork South

Lin Neeve, East Sussex Seniors Association

Evidence papers

Item	Date considered
Overview of ASCH Equality and Inclusion strategy	01/07/2022
ASCH Equality and Inclusion strategy	01/07/2022
ASCH Equality and Inclusion Action Plan	01/07/2022
Seldom heard people: What do we know about them in East Sussex?	17/02/2023
Executive summary – Activmob research	17/02/2023
ASCH presentation on barriers and community engagement	22/03/2023
Insights into barriers facing GRT community	22/03/2023
ESCC Equality Work presentation	03/05/2023
The Health Foundation Understanding unpaid carers and their access to support	03/05/2023
ESCC Digital Inclusion presentation	03/05/2023
National Research (Case Studies)	13/06/2023
ASCH presentation on potential solutions to barriers	13/06/2023
Interview with Emily Taylor (Step into Reading)	13/06/2023
LGA Care and support and homelessness	13/06/2023
ASCH Report Seldom Heard People interviews with partners	13/06/2023
Centre for Public Scrutiny Men Behaving Badly Report	13/06/2023

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Appendix 1

Summary of key points to be considered for inclusion in our Relevant Representation response:

Topic Area	Key issues for consideration
Surface transport	<u>Highways</u> • Need to address the approaching traffic from the surrounding road network, including routes in East Sussex such as the A22 and A264, which feed into the A23/M23 corridor. Consideration of the impacts of airport growth on ESCC's highway network beyond the immediate environment of the airport. <u>Public Transport</u> *Bus/Coach service between Gatwick and Uckfield* • The proposed new coach route to/from the airport to Uckfield would only have a 2 hourly frequency off-peak, though hourly peak time. We strongly advocate for an hourly service at all operational times. • Unclear as to why the Uckfield route is categorised as a 'coach' route. This should be provided as a bus service, permitting local travel between bus stops. • Consideration should be given to extending the proposed Uckfield – Gatwick service to Heathfield. It is important to integrate this with the existing ESCC funded bus service between Heathfield and Uckfield (which ESCC proposes to increase from 2 hourly to hourly). • There needs to be an integrated approach to public transport provision as there is an ESCC funded local bus service running parallel to the proposed coach route for the greater part of the route, between Uckfield and East Grinstead (this is currently the 2 hourly Monday to Friday daytime only route 261). • Recommend extending the 261 route beyond East Grinstead so as to provide a direct service between Uckfield and Gatwick Airport. We wish to see the operational hours of the service extended to include early mornings, evenings and weekends. This would need a funding

Topic Area	Key issues for consideration

	Crowbrough – Gatwick service
	
	• Scope for a Gatwick – Crowborough service. Suggest a separate 'new' route due to its geographical location and the limitations of the road network. There would be scope for a Crowborough – Gatwick route to run via Forest Row and East Grinstead thereby, in combination with an Uckfield – Forest Row – East Grinstead – Gatwick service, doubling the frequency between Forest Row and Gatwick.
	
	Demand Responsive Transport
	
	• Any new services with Demand Responsive Transport (DRT) in mind should:
	
	    o be wholly integrated with conventional public transport (ie. integrated ticketing and service design);
	
	    o complement existing bus services, ie. only runs at times/to places when conventional bus services are not available; and
	
	    o Where feasible, feed into conventional services (ie first mile/last mile principles). This does require high levels of integration, service reliability, public information, waiting facilities and ticketing.
	
	• In the context of Gatwick, we would see DRT in East Sussex potentially feeding the proposed Uckfield/Crowborough bus/coach links using the above principles, rather than running all the way to/from the Airport.
	
	Other
	
	• Metrobus should be engaged with, as they run bus services in the Forest Row, East Grinstead, Crawley and Gatwick areas.
	
	• There is a need for a process whereby GAL liaises with the rail, coach and bus operators to get a better understanding of travel behaviour and how this may look in the future. This need to be taken into consideration when GAL develops their Airport Surface Access Strategy (ASAS).

Topic Area	Key issues for consideration
	Electric Vehicle Charging • Ensure that EV charging in airport car parks that meets anticipated demand, and work with both third-party parking providers and local authorities (as suggested) to boost charging facilities in the area around the airport. Transport modelling • There is a concern over the impacts of the NRP on additional car journeys to the airport via Ashdown Forest which is an area of European Ecological Importance, Special Area of Conservation, and a Site of Special Scientific Interest (SSSI). As a consequence, there is a need for GAL to consider these impacts in respect of air quality - nitrogen deposition issues.as part of the modelling work being undertaken.
Economy	• There is a need to further understand the employment and skills offer arising from the Northern Runway proposal. We would expect substantial number of jobs and apprenticeships ring-fenced for East Sussex workforce; and that the airport work with local training providers and colleges in East Sussex to ensure that training, pathways and careers opportunities are offered. • GAL should seek to ensure that subcontractors deliver social value in employment and skills (i.e. subcontractors also to offer recruitment offers, apprenticeships and upskilling of staff) • Sub-contractors should work to the CITB national skills academy for construction framework benchmarks, and the same in relation to non-construction procurement • The Employment Skills and Business Strategy should include specific mention of links to Careers Hubs working with schools across Surrey, West Sussex and East Sussex. • In non-construction, the option should include upskilling existing workforce which includes residents of East Sussex • There is a need to ensure that SMEs and subcontractors include social value measures in their provision that echo those of GAL's ESBS and that work is undertaken with LA Careers Hubs to engage with schools around the careers agenda.

Topic Area	Key issues for consideration
	• GAL should develop an Inward Investment Service and Strategy, and that the development and delivery of initiatives led by the Sussex Chamber of Commerce and other partners should develop (not just promote) international trade opportunities with destinations aligned to LGW's route network
Noise	• Due to the effects of overflight and noise disturbance on people's health and wellbeing, it is very important for us to gain an accurate understanding of how many more flights would be passing over East Sussex and which locations would be the most affected. • There is a need for assurances as to the accuracy and reliability of the estimated overflight mapping, and we wish to ensure East Sussex is included as part of this. • Air noise relates to noise from aircraft in the air, or departing or arriving on a runway, generally assessed to a height up to 7,000 feet above ground level. It is understood that some aircraft (Gatwick related air traffic) do pass over parts of East Sussex below 7,000 feet and therefore request such areas are part of the air noise modelling work. • The Terms of Reference for the noise envelope review should be clearly defined and include a requirement for engagement and consultation with key stakeholders as part of the review process. Note: AECOM consultants have been commissioned to specifically consider the impacts of noise on local communities in East Sussex.
Climate change	• There is a question of whether Gatwick expansion is compatible with the Government's legal commitments on climate change – the Government's own advisory body (the Climate Change Committee) has expressed caution. • It is important to understand the level of greenhouse gases arising from additional operations (relating to aircraft movements and ancillary operations) and how these would be mitigated. The same applies to Climate Change mitigation, and In-Combination Climate Change Impacts. • The negative impacts of emissions and climate change arising from aircraft flights and the ancillary operations and traffic movements associated with air travel (at Gatwick) needs careful consideration. We need reassurances that the forecasts and values used by GAL in the preliminary economic impact assessment have been assessed appropriately.

Topic Area	Key issues for consideration
Air quality and carbon	• GAL need to work with key stakeholders on the Carbon Action Plan to consider ways to reduce carbon emissions that are in and outside of their control, such as those arising from aircraft at take-off, and from vehicles undertaking surface access trip to/from the airport. • GAL need to keep stakeholder informed on the development of the process to address reducing emissions from construction, surface access and aviation Note: AECOM consultants have been commissioned to consider the air quality and carbon impacts of the NRP and what impact(s) these would be for East Sussex. This information is not currently available. Specific advice on the air quality impacts on Ashdown Forest has also been requested (link to surface transport).
Health	• Noise and vibration impacts on health and well-being of local communities needs further consideration and appropriate mitigation measures need to be identified. There is a need to consider vulnerable groups within this, that may be more affected by the impacts of noise (and vibrations).

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