



CABINET

TUESDAY, 20 SEPTEMBER 2016

10.00 AM COUNCIL CHAMBER, COUNTY HALL, LEWES

MEMBERSHIP - Councillor Keith Glazier (Chair)
Councillors Nick Bennett, Bill Bentley, Chris Dowling, David Elkin (Vice Chair), Carl Maynard, Rupert Simmons and Sylvia Tidy

A G E N D A

- 1 Minutes of the meeting held on 19 July 2016 (*Pages 3 - 6*)
- 2 Apologies for absence
- 3 Disclosures of interests
Disclosures by all members present of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct.
- 4 Urgent items
Notification of items which the Chair considers to be urgent and proposes to take at the appropriate part of the agenda. Any members who wish to raise urgent items are asked, wherever possible, to notify the Chair before the start of the meeting. In so doing, they must state the special circumstances which they consider justify the matter being considered urgent.
- 5 Council Monitoring: Quarter 1 2016/17 (*Pages 7 - 42*)
Report by Chief Executive
- 6 Employability and Skills Strategy 2016 -2018 (*Pages 43 - 108*)
Report by Director of Communities, Economy and Transport and Director of Children's Services
- 7 East Sussex Local Flood Risk Management Strategy (*Pages 109 - 178*)
Report by Director of Communities, Economy and Transport
- 8 Land Exchange at Yew Tree Cottage, Coleman's Hatch, Hartfield (*Pages 179 - 196*)
Report by Chief Operating Officer
- 9 Any other items considered urgent by the Chair
- 10 To agree which items are to be reported to the County Council

PHILIP BAKER
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LEWES BN7 1UE

12 September 2016

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NOTE: As part of the County Council's drive to increase accessibility to its public meetings, this meeting will be broadcast live on its website and the record archived for future viewing. The broadcast/record is accessible at

www.eastsussex.gov.uk/yourcouncil/webcasts/default.htm

CABINET

MINUTES of a meeting of the Cabinet held on 19 July 2016 at County Hall, Lewes

PRESENT Councillors Keith Glazier (Chair)
Councillors Nick Bennett, Bill Bentley, Chris Dowling, David Elkin (Vice Chair), Carl Maynard, Rupert Simmons and Sylvia Tidy

Members spoke on the items indicated

Councillor Blanch	– item 8 (minute 16)
Councillor Butler	– item 5 (minute 13)
Councillor Carstairs	– item 6 (minute 14)
Councillor Clark	– item 7 (minute 15)
Councillor Daniel	– item 7 (minute 15)
Councillor Field	– item 5, 6 and 7 (minutes 13, 14 and 15)
Councillor Forward	– item 5 (minutes 13)
Councillor Galley	– items 5, 6 and 8 (minutes 13, 14 and 16)
Councillor O’Keeffe	– item 6 (minute 14)
Councillor Pursglove	– items 5 and 7 (minutes 13 and 15)
Councillor St Pierre	– item 6 (minute 14)
Councillor Stephen Shing	– items 5 and 7 (minutes 13 and 15)
Councillor Shuttleworth	– items 5 and 6 (minutes 13 and 14)
Councillor Standley	– items 7 and 9 (minutes 15 and 17)
Councillor Stogdon	– item 8 (minute 16)
Councillor Tutt	– items 6 and 7 (minutes 14 and 15)
Councillor Ungar	– item 8 (minute 16)

11 MINUTES OF THE MEETING HELD ON 28 JUNE 2016

11.1 The minutes of the meeting held on 28 June 2016 were agreed as a correct record.

12 REPORTS

12.1 Copies of the reports referred to below are included in the minute book.

13 PROPOSED CLOSURE OF RODMELL CE PRIMARY SCHOOL

13.1 The Cabinet considered a report by the Director of Children’s Services.

13.2 It was RESOLVED to halt the proposed closure of Rodmell CE Primary School and allow the governing body of Rodmell CE Primary School further time to submit a firm and viable proposal that would ensure a sustainable future model for the school for review by the Council during Term 5.

Reason

13.3 The number of responses from the consultation demonstrates that the majority of parents, pupils, staff, the governing body and the local community are against the proposed closure of the school.

13.4 At Full Council it was resolved that the process for closure be halted while emerging plans are put in place. The Council remains very concerned about the long term sustainability in terms of its financial stability, its ability to secure consistently good outcomes for pupils, its ability to appoint high quality long term leadership that can move the school forward and its ability to attract pupils from within its community area. However it is minded to allow time for the school to explore a sustainable partnership model which should include further discussion with Iford and Kingston CE Primary School.

14 PROPOSED CLOSURE OF PELL'S CE PRIMARY SCHOOL

14.1 The Cabinet considered a report by the Director of Children's Services.

14.2 It was RESOLVED to approve the publication of statutory notices to close Pell's CE Primary School by 31 August 2017.

Reason

14.3 Parents, pupils, staff, the Governing Body and the local community are generally against the proposed closure of the school, although a small number of respondents understand the reasons for the Council proposing closure.

14.4 At Full Council it was resolved that the process for closure be halted while emerging plans are put in place. The Council remains very concerned about this vulnerable school and does not believe that a viable option to closure has been presented and that children will achieve better outcomes if they attend other schools.

15 UPDATE ON THE LIBRARIES TRANSFORMATION PROGRAMME

15.1 The Cabinet considered a report by the Director of Communities, Economy and Transport.

15.2 It was RESOLVED to (1) approve the proposed changes to library opening hours in Appendix 3; and

(2) note the progress on the other aspects of the Libraries' Transformation Programme.

Reason

15.3 Based on the results of the libraries Opening Hours Consultation and the final Rationale and Impact Assessment, the proposals for library opening hours have been revised. However, if implemented they would still deliver the full year savings of £500k originally identified, and contribute to the overall Library Transformation Programme savings target of £2m. The consultation has enabled the County Council to ensure the impacts of the proposals are fully understood and they have been revised to have the minimum impact on current service users.

16 CONNECTING 4 YOU PROGRAMME

16.1 The Cabinet considered a report by the Director of Adult Social Care and Health.

16.2 It was RESOLVED to agree the development of the proposed Connecting 4 You Programme.

Reason

16.3 The Connecting 4 You programme will be delivered in partnership with Sussex Community Foundation Trust, Sussex Partnership NHS Foundation Trust and Brighton Sussex University Hospitals Trust. The programme will be developed with the full involvement of Healthwatch East Sussex, patients, clients, carers, independent sector and voluntary and community sectors.

16.4 The programme will build upon the progress that was achieved through the earlier involvement with the East Sussex Better Together programme, and where applicable this work will inform the focus on the specific needs of the High Weald Lewes Havens CCG population.

17 THREE SOUTHERN COUNTIES DEVOLUTION UPDATE

17.1 The Cabinet considered a report by the Chief Executive.

17.2 It was RESOLVED to note the report.

Reason

17.3 Detailed discussions with Government and relevant partners will continue to deliver the best possible devolution deal for residents, businesses and communities and to determine the timescale for delivering the deal.

18 SOUTH EAST SEVEN UPDATE

18.1 The Cabinet considered a report by the Chief Executive.

18.2 It was RESOLVED to note the progress of the SE7 partnership.

Reason

18.3 The report provided an update in the progress of the SE7 partnership including the outcomes of the last Leaders' Board meeting which discussed a number of national policy developments, and considered how the partnership can work together to take advantage of opportunities and meet the challenges emerging as a result of developments.

19 INTERNAL AUDIT SERVICES: ANNUAL REPORT AND OPINION 2015/16

19.1 The Cabinet considered a report by the Chief Operating Officer.

19.2 It was RESOLVED to note the internal audit's services opinion on the Council's control environment.

Reason

19.3 The Head of Assurance can provide reasonable assurance that East Sussex County council has in place an adequate and effective framework of governance, risk management and internal control for the period 1 April 2015 to 31 March 2016.

20 INTERNAL AUDIT STRATEGY 2016/17 AND ANNUAL PLAN

20.1 The Cabinet considered a report by the Chief Operating Officer.

20.2 It was RESOLVED to endorse the Council's Internal Audit Strategy 2016/17 and Annual Plan.

Reason

20.3 The strategy and Plan set out how the Council will meet its statutory requirements for internal audit as defined within the Accounts and Audit Regulations 2015. The Strategy proposes an approach based on focussing audit resources in those areas where the highest risk to the achievement of the Council's objectives lies.

21 ITEMS TO BE REPORTED TO THE COUNTY COUNCIL

21.1 The Cabinet agreed that no items should be reported to the County Council.

Report to: Cabinet
Date: 20 September 2016
Report by: Chief Executive
Title: Council Monitoring Report – quarter 1 2016/17
Purpose: To report Council Plan and Finance monitoring for quarter 1 2016/17

RECOMMENDATIONS

Cabinet is recommended to:

- 1) note the latest monitoring position for the Council;
 - 2) approve the proposed amendments to performance measures and targets set out in paragraph 3.2;
 - 3.1) agree the proposed revised charges as set out in paragraph 3.5 (i) below and Appendix 5; and
 - 3.2) recommend County Council to agree the revised charge set out in paragraph 3.5 (ii) below and Appendix 5.
-

1. Introduction

1.1 This report sets out the Council's position and year-end projections for the Council Plan targets, Revenue Budget, Capital Programme, Savings Plan, together with Risks for quarter 1 (April – June) 2016.

1.2 Broad progress against the Council's four strategic priority outcomes is summarised below and an overview of finance and performance data is provided in the Corporate Summary at Appendix 1. Strategic risks are reported at Appendix 7.

2. Carry over report for 2015/16 Council Plan

2.1 Four measures were carried over from quarter 4 reporting for the Council Plan 2015/16; two were achieved and two were not. Measures are carried over, where action has been completed, but the outturn data is not available for reporting at year-end. They are:

- Percentage of Independent Domestic Violence Advisor (IDVA) service users who feel confident asking for help and support when they need it. Final outturn green, 82% (target 80%)
- Percentage of Independent Sexual Violence Advisor (ISVA) service users who feel confident asking for help and support when they need it. Final outturn red, data unavailable (target 80%)
- Percentage of the eligible population offered an NHS Health Check. Final outturn green, 22% (target 20%)
- Number of persons attending East Sussex NHS Stop Smoking Services who quit smoking four weeks after setting a quit date. Final outturn red, 2,041 (target 3% increase on 2014/15 outturn of 3,287)

Further information on the ISVA and Stop Smoking Service targets which weren't met at the end of 2015/16 can be found in Appendix 2 Adult Social Care.

2.2 All 68 performance target outturns for 2015/16 are now known: 50 (74%) were achieved, 18 (26%) were not achieved. 47 measures can be compared to previous years, of these 31 (66%) improved, 6 (13%) showed no change and 10 (21%) deteriorated. A summary of these can be found at Appendix 1.

3. Overview of 2016/17 Council Plan

3.1 Following year-end the Council Plan and Portfolio Plans 2016/17 – 2018/19 have been refreshed with completed outturns and some changes to the performance measures and targets. The updated plans are available on our website.

3.2 Details of progress against each of our priority outcomes for 2016/17 are set out in paragraph 4 below. Of the 67 Council Plan targets, 53 (79%) are rated green, 10 (15%) are rated amber, and 2 (3%) are rated red. 2 (3%) are proposed for amendment to reflect the latest position. They are:

- Appendix 2 – Number of people receiving support through ‘STEPS to stay independent’, which supports people aged 65 and over to maintain independence within their own homes – amended measure proposed, deleting reference to ‘people aged 65 and over’.
- Appendix 2 – East Sussex Better Together (ESBT): Design and implement an Integrated Strategic Commissioning Framework (Including Co-Commissioning) – new target proposed for 2016/17 with new timelines.

Further information on the two amendments can be found in the East Sussex Better Together (ESBT) and STEPS paragraphs in Appendix 2 Adult Social Care.

3.3 At quarter 1, the gross projected year-end overspend within service departments is £12.7m. The main areas of overspend are an £8.7m overspend in Adult Social Care, mainly due to ongoing pressures on Independent Sector Care. In 2015/16, the Adult Social Care overspend was mitigated by the deployment of the Better Care Fund contingency. The position continues to be monitored and is included within the development of the ESBT Strategic Investment Plan and ongoing discussions with Clinical Commissioning Groups. The outcome of this work will be reflected in quarter 2 reporting, with budgets being realigned to seek to mitigate the projected overspend. There is also a £4.0m overspend in Children’s Services, mainly for Education and ISEND, Looked After Children, and Home to School Transport, these are the result of demand led pressures (detail is provided in appendix 4). The drivers behind the overspend are being closely scrutinised and there is a significant likelihood that the overspend will increase. To reduce this overspend, Children’s Services are carrying out a review of all costs across the department, including: reviewing recruitment activity and holding vacancies open for longer; a review of staff on non-permanent contracts and agency workers; identifying new savings for 2016/17; and bringing forward savings from later years into 2016/17. They are also scrutinising pressure areas and developing better forecasting models for ISEND and Home to School Transport costs (the latter with CET colleagues).

3.4 Work is ongoing to reduce or mitigate the overspend, however, the general contingency provision of £3.4m is available if necessary to reduce any projected overspend. If this were to be insufficient, the Council has already identified options to ensure the budget is balanced in year, for example reviewing the revenue contribution to capital.

3.5 Changes to fees and charges for a number of Trading Standards services are proposed:

- (i) Cabinet is recommended to agree the new charges set out in appendix 5 relating to metrology and training and advice for business.
- (ii) The charge for the licensing of animals is not an executive function and must be agreed by County Council. Cabinet is recommended to recommend to County Council to agree the revised charge set out in the table in Appendix 5.

3.6 The quarter 1 Capital Programme is monitored against the revised programme submitted to the Council as part of State of the County in June. The forecast expenditure for the year is projected at £108.7 against a current budget of £121.2m, a variation of £12.5m. The variation comprises £13.2m slippage offset by £0.5m spend in advance and a net overspend of £0.2m. The slippage comprises £4.4m on Newhaven Port Access Road where discussions are ongoing with the DfT to agree the scope of the works, £2.8m on Terminus Road, where the necessary redesign of the bus routes has delayed the start of construction, £2.3m on Hastings Library due to issues including the presence of lead paint being identified, £1.9m on Broadband which has slipped in line with the contractors phase two deployment programme which targets the easier lower value areas first, £1.2m on the East Area Depot where discussions are still ongoing

regarding plans for the new site, and £0.6m on Core Back Office System which will not happen this financial year while a number of solutions remain under consideration. In addition, there is a risk associated with the delivery by Costain of the Local Transport Plan, while this may result in some slippage; at this stage it is not possible to quantify this. The current position on the Bexhill Hastings Link Road is a forecast overspend of £0.2m in the current financial year. This is a result of final contractual spends and contractor adjudications, relative to the delivery of the completion of the road (for example, delay and disruption due the archaeology, ground conditions and poor weather). Additionally there is risk of further cost overruns and the position will be updated as more information becomes available in relation to Compulsory Purchase Orders, noise insulation, and assessment of the archaeological finds. The spend in advance totalling £0.5m includes an adjustment to the timings of the Schools Basic Need Programme, £0.2m, and the Sustainable Transport Corridor, £0.3m.

3.7 The Strategic Risk Register, Appendix 7, has been reviewed. Risk 5 (Reconciling Policy, Performance & Resource) has been retitled (previously Resource). Risk 1 (Roads), Risk 7 (Schools) and Risk 9 (Workforce) have also been amended and Risk 1 (Roads), Risk 4 (Health), Risk 5 (Reconciling Policy, Performance and Resource), Risk 6 (Local Economic Growth), Risk 7 (Schools) and Risk 9 (Workforce) all have updated Risk Control measures. Risk 4 (Health) has an increased pre mitigation score and Risk 2 (Ordinary Residence), Risk 4 (Health) and Risk 6 (Local Economic Growth) also have amended post mitigation scores. A new Recruitment risk has been added to the register.

4. Progress against Council Priorities

Driving economic growth

4.1 We provided funding to 21 businesses, who expect to create or protect 76 jobs, through East Sussex Invest 4 (Appendix 5).

4.2 Over 350 young people were encouraged to study Science, Technology, Engineering and Maths (STEM) subjects through STEMfest (Appendix 5).

4.3 Advice and guidance was given to 273 business delegates on topics such as allergens and Building Bridges to Care, in 10 business workshops run by Trading Standards (Appendix 5).

4.4 Nine apprentices have been recruited this year and further work with Costain CH2M is expected to recruit a further eight engineering apprentices by the end of the summer. Of the 58 young people who started an apprenticeship since November 2015, six have left, so the retention rate is currently 90% (Appendix 5).

Keeping vulnerable people safe

4.5 A scams working group has been formed to bring people together from various statutory agencies with responsibility for protecting vulnerable victims of fraud. The group is working to develop an understanding of the profile and location of victims so preventative measures can be targeted in areas with a higher proportion of at risk people (Appendix 2).

4.6 East Sussex has been chosen as a pilot area for Women's Aid's 'Ask Me' scheme. The scheme aims to make it easier for survivors of domestic violence and abuse to get help from the community. The pilot will be delivered by Refuge, Information, Support and Education (RISE), and Change, Grow, Live (CGL) (Appendix 2).

4.7 Together with West Sussex County Council and Brighton & Hove City Council we have commissioned the charity Missing People to provide support to families when a missing child returns home (Appendix 4).

4.8 The Government has asked councils to accept Unaccompanied Asylum Seeking Children (UASC) equivalent to 0.07% of the total child population in their county. The Council is currently supporting 13 UASC as Looked after Children and would need to resettle a further 61 children over the next three years to reach 0.07% (Appendix 4).

Helping people help themselves

4.9 A project manager for the three year East Sussex Road Safety Programme, the proposed approach for which was considered at a Joint Scrutiny Board on 11 March 2016, has been appointed and is due to attend the Economy, Transport and Environment Scrutiny Board meeting in September. The programme has been made possible by a one off £1m allocation of Public Health funding. Provisional data for January to March 2016 shows that there were 86 people Killed and Seriously Injured (KSI) on the county's roads, with three of these being fatalities. Of these, 10 KSI occurred on trunk roads with one of these a fatality. This is lower than the 2005-2009 quarterly baseline average of 95 KSI with eight fatalities (Appendix 5).

4.10 National Star College are delivering an Independent Travel Training programme which is funded by the Council. The programme gives young people with Special Educational Needs and/or Disabilities (SEND) training to use public transport. Nine people have successfully moved from Council funded taxis to public transport in quarter 1 (Appendix 4).

4.11 Trading Standards intervened to help and protect 19 people who had become victims of rogue trading or financial abuse (Appendix 5).

4.12 There were 145 new families receiving a support intervention as part of the Troubled Families programme in quarter 1. The target for 2016/17 is 1,014 interventions and actions are underway to address identified issues to increase the number of new starts during the rest of the year (Appendix 4).

Making best use of resources

4.13 There has been an 8.4% reduction in CO² emissions in quarter 1, when compared to 2015/16. Changes at County Hall; including lights, boiler replacement, and solar panels; have made a significant difference and there is evidence schools are also reducing their CO² emissions (Appendix 3).

4.14 We have begun to implement efficiencies that are projected to save £100k per year on the cost of running our corporate buildings (Appendix 3).

Becky Shaw, Chief Executive

How to read this report

This report integrates monitoring for finance, performance and risk. The contents of the report are as follows:

- Cover report
- Appendix 1 Corporate Summary
- Appendix 2 Adult Social Care
- Appendix 3 Business Services
- Appendix 4 Children's Services
- Appendix 5 Communities, Economy and Transport
- Appendix 6 Governance
- Appendix 7 Strategic Risk Register

Cover report, Appendix 1

The cover report and Appendix 1 provide a concise corporate summary of progress against our Council Plan Targets, Revenue Budget, Savings Targets, and Capital Programme.

The cover report highlights a selection of key topics from the departmental appendices, for the four Council priorities:

- driving economic growth;
- keeping vulnerable people safe;
- helping people help themselves; and
- making best use of resources.

More information on each of these topics is provided in the relevant departmental appendix referenced in brackets, e.g. (Appendix 2). More detailed performance and finance data is also available in the departmental appendices.

Departmental Appendices 2 - 6

The departmental appendices provide a single commentary covering issues and progress against key topics for the department (including all those mentioned in the cover report). This is followed by data tables showing progress against Council Plan Targets, Savings Targets, Revenue Budget, and Capital Programme for the department.

For each topic, the commentary references supporting data in the tables at the end of the appendix, e.g. **(ref i)**. The tables include this reference in the 'note ref' column on the right hand side. Where the commentary refers to the Revenue Budget or Capital Programme, it may refer to all or part of the amount that is referenced in the table, or it may refer to several amounts added together.

Strategic Risk Registers Appendix 7

Appendix 7 contains commentary explaining mitigating actions for all Strategic Risks.

Council Monitoring Corporate Summary – Q1 2016/17

Council Plan performance targets

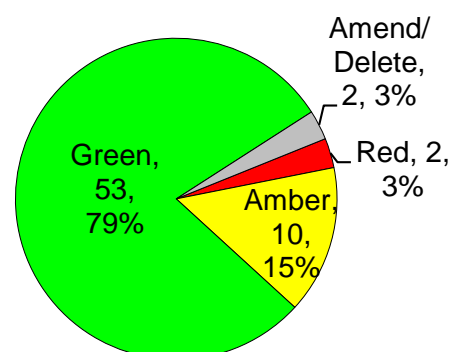
Priority	Red	Amber	Green	Amend / Delete (AD)
Driving economic growth	0	6	26	0
Keeping vulnerable people safe	0	1	11	0
Helping people help themselves	2	3	13	2
Making best use of resources	0	0	3	0
Total	2	10	53	2

Q1 2016/17

Q1 2016/17

There are 67 individual measures in the Council Plan

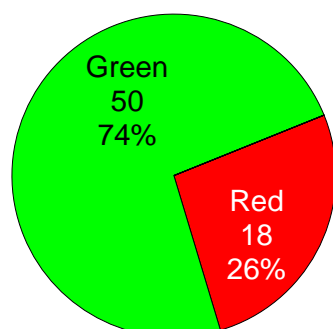
- Appendix 2 ASC – 1 red, 2 amber, 2 amend
- Appendix 3 BSD – 1 amber
- Appendix 4 CSD – 4 amber
- Appendix 5 CET – 1 red, 3 amber



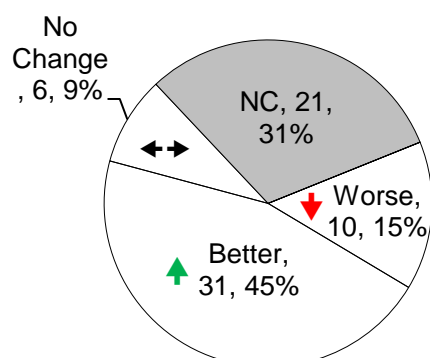
Final Council Plan outturn summary for year ending 2015/16

Four measures were reported as carry overs at the end of Q4 2015/16. Outturns for these measures are now available and the charts below summarise the final year end position for the 68 council plan targets applicable in 2015/16. Where available, performance improvement relative to 2014/15 is given under Direction of Travel.

2015/16 – Final



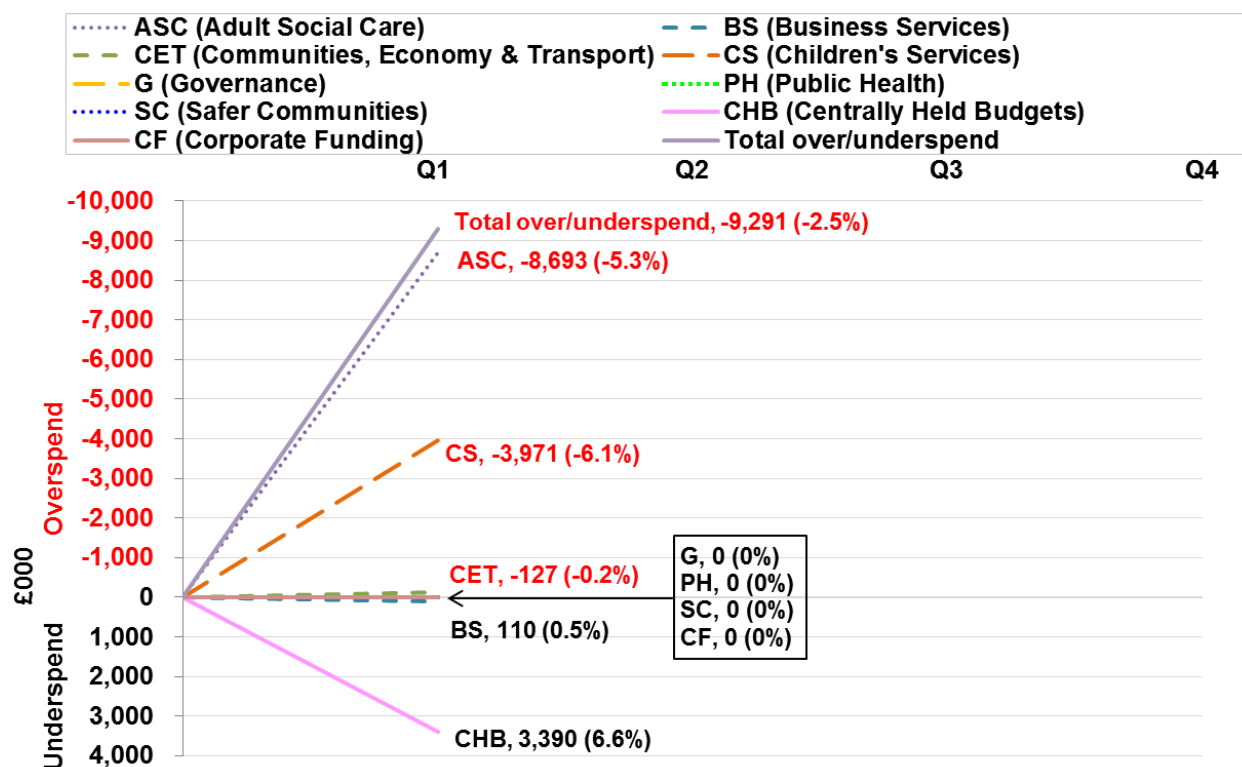
Direction of travel since 2014/15



Direction of Travel key

No change:	↔	Not Comparable	NC	Worse:	↓	Improved (or at maximum):	↑
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Revenue budget outturn (net £000)



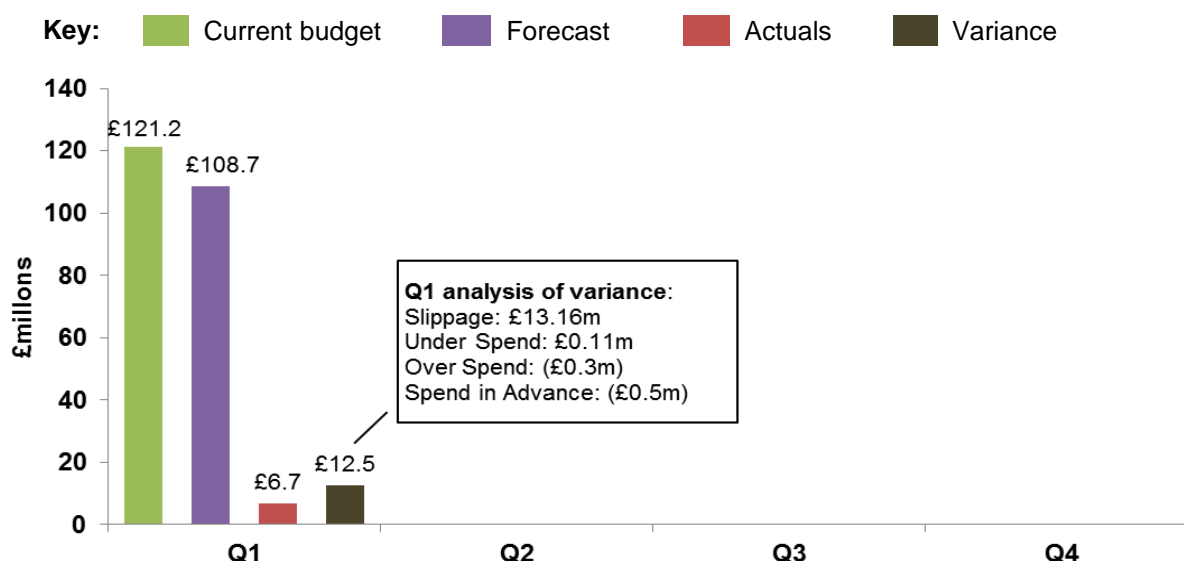
Revenue budget summary (£000)

	Planned (£000)			Q1 2016/17 (£000)					
				Projected outturn			(Over) / under spend		
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net
Service Expenditure									
ASC	230,520	(67,364)	163,156	239,851	(68,002)	171,849	(9,331)	638	(8,693)
Safer Communities	753	(337)	416	753	(337)	416	-	-	-
Public Health	34,781	(34,781)	-	33,642	(33,642)	-	1,139	(1,139)	-
BSD	48,351	(26,761)	21,590	48,241	(26,761)	21,480	110	-	110
CSD	328,678	(264,074)	64,604	332,236	(263,661)	68,575	(3,558)	(413)	(3,971)
CET	106,886	(46,068)	60,818	107,717	(46,772)	60,945	(831)	704	(127)
GS	8,506	(1,007)	7,499	8,506	(1,007)	7,499	-	-	-
Total Service Spend	758,475	(440,392)	318,083	770,946	(440,182)	330,764	(12,471)	(210)	(12,681)
Centrally Held Budgets									
Treasury Management	27,566	-	27,566	27,566	-	27,566	-	-	-
Funding Cap Prog.	8,878	-	8,878	8,878	-	8,878	-	-	-
General Contingency	3,390	-	3,390	-	-	-	3,390	-	3,390
Pensions	6,299	-	6,299	6,299	-	6,299	-	-	-
Contrib. to Reserves	4,413	-	4,413	4,413	-	4,413	-	-	-
Corporate Grants	-	(58)	(58)	-	(58)	(58)	-	-	-
Levies	441	-	441	441	-	441	-	-	-
Other	300	-	300	300	-	300	-	-	-
Total Centrally Held	51,287	(58)	51,229	47,897	(58)	47,839	3,390	-	3,390
Total	809,762	(440,450)	369,312	818,843	(440,240)	378,603	(9,081)	(210)	(9,291)

Revenue budget summary (£000)									
	Planned (£000)			Q1 2016/17 (£000)					
				Projected outturn			(Over) / under spend		
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net
Corporate Funding									
Business Rates	-	(71,400)	(71,400)	-	(71,400)	(71,400)	-	-	-
Revenue Support Grant	-	(45,107)	(45,107)	-	(45,107)	(45,107)	-	-	-
Council Tax	-	(247,223)	(247,223)	-	(247,223)	(247,223)	-	-	-
New Homes Bonus	-	(2,878)	(2,878)	-	(2,878)	(2,878)	-	-	-
Transition Grant	-	(2,704)	(2,704)	-	(2,704)	(2,704)	-	-	-
Total Corporate Funding	-	(369,312)	(369,312)	-	(369,312)	(369,312)	-	-	-
Total	809,762	(809,762)	0	818,843	(809,552)	9,291	(9,081)	(210)	(9,291)

Revenue savings summary 2016/17 £000				
Department	2016/17 (£'000) - Q1 Forecast			
	Target	Achieved	Slipped	Unachieved
ASC	7,955	4,193	3,762	-
BSD	312	312	-	-
CS	4,985	4,455	363	167
CET	3,117	3,117	-	-
GS	180	180	-	-
Centrally Held	3,000	3,000	-	-
Total Savings	19,549	15,257	4,125	167
ASC	-	-	-	-
BSD	-	-	-	-
CS	-	-	-	-
CET	-	-	-	-
GS	-	-	-	-
Centrally Held	-	-	-	-
Permanent Variations	0	0	0	0
Total Permanent Savings & Variations	19,549	15,257	4,125	167
ASC	-	163	(163)	-
BSD	-	-	-	-
CS	-	-	-	-
CET	-	-	-	-
GS	-	-	-	-
Centrally Held	-	-	-	-
Temporary Variations	0	163	(163)	0
Total Savings with Variations	19,549	15,420	3,962	167

Capital programme (gross £ millions) – approved projects



Capital programme summary (£000)

Approved project	Total project – all years		2016/17 (£000)						
			In year monitor Q1				Analysis of variation		
			Budget	Actual to date	Projected 2016/17	Variation (over) / under budget	(Over) / under spend	Slippage to future year	Spend in advance
ASC	21,401	21,401	4,132	413	4,132	-	-	-	-
BSD	67,798	67,798	15,409	2,083	14,795	614	-	614	-
CS	106,409	106,409	22,367	3,764	22,567	(200)	-	-	(200)
CET	459,707	459,924	79,257	483	67,175	12,082	(217)	12,549	(250)
GS	157	127	74	-	44	30	30	-	-
Total	655,472	655,659	121,239	6,743	108,713	12,526	(187)	13,163	(450)
Scheme Specific Income			23,651	437	23,368	283	(217)	750	(250)
Capital Reserves			-	-	-	-	-	-	-
Section 106			228	228	228	-	-	-	-
Non Specific Grants			35,083	-	35,083	-	-	-	-
Capital Receipts			6,268	-	6,268	-	-	-	-
Revenue Contributions			11,044	6,078	11,044	-	-	-	-
Borrowing			44,965	-	32,722	12,243	30	12,413	(200)
Total			121,239	6,743	108,713	12,526	(187)	13,163	(450)

Centrally held budgets

The Treasury Management (TM) Strategy, which provides the framework for managing the Council's 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. Investment rates available in the market have been broadly stable during the quarter and have continued at historically low levels as a result of the low Bank Rate. The average level of funds available for investment purposes during the quarter was £282m. These funds were available on a temporary basis, and the level of funds available was mainly dependent on the timing of precept payments, receipt of grants and progress on the Capital Programme. The total amount received in short term interest for the three months to 30 June 2016 was £531k at an average rate of 0.75%.

At 30 June 2016, the majority of the Council's external debt was held as long term loans (£270.4m), and no cost effective opportunities have arisen in the twelve months to restructure the existing debt portfolio. In June 2016 the Council took advantage of attractive Public Work Loan Board (PWLBB) borrowing rates and borrowed £5m for the capital programme. The Accounts & Pensions team have set up a recording process for trigger rate monitoring and work to an agreed protocol for potential future borrowing activity to fund the current capital programme.

The Council's budgeted cost of external interest, relating to both long and short-term borrowing for the year is £16.2m. Depending on the level of borrowing undertaken in 2016/17, it may be possible to use the Treasury Management budget to fund any further overspends if external borrowing is not made in year. If those funds are not available, any overspending will have to be funded from general balances which will then need to be topped up.

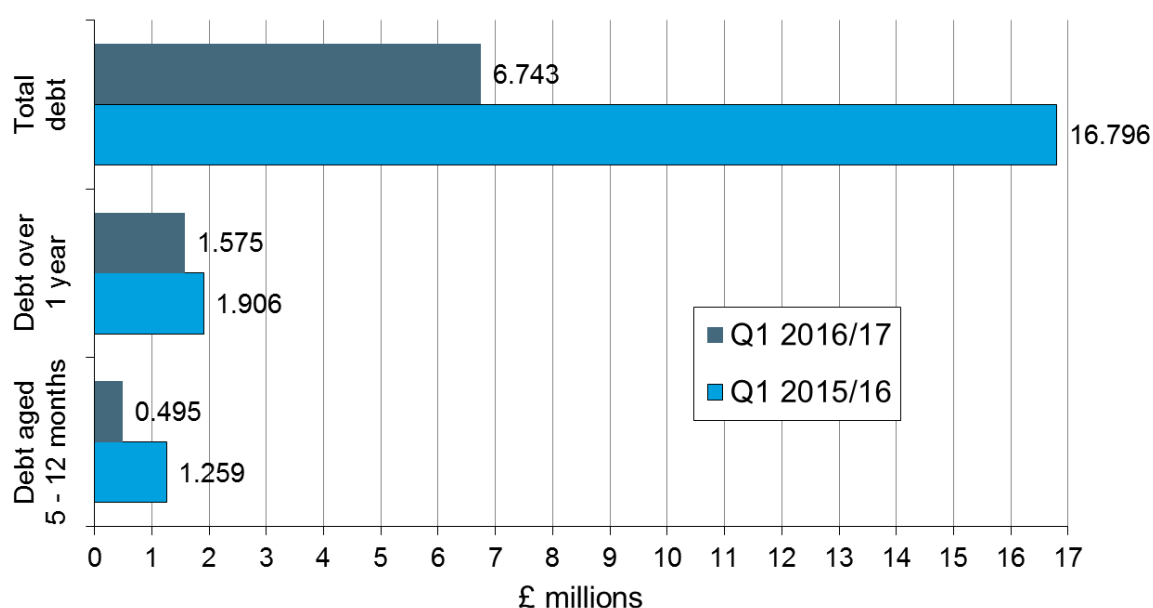
Centrally held budgets include a general contingency of £3.4m. This will be held to offset the projected service overspend of £12.7m.

General balances

The General Fund balance was £10.0m as at 31 March 2016. General balances allow the Council to manage unforeseen financial circumstances without the need to make immediate savings.

The Schools balances as at 31 March 2016 were £14.9m.

Outstanding debt analysis (£ millions)



The value of debt over 5 months at Quarter 1 has reduced further to £2.070m when compared to the 2015/16 outturn of £2.190m. The continuous improvement approach to continually re-engineering systems and processes within Accounts Receivable is a priority. Aged Debt reporting with regular monthly ASC debt case review meetings ensures the most appropriate steps are taken to recover debt promptly and in accordance with the Care Act.

Adult Social Care and Health – Q1 2016/17

Summary of progress on Council Priorities, issues arising, and achievements

Summary of successes and achievements – Between April and June 2016, 100% (4,606) of working age adults and older people supported by Adult Social Care received self-directed support. 96.5% of new clients who received short-term services to increase their independence made no further request for support. 881 adults with a learning disability were in settled accommodation, an increase from 869 in 2015/16. 421 referrals were made to the Memory Assessment Service. 942 people were supported by STEPS housing related support. This included 457 older people supported with a housing service, 460 working age adults supported with a Navigator service, and 25 people receiving advice through the Gateway service.

Smoking Cessation (carry over from Q4 2015/16) – The performance at the end of Q4 2015/16 was 454 individuals achieving a 4-week quit (**ref vii**). The final 2015/16 outturn for this measure is 2,041 against a target of 3,386 (**ref i**). Performance continues to be significantly lower than we would expect. National evidence and a performance report submitted by the service provider indicated that demand for stop smoking services was being reduced by the increase in use of nicotine vaporisers (e-cigs), and that this is reflected nationally. The provider has been required to develop a performance improvement plan which has now been submitted and agreed. It outlines clear actions that will be taken to address a range of different issues including to increase; uptake of services by individuals wishing to use e-cigs as a stop smoking aid, the number of general practices and community pharmacies both providing a service and referrals from them, and referrals from all hospital wards and departments into the service.

Independent Sexual Violence Advisor (ISVA) service (carry over from Q4 2015/16) – In Q3 and Q4 2015/16 the specialist service (The Portal) undertook to bring case management and outcome reporting onto a shared IT system. All providers adopted the final version of the shared case management system in March 2016. However there have been a number of issues including data quality, which the specialist service is working hard to rectify. There are also a low number of 'matched' forms, which means there are people in the system that haven't been closed yet so there is not sufficient data to report against (**ref ii**).

NHS Health checks (reported a quarter in arrears) – East Sussex continues to perform well in ensuring eligible adults benefit from an NHS Health Check. Since the programme began in 2013 a greater proportion of eligible people in East Sussex (33%) have received their NHS Health Check than any other local authority in the South East (on average 23.5% of those eligible have received their Health Check in the South East). During 2015/16, over 18,000 adults had a Health Check. Over half of those offered a health check (50.2%) took up their offer, an increase compared with 47% last year, and above the national (47.9%) and South East region (48.8%) averages.

Direct Payments – As at 30th June 2016, 34.4% of adults and older people were receiving Direct Payments (1,603 people) (**ref iii**). In order to address the shortfall in Direct Payment numbers, several areas are being examined in order to ensure that a) the Direct Payment process is as easy and straightforward as possible and b) that Direct Payments are being made available in all areas, for example to clients who receive meals or day care services.

Investigations into the Direct Payment process have shown that support provided to Direct Payment clients at the set up stage can be improved. Actions to reduce the number of Direct Payments which break down in the early set up stages are currently being finalised.

The employer role has also been identified as a barrier to clients who employ personal assistants. These barriers include; registering and making the correct payments to HMRC, ensuring Personal Assistants (PAs) who are eligible auto enrol into a pension scheme, and making sure PAs receive all the necessary training required. In order to remove these barriers, a new service is being considered where the Direct Payment support service is able to take on the employer role. This would remove the administration required by employers but still enable the client to have the maximum flexibility and choice over who provides their care and support.

East Sussex Better Together (ESBT) – Data for April and May 2016 shows an average of 3.2 people per day being discharged to residential care.

As part of the ESBT commissioning reform project, work is currently being undertaken to identify what integrated commissioning will look like across the ESBT organisations. The initial blueprint has now been agreed by the programme board and work will begin on implementation. We are working on the strategic planning and delivery outcomes for the project, the details of which have been finalised in August 2016. The outcomes of this project will include; the development of a single plan and investment schedule across the ESBT organisations; a delivery model that meets resident's needs at county-wide, Clinical Commissioning Group (CCG) and locality area levels; and the development of a common approach to planning and investment that makes the best use of resources.

To allow an incremental implementation we are proposing an amendment to the target to March 2017 when the proposed Accountable Care model enters its test year. **Proposed amendment to target** from, "Reformed ESCC commissioning framework, functions and structure to be implemented by July 2016" to "Integrated ESCC and CCG Commissioning functions to be implemented by 31st March 2017" (**ref iv**).

Support with Confidence – A total of six new members have been approved in Q1, this includes one Independent

Financial Advisor and five Personal Assistants (PAs). We currently have 80 applications pending of which 60 are PAs. In Q1 we had six existing members resign from the scheme, which leaves overall membership at 146 (**ref v**).

STEPS – Following a contractual change, STEPS now provides services to both working age and older people therefore we are proposing a change to the wording of this measure. The target of 3,500 remains the same.

Proposed amendment to measure from, “Number of people receiving support through ‘STEPS to stay independent’, which supports people aged 65 and over to maintain independence within their own homes” to “Number of people receiving support through ‘STEPS to stay independent’” (**ref vi**).

Safer Communities – On 17 May 2016 the Safer East Sussex Team developed and organised the Safer People, Safer Places event on behalf of the Safer Communities Board. The event was attended by over 100 leaders and practitioners from a range of organisations. Information gathered will inform the partnership’s annual strategic assessment of community safety. A newsletter has been produced which outlines the discussions at the event and can be provided upon request.

Serious Organised Crime – A ‘Scams Working Group’ has been formed, bringing together individuals from statutory agencies with responsibility for protecting vulnerable victims of fraud. The group aims to build on existing work to support victims of scams and help build resilience in the community. The group is also looking to develop a shared understanding of the profile and locations of victims to collectively target preventative activities in relation to scams in areas identified as having a high risk population. An Information Sharing Agreement is currently being developed to assist with this.

Cuckooing and County Lines – ‘Cuckooing’ is the name given to drug dealers taking over the properties of local vulnerable drug users to either use to deal class A drugs from or using the tenants to deal for them. A professionals meeting has been established and an information sharing agreement has been drafted, which, once complete, will be shared with key partners from support services including housing providers, drug and alcohol treatment service and local daycentres which are accessed by vulnerable clients. The Integrated Offender Management (IOM) manager is also currently drafting an operational response from Sussex Police in relation to this which will include looking at the person being cuckooed as a victim and ensuring effective safeguarding processes are in place.

Domestic Abuse – East Sussex has been chosen as one of the pilot areas for the Women’s Aid and Welsh Women’s Aid ‘Ask Me’ scheme. The scheme aims to provide more opportunities for survivors of domestic violence and abuse to access help from their local community. Across Brighton & Hove, and East Sussex fifty ambassadors from the community will be trained to understand domestic violence and abuse, know how to spot signs, and help people identify where they can go if they need additional help and support. Locally, the pilot is being delivered by Refuge, Information, Support and Education (RISE) and Change, Grow, Live (CGL) who provide The Portal.

Substance Misuse – On 23 May a range of organisations working with those in recovery from drug and alcohol misuse met to discuss innovative ideas to meet the needs of service users. Areas of work discussed included supporting service users to engage with education, training and employment, and support with securing and maintaining accommodation. These ideas will be developed through a fund held by the Strategic Commissioning Manager for Substance Misuse.

Revenue Budget Summary

Adult Social Care – There is a projected overspend of £8.693m (**ref x**), comprising overspends of £7.924m (**ref viii**) in the Independent Sector Care and £0.769m (**ref ix**) within Directly Provided Services and Assessment and Care Management. The total net budget of £163.156m incorporates savings totalling £7.955m, of which £3.762m is projected to slip to 2017/18 due to overspend and delays in delivering specific service developments and change. The challenges of 2015/16 have continued into 2016/17 with continued increases in the number, complexity and cost of packages of care; compared to Q1 of 2015/16, 2016/17 has seen a 17% increase in the number of care packages being presented to panels, with a 9% increase in the average value of these packages.

The position continues to be monitored and is included within the development of the ESBT Strategic Investment Plan and ongoing discussions with Clinical Commissioning Groups. The outcome of this work will be reflected in Q2 reporting, with budgets being realigned to seek to mitigate the projected overspend.

*Extract from minutes of the ESBT Programme Board on 10 August 2016: “Alison Gale presented the finance and performance update on behalf of John O’Sullivan and recommended that the Board note the forecast for the whole system is a deficit of £12.3m in 2016/17 and agree to consider mitigation to the current projected deficit as part of the strategic integrated planning process. Alison Gale reported that the commissioning organisations have gross resources of £954.3m and a planned net surplus (for 2016/17) from that of £8.7m. The Quarter 1 forecast shows a net deficit of £3.6m, comprising a CCG surplus of £8.7m and a Council deficit of £12.3m. The CCGs are required to achieve their control total surplus, as part of NHS England achieving spend within its budget meaning that this cannot be offset against the council deficit resulting in a whole system deficit of £12.3m in 2016/17. The Integrated Management Team (IMT) will be working through their understanding of the impact to whole system for 2016/17 and 2017/18 of this forecast and how mitigations can be developed over the next few weeks. The Better Care plan for East Sussex was approved following the regional assurance process on 11 July 2016. The Board **noted** the forecast for the whole system deficit of £12.3m and **agreed** to consider mitigation to the current projected deficit as part of the*

strategic integrated planning process.”

Public Health – The Public Health (PH) budget of £28.747m comprises the PH grant allocation of £28.697m and £50,000 addition Public Health England income for drug/alcohol prevention carried forward from 2015/16; at 30 June 2016 there is projected underspend of £83,000. In addition to the PH Grant, £4.895m has been allocated from reserves to meet the costs of a number of one-off projects to improve delivery against indicators in the Public Health Outcomes Framework.

Capital Programme Summary – The Capital Programme reports a net nil variation on the total budget of £4.132m, after the transfer of the underspend of £38,000 on Greenwood, Bexhill (**ref xi**) to Learning Disability Service Opportunities (**ref xii**) and £70,000 overspend on Sidley, Bexhill (**ref xiii**) being funded from the House Adaptations budget allocation (**ref xiv**).

**Measures marked carry over at year end 2015/16
Final outturn**

Performance measure	Outturn 14/15	Target 15/16	15/16RAG				2015/16 final outturn	Note ref
			Q1	Q2	Q3	Q4		
Helping people help themselves								
Percentage of the eligible population offered an NHS Health Check	26.2%	20%	G	G	G	G	21.8%	
Number of persons attending East Sussex NHS Stop Smoking Services who quit smoking four weeks after setting a quit date	3287	3% increase on 2014/15 outturn	G	A	R	R	2041	i
Keeping vulnerable people safe								
The percentage of Independent Domestic Violence Advisor (IDVA) service users who feel confident asking for help and support when they need it	New measure	80%	G	G	G	G	82%	
Percentage of Independent Sexual Violence Advisor (ISVA) service users who feel confident asking for help and support when they need it	New measure	80%	G	G	G	R	Data unavailable	ii

**Performance exceptions
(Q1 – Red and Amber RAG rated targets, and amendments
Q2-4 – RAG status changed to Red, Amber, Green, and amendments)**

Performance measure	Outturn 15/16	Target 16/17	16/17 RAG				Q1 16/17 outturn	Note ref
			Q1	Q2	Q3	Q4		
Priority - Helping people help themselves								
Proportion of working age adults and older people receiving direct payments	35.6%	42%	A				34.4%	iii
East Sussex Better Together: Design and implement an Integrated Strategic Commissioning Framework (Including Co-Commissioning)	i) Commissioning structure implemented in shadow form by June 2015 ii) Integrated commissioning framework developed by September 2015	Amendment requested from: Reformed ESCC commissioning framework, functions and structure to be implemented by July 2016 to: Integrated ESCC & CCG Commissioning functions to be implemented by 31/03/2017	AD				Slippage to March 2017 due to delay in gaining consensus across ESBT organisations on scope of Commissioning	iv
Increase the number of providers registered with Support With Confidence	146 providers	10% increase on 15/16 outturn	A				146	v

Performance exceptions (Q1 – Red and Amber RAG rated targets, and amendments Q2-4 – RAG status changed to Red, Amber, Green, and amendments)								
Performance measure	Outturn 15/16	Target 16/17	16/17 RAG				Q1 16/17 outturn	Note ref
			Q1	Q2	Q3	Q4		
Amendment requested from: Number of people receiving support through 'STEPS to stay independent', which supports people aged 65 and over to maintain independence within their own homes to: Number of people receiving support through 'STEPS to stay independent' Number of persons attending East Sussex NHS Stop Smoking Services who quit smoking four weeks after setting a quit date	2,813	3,500	AD				942	vi
	2,041	2,102	R				Q4 – 454 (Reported a quarter in arrears)	vii

Savings exceptions (Projected - Red = will not be delivered but may be mitigated; Amber = on track to deliver but not in the year (& may be mitigated); Green = on track to deliver in the year)					
Service description	2016/17 (£'000) - Q1 Forecast				Note ref
	Target	Achieved	Slipped	Unachieved	
Savings					
Community Based Services: Review and focus on services to meet personal care needs, in line with personal budgets	3,000	-	3,000	-	
Commissioning Grants Prospectus	1,317	1,157	160	-	
Supporting People	1,812	1,649	163	-	
All Other Savings	1,826	1,387	439	-	
Total Savings	7,955	4,193	3,762	0	
Variations to Planned Savings					
None	-	-	-	N/A	
Permanent Variations	0	0	0	0	
Total Permanent Savings & Variations	7,955	4,193	3,762	0	
Supporting People Reserve	-	163	(163)	N/A	
Temporary Variations	0	163	(163)	0	
Total Savings with Variations	7,955	4,356	3,599	0	

Revenue budget										
Divisions	Planned (£000)			Q1 2016/17 (£000)						Note ref
				Projected outturn			(Over) / under spend			
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	
Adult Social Care:										
Physical Support, Sensory Support and Support for Memory & Cognition	94,992	(43,652)	51,340	99,155	(39,658)	59,497	(4,163)	(3,994)	(8,157)	
Learning Disability Support	45,298	(3,486)	41,812	45,305	(4,054)	41,251	(7)	568	561	
Mental Health Support	6,860	(898)	5,962	7,524	(1,234)	6,290	(664)	336	(328)	
Substance Misuse Support	263	(8)	255	262	(7)	255	1	(1)	-	
Subtotal Independent Sector	147,413	(48,044)	99,369	152,246	(44,953)	107,293	(4,833)	(3,091)	(7,924)	viii
Physical Support, Sensory Support and Support for Memory & Cognition	17,714	(6,960)	10,754	17,965	(6,846)	11,119	(251)	(114)	(365)	
Learning Disability Support	8,750	(1,154)	7,596	8,916	(1,073)	7,843	(166)	(81)	(247)	
Mental Health Support	1,654	(1,630)	24	2,315	(2,291)	24	(661)	661	-	
Substance Misuse Support	340	(133)	207	340	(133)	207	-	-	-	
Equipment & Assistive Technology	5,407	(2,522)	2,885	5,836	(2,951)	2,885	(429)	429	-	
Other	5,523	(3,094)	2,429	6,153	(3,724)	2,429	(630)	630	-	
Supporting People	8,751	(213)	8,538	8,751	(213)	8,538	-	-	-	
Assessment and Care Management	26,051	(1,855)	24,196	26,715	(2,269)	24,446	(664)	414	(250)	
Management and Support	8,387	(1,759)	6,628	9,732	(3,197)	6,535	(1,345)	1,438	93	
Service Strategy	530	-	530	882	(352)	530	(352)	352	-	
Subtotal Directly Provided Services	83,107	(19,320)	63,787	87,605	(23,049)	64,556	(4,498)	3,729	(769)	ix
Total Adult Social Care	230,520	(67,364)	163,156	239,851	(68,002)	171,849	(9,331)	638	(8,693)	x
Total Safer Communities	753	(337)	416	753	(337)	416	0	0	0	
Public Health:										
Health Improvement services	5,183	(5,183)	-	5,560	(5,560)	-	(377)	377	-	
Drug and alcohol services	6,101	(6,101)	-	6,101	(6,101)	-	-	-	-	
Sexual health services	4,160	(4,160)	-	4,160	(4,160)	-	-	-	-	
Children's Public Health Services - Including the new Health Visiting service	8,769	(8,769)	-	8,769	(8,769)	-	-	-	-	
NHS Health Checks	930	(930)	-	771	(771)	-	159	(159)	-	
Other programmes and non-contracted services	3,604	(3,604)	-	3,303	(3,303)	-	301	(301)	-	
Deposit to Underspend Reserve	-	-	-	83	(83)	-	(83)	83	-	
Subtotal Core Service	28,747	(28,747)	0	28,747	(28,747)	0	0	0	0	
Draw from Underspend Reserve	1,139	(1,139)	-	-	-	-	1,139	(1,139)	-	
One Off Projects funded from Project Reserves	4,895	(4,895)	-	4,895	(4,895)	-	-	-	-	
Total Public Health	34,781	(34,781)	0	33,642	(33,642)	0	1,139	(1,139)	0	

Capital programme										
Approved project	Total project – all years (£000)		2016/17 (£000)							Note ref
			In year monitor Q1 (£000)				Analysis of variation (£000)			
	Budget	Projected	Budget	Actual to date	Projected 2016/17	Variation (over) / under budget	(Over) / under spend	Slippage to future year	Spend in advance	
OP Service Improvements	536	536	136	5	136	-	-	-	-	
Social Care Information Systems	4,258	4,258	131	87	131	-	-	-	-	
Greenwood, Bexhill	463	425	39	1	1	38	38	-	-	xi
LD Service Opportunities	5,107	5,145	3,194	328	3,232	(38)	(38)	-	-	xii
Warwick House, Seaford	7,331	7,331	119	4	119	-	-	-	-	
Extra Care / Supported Accommodation Projects:										
Sidley, Bexhill-on-Sea	-	70	-	-	70	(70)	(70)	-	-	xiii
LD Extra Care	-	-	-	-	-	-	-	-	-	
Continuing Programme										
House Adaptations for People with Disabilities	3,332	3,262	486	(12)	416	70	70	-	-	xiv
Refurbishment – Registration standards	374	374	27	-	27	-	-	-	-	
Total ASC Gross	21,401	21,401	4,132	413	4,132	0	0	0	0	

Business Services – Q1 2016/17

Summary of progress on Council Priorities, issues arising, and achievements

Summary of successes and achievements – Throughout 2016/17, focus will be on the next phase of the Orbis Partnership programme with Surrey County Council (SCC) which moves us from design into delivery. The emphasis will be on integrating management structures across the partnership. Recent appointments include the Director of Human Resources and Organisational Development and the Property senior management team. The finance service is the final service within Orbis to move to the Partnership model of single leadership. A report to Governance Committee on 12 July 2016 advised about the proposal to implement a single integrated finance lead for Orbis. The integration of management structures helps us to build upon the strong foundations of the partnership. We continue to work with our colleagues at Brighton & Hove City Council to establish relationships and develop plans as part of our partnership approach.

The 2015/16 Financial Statements for the Council and the Pension Fund have now been completed. The Accounts were formally approved by the Governance Committee (19 July 2016), with an 'unqualified true and fair audit opinion' from the Council's Independent Auditors (KPMG). The closure of the Council account was completed and approved ten weeks earlier than the statutory deadline of 30 September.

Reduction in CO2 emissions – We aim to reduce the amount of CO2 arising from Council operations by 3% during 2016/17 compared to the 2015/16 outturn. Q1 showed an 8.4% weather adjusted reduction. Improvements at County Hall have had a significant impact (boilers, lighting, building fabric, solar PV). Sites taking part in the Ashden LESS CO2 energy awareness programme also made a contribution, and schools appear to be making greater effort to manage their own energy use, particularly large secondaries. This is facilitated by TEAM Energy Viewer, giving sites access to consumption and billing data. Sites contacted for good housekeeping measures also showed significant reductions. Further energy projects are planned throughout the year, which include improvements to lighting, upgrading insulation, improvements to the controls of boilers and heating systems, improvements to air conditioning and replacement windows.

Property operations – During 2016/17, we aim to achieve a 2% reduction on last year's cost of occupancy of corporate buildings per sq metre (a reduction from £150 to £147 per sq metre). Efficiencies have been identified and in some cases are in the process of being delivered (particularly within the service charge element of our Property costs) which at present we estimate will save approximately £100k from the 2015/16 baseline. Further smaller efficiencies are anticipated within our Energy and Waste spend at our largest corporate buildings.

The Council is undertaking final testing of latest revisions to the Property Asset Management System (PAMS) to resolve previous system interface issues identified in 2015/16. Subject to these tests not identifying any further issues, it is anticipated that the reactive module of the system will go live in August 2016. Following this the planned module (that incorporates statutory servicing) will be implemented.

Social Value – The Q1 outturn for spend with local suppliers is 43% of the total spend (ref i). This figure includes large non-local suppliers who subcontract to local suppliers through the supply chain. We are continuing to maintain our visibility in the market to promote contract opportunities for local businesses; recent examples include presenting at Wealden Business Breakfast on how the Council is making selling to the public sector easier for local suppliers.

Savings achieved through procurement, contract and supplier management activities – During Q1, £2.4m of related savings have been signed off. These include £1.4m from the Highways Re-Procurement Project, £171k from the Storage Network Area Replacement project and £426k from the Hastings Library Adaptation Works. Forecasting for the remainder of the year shows us on track to meet our target of £6.5m.

ICT infrastructure – 99% of key services were available during core hours (08:00 to 17:00 Monday to Friday except the Local Area Network where availability has been extended to be 24/7). Weekend and planned unavailability is excluded.

Wellbeing – The 2016/17 Q1 sickness absence outturn for the whole authority (excluding schools) is 1.96 days lost per FTE employee, which represents a decrease of 2.4% since the same period last year. The forecasted end of year outturn is 8.87 days per FTE employee. Stress continues to be the primary driver of absences across the organisation. There are a number of interventions in place to reduce and sustain reductions in absence. These interventions have been detailed in previous reports, and information on some key activities is included below.

An automated process remains in place to ensure that all managers who have employees absent due to stress or mental health are contacted by the tenth days of absence. Guidance is provided to managers on the resources available to support staff and prompts them to make contact. Research suggests that establishing open lines of communication at the early stage of an employee's absence is vital to securing a return to work. The function of appraisal and supervision meetings is being reviewed to enable managers and employees to discuss any wellbeing concerns at an early stage and put in place a shared agreement to prevent absences in the future. A template for this is being piloted within Children's Services.

A report is produced on a monthly basis identifying the top 30 corporate employees who have the highest level of short term absence, with a view to agreeing a strategy with managers.

As previously reported, a training course, 'Managers Managing Stress' has been commissioned as part of the corporate training package to equip managers with the confidence, tools and experience to effectively signpost and support employees who are experiencing stress. Furthermore, the 'Resilience through Mindfulness' course has been commissioned and is proving very popular.

Revenue Budget Summary – The Business Services revenue budget is currently forecasting to underspend by £111k. This is due to holding vacancies across a number of Orbis services in advance of restructures, resulting in the early delivery of 2017/18 savings. 2016/17 savings are forecast to be delivered in full (ref's ii and iii).

Capital Programme Summary – The Business Services Capital programme is currently forecasting slippage of £614k. There is no material expenditure forecast to be incurred in the Core Systems Capital Programme in 2016/17 while a number of solutions to a joint Orbis back office system are under consideration (ref iv).

Council Plan Performance Exceptions (Q1 – Red and Amber RAG rated targets, and amendments Q2-4 – RAG status changed to Red, Amber, Green, and amendments)								
Performance measure	Outturn 15/16	Target 16/17	16/17 RAG				Q1 16/17 outturn	Note ref
			Q1	Q2	Q3	Q4		
Priority – Making best use of resources								
Increase the percentage of Council procurement spend with local suppliers (CP)	46%	48%	A				43% over last 12 months	i

Savings exceptions (Projected - Red = will not be delivered but may be mitigated; Amber = on track to deliver but not in the year (& may be mitigated); Green = on track to deliver in the year)					
Service description	2016/17 (£'000) - Q1 Forecast				Note ref
	Target	Achieved	Slipped	Unachieved	
Savings					
ESCC savings from efficiencies generated by the Orbis partnership	312	312	-	-	ii
Total Savings	312	312	0	0	
Variations to Planned Savings					
	-	-	-	-	
Permanent Variations	0	0	0	0	
Total Permanent Savings & Variations	0	0	0	0	
	-	-	-	-	
Temporary Variations	0	0	0	0	
Total Savings with Variations	312	312	0	0	

The below table represents the East Sussex 2016/17 Revenue Budget, and includes a line which is the contribution to Orbis Partnership. The second table shows the total Orbis Partnership 2016/17 Revenue Budget, of which East Sussex hold a 30% share.

Revenue Budget										
Divisions	Planned (£000)			Q1 2016/17 (£000)						Note ref
				Projected outturn			(Over) / under spend			
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	
Management & Support	86	(302)	(217)	86	(302)	(217)	-	-	-	
Personnel & Training	287	(382)	(95)	287	(382)	(95)	-	-	-	
Finance	2,334	(1,745)	589	2,334	(1,745)	589	-	-	-	
Procurement	4	(86)	(83)	4	(86)	(83)	-	-	-	
Non Specific Budgets	262	-	262	262	-	262	-	-	-	
Property	23,399	(18,792)	4,607	23,399	(18,792)	4,607	-	-	-	
ICT Services	5,906	(5,454)	452	5,906	(5,454)	452	-	-	-	
Business Ops	157	-	157	157	-	157	-	-	-	
Contribution to Orbis Partnership	15,916	-	15,916	15,806	-	15,806	111	-	111	
Total BSD	48,351	(26,761)	21,589	48,241	(26,761)	21,478	111	0	111	iii

Orbis Partnership Revenue Budget										
Divisions	Planned (£000)			Q1 2016/17 (£000)						Note ref
				Projected outturn			(Over) / under spend			
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	
Business Operations	10,809	(5,679)	5,130	10,809	(5,679)	5,130	-	-	-	
Finance	10,460	(1,034)	9,426	10,310	(1,034)	9,276	150	-	150	
HR	5,685	(566)	5,120	5,685	(566)	5,120	-	-	-	
IT	18,889	(1,586)	17,303	18,889	(1,586)	17,303	-	-	-	
Management	2,359	-	2,359	2,319	-	2,319	40	-	40	
Procurement	3,650	(154)	3,496	3,470	(154)	3,316	180	-	180	
Property	11,474	(1,202)	10,272	11,474	(1,201)	10,272	-	-	-	
Total Orbis	63,326	(10,221)	53,105	62,956	(10,221)	52,735	370	0	370	
ESCC Contribution (30%)			15,916			15,806			111	
SCC Contribution (70%)			37,189			36,930			259	
Total			53.105			52.736			370	

Capital programme										
Approved project	Total project – all years (£000)		2016/17							Note ref
			In year monitor Q1 (£000)				Analysis of variation (£000)			
	Budget	Projected	Budget	Actual to date	Projected 2016/17	Variation (over) / under budget	(Over) / under spend	Slippage to future year	Spend in advance	
Core Systems Development	1,470	1,470	623	1	9	614	-	614	-	iv
The Link	2,718	2,718	69	(12)	69	-	-	-	-	
SALIX Contract	2,644	2,644	380	-	380	-	-	-	-	
AGILE	9,029	9,029	3,239	492	3,239	-	-	-	-	
Capital Building Improvements	40,898	40,898	9,048	1,433	9,048	-	-	-	-	
ICT Strategy Implementation	11,039	11,039	2,050	169	2,050	-	-	-	-	
Total BSD Gross	67,798	67,798	15,409	2,083	14,795	614	0	614	0	

Children's Services – Q1 2016/17

Summary of progress on Council Priorities, issues arising, and achievements

Summary of successes and achievements:

New missing people service – Together with West Sussex County Council and Brighton & Hove City Council, we have commissioned the national charity Missing People to offer families vital support when a missing child returns home. Missing People will carry out return to home interviews with children across Sussex, giving the child a chance to talk about what happened and reducing the likelihood of them going missing again. Missing children often travel across local authority boundaries and working with our neighbouring councils and the police allows us to share information and keep children safe. Missing People will carry out up to 1,750 return to home interviews annually for the next three years.

Independent travel training – Independent Travel Training is delivered by National Star College to young people with Special Educational Needs and/or Disability (SEND) living in East Sussex. Children are given 1:1 training over 8 – 12 weeks on their specific route to school or college, to gain the life skills to travel independently without having to rely on Council funded taxis. Nine young people have successfully moved from travel by taxi onto public transport in Q1 and two older learners (aged 20) have received successful short courses which will help them to become independent adults.

Single Point of Advice (SPOA) – Launched on 3 May 2016, SPOA provides a 'front door' for all referrals for children who need either early help or social care support. When it's clear that a social worker is needed the SPOA will work with one of two Multi Agency Safeguarding Hubs (MASH) in Eastbourne and Hastings to make sure that there isn't any delay. Since it started SPOA has received 4,520 initial contacts from either a professional or a member of the public. Before the launch of SPOA, schools were briefed about the service changes as they were and remain the source of most contacts at 29%. Other sources of contact include 20% from relatives and carers and 18% from health colleagues (a combination of Primary Health care services and hospitals).

Attainment gap for disadvantaged pupils – In year data, collected from schools, suggests that the percentage point gap between disadvantaged pupils and their peers for both the expected standard in reading, writing and maths combined at Key Stage 2, and Attainment 8 will be wider than the national average. From summer 2016 Attainment 8 and Progress 8 will become the key accountability measure for secondary schools. Attainment 8 scores are calculated from a suite of eight qualifications (including maths and English) and the point scores awarded to each grade. Provisional data will be reported at Q2 (**ref i and ii**).

Troubled Families – The target number of new households receiving family support interventions under the Troubled Families programme for 2016/17 is 1,014 and in Q1 there were 145 new starts. In part, the quarterly variations in new starts are a result of the cyclical nature of the work; this is consistent with other local authorities. Further analysis has also been undertaken locally and actions are underway to address the identified issues with the services concerned. Actions include; translating and embedding the programme into working practices; simplified forms to make the process easier; and reporting on monthly performance data to allow managers to monitor trends. It is expected that this will result in an increase in new starts during the remainder of the year (**ref iii**).

Looked after Children (LAC) – The rate of LAC per 10,000 at Q1 is 52 (548 children), against a target of 51.6 (544 children). The Government has agreed to resettle asylum seekers in the UK, including asking councils to accept responsibility for a total number of Unaccompanied Asylum Seeking Children (UASC) that is equivalent to 0.07% of their total child population. The Council is currently supporting 13 UASC as LAC and a further 61 children would need to be resettled in the next three years before we reach the 0.07% figure. In addition to the number of young people currently being supported as LAC, the Council is also supporting 12 young people over the age of 18 who are care leavers (**ref iv**).

Revenue Budget Summary – The £64.604m net CSD budget for the year is forecast to be overspent by year end by £3.971m (**ref xi**). £2.182m of this is in Education and ISEND (**ref ix**) where ISEND agency placement costs are continuing to increase from Q4 in 2015/16, there is a lack of local mainstream provision (£1.0m) and pre and post-16 high needs funded placements forecast costs from the current cohort of children (£1.182m). There are also pressures (£1.516m) on LAC costs within Early Help and Social Care (**ref viii**), again ongoing from 2015/16, due to the need for further residential agency placements which are more costly. Home to School Transport costs within Communication, Planning and Performance (**ref x**) are also forecasting an overspend of £0.361m, resulting from an increase in SEN children requiring statutory transport provision.

The forecast position is net of mitigations of some £1.611m, achieved through the one-off use of grants of £0.802m and through pay cost controls across the department of £0.809m. In addition to these mitigations, and to reduce the overspend from further mitigations, Children's Services is carrying out a review of all costs across the department, including: reviewing recruitment activity and holding vacancies open for longer; a review of staff on non-permanent contracts and agency workers; identifying new savings for 2016/17; and bringing forward savings from later years into 2016/17. They are also scrutinising pressure areas and developing better forecasting models for ISEND and Home to School Transport costs (the latter with CET colleagues). Budgets are at risk from further pressure: as the modelling work concludes and from the new academic year as the numbers of children with High Needs are expected to

continue to increase. There is therefore a risk, despite the work to identify mitigations, that the forecast overspend may increase in Q2.

Within the above, £4.455m of the planned £4.985m savings for 2016/17 are on track (**ref vii**), with a further £0.363m at risk of slippage mainly under Locality Services (**ref v**). The remaining £0.167m currently due to be unachieved is within LAC (**ref vi**), due to the reasons described above. The department is seeking ways to bring these back on track or to mitigate them.

Capital Programme Summary – The £22.367m capital budget for 2016/17 is forecast to be overspent by £0.200m (**ref xv**). This is due to spend in advance on various projects across the Basic Needs Programme (**ref xiv**) and final payments and retention on the Etchingham (**ref xii**) and St Mary Magdalene (**ref xiii**) projects that will be met from 2017/18 funds. The overall 5 year programme ending in 2017/18 is on track and forecast to stay within budget.

Performance exceptions (Q1 – Red and Amber RAG rated targets, and amendments Q2-4 – RAG status changed to Red, Amber, Green, and amendments)								
Performance measure	Outturn 15/16	Target 16/17	16/17 RAG				Q1 16/17 outturn	Note ref
			Q1	Q2	Q3	Q4		
Priority – Driving economic growth								
The percentage point gap between disadvantaged pupils achieving at least the expected standard in reading, writing and maths combined at Key Stage 2, and their peers	16% (National average 15%)	Ac year 15/16 At or below the national average	A				Provisional outturn expected at Q2	(i)
The gap between Attainment 8 overall score for disadvantaged pupils, and Attainment 8 overall score for non-disadvantaged pupils	N/A	Ac year 15/16 At or below the national average	A				Provisional outturn expected at Q2	(ii)
Priority – Helping people help themselves								
Number of Households eligible under the government’s Troubled Families programme receiving a family support intervention.	895	1,014	A				145	(iii)
Priority – Keeping vulnerable people safe								
Rate of Looked after Children	51.6	51.6	A				52	(iv)

Savings exceptions (Projected - Red = will not be delivered but may be mitigated; Amber = on track to deliver but not in the year (& may be mitigated); Green = on track to deliver in the year)					
Service description	2016/17 (£'000) - Q1 Forecast				Note ref
	Target	Achieved	Slipped	Unachieved	
Savings					
Early Help	2,071	1,964	107	-	
Children's Support Services (including Music, Watersports, DofE and Safeguarding qualify assurance)	309	287	23	-	
Home to School Transport	173	173	-	-	
Locality Services	992	779	213	-	(v)
Specialist Services	138	138	-	-	
Looked after Children	884	697	20	167	(vi)
Youth Offending Team	124	124	-	-	
SLES	171	171	-	-	
ISEND	123	123	-	-	
Total Savings	4,985	4,455	363	167	
Variations to Planned Savings					
-	-	-	-	-	
Permanent Variations	-	-	-	-	
Total Permanent Savings & Variations	4,985	4,455	363	167	
-	-	-	-	-	
Temporary Variations	-	-	-	-	
Total Savings with Variations	4,985	4,455	363	167	(vii)

Revenue budget

Divisions	Planned (£000)			Q1 2016/17 (£000)						Note ref
				Projected outturn			(Over) / under spend			
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	
Central Resources	3,151	(7,337)	(4,186)	3,063	(7,337)	(4,274)	88	-	88	
Early Help and Social Care	57,332	(10,473)	46,860	58,876	(10,500)	48,376	(1,543)	27	(1,516)	(viii)
Education and ISEND	72,447	(6,444)	66,003	74,184	(5,999)	68,185	(1,737)	(444)	(2,182)	(ix)
Communication, Planning and Performance	19,885	(3,941)	15,944	20,249	(3,945)	16,305	(365)	4	(361)	(x)
DSG non Schools		(60,017)	(60,017)		(60,017)	(60,017)	-	-	-	
Schools	175,863	(175,863)	0	175,863	(175,863)	-	-	-	-	
Total Children's Services	328,678	(264,074)	64,604	332,236	(263,661)	68,575	(3,557)	(414)	(3,971)	(xi)

Capital programme

Approved project	Total project – all years (£000)		2016/17 (£000)							Note ref
			In year monitor Q1 (£000)				Analysis of variation (£000)			
	Budget	Projected	Budget	Actual to date	Projected 2016/17	Variation (over) / under budget	(Over) / under spend	Slippage to future year	Spend in advance	
ASDC (Aiming High Short Breaks: Disabled children)	497	497	13	-	13	-	-	-	-	
Mobile Replacement Programme	8,059	8,061	150	54	152	(2)	(2)	-	-	
Etchingham School	-	72	-	69	72	(72)	(72)	-	-	(xii)
St Mary Magdalene - retention	-	6	-	6	6	(6)	(6)	-	-	(xiii)
Shinewater School – roof (covered by insurance)	-	-	-	15	-	-	-	-	-	
Family Contact	346	346	38	-	38	-	-	-	-	
House Adaptations for Disabled Children's Carers	1,255	1,255	294	60	294	-	-	-	-	
Schools Delegated Capital	5,828	5,828	928	(79)	928	-	-	-	-	
Universal Infant Free School Meals	1,961	1,961	689	109	689	-	-	-	-	
Early Years 2 Year Old's grant	3,031	3,031	257	15	257	-	-	-	-	
Basic Need Programme	85,432	85,352	19,998	3,515	20,118	(120)	80	-	(200)	(xiv)
Total CSD Gross	106,409	106,409	22,367	3,764	22,567	(200)	0	0	(200)	(xv)

Communities, Economy & Transport – Q1 2016/17

Summary of progress on Council Priorities, issues arising, and achievements

Summary of successes and achievements – We provided funding to 21 business who expect to create or protect 76 jobs, the money was provided through East Sussex Invest 4 funding with one large grants and loans panel (which deal with any applications over £10,000) and two small grants and loans panels held. Nine new apprentices have been appointed. Trading Standards hosted 10 workshops which were attended by 273 delegates; and 19 positive interventions were made to help protect vulnerable people. STEMfest, which encourages young people to study Science, Technology, Engineering and Maths (STEM) was a success. A preferred bidder has been identified to construct the Queensway Gateway Road. Construction of the Hailsham Town Centre Improvement Scheme, which will improve traffic flow and provide enhanced facilities for pedestrians, started in July 2016; work is scheduled to be complete by the end of the financial year. A programme of work to improve Uckfield High Street started on 22 February 2016; with widened pavements, improved street lighting, installation of RTPi signs at bus stops, and improved traffic signals; amongst other improvements. The work is scheduled to be completed by the end of September 2016.

Paragraphs marked (GS) below highlight important contributions to the East Sussex Growth Strategy.

East Sussex Growth Hub (GS) – The Business East Sussex Growth Hub core service has been extended to the end of September 2016. Tendering and procurement documents to further extend the service from 1 October 2016 to 31 March 2018 were released on 1 July 2016.

Online Learning in Libraries (GS) – 41 online courses were completed in libraries in Q1, which is slightly lower than expected. We are due to launch a new £35,000 project, funded by the Department for Work and Pensions, which will help people improve their basic IT skills and support residents to access employment support programmes; we expect the new project to boost the number of completed courses (**ref iii**).

Apprenticeships (GS) – Two apprentices were recruited in Q1; a work readiness week in July saw another seven recruited and further work with Costain CH2M is expected to appoint a further eight engineering apprentices by the end of the summer. Further work readiness programmes are scheduled for October 2016 and February 2017. Of the 58 young people who have started an apprenticeship since November 2015 six have left, so the retention rate is currently 90%.

Cultural Destinations (GS) – Tourism South East have been commissioned to conduct research into countywide tourism; at the end of Q1, stage one of this research has been completed. Work has commenced on a funding bid to Cultural Destinations Round 2, with a September deadline for submissions (**ref ii**).

Employability and Skills – As part of the Progress Project, Skills East Sussex delivered STEMfest, a series of events designed to encourage young people to study STEM subjects. The centre piece of the programme of events was The Big Bang @ The Hastings Centre, on 11 May 2016, which included a science show and a 'lab in a lorry', over 300 young people attended the event.

Queensway Gateway Road – The tender process to appoint a main contractor for the construction of the road has been completed and a preferred bidder has been identified. Preparatory construction work has continued with substantive work expected to begin in Q2.

Newhaven Port Access Road – Discussions have continued with the Department for Transport (DfT) to agree the scope of the business case. Design work is ongoing and we are working towards the procurement of a contractor later in the year. Once the tender process is complete and we have received estimated costs the final business case should be submitted to the DfT in early 2017. Subject to the approval of this business case, construction is projected to start in spring 2017 and to be completed in spring 2018, this has led to slippage of £4.4m in 2016/17 (**ref i**).

Terminus Road, Eastbourne – The tender, for the construction of a scheme of pedestrian improvement works, is planned to take place between August and December 2016, with construction then starting in January 2017. Following comments from the bus operators regarding the location of the bus stops in Cornfield Road there will need to be some refinement to the design of the scheme as well as some further local consultation; this has led to slippage of £2.8m in 2016/17 (**ref xv**).

Road Safety – Currently between 90% and 95% of road traffic incidents resulting in people being Killed or Seriously Injured (KSI) are caused by driver error. Due to this the East Sussex Road Safety Programme will focus on the provision of additional road safety interventions to help implement long term behavioural change in identified high risk groups, the proposed approach was considered by a Joint Scrutiny Committee on 11 March 2016. This three year programme has been made possible by a one off £1m allocation of Public Health funding, the project manager has been appointed and is due to attend the Economy, Transport and Environment Scrutiny Board meeting in September. Provisional data for January to March 2016 shows that there were 86 KSI on the county's roads, with

three of these being fatalities. Of these, 10 KSI occurred on trunk roads with one of these a fatality. This is lower than the 2005-2009 quarterly baseline average of 95 KSI with 8 fatalities (**ref iv**).

Road Condition – We have continued to implement maintenance projects to maintain and improve the condition of the county's Principal, Non-Principal and Unclassified roads. 180 potential sites have been identified for planned maintenance, an update on our progress towards maintaining and improving these sites will be provided in Q2.

School Safety Zones – School safety zones at Heathfield Community College and St Richards Catholic School in Bexhill are due to be constructed during 2016/17. Designs for two further zones, at Ocklynge Junior School in Eastbourne and Christchurch CE School in Hastings, will be drawn up during 2016/17.

Trading Standards – We hosted 10 workshops, on topics such as allergens in food and Building Bridges to Care, in Q1. These were attended by 273 delegates, meeting the target for the year.

Trading Standards made 19 positive interventions with people who had become the target of rogue trading or financial abuse in Q1. 15 victims of financial abuse were visited and two were found to be chronic victims, amongst these victims we installed four call blockers to prevent fraudsters making further contact with them. The Rapid Action Team (RAT) responded to four call outs in Q1 to try and prevent rogue traders from obtaining money from vulnerable customers. One case involved someone trying to withdraw £4,000 from their bank account, upon talking to the customer the Trading Standards Officer quickly realised a rogue trader was trying to fraudulently obtain money from them and prevented the money being paid.

Revenue Budget Summary – At Q1 there is a forecast budget overspend of £127k, despite forecasting the successful delivery of £3.1m savings in 2016/17. The main overspends are in Waste where there is a combination of reduced landfill gas income and increased waste disposal costs offset by reduced data system costs, and Fleet Management where a reduction in the size of the fleet has resulted in a lower than expected level of recovery of insurance costs (**ref viii**). There are various small over and underspends in some other services (**ref v, vi and vii**).

CET is continuing to work on strategies to reduce the forecast overspend. The fees and charges for Trading Standards have been reviewed and recommendations for a number of new charges and increases to existing charges are set out at the end of this report (**ref xvii**).

Capital Programme Summary – At Q1 there is a forecast expenditure of £67.2m against an approved programme of £79.3m. Of the variation £12.5m is slippage, £0.2m is overspend and £0.3m is spend in advance. The most significant slippages are for; Newhaven Port Access Road, £4.4m, where there are ongoing discussions with DfT to agree the scope of the project, (**ref xii**) Terminus Road, £2.8m, where the necessary redesign of the bus routes has delayed the start of construction (**ref xvi**); Hastings Library, £2.3m, due to issues including the presence of lead paint being identified, which will be spent next year on furniture, equipment, fees and retention (**ref ix**); Broadband, £1.9m, slipped in line with the contractors phase two deployment programme (**ref x**); and East Area Depot, £1.2m, where discussions are still ongoing re plans for the new site (**ref xiii**). There is further contractor overspend on the Bexhill to Hasting Link Road of £0.2m in 2016/17, with a total project forecast of £125.75m (**ref xi**); however there is risk of further cost overruns and the position will be updated as more information becomes available. The Sustainable Transport Corridor (**ref xiv**) is commencing in 2016/17, ahead of the planned budget profile, therefore this is showing a spend in advance. The delivery of the Programme of Integrated Transport projects is being reviewed and there is a risk that there will be slippage on these schemes, this will be reported in Q2 if necessary (**ref xv**).

Performance exceptions (Q1 – Red and Amber RAG rated targets, and amendments Q2-4 – RAG status changed to Red, Amber, Green, and amendments)								
Performance measure	Outturn 15/16	Target 16/17	16/17 RAG				Q1 16/17 outturn	Note Ref
			Q1	Q2	Q3	Q4		
Priority – Driving economic growth								
Deliver major transport infrastructure – Newhaven Port Access Road	Business Case delayed due to difficulties in agreeing its scope with the Department for Transport (DfT)	Construction commenced	A				Submission of the final business case to DfT planned for early 2017. If approved, construction could commence Spring 2017 and complete Spring 2018.	i
Deliver Cultural Destinations Action Plan as resources are secured	Tourism South East commissioned to undertake county-wide visitor data stock take	Continue to grow Coastal Cultural Trail	A				Stage One Tourism South East County-wide research complete. Work commenced on Cultural Destinations Round 2 bid with deadline early September for submissions. Action plan to be revised.	ii
In partnership with Learndirect and other funding organisations provide online learning (including skills for life and ICT courses) in libraries (subject to contract)	376 courses completed	250 courses completed (subject to contractual review, Q2 2016/17)	A				41	iii
Priority – Helping people help themselves								
40% reduction in the number of people killed or seriously injured (KSI) on the 2005/09 average by 2020 (no more than 227 KSI)	348 (with 22 fatalities)	Fewer than 289 KSI casualties	R				86 (3 being fatalities) (10 from 86 on trunk roads with 1 fatality)	iv

Savings exceptions

(Projected - Red = will not be delivered but may be mitigated; Amber = on track to deliver but not in the year (& may be mitigated); Green = on track to deliver in the year)

Service description	2016/17 (£'000) - Q1 Forecast				Note ref
	Target	Achieved	Slipped	Unachieved	
Savings					
Use of the Parking Surplus to contribute towards the supported bus network and concessionary fares budget	630	630	-	-	
Change to the management of the Corporate Waste Reserve; efficiency improvements, with partners, of the service; and maximising income generation opportunities	1,780	1780	-	-	
Restructure of Transport Hub teams	75	75	-	-	
Efficiency savings in the Rights of Way and Countryside sites service	50	50	-	-	
Development Control, Transport Development Control and Environment	20	20	-	-	
Libraries Transformation Programme - internal review of the Library and Information Service	425	425	-	-	
The Keep - improved staff utilisation across a range of functions, increased income generation and reduction in sinking fund	77	77	-	-	
Continued modernisation of the Trading Standards Service	60	60	-	-	
Total Savings	3,117	3,117	0	0	
Variations to Planned Savings					
None	-	-	-	-	
Permanent Variations	0	0	0	0	
Total Permanent Savings & Variations	0	0	0	0	
None	-	-	-	-	
Temporary Variations	0	0	0	0	
Total Savings with Variations	3,117	3,117	0	0	

Revenue budget

Divisions	Planned (£000)			Q1 2016/17 (£000)						Note ref
				Projected outturn			(Over) / under spend			
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	
Management and Support	2,332	(153)	2,179	2,301	(110)	2,191	31	(43)	(12)	v
Customer and Library Services	8,496	(2,411)	6,085	8,348	(2,248)	6,100	148	(163)	(15)	vi
Communities	3,691	(2,235)	1,456	3,706	(2,261)	1,445	(15)	26	11	vii
Transport & Operational Services	70,940	(36,125)	34,815	71,740	(36,814)	34,926	(800)	689	(111)	viii
Highways	16,190	(1,335)	14,855	16,314	(1,459)	14,855	(124)	124	-	
Economy	2,391	(1,728)	663	2,450	(1,787)	663	(59)	59	-	
Planning and Environment	2,846	(2,081)	765	2,858	(2,093)	765	(12)	12	-	
Total CET	106,886	(46,068)	60,818	107,717	(46,772)	60,945	(831)	704	(127)	

Capital programme										
Approved project	Total project – all years (£000)		2016/17 (£000)							Note ref
			In year monitor Q1 (£000)				Analysis of variation (£000)			
	Budget	Projected	Budget	Actual to date	Projected 2016/17	Variation (over) / under budget	(Over) / under spend	Slippage to future year	Spend in advance	
The Keep	20,207	20,207	87	(24)	73	14	-	14	-	
Rye Library	87	87	56	(22)	56	-	-	-	-	
Hastings Library	8,846	8,846	6,243	(370)	3,993	2,250	-	2,250	-	ix
Newhaven Library	1,754	1,754	104	(23)	104	-	-	-	-	
Southover Grange (formerly The Maltings)	1,200	1,200	1,044	(55)	1,044	-	-	-	-	
Library Refurbishment Programme	1,983	1,983	348	(79)	348	-	-	-	-	
Newhaven Household Waste Recycling Site	2,041	2,038	4	-	1	3	3	-	-	
Travellers Site Bridges Tan	1,348	1,348	34	-	34	-	-	-	-	
Broadband	25,600	25,600	8,303	4,283	6,393	1,910	-	1,910	-	x
Bexhill to Hastings Link Road	124,309	124,529	3,957	664	4,177	(220)	(220)	-	-	xi
BHLR Complimentary Measures	1,800	1,800	766	(10)	766	-	-	-	-	
Reshaping Uckfield Town Centre	2,500	2,500	1,537	(670)	1,537	-	-	-	-	
Exceat Bridge Maintenance	500	500	467	(4)	467	-	-	-	-	
Economic Intervention Fund	7,945	7,945	1,403	(262)	1,403	-	-	-	-	
Catalysing Stalled Sites	916	916	316	(9)	316	-	-	-	-	
EDS Upgrading Empty Commercial Properties	500	500	250	-	250	-	-	-	-	
EDS Incubation Units	1,500	1,500	500	-	500	-	-	-	-	
North Bexhill Access Road	16,600	16,600	6,190	(187)	6,190	-	-	-	-	
Queensway Gateway Road	6,000	6,000	4,581	-	4,581	-	-	-	-	
Newhaven Flood Defences	1,500	1,500	800	-	800	-	-	-	-	
Sovereign Harbour/Site Infrastructure	1,700	1,700	1,170	(683)	1,170	-	-	-	-	
Swallow Business Park	1,400	1,400	895	(211)	895	-	-	-	-	
LGF Business Case Review	196	196	196	-	196	-	-	-	-	
Newhaven Port Access Road	23,219	23,219	5,205	(26)	800	4,405	-	4,405	-	xii
Street Lighting Invest to Save	920	920	17	-	17	-	-	-	-	
Local Sustainable Transport Fund - ES Coastal Towns	2,467	2,467	370	(5)	370	-	-	-	-	
Local Sustainable Transport Fund - Travel choices for Lewes	1,196	1,196	2	(2)	2	-	-	-	-	
Eastbourne and Hastings Light Reduction	3,704	3,704	9	-	9	-	-	-	-	
Eastern Depot Development	1,586	1,586	1,390	(26)	200	1,190	-	1,190	-	xiii
Newhaven Swing Bridge	1,548	1,548	35	(1)	35	-	-	-	-	

Capital programme

Capital programme										
Approved project	Total project – all years (£000)		2016/17 (£000)							Note ref
			In year monitor Q1 (£000)				Analysis of variation (£000)			
	Budget	Projected	Budget	Actual to date	Projected 2016/17	Variation (over) / under budget	(Over) / under spend	Slippage to future year	Spend in advance	
Waste Leachate Programme	250	250	250	-	250	-	-	-	-	
Hastings & Bexhill Junction Walking & Cycling Package	250	250	-	-	-	-	-	-	-	
Eastbourne/South Wealden Walking & Cycling Package	2,100	2,100	750	(9)	750	-	-	-	-	
Hastings & Bexhill Junction Improvement Package	1,893	1,893	-	-	-	-	-	-	-	
Hailsham/Polegate/Eastbourne Sustainable Transport Corridor	2,350	2,350	-	(24)	250	(250)	-	-	(250)	xiv
Integrated Transport - LTP plus Externally Funded	46,177	46,177	5,605	(648)	5,605	-	-	-	-	xv
Speed Management	2,948	2,948	122	47	122	-	-	-	-	
Terminus Road Improvements	6,250	6,250	5,275	(45)	2,495	2,780	-	2,780	-	xvi
Highway Structural Maintenance	103,038	103,038	18,538	(988)	18,538	-	-	-	-	
Bridge Assessment Strengthening	16,860	16,860	1,134	(34)	1,134	-	-	-	-	
Street Lighting - Life Expired Equipment	7,902	7,902	867	(4)	867	-	-	-	-	
Rights of Way Surface Repairs and Bridge Replacement	4,617	4,617	437	(90)	437	-	-	-	-	
Total CET	459,707	459,924	79,257	483	67,175	12,082	(217)	12,549	(250)	

Proposed increases to Trading Standards (TS) fees and charges

No.	Fees & Charges	Fees 2015/16	Fees 2016/17	% increase /decrease	Notes	Note ref
1	<u>Animal Welfare</u> New Performing Animals Licence – Registration and certification	£67	£72 per hour	7% increase	The Performing Animals (Regulation) Act 1925 allows the local authority to charge such fees as appear to them to be appropriate for the process of issuing the licence, inspection of the register, for taking copies thereof or making extracts therefrom or for inspection of copies of certificates of registration issued by them. The licence fee for 2015/16 was £67.00 This has increased to the new rate of £72.00 in 2016/17 an increase of 7%. The service estimate a licence would take one hour to process hence they are using the new rate of £72.00 which is commensurate with their general charging regime.	xvii

Proposed increases to Trading Standards (TS) fees and charges						
No.	Fees & Charges	Fees 2015/16	Fees 2016/17	% increase /decrease	Notes	Note ref
2	<u>Metrology</u> Hourly rate for carrying out metrology testing	Range of fees per equipment type for reverification work	£72 per hour	Variable	The Weights and Measures Act 1985 allows the local authority to charge a reasonable fee for the service or facilities provided by them. In 2015/16 this work was carried out for a range of flat rate fees from £21 - £538. For example a Tri-plate weighbridge was charged out at £367. Using an hourly rate the Trading Standards Service can control costs and work flow more effectively as the service will be able to recover costs for hours worked rather than a fixed fee.	xvii
3	East Sussex Trading Standards Virtual College	0	New service £15-£30 per course, per person	New fee	The Virtual College is an on-line facility, available to local businesses 24/7. It would provide on-line training on current TS legislation, such as age restricted products. This training would be backed with certification. It is maintained by the Chartered Trading Standards Institute in partnership with the Virtual College. Courses range from £15-£30 per participant for which East Sussex TS would receive a commission of 20%.	xvii
4	Chargeable Business Workshops	0	New service £30 per delegate plus an apportionment of any costs associated with hiring an appropriate venue	New fee	During the financial year 2015/16, the TS Service ran 35 business workshops which were attended by 488 business delegates. The workshops were free and well-received. It is proposed that further workshops are developed, delivered, and marketed in 2016/17 at a cost of £30 per delegate, plus an apportionment of any costs associated with hiring an appropriate venue. These workshops complement the Virtual College and Business Companion website. The workshops also allow traders face to face contact with a TS professional and the opportunity to network with other businesses. The courses can be developed to tie in with national events e.g. National Allergens Awareness Week, or local issues of concern e.g. the storage of explosives, or changes to legislation e.g. nutritional labelling. The courses also have the advantage of being VAT exempt and repeatedly deliverable to a number of businesses at any one time. The fee set enables Trading Standards Officer time to be recovered and puts the course cost on parity with the virtual online college.	xvii
5	Bespoke Chargeable Business Advice	0	New service £72 per hour plus VAT	New fee	There will be occasions when businesses will be prepared to pay for detailed advice. Bespoke business advice can be both time consuming and complex, and also removes officers from day-to-day mandatory operational duties. The TS Service needs flexibility to decide when it has both the necessary expertise and capacity to take on such advice. It also needs to charge in line with its competitors, such as other Local Authorities, private training companies and solicitor firms. For this reason a fee of £72 per hour plus VAT is suggested. The fee set enables Trading Standards Officer time to be recovered and puts the course cost on parity with other Local Authorities.	xvii

Governance – Q1 2016/17

Summary of progress on Council Priorities, issues arising, and achievements

Summary of Successes and Achievements – Legal Services carried out three prosecutions for fraudulent use of blue badges and one for selling illegal tobacco products. Training has been provided to Members to help them make better use of ICT and engage with the public. The World War 1 website saw an increase in users around the centenary of two significant battles. We conducted an unveiling ceremony for a commemorative paving stone in Eastbourne for Victoria Cross recipient Nelson Carter. The State of the County report was approved by Cabinet. The Health and Wellbeing Board received a final report on the Health and Wellbeing Strategy 2013-2016 on 19 July 2016.

Reconciling Policy, Performance and Resources (RPPR) – The State of the County report to Cabinet in June and Council in July, set out the changes to the context in which the Council agreed its three year plans in February 2016. It sought agreement of members to continue the plan to deliver against the four priority outcomes, using the operating principles agreed by the Council. The plans include the need to make savings of £70-90m during the period 2016/17 – 2018/19 and the report asked members to confirm the areas of search for these savings identified in February. Following year-end the Council Plan and Portfolio Plans 2016/17 – 2018/19 have been refreshed with completed outturns. There have been some changes to the performance measures and targets, in part due to changes in the way the Department for Education measures attainment. The updated plans are available on our website.

Devolution – The Three Southern Counties (3SC) devolution plans progressed in Q1. A 3SC Leaders' Seminar was held on 8 April 2016, bringing together for the first time, all of the Leaders and Chief Executives of the 26 Councils in the 3SC area and representatives of the East Sussex Fire Authority, the South Downs National Park Authority and the three Local Enterprise Partnerships. The seminar was an opportunity to further develop the relationships required for an activity of the scale and ambition of the 3SC and to ensure there is a shared understanding of the proposals and the "asks" of Government. 3SC partners are finalising plans to confirm to Government the complete package of devolution "asks" and "offers" as developed through negotiation over recent months.

Supporting democracy – During Q1 we supported 54 formal meetings including: one Full Council meeting; three Cabinet meetings; 19 Lead Member meetings; nine scrutiny committees and review boards; and 22 other committees and panels. 280 school admission appeals were received and arranged, plus one exclusion appeal hearing.

The Members' ICT strategy and the paperless project have become well established during Q1. The Members' ICT Reference Group met in April and is continuing to oversee the practicalities of encouraging and supporting effective use of ICT by Members. In March a series of workshops were held to provide training for Members to help them get the most out of their ICT equipment, especially to enable paperless working. These courses were followed by 1:1 coaching and support, designed to enable Members to address individual technology issues and concerns. The paperless meetings initiative is progressing well with Member Services now receiving only a small number of requests for printed agendas. 12 Members are trialling updated ICT equipment in the form of a 'hybrid' Windows device; with several others likely to trial this technology over coming months.

A well-received social media course for Members was held in April, with a follow up session in June. The focus was on assisting Members to raise their social media profile with practical ideas on growing their networks, and having valuable conversations with people; the course provided an overview about how social media platforms such as Facebook, Twitter and LinkedIn interact with other parts of the Web.

In early June, Member Services completed the production of the County Council's submission to the Local Government Boundary Commission for England on the review of electoral division boundaries for East Sussex.

A Twitter account, previously developed by the Scrutiny team, is to be adapted to supplement the webcasts for publicity of the Council's meetings. We are working closely with Communications in developing this new Twitter role to give residents and businesses clearer sight of our decision-making and the opportunity to discuss and ask questions.

Digital Transformation – Development work is almost complete on a new web portal for school appeals which will give parents more control over the process and make it more efficient. This is part of a comprehensive digital redesign of the appeals process that has already included revised web pages to give parents a better understanding of how it works. This has reduced phone calls to the team and coincided with a significant fall in the number of primary appeals. For the September 2015 Primary School intake 302 appeals were received by the deadline for parents to submit their appeal request. By the deadline for the September 2016 intake, 181 appeals had been submitted. The new system will give a more efficient service to parents and increase capacity to administer appeals on behalf of academies and other authorities, generating income for the Council.

Legal Services – Orbis Public Law launched on 4 April 2016 (our joint legal services partnership with Brighton and Hove City Council, West Sussex, and Surrey County Councils). Following the launch, a joint workshop for support staff from all four authorities was held on 11 May 2016. A joint training programme has been devised for legal staff, and pathfinder projects to establish a single advocacy team and to integrate the commercial law teams of the four partners have commenced. We have appointed a jointly funded Business Development Manager who will establish a single practice manual; and the joint processes, systems and technology required for the joint service.

During Q1 we completed six Section 106 planning agreements securing contributions of £75,000 together with various commitments to highway works. We completed four Section 78 agreements with contributions totalling £55,984. We collected debts due the Council totalling £94,249 and agreed a further 13 instalment plans. We carried out three further prosecutions on behalf of the Council for fraudulent use of blue badges (disabled parking); and one prosecution, for Trading Standards, of a retailer who was selling illegal tobacco products. The retailer was given a nine month prison sentence, suspended for two years together with 100 hours unpaid work for the community and was ordered to pay £1,000 in costs.

There has been an increasing number of court hearings required in order to ensure that members of the community who are mentally incapacitated are protected. In Q1 we made two such applications but at the end of the quarter there were a further 10 cases awaiting issue.

We continued to advise Children's Services in pre-proceedings cases to enable families to keep their children within the family. 18 new pre-proceedings cases were opened to Legal Services in Q1. 2015/16 saw an increase in care proceedings, from 67 cases in 2014/15 to 87 in 2015/16. The increased level has been sustained in Q1 with a further 24 cases being issued. Despite this increase, during Q1 the average case duration was 23 weeks, within the 26 week government target.

Effective publicity and campaigns – Communications campaigns or projects active during Q1 included a digital campaign to recruit more children's social workers using video and advertising on Facebook which prompted more than 1,500 click-throughs to our social worker campaign pages. Publicity and planning work for Older People's Day has seen a jump in the number of events being held across the county, from 58 last year to at least 70 this.

Media work – There were 336 media stories relating to the Council in Q1. The press office issued 47 press releases and handled 196 media calls during the quarter.

Web activity – The web team completed a two year project to migrate the entire Council website to a new hosting and content management system. The new system is a cheaper, more stable and resilient web service, and gives us the means to modernise and improve web content. About 3,500 pages and 5,000 documents were migrated to the new system and 100 web applications either moved across or decommissioned. The website was streamlined in the process, with more than 2,000 pages and 4,000 documents archived.

Third Sector support – The Voluntary and Community Sector (VCS) infrastructure service review is nearing completion. Partners ensured that the core offer for future infrastructure services has a direct connection with Locality Link Workers, Building Stronger Communities, and Accountable Care developments. The review will provide recommendations on the future of VCS infrastructure services in autumn 2016.

The service specification for the local Healthwatch service is nearing completion and will recognise that Healthwatch services have matured since its inception in 2013. The new tender will be advertised in autumn 2016 with a view to commencing the new contract in 2017. One year funding has been agreed for Action in rural Sussex to support the members of the East Sussex Rural Partnership to seek funding for partner projects for rural communities.

World War 1 (WW1) commemorations – The website (www.eastsussexww1.org.uk) hosts 173 stories and events, 64% of which have been submitted or contributed to by the public. In Q1, 8,351 users viewed the site 16,645 times - 129% more users and 57% more views than for the same period in 2015. 146 records of war memorials are available on our sister website, Recording Remembrance (www.recordingremembrance.org.uk). Our WW1 Twitter profile now has 1,287 followers, who are regularly making contact to share their WW1 stories. 30 June 2016 and 1 July 2016 saw, respectively, the centenaries of the Battle of Boar's Head, in which hundreds of soldiers from Sussex were killed, and the Battle of the Somme. Over these two days, we received a total of 3,236 views of our website, 9.9% of our total for the period 1 January to 4 July 2016, including 1,822 views of our story about the Battle of Boar's Head, and 32 of our story about the Battle of the Somme. 87.1% of these views were from new users to the website.

A commemorative paving stone honouring local WW1 Victoria Cross recipient Nelson Carter was unveiled in Eastbourne on 2 July 2016. The ceremony was attended by over 180 people including the Deputy Lieutenant, High Sheriff, Mayor of Eastbourne, President of the Royal Sussex Association, Vice-Chairman of East Sussex County Council, the Member of Parliament for Eastbourne and Willingdon, Eastbourne Borough Councillors, 40 of Nelson Carter's relatives, and members of the public. Spyke Baker, Nelson's grandson, read a poem dedicated to Nelson, and children from Langney Primary School wrote a selection of poems and read one on the day.

Revenue budget summary – The Q1 forecast is in line with the budget and the 2016/17 savings are forecast to be achieved (ref i).

Capital Programme Summary – The Laptops for Members project is projected to be spent in 2016/17. The committee management system (Modern.gov) is complete and there are outstanding payments due for additional features in the case management system (Norwell), however there is a £30k underspend on this scheme (ref ii).

Performance exceptions (Q1 – Red and Amber RAG rated targets, and amendments Q2-4 – RAG status changed to Red, Amber, Green, and amendments)								
Performance measure	Outturn 15/16	Target 16/17	16/17 RAG				Q1 16/17 outturn	Note ref
			Q1	Q2	Q3	Q4		
There are no Council Plan targets								

Savings exceptions (Projected - Red = will not be delivered but may be mitigated; Amber = on track to deliver but not in the year (& may be mitigated); Green = on track to deliver in the year)					
Service description	2016/17 (£'000) - Q1 Forecast				Note ref
	Target	Achieved	Slipped	Unachieved	
Savings					
Communication Service redesign and income generation	115	115	-	-	
Legal Services income generation	25	25	-	-	
Senior Management & Organisational Development	40	40	-	-	
Total Savings	180	180	0	0	i
Variations to Planned Savings					
	-	-	-	-	
Permanent Variations	0	0	0	0	
Total Permanent Savings & Variations	0	0	0	0	
	-	-	-	-	
Temporary Variations	0	0	0	0	
Total Savings with Variations	180	180	0	0	

Revenue budget										
Divisions	Planned (£000)			Q1 2016/17 (£000)						Note ref
				Projected outturn			(Over) / under spend			
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	
Corporate Governance	3,603	(70)	3,533	3,603	(70)	3,533	-	-	-	
Corporate Support Services	3,317	(573)	2,744	3,317	(573)	2,744	-	-	-	
Senior Management & Org Development	1,586	(364)	1,222	1,586	(364)	1,222	-	-	-	
Total Governance	8,506	(1,007)	7,499	8,506	(1,007)	7,499	0	0	0	

Capital programme										
Approved project	Total project – all years (£000)		2016/17 (£000)							Note ref
			In year monitor Q1 (£000)				Analysis of variation (£000)			
	Budget	Projected	Budget	Actual to date	Projected 2016/17	Variation (over) / under budget	(Over) / under spend	Slippage to future year	Spend in advance	
Case Management/Committee Management System	115	115	32	-	2	30	30	-	-	ii
Laptops for Members	42	42	42	-	42	-	-	-	-	
Total Governance	157	157	74	0	44	30	30	0	0	

Strategic Risk Register – Q1 2016/17			
Ref	Strategic Risks	Risk Control / Response	RAG
4	<p>HEALTH</p> <p>Failure to secure maximum value from partnership working with the NHS. If not achieved, there will be impact on social care, public health and health outcomes and increased social care cost pressures. This would add pressures on the Council's budget and/or risks to other Council objectives.</p>	<p>Implementation of East Sussex Better Together Programme by ESCC and Hastings and Rother CCG and Eastbourne, Hailsham and Seaford CCGs to transform health and social care in the county and deliver the Better Care Fund plan to improve outcomes for East Sussex residents, with robust governance arrangements reporting to County Council and Health and Wellbeing Board. Programme will develop the plan for a clinically and financially sustainable health and social care system in East Sussex. There will also be targeted use of the Better Care Fund to better integrate health and social care and contribute to whole system transformation.</p> <p>In High Weald Lewes Havens the Connecting 4 You Programme has now been established to improve health and social care outcomes for residents. The Programme will have implications for management capacity and for the Medium Term Financial Plan. The RPPR process will be used to manage this risk and associated implications.</p> <p>The Sustainability and Transformation Plan for Sussex and East Surrey (STP) was submitted in June. Work to develop and deliver the plan is ongoing. Nine working groups have been formed covering: Acute provision (including mental health); workforce; primary and community care provision; digital improvement, estates; provider productivity improvement, communication and engagement and governance. The next submission is due mid-September.</p>	R
7	<p>SCHOOLS</p> <p>The implications of the Government's White Paper "Educational Excellence Everywhere", the introduction of the National Funding Formula for schools in 2017 and changes set out in the Schools Causing Concern Guidance could, potentially, increase the risk of underperformance in schools due to the local authority having fewer powers of intervention. This could impact negatively on the Council's reputation as Ofsted holds the local authority to account for the performance of all schools.</p>	<ul style="list-style-type: none"> •Develop and implement a transition plan so the Standards and Learning Effectiveness Service and schools are prepared for the changes to the LA role in education that will take place should the White Paper pass into law and the likely impact on LA funding once the National Funding formula is implemented. This plan includes: <ul style="list-style-type: none"> -Continue to build relationships with academies and sponsors, including the Diocese of Chichester, to ensure a dialogue about school performance, including data sharing. •Continue to work with academies and maintained schools through the Education Improvement Partnerships to develop system leadership, school to school support and to broker partnerships. •Continue to offer direct support to academies to address any performance concerns and investigate the feasibility of full cost recovery for some LA school improvement services. •Where academies do not appear to be accessing appropriate support, bring this to the attention of the Regional Schools Commissioner (RSC), who may exercise his intervention powers. •Continue to build a relationship with the RSC to ensure the work of the RSC and the LA do not duplicate and that schools have the support they need. 	R
8	<p>CAPITAL PROGRAMME</p> <p>Failure to deliver capital programme outcomes on-time and on-budget, impacting on the Council's ability to support local economic growth.</p>	<p>The Council has a five year capital programme in place which reflects Council priorities. This is updated annually and monitored as part of the Reconciling Policy, Performance and Resources (RPPR) process.</p> <p>In April 2015, a high level Capital Programme Management Review was commissioned with a recognition that we need to not only set firm targets for the next year of the programme, but set indicative targets for the following years and start to focus on shaping the 2018-2023 capital programme. The brief set out that there needs to be shift of focus from capital programme 'monitoring' to capital programme 'management' in order to improve forecasting and scheme scheduling and planning.</p>	R

Strategic Risk Register – Q1 2016/17			
Ref	Strategic Risks	Risk Control / Response	RAG
1	ROADS Wet winter weather, over recent years has 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.	<p>The additional capital maintenance funding approved by Cabinet in 2013 was approved on the basis that additional investment was required to stem the rate of deterioration in road condition and maintain the current condition. Since then an additional £10m has been invested in rural roads, and road conditions remain in line with modelling predictions.</p> <p>The County Council's asset management approach to highway maintenance is maintaining the overall condition of roads, despite recent winter weather. The preventative approach to the maintenance of the counties highway network is being further rolled out across all highway asset types, including highway drainage. The new highways contract commenced on 1st May 2016 placing asset management and customer service at its core to maintain the current condition of the public highway.</p>	A
5	RECONCILING POLICY, PERFORMANCE & RESOURCE Failure to plan and implement a strategic corporate response to resource reductions, demographic change, and regional economic challenges in order to ensure continued delivery of services to the local community.	<p>We employ a robust Reconciling Policy, Performance and Resources (RPPR) process for business planning. We have adopted a commissioning approach which means evaluating need and considering all methods of service delivery, which includes working with partner organisations to deliver services. The Council Plan sets out targets for a 'One Council' approach to deliver our priorities and is monitored quarterly. The plans take account of known risks and pressures, including demographic changes, to design mechanisms to deliver the Council's priorities. The result of the EU referendum has introduced greater uncertainty in the Government's policy direction, legislative process and spending plans. The RPPR process will be used to monitor the situation and keep members informed of any changes which affect the plans in order that mitigating action can be taken.</p>	A
9	WORKFORCE Stress and mental health are currently the top two reasons for sickness absence across the Council, potentially leading to reduced staff wellbeing, reduced service resilience, inability to deliver efficient service and / or reputational issues.	<p>A range of initiatives and interventions to support managers and staff in this area are being taken forward. In particular, we have confirmed our commitment to the mental health 'Time for Change' pledge as well as launching our '5 weeks to wellbeing' campaign.</p> <p>In considering stress absences, new arrangements have been implemented whereby an OH nurse makes direct contact with employees who are off sick with stress to offer support. In addition, a manager who has an employee off sick with stress receives targeted advice and guidance on how to support and manage the absence. More generally, the Lead clinical OH Physician has been commissioned to deliver a session for managers on supporting staff with mental health and stress issues. In addition, a new course 'Resilience through Mindfulness' is now available as part of the corporate training programme to support staff increase their resilience.</p>	A
New risk	RECRUITMENT Inability to attract high calibre candidates, leading to limited recruitment choices therefore lack of the expertise, capacity, leadership and/or innovation required to deliver services and service transformation.	<p>Work with departments is underway to understand key areas of recruitment difficulty. Strategies to address this will include refreshing and publicising more clearly the benefits of working in the public sector and ESCC in particular, as well as understanding the different markets we are competing in. To support this, different talent attraction approaches will be developed ranging from apprentices and interns through to highly experienced individuals.</p>	A

Strategic Risk Register – Q1 2016/17			
Ref	Strategic Risks	Risk Control / Response	RAG
6	<p>LOCAL ECONOMIC GROWTH</p> <p>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.</p>	<p>Having secured over £20m of Growing Places Funding and £70m of Local Growth Funding (LGF) through Local Enterprise Partnerships (LEP) to deliver infrastructure projects in East Sussex, work has continued to develop a pipeline of projects to capitalise on further funding rounds. Government issued a call to LEPs in March to prepare bids for the 3rd round of LGF, and projects will be submitted at the end of July 2016. Team East Sussex has considered a number of new projects, with a cumulative value of over £30m and they will look to be included in the respective LEP single prioritised submissions. It is anticipated that we will know the outcome of the bids later in the year via the Chancellor's Autumn Statement.</p> <p>Whilst the outcome of the EU referendum clearly signals that in the longer term, we will not be able to secure European funding, it has also placed some uncertainty around availability of funding in the current EU programme period with a pause on the release of EU funding from Government departments on new project submissions until further clarification. This places significant risk on our ability to secure European Social Fund (ESF) skills funding in particular, although it is too early to say precisely what the impact will be. Work will continue on developing partner bids across the SE LEP, currently with European Regional Development Funding (ERDF) for example to support a range of enhanced and extended business support services through the current Business East Sussex (BES) Growth Hub via the project termed South East Business Boost (SEBB); and we look to augment inward investment services with the project termed South East Invest; and also develop specific business support services to the creative sector (project termed South East Creative Cultural and Digital Sector).</p>	A
2	<p>ORDINARY RESIDENCE</p> <p>Risk from other areas placing clients in receipt of social care services in East Sussex, and transferring to ESCC the commissioning, care management and funding responsibility for the individual as a result of a successful Ordinary Residence claim.</p>	<p>Dedicated Ordinary Residence Panel set up. The Panel discusses and agrees strategic and legal responses to Ordinary Residence claims from and to other Local Authorities, and directs reporting content. Panel members contact other Local Authorities directly where appropriate, and instruct Legal Services representation (including Counsel, and applications for Secretary of State determination) on behalf of ESCC.</p> <p>Continued awareness raising for ASC operational staff (and particularly Social Care Direct) in line with published guidance on Ordinary Residence, resulting in earlier case referrals to Ordinary Residence team. Guidance for frontline staff was written and issued followed by panel members visiting all ASC Operational teams to deliver presentation and Q&A. OR Inbox established to provide advice to staff and monitor all known incoming/outgoing OR queries and claims.</p> <p>Regular information gathering and reporting to DMT on all Ordinary Residence case referrals and financial projections.</p>	A

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Report to: Cabinet

Date of meeting: 20 September 2016

By: Director of Communities, Economy and Transport & Director of Children's Services

Title: Corporate Employability and Skills Strategy, 2016-2018

Purpose: To agree the content of the Corporate Employability & Skills Strategy

RECOMMENDATIONS: Cabinet is recommended to:

- (1) agree the corporate Employability and Skills Strategy for 2016-2018; and**
 - (2) note that a progress report on delivery of the strategy will be brought to the June 2017 Cabinet Meeting**
-

1. Background

1.1 The previous Employability and Skills Strategy (E&SS) was approved by Cabinet in July 2014 with an allocation of £360,000 from corporate reserves to support its implementation. The initial strategy ran until June 2016 and was owned corporately across all directorates. It identified the ways in which the County Council could contribute directly, through procurement, workforce planning and its role as a strategic leader, to the improvement of employability and skills within the county.

1.2 The strategy has had a significant impact thus far (**see Appendix 1, Annex III**) with successes including:

- the establishment of an Apprenticeship programme,
- the creation of an active Employment and Skills Board (Skills East Sussex, SES),
- stimulating the creation of over 620 Apprenticeships through our campaigns, procurement activity and workforce development activity,
- reducing NEET levels for 16-18 year olds,
- improving the quality of careers advice and guidance in our schools and
- securing over £360,000 of external funding to engage business in school careers education.

1.3 Most of this work has been developmental; focusing on creating infrastructure, processes and systems, as well as strengthening external partnerships. We now wish to consolidate our delivery so that it becomes 'business as usual'. At the same time, the County Council will be able to highlight and share our best practice, in order to engage external partners and stakeholders in our programmes to secure their future sustainability. It is also proposed that we develop new elements of our strategy that will enable us to maximise the benefits of new government policy, (such as the Apprenticeship Levy, Devolution) for the Council and for our residents.

1.4 The revised Employability and Skills Strategy for 2016-2018 (**Appendix 1**) presented here for approval, supports this move away from development activity to embedding delivery, and makes a shift towards an even stronger facilitation, influencing and partnership working role. The aim of the new strategy is to fully embed our employment and skills activity in all of our Departmental Service Plans by March 2018.

2 Changes to the Employability and Skills Strategy

2.1 The new strategy takes account of financial pressures, considers political changes to skills, such as The Skills Plan, 2016 and the Apprenticeship Levy, 2017, and explores opportunities afforded by non-skills legislation (Social Value Act, 2012). The revised strategy will also support the delivery of devolution arrangements (**see Appendix 1, Annex II**).

2.2 As a result, the new strategy places greater emphasis on external facing and partnership activity than its predecessor, recognising that the Council has limited resources to allocate to skills delivery. It recognises that, apart from aspects of our core business (workforce development and procurement), we are better placed using our resources to support those partner organisations that have skills-specific remits. This will mean that the Council's focus becomes about strategic input, facilitation, and brokerage, instead of delivering skills based activity ourselves.

2.3 The other shift in focus is that the new strategy aligns our skills work more closely to local economic growth, with all aspects of our external work informed by the skills needs and gaps within our local economy and across the South East Local Enterprise Partnership (SE LEP) area. Our projected activity sees local businesses placed at the heart of the skills work that is undertaken with our schools, and as integral to steering our work around post-16 and higher level skills.

2.4 For the purpose of consistency, we retain the three workstreams from our original strategy as follows:

- **Workstream One: Boosting local employment and skills through strategic procurement**

Systems and infrastructure for ensuring that all new and relevant contracts over £100,000 include an Employment and Skills Plan (ESP) in their tendering process are in place. In order to complete this work, contract managers need to be trained in how to assess and monitor the skills targets set by contractors in their ESPs and how to help contractors realise their targets. We also need to revisit large long-term contracts issued prior to introducing our Employment and Skills through Procurement Policy, that do not include ESPs, to see whether we can retrospectively include social value skills measures in them. Our objective is to fully integrate this area of work into Departmental Service plans by March 2018.

- **Workstream Two: Supporting skills and employability through internal training and recruitment**

The County Council has taken significant steps in further improving the way in which we upskill our own workforce. Our Apprenticeship and internship programmes are now running. The County Council needs to look to improve these programmes, invite external public sector partners (including Health and Social Care partners) to participate in them with us, and develop our programme so that it is fit for purpose in the context of the new Apprenticeship Levy from March 2017. We anticipate that it will take an additional 18 months to undertake this work, and intend to have a self-sustaining model in place by March 2018.

- **Workstream Three: Improving skills and employability through partner and business engagement**

Skills East Sussex (SES) has become the driver for addressing employability and skills issues across the county and it is proposed both the activities undertaken and the SES Board will be further strengthened, so that it is able to play a significant role locally and strategically, both in the context of SELEP and in the Three Southern Counties (3SCs) devolution bid arrangements.

2.5 The Raising Participation Age Strategy refresh (due Autumn 2016) will address how we support our marginalised young people including NEET, SEN and Looked After Children (LAC) with reaching their learning and employment goals. We will also continue to help our schools prepare their young people for the world of work and will implement new business-led initiatives through use of external funding (from the Careers and Enterprise Company).

2.6 The East Sussex County Council officers Internal Working Group (IWG) will continue to monitor the performance of the new strategy against the targets set out in the E&SS Action Plan 2016-18 (**see Appendix 1, Annex I**). However, the Business Services Directorate (BSD) has created a draft framework for measuring Social Value which puts a financial value against skills and employment outputs/outcomes wherever there is scope to do so, and we will use this framework to measure the fiscal impact of our contribution to the skills agenda.

3 Financial Appraisal

3.1 The Council committed £360,000 of corporate reserves to deliver the Employability and Skills Strategy in financial years 2014/15 and 2015/16. Through careful management of the reserves funding, and by securing additional external funding, it has been possible to extend the delivery of the strategy using this resource until the end of the financial year 2016/17. Some of the funding from external sources will also be available in 2017/18.

3.2 Much of the strategy will be delivered through existing service's budgets but, £57,900 of additional resource will be required to support our Apprenticeship Programme, pending decisions about implementation of an appropriate self-sustaining model to support the Apprenticeship Levy. The sum will support our Apprenticeship work until a fully self-sustaining model is implemented.

4 Recommendations and next steps

4.1 Cabinet is therefore recommended to agree the new Corporate Employability and Skills Strategy 2016-18 and to note that, pending a review of the sustainability of programme to implement Apprenticeship Levy recommendations, corporate reserves may be committed to facilitate the transition to the new model.

4.2 Cabinet will also receive a progress report June 2017 to demonstrate progress against targets.

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BACKGROUND DOCUMENTS

Employability & Skills Strategy 2014 – 2016

Employability & Skills Strategy 2016 - 2018, Annex IV: Employment and Skills: East Sussex evidence base. August 2016.

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East Sussex County Council
Corporate Employability and Skills Strategy
September 2016 - March 2018

How to read this report

This report reviews past delivery against the Employability and Skills Strategy 2014-16 and lays out the next steps for East Sussex, in its Employability and Skills Strategy for 2016-18. The contents of the report are as follows:

- Cover report
- Employability and Skills Strategy 2016-18
- Appendix 1: Annex 1: Action plan for 2016-18
- Appendix 1: Annex 2: Strategic Context for the Employability and Skills Strategy 2016-18
- Appendix 1: Annex 3: Review of the 2014-16 Employability and Skills Strategy Services
- Appendix 1: Annex 4: Employment and Skills East Sussex Evidence base 2016

Cover report

The cover report provides a concise summary of the Employability and Skills Strategy 2016-18. It identifies the three main workstreams within the strategy:

- Workstream One: Boosting local employment and skills through strategic procurement
- Workstream Two: Supporting skills and employability through internal training and recruitment
- Workstream Three: Improving skills and employability through partner and business engagement

It sets out the headline budget and monitoring arrangements for 2016-18.

Employability and Skills Strategy 2016-18

The Strategy provides a synopsis of achievement to date, sets out the political and structural context for employability and skills and outlines the main objectives of the new strategy, which in essence are about consolidating and building on the work started in 2014-16.

It outlines the way in which the Council will lead by example and the role of the Council in actively engaging business and key stakeholders in the delivery of our activity.

The Strategy presents the next steps in delivering against our three workstreams and explains how delivery will be managed and monitored.

Appendices

Appendix 1 provides a detailed breakdown of the actions to be delivered over 2016-18 and shows where these support Council Plan and Portfolio Plan KPIs.

Appendix 2 provides a more detailed analysis of the context for delivery including Devolution arrangements, Academisation, the Apprenticeship Levy, the Area based review of post-16 education and other legislative changes.

Appendix 3 provides an appraisal of the first Employability and Skills Strategy 2014-16 and outlines the wide range of achievements to date.

Appendix 4 provides a snapshot of employment and skills in East Sussex.

Foreword

In May 2013, the County Council identified 'Driving economic growth' as one of its four primary objectives. This meant that investing in our infrastructure to make the County better connected was essential, as was enabling commercial development. Nine economic sectors with potential for innovation and growth were identified and the County Council recognised that in order to support their expansion, the industries within these sectors needed access to a workforce equipped with the right skills, delivered through appropriate curriculum and qualifications at Further and Higher Education levels, but also with an embedded understanding of the employability standards for modern employment. 'Driving economic growth' needed new initiatives to be undertaken by the County Council and its Strategic Partners.

East Sussex County Council has a good track record of working with public, private and voluntary sector partners to support local businesses and to improve the quality of its residents' lives. The Council has an essential role in working with local businesses to help them access the skills that they need in order to grow. The Council also needs to ensure that the young people and the most vulnerable groups that it supports have access to learning that will help them benefit from the opportunities afforded by the local economy.

'Employability and skills' is everybody's concern. It is an issue for all council departments and teams, for businesses, learning and skills providers, and for communities and families across the county. Possessing good technical, vocational and transferable skill sets builds people's resilience and helps create stronger businesses. These issues are at the heart of the Council Plan. The Council needs clear messages and a 'whole council' approach to raising skills levels and improving employability.

The County Council is the county's largest employer and is a major purchaser of goods and services. This puts the Council in a strong position to have a significant positive impact on employability and skills, both through its own actions and by influencing those of others. This new Corporate Employability and Skills Strategy 2016-2018 builds on the Council's existing relationships with local business and education providers and challenges the Council to adapt to new ways of improving the employability and skills of our residents.

Since 2014, the initial Employability and Skills Strategy (2014-2016) has set the framework within which staff from different departments have used their expertise to devise new projects and programmes that have had a positive impact on skills in East Sussex. These have included the East Sussex County Council Apprenticeship Programme and the effective implementation of our Social Value Strategy for Procurement. The County Council has consolidated its role as a leader, facilitator and influencer, working with partners to establish a local Employment and Skills Partnership Board, 'Skills East Sussex' (SES). This has directly led to the creation of an evidence base to help prioritise East Sussex's key high growth, skills and innovation sectors and led to the development of several collaborative skills and employability projects with key local stakeholders that support SES' objectives.

The Council now wishes to build upon this work, engaging even more effectively with business and partners to agree common priorities. The Council must share best practice from its own corporate initiatives, while looking at further ways to advance these and other partnership projects, where this can have the most impact. We will work with our local partners, businesses and education institutions to encourage all parties to actively contribute to improving the job prospects of our residents, especially in our priority sectors. We will continue to work together to raise aspirations and standards in our Secondary Schools.

This new strategy helps the Council to do that. It continues to be primarily an internal strategy for East Sussex County Council. It is a strategy for Elected Members and officers, so that they are clear about what the County Council can do to support the county's wider

aims for improving skills and employability. However, it is also a strategy to which our partners, contractors and funders can refer so that they are clear about what they can expect from us; how we will work with them; how they can participate; and the contribution that we will make towards achieving positive outcomes for our residents and businesses.

The County Council will consolidate its new models, and by March 2018, the Council's corporate employability and skills activities must be firmly embedded in the Portfolio Plans of each Directorate and any Service Plans developed within departments, while being fully integrated into the Council's culture and way of working.

Councillor Nick Bennett, Lead Member for Learning and School Effectiveness

Councillor Rupert Simmons, Lead Member for Economy

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Executive Summary

This strategy provides the focus for our employability and skills actions between 2016 and 2018. It builds on the successes of our 2014-2016 strategy, which was the catalyst for significant improvements in our approach to employment and skills. Our successes include:

- Establishing and providing the secretariat for Skills East Sussex (SES) as the strategic board for employability and skills for the county;
- Convening business sector dialogues and producing economic sector specific intelligence briefings to enable providers to better understand current and emerging skills needs in our high growth, innovation and skills sectors;
- Developing a robust approach for integrating employment and skills plans into our commissioning and procurement activities;
- Creating corporate apprenticeship and graduate internship programmes;
- Stimulating the uptake of Apprenticeships in the county through Apprenticeships East Sussex (AES);
- Supporting our schools to obtain Investing in Careers standards and to become actively involved in other successful Careers Education, Information, Advice and Guidance (CEIAG) activities; and
- Securing funding for and managing Careers & Enterprise Company (C&EC) programmes.

While the first strategy focused on creating infrastructure, this new strategy has a stronger focus on consolidating our new models of delivery and on working in partnership with business and key stakeholders to achieve our objectives. How the County Council is funded and how we work is being transformed, and other external factors may well influence how we deliver successful employability and skills interventions over the next two years. These include:

- The location of responsibility for skills, higher & further education and schools into a single UK government department;
- The UK's impending withdrawal from the European Union
- The devolution of responsibility for economic development to sub-national partnerships, like the Three Southern Counties (3SC) Partnership, through Devolution Deals and the role and influence of Local Enterprise Partnerships; and
- The introduction of new levy and grant system for delivering apprenticeships.

Within this context, we are clear about what we should do. We have developed actions under three clear workstreams, with the aim of integrating employability and skills activity into our corporate, portfolio and service plans by 2018:

Workstream One: Boosting local employment and skills through strategic procurement

We will use our considerable purchasing power and our responsibilities under the Public Service (Social Value) Act 2012 to ensure that our contractors and their supply chains contribute to local employability and skills activities.

Workstream Two: Supporting skills and employability through internal training and recruitment

We will use our role as the county's largest employer to provide high quality training opportunities, including traineeships, apprenticeships and internships, to help improve the life chances of our most vulnerable residents and to offer a first step to talented local young people. We will also explore opportunities for higher level learning for existing staff and those wishing to enter public sector professions where there are known skills gaps.

Workstream Three: Improving skills and employability through partner and business engagement

We recognise that our partners play the main role in developing skills and talent in the county. We wish to support and facilitate our training providers and employers as they develop local talent and address skills gaps. Through Skills East Sussex (SES), working alongside our strategic partners the Council will add value by being a convenor, facilitator, negotiator, lobbyist and leader, when each of these roles is required, to enhance the local training offer.

We are a County Council that welcomes external challenge, to help us improve what we do. We will, therefore, establish a robust monitoring and review framework to ensure that we achieve what we commit to achieving, whilst being sufficiently flexible to adapt to new circumstances as they arise

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1. Background to the Employability and Skills Strategy

1.1 Employability and Skills Strategy 2014-16: Identifying opportunities and creating infrastructure

This corporate strategy is a continuation of the first East Sussex County Council Employability and Skills Strategy which ran from June 2014-June 2016 and was developed by an internal steering group with representatives from departments across the County Council. External stakeholders were also consulted on its content. It drew on other related strategies and plans, including regional plans such as the SE LEP Strategic Economic Plan, and focused specifically on the corporate work that the County Council would deliver to support the local employment and skills agenda.

The first Corporate Employability and Skills Strategy supported the four main aims of the Council Plan:

- Driving economic growth;
- Keeping vulnerable people safe;
- Helping people help themselves;
- Making best use of resources.

The Council Plan is explicit in its priority of driving economic growth:

“by creating the environment and infrastructure business needs, using the Council’s resources to support the local economy and ensuring local people have the skills they need to take advantage of the opportunities available”

and our East Sussex Growth Strategy also sets out clear aspirations to this effect:

- Better alignment of skills provision to meet local employer needs
- Increase the number of people in the workforce with high level skills
- Improve work readiness, including soft and basic skills
- Enabling business growth and supporting business start ups

Our Employability and Skills Strategy 2014-16 had four priorities directly linked to the aims set out in our Council Plan:

1. Raise prosperity and create job opportunities.
2. Ensure that children and adults have the knowledge and skills they need to succeed at work.
3. Increase the number of young people that are in education, employment or training until they are 25 years old.
4. Support vulnerable people, including looked-after children, troubled families, and those with learning disabilities to find and keep either voluntary or paid employment.

These priorities were also informed by a local economic skills and needs assessment and set within the prevailing national and regional policy context for skills.

Our 2014-16 Employability and Skills Strategy identified how, as the county’s largest employer and as a major commissioner and procurer of goods and services, we were able to support these priorities. It challenged us to use our strategic leadership to help set the direction, drive ambition and facilitate partnership working across the county.

It encouraged us to make best use of our tools of influence (such as procurement and commissioning) and to develop the best mechanisms to work effectively with businesses and other stakeholders to deliver against our priorities.

The strategy identified a need for a ‘whole council’ approach that challenged all our directorates and service areas, alongside our external partners to ‘*think employability and skills*’ in all their actions and decisions.

To support its priorities the Employability and Skills Strategy 2014–2016 set out three areas of work:

Workstream one: Boosting local employment and skills through strategic procurement

With a reduced budget, the Council needs to identify the most resource effective ways to boost skills. The original strategy identified an opportunity for the Council to require its contractors and their supply chains to include employment and skills measures within their contract delivery.

Workstream two: Supporting skills and employability through internal training & recruitment

As a major employer, the original strategy recognised that the Council had an opportunity to make changes to its own workforce development in order to support the skills agenda. It identified several ways in which the Council could do this, including developing an Apprenticeship Programme.

Workstream three: Improving skills and employability through partner and business engagement

The original strategy highlighted the importance of working closely with local businesses to help shape local learning provision. It recommended creating a new Employment and Skills Partnership Board to bring together businesses, training providers and other key stakeholders to identify local skills issues and find common solutions to them. It identified the strategic and influencing role of the Council within the wider regional and national skills infrastructure.

It also recognised a need to improve the quality of Careers Education Information Advice and Guidance (CEIAG) by working closely with our schools, Further Education (FE) and Higher Education (HE) providers and business.

The original strategy identified a range of opportunities for the Council to contribute to, and lead, a range of initiatives to support skills development in East Sussex. Most of the activities identified in the strategy demanded new ways of working and consequently needed new infrastructure, processes and policy to be created before implementation could begin.

1.2 Employability and Skills Strategy 2016-18: Consolidating and enhancing

This second strategy has been produced in order to consolidate the work started during 2014-16. It continues to support the Council Plan aims, and to support the East Sussex Growth Strategy 2014-2020, and will continue to deliver activity in line with the three workstreams.

Council departments have reviewed delivery against the activities set out in the 2014-16 action plan and have determined which of these have:

- been completed and do not need to be continued
- been fully integrated into standard council practice and consequently no longer need inclusion in this strategy
- moved from 'development' to 'delivery' and require new activities to consolidate or enhance them.

Simultaneously, we have undertaken a review of the changing policy and economic context for skills in order to ensure that new or continued activities remain relevant.

This approach has led to a new streamlined strategy which rationalises and consolidates internal corporate delivery under workstreams one and two, but shifts the emphasis for new or enhanced delivery towards external facing workstream three, which focuses on:

- actively engaging the business sector in local skills activities
- facilitating a greater depth of partnership working and
- using our economic priority on high growth, innovation and skills sectors as a driver for skills delivery and development in East Sussex

2. What did the Employability and Skills Strategy, 2014-16 achieve?

The first strategy had a strong focus on social inclusion, in line with its priorities and most activity achieved had strong social inclusion aspects to it. A detailed summary of achievements to date is provided (**Annex III**). Headline achievements from 2014-16 include:

2.1 Workstream One: Boosting local employment and skills through strategic procurement

- Employment and Skills Plan (ESP) requirements are embedded in the tendering process. Internal guidance document produced for Employment and Skills through Procurement Policy and a Suppliers Guide to Delivering Employment & Skills.
- Procurement Team trained about the Social Value Act (2012) and the delivery of employment and skills to ensure ESP policy is implemented at procurement stage.
- All contracts issued by the Council of a total value over £100,000 must include an Employment and Skills Plan (ESP) unless valid reason is provided. In 2015-16, 11 ESPs were put in place (42% of the 26 contracts awarded). Quarterly KPI monitoring of contractual commitment versus ESP actual delivery was introduced.
- As a result of the 11 ESPs, activity that contractors have committed to includes:

Work Placements (14-16 years)	30
Work Placements (16+ years)	36
Curriculum/Careers Support Activities	28
Graduates appointed	4
Apprentice Starts	61

2.2 Workstream Two: Supporting skills and employability through internal training and recruitment

- Extensive core skills training programme available to all staff employed in the Council.
- Toolkit to support managers in identifying their workforce planning and development needs in development
- Peer review of Manchester City Council's Apprenticeship Programme led to creation of our own County Council Apprenticeship Programme in October 2015.
- **52 young people have participated in our work readiness programme** of whom **29 progressed into Level 2 Apprenticeships** with the Council in Business Administration, ICT, Health and Social Care and Youth Work. **30 additional Apprentices employed** by East Sussex schools.
- Internship programme created, working with the Universities of Brighton and Sussex. **Four interns recruited** since January 2016.

2.3 Workstream Three: Improving skills and employability through partner and business engagement

Skills East Sussex (SES)

- We have supported the development of, and facilitated, Skills East Sussex (SES), the local **Employment and Skills Partnership Board**. Created in 2014, SES has met eight times and has set five countywide strategic priorities.
- The County Council has produced **nine key priority sector specific skills research reports** to provide an evidence base for the skills needs of the county

- **Four sector task groups** established focusing on skills needs in four of our priority sectors (Engineering, Construction, Creative and digital, Land based and Visitor Economy).
- **£305,000 of funding secured** from the Careers and Enterprise Company (C&EC) and CXK to deliver two Employer-Provider partnership projects ('Enterprise Adviser Initiative' – pairing schools with a business adviser and 'Progress' a programme of careers and work readiness activities)
- Sector specific activities delivered including **STEMfest** (reaching over 700 young people), **'Construction Ambassador' training, curriculum planning** meetings between FE colleges and businesses (leading to the creation and delivery of new STEM and construction courses)

Careers Education Information Advice and Guidance (CEIAG)

- 21 East Sussex secondary schools and 6 special schools hold Investors in Careers status.
- 20 schools involved in the Young Enterprise Company programme thus far, with the expectation that all 27 secondary schools will be engaged.
- Employability passport developed with schools to help young people record their work readiness and employability skills
- Our Work Experience Unit has undertaken Health and Safety checks for 1500 employers and has worked with 31 schools and colleges to **place 5000+ students** in work experience

Supporting the take up of apprenticeships

- We have facilitated Apprenticeships East Sussex (AES) (multi-agency partnership) to coordinate and grow apprenticeships in the county.
- The 'You're Hired' campaign, generated **700 employer pledges to recruit an Apprentice** of which 504 (72%) were converted to apprenticeships.
- Business Grants scheme offers funding to support businesses seeking to employ an Apprentice as part of their Grant request. **Five Apprenticeships** have already been created since promoting the offer from Autumn 2015 and many more are anticipated under the new strategy.

Reducing the numbers of NEET

In response to Ofsted feedback from 2014 we have halved the number of 18 years old recorded as Not in Education, Training or Employment (NEET) from 14.7% to 7.2% and have seen a 10% increase in the number entering education, training or employment.

Jobs Hub provision in libraries

- Eastbourne Jobs Hub (at Eastbourne Library) established in September 2014 in partnership with Eastbourne Borough Council. Partners based at the Hub have provided Careers and Education Information Advice and Guidance (CEIAG), application and job seeking support.
- A peripatetic Hubs model is being rolled out to rural libraries, which will signpost users to support organisations and urban services. Four library staff members are working towards Level 3 CEIAG.
- Online tools (MyWorkSearch and Atomic Training) made available in all libraries. Learndirect qualifications are also offered.

External representation

ESCC sits on a range of external groups and has held an influencing and lobbying role within these:

- Post 16 Area Based Review (ABR) of FE provision in Sussex
- South East Local Enterprise Partnership (SE LEP) Skills Advisory Group
- Three Southern Counties (3SC) Devolution Skills Group
- East Sussex Better Together Workforce Development Group

3. Setting the context for the next stage of the strategy

3.1 Responding to and influencing national policy

The priorities within this strategy are what we know are important for East Sussex and the actions within our action plan have been determined by us. They strongly align with the East Sussex Growth Strategy 2014-2020 priorities, which focus on nine sectors of the economy:

- Construction (including planning and the Built Environment)
- Engineering and Advanced Manufacturing.
- Healthcare (including social care)
- Land Management (including Agriculture, Forestry and Fishing and the Visitor Economy)
- Digital and Media (including creative and cultural industries)
- Low Carbon and Environmental Goods and Services
- Professional and Business Services (including Financial Sector, Banking, Insurance & Accountancy)
- Wholesale, Retail and Motor

However, we must also respond to changing national and sub-national policy goals, and engage with new structures and funding mechanisms so that we can secure the best employability and skills outcomes for East Sussex. A summary of the political and economic context to which we must pay close attention is appended (**Annex II**).

The result of the recent (June 2016) referendum on the UK's membership of the European Union will have an impact on employability and skills activity at a national and regional level. At the current time we do not know what these impacts will be, so we must continue making positive strides at a local level in line with our known needs and priorities. It will be important to monitor developments as central government progresses its negotiations with the EU, so that we are agile and able to respond quickly to maximise benefits for East Sussex should changes emerge.

Much of the Government's education and economic development policy is driven by a

belief in devolution and choice, and an identified need to improve technical skills within the workforce. Again, we may need to adapt our work in light of devolution arrangements as they emerge.

The three Southern Counties of East Sussex, West Sussex and Surrey (3SC) have been negotiating the devolution of powers and funding for certain aspects of delivery where there is common ground and potential for maximising impact through collective working and devolved control. One of the elements of the 3SC devolution asks is 'Skills'.

The 3SC area has significant skills gaps in elementary jobs and skills shortages that will become even more severe over the next five years unless the supply of appropriately skilled labour increases. These gaps will impede 3SC economic growth unless they are addressed.

Consequently, the 3SCs have put forward a range of requests which include:

- Greater influence over national skills and employment programmes through devolved funding, including the Adult Skills Budget
- Local co-ordination and commissioning of appropriate provision at FE level that meets economic growth needs.
- Influence over local CEIAG programmes
- The opportunity to oversee the implementation of the Apprenticeship Levy in the 3SC area.

The county's Employment and Skills Board, 'Skills East Sussex' (SES), has the right representation and authority to influence and interpret policy as it emerges, and to ensure that East Sussex has 'one voice' in securing the best employability and skills deals for the county over the coming years. The priorities and activities of Skills East Sussex are informed by a strong employment and skills evidence base and by sector skills reports to support its direction of travel and chosen focus. SES works closely with other LEPs (Coast2Capital) and Employment and Skills Boards (e.g. Brighton and Hove Skills Board).

3.2 Working with schools

The Government's ambition for all schools to become academies, independent from local

authorities, requires the further development of collaborative relationships to deliver school-based employability and skills activities.

There are clear levers and mechanisms for doing this. We will work with schools to ensure that the expansion of the National Citizenship Service (NCS) works for all our school pupils; and we will support the Careers and Enterprise Company (C&EC) to improve Careers Education, Information, Advice and Guidance (CEIAG) and to ensure that engagement with businesses is properly co-ordinated.

Much has been achieved in improving young people's post-16 transitions since the first East Sussex Raising Participation Age (RPA) Strategy was published in 2012. We will continue to work towards all the county's secondary schools attaining the Investors in Careers (IIC) standard (or an equivalent alternative) to build on our successes.

We will continue to work closely with schools to provide the right support for vulnerable and 'at risk' young people; to promote vocational learning opportunities; and to pilot and roll-out employability initiatives, like the Employability Passport.

3.3 Improving skills

The Skills Plan (DfE, 2016) focuses on improving the quality of technical education and developing 'bridging' courses to enable people to transfer between academic and vocational learning pathways.

Through the Institute for Apprenticeships, employers will be at the centre of developing fifteen new vocational learning routes that group occupations together to reflect common training requirements. This will rationalise current provision, making it more accessible and understandable to learners and employers.

Each vocational pathway will begin with a two-year college-based learning programme, aligned to its relevant apprenticeship. There will be a flexible transition year for those who need additional support beforehand and additional support for people with Special Educational Needs and Disabilities (SEND).

This sets the context for local provision to be better tailored towards 'Skills East Sussex

(SES)' sector priorities, whilst the Plan's ambitions to improve the take up of Science Technology Engineering and Mathematics (STEM) related learning by women aligns closely with SES ambitions.

The rationalisation of provision and better co-ordination of curriculum planning within our colleges, as recommended by the Post-16 Area Based Review (ABR), should also bring further clarity to the local skills system.

From April 2017, the County Council will be required to pay an Apprenticeship Levy of £1,225,000. It is likely that we will need to offer approximately 280 apprenticeships within our core business and schools to fully benefit from this. However, it also provides us with an opportunity to use our influence to encourage our county's employers to use their Apprenticeship Grant, so that East Sussex as a whole benefits fully from the new apprenticeship funding system.

Our universities have a vital role in supporting high value economic activity and in developing and accrediting higher level apprenticeships that complement the skills that learners have previously acquired.

Our role will be to support our local universities to do this effectively and to ensure the qualifications that they develop and deliver closely align with the Skills East Sussex priority sectors.

3.4 Improving and devolving delivery

The Government believes that local people and businesses are best placed to decide what is needed to develop their own economies. This was the rationale behind establishing the Local Enterprise Partnerships (LEPs), creating a stronger link between local revenue generation and service delivery, and localising economic development responsibilities through Devolution Deals. The South East LEP's Strategic Economic Plan aims to create 200,000 new jobs in the region by 2021, whilst the SE LEP Skills Strategy (2014-2017) clearly aligns skill development with economic growth priority sectors across the region.

Skills East Sussex (SES), a sub board to Team East Sussex (TES) the local federated board to the SE LEP, acts as the principal link

between East Sussex and the South East LEP Skills Advisory Group, ensuring that regional priorities have the right local interpretation.

Given this, the East Sussex Growth Strategy (2014-2020) identifies nine priority sectors that will be the main focus for growth, and it commits partners to increasing the level of STEM related learning (including apprenticeships). It also stresses the importance of improving transitions from education into work and the vital role that employers have in improving young people's work readiness.

The emerging Devolution Deals signal a further shift in how economic development interventions are delivered. East Sussex is involved in developing the devolution priorities for the Three Southern Counties (3SC) Partnership¹.

The 3SC Devolution Deal skills proposals include:

- Gaining greater control and funding of national skills and employment programmes;
- Co-ordinating and commissioning local further education provision, so that it reflects local economic growth priorities; and
- Having greater influence on CEIAG provision and how the Apprenticeship Levy is implemented within the 3SC region.

Long term budget pressures have been the catalyst for adopting new ways of working within the public sector, and resulted in a strong focus on activities that deliver the best outcomes.

This public service transformation also impacts on workforce development planning, as more services become co-located and local authorities become commissioners, facilitators and convenors, rather than direct service deliverers.

Initiatives are already integrating local health and social care services, (Better Together) for example. This includes developing a co-

ordinated approach to improving workforce skills and addressing skills gaps, across the public, private and independent social care sectors that will enable new models of care to be delivered effectively, efficiently and cost effectively.

With greater local control comes more local responsibility and accountability. The mechanisms for funding and delivering our employability and skills workstreams are likely to change. We must, therefore, be ready to use the greater influence we will have over how local interventions are designed and delivered, effectively.

¹ The Three Southern Counties Partnership covers the administrative boundaries of East Sussex, West Sussex and Surrey.

4. Next steps for our workstreams

The first stage in our strategy involved developing new policy frameworks and establishing new mechanisms for the delivery of our employability and skills activity. Most of this set up stage is now complete, and this second phase of our strategy focuses on consolidating, expanding and sharing best practice, with a view to integrating it into our day to day practice.

Our initial strategy focused heavily on social inclusion. This is now firmly embedded in our skills practice. This new strategy places a greater emphasis on working with partners and business, to make sure that economic growth is a strong driver of our skills and employability work.

Our delivery continues to fall under the three main workstreams and will be delivered as follows:

4.1 Workstream one: Boosting local employment and skills through strategic procurement

Rationale

Our roles as the county's strategic leader and largest employer make us uniquely placed to use our procurement and commissioning processes to involve others in improving employability and skills in East Sussex.

We currently procure and commission £430m of goods and services every year, working with some of the UK's major businesses.

We encourage East Sussex businesses to be engaged in our procured supply chains in order to stimulate employment and we support the Build East Sussex network, where skills issues are addressed within the context of procurement.

We will use the Council spend to deliver greater social value in the county. We are increasing our spend with local suppliers to support local economic growth (target of at least 50% by 2017/18), and we are increasing the percentage of relevant new contracts that include an Employability and Skills Plan (70% by 2017/18 target).

This workstream will grow in importance as commissioning becomes a much more prominent feature of how our services are delivered.

The Public Service (Social Value) Act 2012 requires us to consider how the services that we procure can improve wider socio-economic and environmental well-being within the county.

The whole county approach requires all organisations and businesses that have the capacity to make a difference to be actively involved.

What we will do next

We need to improve how the guidance and infrastructure works, so that the commitments made in the Employment and Skills Plans are fully implemented.

We will:

- Improve understanding of the requirements of the Public Services (Social Value Act) 2012 amongst our own contract managers and commissioners.
- Improve the skills set and capability of our procurement decision-makers to objectively evaluate the employability and skills commitments in tender applications.
- Develop more robust monitoring mechanisms to ensure commitments are adhered to throughout contract life and that they achieve their intended impacts
- Actively engage in national government initiatives that promote procurement good practice, such as the Social Value Awards.
- Celebrate and promote examples of where our suppliers have delivered exceptional skills and employability outcomes and support.

We will publicise our approach and share our successes with other public sector partners, so that they can adopt a similar approach for their procurement and commissioning practices.

Our intended outcomes

- To be recognised regionally and nationally as a champion in how to incorporate social value into public sector procurement and commissioning;
- For our public sector partners to incorporate employability and skills requirements into their commissioning procurement and practice;
- For the private sector businesses across the county to improve their understanding of how they can deliver skills and employability interventions across the county.

4.2 Workstream two: Supporting skills and employability through internal training and recruitment

Rationale

We can only lead if we are able to demonstrate best practice ourselves. We are one of the county's major recruiters and the diversity of our responsibilities means that there are employment opportunities for people with all interests and abilities.

If we recruit and train effectively we should improve the quality of our services and could also make savings in the long-term on the cost of service provision.

We will have to make a significant contribution to the national Apprenticeship Levy. We must, therefore, ensure that the benefits of the Levy are maximised within the County Council by adapting our approach to recruitment and training accordingly.

What we will do next

We must consolidate, improve and embed the programmes that we have created, extending and adapting our internal training mechanisms to reflect the Apprenticeship Levy requirements; and share best practice, working collaboratively in aspects of workforce development with partners and stakeholders wherever this is possible.

We will:

- Introduce a new traineeship programme, aimed at supporting our most vulnerable young people.
- Continue to improve the content, quality and retention rates of our Apprenticeship Programme.
- Work with public and private sector partners to develop and trial a shared Apprenticeship Programme.
- Establish new mechanisms to manage and deliver an extended Apprenticeship Programme, to meet the requirements of the national Apprenticeship Levy.
- Introduce a job interview guarantee scheme for Looked After Children.

Our intended outcomes

- Maximise the benefits of the Apprenticeship Levy for all council departments, for our residents, partners and stakeholders.
- Improve employment and training opportunities within the County Council for our residents and staff.
- Support all the Council's teams and departments to further embed a culture of training and development within.

Our aim is to be, and to be seen as, an employer of choice by our local residents. We must be confident enough to promote what we do as an employer to improve the quality of our most vulnerable residents' lives, within the context of business efficiency.

If we can achieve this, we will encourage our partners to follow and engage in joint initiatives to broaden the range of opportunities across the county.

4.3 Workstream three: Improving skills and employability through partner and business engagement

Rationale

We cannot, and do not wish to, deliver employability and skills improvements on our own. It is the county's learning and skills

providers, businesses and employing organisations that nurture and deploy talent.

Our job is to convene, inform, interpret, facilitate, broker and support. We must work with all our partners to fully understand changing skills needs and to ensure that organisations that are best placed to address them are supported to do so.

Skills East Sussex (SES) provides the forum for local stakeholders in the skills agenda to determine local skills priorities and is the Board that acts as a conduit for skills between national and regional bodies and local organisations. It is the vehicle that should interpret and influence regional and national policy and delivery, in the best interests of the county.

Skills East Sussex has set common priorities that we will work to support. These are:

- Improving the quality and relevance of Careers Information Advice and Guidance for people of all ages
- Helping young people become ready for the world of employment
- Addressing gender imbalance in employment and study in key industries/sectors
- Making sure that the curriculum is shaped by employers wherever there is scope for this to be done
- Helping to stimulate the uptake of Apprenticeships and higher level learning

It has identified a range of activities to support these priorities and these will be developed further in 2017/18 into a framework that can be monitored as we work towards common goals.

We have improved the way that we work with our partners over the past two years and this is evident in the volume of collaborative activities and resulting outcomes. (See section 2.3)

What we will do next

There has not been a better time to strengthen partnerships. Financial pressures have made organisations look outwards to identify areas where high quality services can be delivered more cost effectively through

improved collaboration and reduced competition.

We will be open to new ideas from our partners and we will work together to eliminate duplication, share best practice and develop a stronger voice for East Sussex.

We will:

- Continue to participate in, and facilitate, effective local networks, including strengthening the strategic role of Skills East Sussex (SES)
- Continue to bring together business and learning providers to ensure that provision at FE and HE levels meets employer needs and supports local economic growth
- Work with partners through SES to develop co-ordinated responses to Government policies, so that their implementation works for the county as a whole.
- Work with partners through SES to develop an approach that can review the performance of contractors delivering programmes in East Sussex, asking providers to explain decisions, offering areas for improvement and improved collaboration to meet shared objectives
- Continue to negotiate devolved funding and responsibility for national employability and skills programmes, including Adult Education Budget (AEB), CEIAG, and the Apprenticeship Levy, through the Three Southern Counties partnership to ensure that these programmes align with economic growth needs.
- Strengthen initiatives that support our schools with preparing young people for the world of work
- Work with key partners to ensure that the skills and employment needs of our most vulnerable residents are met
- Ensure that both soft and hard intelligence about emerging skills needs is communicated effectively to all our stakeholders.

Our intended outcomes

- The county's schools will provide high quality CEIAG and will be actively involved in a wide range of employability and skills initiatives that are informed by local employers.
- Local skills training provision will better meet the needs of local businesses and will offer improved career prospects for our young people
- More of our employers will find that our young people are 'work ready'
- Working with partners we will help shape the delivery of national/regional employability programmes, so that they are tailored to the county's specific needs.
- Skills East Sussex will be widely recognised as the strategic lead for skills in the county by national, regional and local partners.
- The county's residents and skills providers will be well-informed about current and emerging skills needs.
- There will be an on-going, constructive dialogue between businesses and our skills providers that will inform curriculum design and delivery.

5. Management, monitoring and performance review

5.1 Leadership and management

The success of this strategy continues to depend upon our willingness to take the steps that are needed to deliver it and the commitment of our Elected Members and senior officers in ensuring that employability and skills considerations are central to all actions that we take.

The Strategy is overseen by an Internal Working Group (IWG), Chaired by the Chief Executive and comprised of senior officer representatives from each Directorate. The group meets quarterly to review progress against the Employability and Skills Action Plan and to discuss strategic issues that will have an impact on its development and delivery as they arise.

A Skills Operational Group (SOG) composed of representatives from all departments meets monthly to discuss the delivery of employability and skills activities to ensure that departments are working together to achieve the targets identified within the action plan that accompanies the strategy.

5.2 Resourcing & exit strategy

Many of the actions within this strategy commit us to doing things differently and to prioritising our actions, so that they are more keenly focused on the corporate priorities in our Council Plan. This means that much of the strategy is delivered through existing budgets.

However, the initial 2014-2016 Employability and Skills Strategy also benefited from an additional £360,000 of corporate reserves funding. This budget was managed effectively and was used to lever in an additional £305,000 of external funding to support new collaborative projects delivered by Skills East Sussex. With the securing of external funding, delivery has been extended beyond the lifetime of the original strategy, supporting all Employability and Skills activities until March 2017 and some until July 2018.

An additional £67,000 will be committed to extend delivery until March 2018 while activities are consolidated.

There is also a specific need to invest in developing an appropriate and, ideally, self-financing or cost neutral model for our Apprenticeship Programme, that is established by the time that the Apprenticeship Levy comes into force. This will be important if we are to minimise the financial impact of the Levy on us as an authority and maximise its benefits.

Because the aim of the 2016-18 strategy is to consolidate activity, the exit strategy for this plan is that any continued delivery of council employability and skills activity will be integrated into and funded through core service delivery, or delivered at a regional level through Orbis (procurement work) or Devolution arrangements, and that costs will, therefore, be absorbed within departmental budgets.

We will continue to work with our partners to secure additional resources by bidding for external funding via Skills East Sussex when opportunities arise and will also actively lobby Government to push for future funding to support the delivery of external providers as changes to European Funding become evident.

5.3 Monitoring, risk and performance review

The IWG will continue to meet quarterly to monitor the Employment and Skills Action plan and review progress against this. The SOG will discuss any risks to delivery and will report these to their Directorate representatives to enable them to alert the IWG of these.

We will also monitor KPI targets in the Council Plan that relate to the Employability and Skills Strategy and in 2017/18 will ensure that all Employment and Skills Targets are captured in the Council Plan KPIs, in Portfolio and any Departmental Service Plans.

A draft framework for measuring Social Value has been developed by Procurement, which is based on the themes and objectives identified in the Social Value Strategy for Procurement. Relevant financial measures from the New Economy Unit Cost Database have been incorporated into the framework, which has undergone scrutiny from Finance, Legal and Audit teams, who have given their approval to commence with the implementation of this

framework. A plan is now being developed to test and then phase the framework into our tendering processes.

Using the framework, we will be able to place a financial social value figure on the commitment and delivery of activity as a result of the Employment and Skills Action Plans past and present.

We will monitor risk at a strategic level. Risks to our ability to implement this strategy include:

- Changes in national government policy
- Financial pressures and budget

constraints as the county council has to address in the region of £70-90m over the next three years in reduced central government funding'and

- Reduced staffing levels as a consequence of central government financial requirements

In October 2017, the IWG will meet specifically to review the process for embedding ongoing skills activities within Directorate Portfolio plans and will meet in April 2018 to produce a final report on the delivery of this Corporate Employability and Skills Strategy 2016-18.

Workstream 1:			Boosting local employment and skills through strategic procurement				Annex 1
	Internal actions	Target	Timescale	Support mechanisms /resources/funding	Departmental lead/responsibility	Allocated budget	
1	Percentage of new and relevant County Council procured contracts awarded following a tender process, that include an Employability and Skills Plan (Council Plan target)	65% of contracts to include ESPs by March 2017, 70% by March 2018	Financial year end	Work with ADs to ensure that all service areas include the delivery of ESPs in their portfolio plans.	Procurement Team, BSD. Stephanie McCann to oversee. All Department Procurement Teams to nominate a lead to ensure that this target is achieved.	n/a	
2	Train ESCC contract managers so that they are equipped with the knowledge and skills to enable them to monitor E&S KPIs and support contractors with implementing them (e.g. signposting them to correct support/resources)	All contract managers overseeing contracts with ESPs to receive training and support	September 2016 and annually thereafter.	Resources in E&S guidance documents	Procurement Team, BSD. Stephanie McCann with Holly Aquilina, E&S Manager	ESS reserve budget &BSD savings in 2016/17 to support resource to deliver this area.	
3	Set up KPIs in Procurement's Contract Management System (eCMS) to monitor the delivery of apprentices, work experience placements etc. that contractors have committed to in their ESPs. (Corporate Resources portfolio plan)	80% of agreed targets to be on track or achieved to include: No of Apprenticeships, work experience placements, new jobs created, staff trained	To be reported at end of each financial year and as part of ESS annual evaluation	n/a	Procurement Team, BSD. Stephanie McCann.	As above	
4	Identify posthumously awarded long term contracts and negotiate goodwill delivery of E&S outcomes as part of CSR work	100% of existing long-term contracts to include at least one E&S outcome where appropriate (e.g. Apprenticeships, Work experience, Careers Advice in Schools etc)	Mar-17	n/a	Procurement Team, BSD. Stephanie McCann with support from contract managers and commissioning leads. Supported by ESS Team (Enterprise Coordinators and core staff).	As above	
	External facing actions	Target	Timescale	Support/resources/funding	Departmental lead/responsibility	Allocated budget	
5	Share ESCC best practice and support external commissioning bodies in developing skills and employment measures within their procurement practice.	A minimum of 5 East Sussex commissioning bodies adopt some of our skills and employment measures within their tendering processes.	Mar-18	Enabled via SES and using 'Supply to East Sussex' as a vehicle for change.	Stephanie McCann. BSD - Procurement.	n/a	
Workstream 2:							
Supporting skills and employability through internal training and recruitment							
	Internal actions	Target	Timescale	Support/resources/funding	Departmental lead/responsibility	Allocated budget	
6	Guarantee a job interview for applicants who i) have ever been a LAC with East Sussex and/or ii) have a disability, where they meet the essential criteria for the job	100% of ESCC LAC and disabled applicants who meet the essential criteria of a job are interviewed	Mar-18	n/a	BSD, Human Resources, Sarah Mainwaring	n/a	

7	Deliver Apprenticeship Programme to provide opportunity (in particular to key vulnerable groups) and to nurture local talent. (Council Plan targets)	1) 80 young people participating on work readiness programme, 56 Apprentices recruited (including schools). 80% of Apprentices retained on programme.	by March 2017 Targets for 2017/18 to be set pending Apprenticeship Levy decisions.	n/a	SLES/CET, ESS Team with support from BSD, HR, Rebecca Parsons	£67,581 to run Apprenticeship programme until March 2017 (from current ESS budget & external funding). £57,908 of funding required for 2017/2018. Potential for 2017/2018 funding to be recouped through Apprenticeship Levy model.
8	Develop systems and mechanisms to improve and consolidate current Apprenticeship programme	1) New Intranet page developed to provide a single place where managers can access information and advice on the apprenticeships arrangements and programmes operating in East Sussex 2) ensure appropriate enhanced arrangements are in place to support apprentices who are vulnerable	by March 2017	Explore support arrangements with external organisations (Remploy/MYT) with whom ESCC has existing relationships.	1) BSD (HR) Nick Early and SLES (ESS) Rebecca Parsons 2) BSD (HR) Sarah Mainwaring and SLES (ESS) Rebecca Parsons	n/a
9	Through HRMB, support the development of options and models for future delivery in response to the apprenticeship levy and its targets	1) Models of delivery appropriate to the needs and context of ESCC are developed and supported by departments 2) Model and infrastructure created to deliver proposed model 3) Model piloted, evaluated and improved	1) by November 2016 2) by June 2017 3) by March 2018	n/a	SLES, ASC, BSD, CET Holly Aquilina with input from Caroline McKiddie, Caroline Bragg (SLES), Jenny Millot (ESQAC), Nick Early (HR), Jill Fisher, (Finance)	Options presented to CMT in September 2016 with financial models included
10	To ensure sufficient numbers of staff to meet future service requirements, particularly where there is a local and national shortage and there are high vacancy rates and difficulty recruiting.	Annual Newly Qualified Social Workers recruitment process and panel	Financial year end	Adult Social Care Operations and Children's Services	Adult Social Care, Samantha Williams,	n/a
	External facing actions	Target	Timescale	Support/resources/funding	Departmental lead/responsibility	Allocated budget
11	1) Work with Districts and Boroughs to trial joint Apprenticeship Programme 2) Work with schools to extend reach of internal programme to schools on demand 3) explore options for collaborative working with other public sector organisations.	1) Joint programme piloted 2) School cohort piloted 3) at least one public sector organisation to join our programme in one framework area	1) October 2016 2) by March 2017 3) By March 2017	Using C&EC progress budget to run work readiness programme for targets 1 & 2	SLES/CET, Rebecca Parsons and Holly Aquilina	£5000 Progress (C&EC funds)
12	East Sussex Better Together – develop career pathway opportunities with Health partners	Identify opportunities for rotational apprenticeships across health and social care	Financial year end	East Sussex Better Together; East Sussex Hospitals Trust	Adult Social Care, Samantha Williams	n/a
Workstream 3 Improving skills and employability through partner and business engagement						
	Actions	Target	Timescale	Support mechanisms /resources/funding	Departmental lead/responsibility	Allocated budget
13	<i>New target around working with schools - that addresses Investors in Careers, CEIAG and Enterprise activity</i>	<i>Target will be confirmed as part of the new RPA Strategy and will include recommendation from RPA Scrutiny Committee report</i>	TBC	TBC	SLES, Caroline McKiddie	TBC

14	Apprenticeship activities to support Apprenticeships East Sussex	Apprenticeships East Sussex action plan is being finalised and targets will be agreed by Apprenticeship East Sussex strategy group	TBC	TBC	SLES, Caroline Bragg	TBC
15	RPA target (to be reviewed in light of potential changes to statutory duties to track academic age 18 and IAG contract from October 17)	Academic age 16: Duty to participate 97% Academic age 17: Duty to participate by 88% 16-18 Not Known: <5% Academic Age18 NEET <8%	By March 2017 *	IAG contract with YES	SLES, Caroline McKiddie	TBC
16	The percentage of LAC participating in education, training or employment with training at academic age 16 (Year 12)at academic and age 17 (Year 13) (Council Plan targets)	1) 84% at age 18 2)70% at academic age 17 (Year 13)	by March 2017	n/a	SLES, Caroline McKiddie	n/a
17	Support Skills East Sussex enabling it to deliver activity that supports its overarching priorities and KPIs. Ensure that SES links to TES, to the LEP and to the 3SCs and acts as a shared voice for the County in all E&S matters. Enable SES members to lead on specific task groups. (Target to facilitate Skills East Sussex in Council Plan)	1) NEW SES KPIs (In development currently). 2) Update LMI Sector Skills Reports in October 2016 and 2017.	1) Mar-17 2) by Dec 16 and Dec-18	Project Assistant, Employability and Skills, SES partners.	CET/SLES,Governance Services, Holly Aquilina, Kim Bloxham,	30% of core Skills Team costs, £30,000 C&EC and ESS budget in 2016-17. £10,000 from CET for 2017-18 to resource SES.
18	Project Manage joint initiatives with SES Stakeholders including 1) Enterprise Coordinator initiative 2) Progress (CET Service Plan)	1) Enterprise Coordinator programme to match 32 schools and businesses,schools careers strategies to be reviewed, 100 industry champions to be recruited to populate school CEIAG activities 2, Progress KPIs and outputs delivered by July 2017	1) July 2017 2) July 2017	Project partners (external stakeholders)	1) SLES/CET Debbie Martin, Sarah Freeman Caroline Bragg, Holly Aquilina 2) CET/SLES Kane Tudor, Holly Aquilina,with support	1) £98300 (C&EC funds) 2) 197,000
19	Lead on the development of skills asks and skills infrastructure as part of the devolution discussions and arrangements	1) Lead and steers Skills focused meetings of the 3SC partners 2) Lead and steer negotiations with Government about skills elements of Devolution proposals	Ongoing	3SC partners	CET, James Harris	
20	Support a network of providers to deliver CEIAG in Libraries across the county.Provide a variety of support services to improve the skills and confidence of job seekers, such as face to face and online services. (Target 2 in Community Services Portfolio Plan)	1) Job Hub network sustained to provide CEIAG across 6 Library locations, supported by partner organisations and trained staff. A minimum of 50 internal referrals to the offer.2) In partnership with Learndirect and other funding organisations provide online learning (including skills for life and ICT for 250 learners	1) March 2017 2) March 2017	Project partners	CET, Libraries, Rhona Drewer	£31,913 from ESS reserve budget
21	Attendance at activities which enable education, research and lifelong learning, both at The Keep and off site. (Community Services Portfolio Plan)	Attendance of at least 3000	by March 2017 and March 2018	n/a	CET, Stephen Potter	n/a
22	Number of Apprenticeships supported or created via East Sussex Invest 4 (CET Service Plan)	8 Apprenticeships created via the fund	by March 2017	n/a	CET, Vera Gajc	n/a
23	Deliver a coherent offer of Family Learning across East Sussex. Working with schools, Children's Centres and Community venues to provide learning opportunities for family members (particularly those with low or no qualifications and from areas of deprivation) to support their children's learning and develop their own skills.	250 learners on FEML (Family English, Maths and Language) programmes, and,450 learners on WFL (Wider Family Learning) programmes	31 st July 2017	Partnership work with schools, Children's Centres, and commissioned partners.	CS, Rebecca Jones, Family Learning Coordinator	Funding allocated from the Skills Funding Agency for the provision of Family Learning

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Appendix 1, ANNEX II: Strategic context for the Employability and Skills Strategy 2016-18

1. Supporting Economic Growth

The Council's commitment to, and methodology for, achieving economic growth is laid out in its Economic Growth Strategy 2014-2020. The strategy sits with 'Team East Sussex', the sub-Board for the South East Local Enterprise Partnership (SELEP).

The Economic Growth Strategy identifies a range of key sectors for the local economy, including sectors with the potential for growth:

- Construction (includes planning and the Built Environment)
- Engineering and Advanced Manufacturing. Combines two growth sectors of Advanced Engineering and Materials and Electronic Systems
- Healthcare (includes social care)
- Land Management (includes subsectors of Agriculture, Forestry and Fishing and the Visitor Economy)
- Digital and Media (includes creative and cultural industries)
- Low Carbon and Environmental Goods and Services
- Professional and Business Services (includes Financial Sector, Banking, Insurance & Accountancy)
- Wholesale, Retail and Motor

It highlights the need for businesses to be able to access the support of universities, Higher Education Institutes and specialist training providers in order to support this growth and cites the better alignment of skills provision to meet employer needs as one of its priorities.

The strategy also commits to activity to increase the level of workforce skills, through the recruitment of graduates, increase in STEM learning and apprenticeships. It has a focus on the work readiness of employees, advocating the role of business in places of learning to promote work appropriate skills and support the development of work experience and careers information, advice and guidance.

The Employability and Skills Strategy supports the implementation of the Growth Strategy in several respects:

- Its targets are reflected in the Employment and Skills Plans in our procurement and contracting practices
- In our work with schools we are focusing CEIAG and work readiness activity on the priority sectors.
- Skills East Sussex, the Employment and Skills Partnership Board is also focusing on the priority sectors and is the vehicle through which TES brings together businesses and training providers
- Apprenticeships East Sussex meets quarterly and supports the Apprenticeship priorities of the Growth Strategy

2. SELEP skills strategy 2014-17

The SELEP Skills Strategy 2014-17, echoes our own economic growth plan and identifies a core objective of 'developing our talent pool and increasing participation to provide the skills

our businesses need to grow'. The strategy focuses on the use of funding in the SELEP area to support learners and to develop education infrastructure that is linked to economic growth sectors. It aims to support SELEP priorities of creating 200,000 new jobs in the region by 2021.

It cross references to the SELEP Growth Deal which sets out funding arrangements as:

- £22m of skills capital funding for developing training provider capacity
- Co-commissioning of European Social Funds (via the Skills Funding Agency, DWP and Big Lottery).

The majority of this funding has been commissioned, but the services and projects commissioned will happen over the lifetime of this Employment and Skills Strategy. Careers advice and direct delivery of learning via ESF contracts will be delivered and it is essential that the contractors are linked into our local Skills infrastructure and partnerships (including Skills East Sussex) so that we can help to maximise their impact and reduce competition.

The SELEP Skills Strategy is due to be refreshed in 2016 and any changes and their implications for East Sussex need to be noted and discussed by the Skills East Sussex board.

3. White Papers

3.1 'Educational Excellence Everywhere' March 2016 and subsequent 'Education for All' Bill, May 2016

The White Paper set out plans for all schools to be academised and committed to legislating to this effect. The DfE subsequently retracted legislation requiring all schools to become academies, but retained the commitment to see all schools to convert to academies within the next six years. The Regional Schools Commissioner (RSC) will be given powers to convert all schools within a local authority area when:

- a local authority can no longer viably support remaining schools because a critical mass of schools has already converted and/or
- a local authority fails to meet minimum performance thresholds across its schools.

The effect of academisation will have an impact on the implementation of any Employment and Skills work undertaken by the Council in the longer term as although it can seek to influence and support academies, ultimately they are independent of the local authority and determine their own direction of travel. In order to continue to influence CEIAG, work experience and work readiness, employer-school links in the longer term, we will retain our focus on building this capacity in the immediate future. This will enable us to maintain momentum for schools to actively participate in and commit to this important strand of the Employability and Skills Strategy.

The White Paper also focuses on changes to teacher training, teacher recruitment and teacher continuous professional development. As part of our approach to the Apprenticeship Levy we will explore options for supporting teacher recruitment in East Sussex.

Educational Excellence Everywhere also touches on CEIAG and work readiness. It promotes the ongoing delivery and expansion of the National Citizen Service (NCS), expecting every school to give every pupil opportunity to participate and it also indicates an ongoing commitment to support the Careers and Enterprise Company in its ongoing work with business engagement with employers.

As part of our Employability and Skills Strategy we will continue to engage with CXK, the national careers service provider, via our Skills East Sussex Board to ensure that we are linked into developments with the NCS and will deliver our Careers and Enterprise funded initiatives on behalf of Skills East Sussex. We will work closely with the Careers and Enterprise company to obtain additional funding for school-business engagement and CEIAG activities where possible.

3.2 14-19 Skills, Due for release Summer/Autumn 2016

The content of the White Paper is currently unknown but there is speculation that the paper will advocate young people choosing a vocational (technical professional education TPE) or academic pathway at age 16. This could have a significant effect on the local post-16 education landscape in terms of provider offers and the continued existence of sixth form colleges.

There are likely to be 15 TPE routes, delivered either full-time over two years or through an apprenticeship, with substantial work experience elements in the non-apprenticeship TPEs. As with the Apprenticeship Levy, the Institute of Apprenticeships may oversee the TPEs. TPEs at 16-19 will be able to lead onto Higher level (degree) apprenticeships.

This white paper will also lay out mechanisms for the delivery of CEIAG.

The paper has implications for the ESCC Employment and Skills Strategy which will need to be reviewed and adjustments made to several elements of the strategy as we move forwards over the next year and a half. It will have an impact on:

- Devolution arrangements
- How we implement measures within our Economic Growth Strategy
- How we work with schools to provide support with CEIAG and employability/work readiness
- How we support the uptake of Apprenticeships in the County
- How we support the implementation of the Area Based Review

3.3 Higher education: Success as a knowledge economy, May 2016

Key proposals within the Higher Education (HE) white paper that have implications for the Councils Employability and Skills Strategy include:

- Universities that meet quality standards in 2017-18 will be allowed to increase tuition fees in line with inflation. This could have an impact on the number of young people locally progressing into HE courses in our priority sectors.
- HE providers are being encouraged to accredit and develop Higher Level Apprenticeships (Degree Level). This can support Skills East Sussex and our Growth Strategy in terms of higher level skilled workforce in specific growth areas, but it could also be used to support the implementation of our own Apprenticeship Levy response, and any model that emerges from 3SC devolution discussions.

4. Area Based Review

An area based review of further education in Sussex has been undertaken. Its conclusions have been shared with the FE providers' Boards of Governors who have agreed the recommendations in the report as follows:

Northbrook & City College

- A merger between Northbrook College and City College Brighton & Hove with a focus on the development of apprenticeships and higher level skills to meet local need

Chichester College

- Chichester College to remain independent currently, but to explore the potential for partnership with (an)other college(s)

Plumpton

- Plumpton College to remain independent, exploring collaboration around land-based FE and HE provision and shared services

SDC/SCCH

- Sussex Coast College and Sussex Downs College to form a legally binding federation (in September / October 2016).

Worthing

- Worthing College to remain an independent college and explore the potential for academisation

Bexhill

- Bexhill College to remain an independent sixth form college

BHASVIC

- BHASVIC to remain an independent sixth form college and explore academisation

Varndean

- Varndean College to remain as an independent sixth form college

Central Sussex College

- The preferred option for Central Sussex College should be a merger with a strong college, with a suitable partner identified as soon as possible. The financial problems faced by the college need to be addressed by the Government by the end of August 2016

- Recommendation to be agreed by email between FE Commissioner, college and BIS

The review should have a positive outcome for East Sussex, with its two main Colleges planning curriculum between them that meets employer needs and the needs of the local economy.

5. Devolution

The three Southern Counties of East Sussex, West Sussex and Surrey (3SC) have been negotiating the devolution of powers and funding for certain aspects of delivery where there is common ground and potential for maximising impact through collective working and devolved control. One of the elements of the 3SC devolution asks is 'Skills'.

The 3SC area has significant skills gaps in elementary jobs and skills shortages that will become even more severe over the next five years unless the supply of appropriately skilled labour increases. These gaps will impede 3SC economic growth unless they are addressed.

Consequently, the 3SCs have put forward a range of requests which include:

- Greater influence over national skills and employment programmes through devolved funding, including the Adult Skills Budget
- Local co-ordination and commissioning of appropriate provision at FE level that meets economic growth needs.
- Influence over local CEIAG programmes
- The opportunity to oversee the implementation of the Apprenticeship Levy in the 3SC area.

Should negotiations be successful, devolution will have implications for workstreams two and three of our Corporate Employability and Skills Strategy.

Devolution will have implications for how we as a public authority work with others in the 3SC area to implement our Apprenticeship Levy collectively and to address common workforce development and recruitment issues (e.g. health and social care, social work, teacher recruitment).

It will also affect our role as an influencer and partner, as we will be involved in a regional 3SC skills forum, (the shape of which will be developed) and in commissioning FE provision via the Adult Skills Budget.

It is unlikely that any decisions will be made by government before this strategy is approved, and new specific actions may need to be developed during the lifetime of this strategy to support this important area of activity.

6. Apprenticeship Levy

As part of the Comprehensive Spending Review, the Government announced that it would be implementing an Apprenticeship Levy from April 2017. The Levy will be placed on all UK employers in all sectors who have a wage bill of over £3m. Organisations will be levied at 0.5% of their wage bill over £3m, and will be paid alongside National Insurance and Income Tax via PAYE. Government has set a target for all public sector organisations to employ 2.3% of their workforce as Apprentices in the framework of the new Levy.

For East Sussex this means that we will be required to:

- Pay an Apprenticeship Levy of £1,225,000
- Employ approximately 280 Apprentices in our core business and in our schools

The Council will need to develop the mechanisms to enable it to implement its approach to the Apprenticeship Levy during the first six months of this Employability and Skills Strategy. We need to work closely with partners to make sure that we deliver the most cost effective and workforce needs-led approach to the Levy, at a time of considerable economic constraint for local government.

7. EU referendum

The results of the EU referendum, the leave vote, will affect employment and skills at a national level once an exit is negotiated. At this early stage in proceedings we do not know what the implications are on policy, funding for skills or on the economy.

When article 50 is invoked and negotiations to leave the EU begin, we will have greater clarity as to the impact that the referendum will have on employment and skills in East Sussex.

8. Health and Social Care

East Sussex Better Together (ESBT) is our 150-week programme to transform health and social care services. It's about making sure we use our combined £850million annual budget to achieve the best possible services for local people. The programme started in August 2014 and is led by two local NHS clinical commissioning groups and East Sussex County Council. At the time of writing, Connecting 4 You, the transformation programme for High Weald, Lewes and Havens (HWLH) is being developed, with a specific focus on the needs of the HWLH population. While our budget is likely to stay about the same, demand and costs will continue to rise so we are working together with local people and stakeholders to design and commission safe, high quality and more integrated health and social care services that will meet the needs of people now and in the future.

Workforce is an integral part of the joint health and social care work. The scope of this work includes the independent sector who provide a significant number of social care services. There are established mechanisms through which the workforce agenda is being progressed. For example, responsibilities of the ESBT Strategic Workforce Group include:

- Reviewing the current gaps in workforce provision and define the size and shape of the health and social care workforce required to deliver integrated service plans.
- Develop plans to promote understanding between the health and social care workforce to support the sustainability of both sectors.
- Undertake continued assessment of role development and training for any new roles needed to support the delivery of an integrated health and social care system.
- Ensure where relevant, the joint education, training and development of health and social care staff is made available or considered.

Priority areas of work include:

- New models of care and relevant workforce transformation and organisational development agenda
- Opportunities for joint Education, Training and Development initiatives
- Recruitment and retention issues and joint solutions

9. Raising the Participation Age (RPA) Strategy

The Council's aspirations and methodology for increasing the participation of 16 – 18 years old in education and learning is set out in our Raising Participation Strategy. This strategy is led by the Standards and Learning Effectiveness Service within Children's Services. The ESCC RPA Scrutiny review which reviewed the RPA Strategy in 2015 acknowledged the work and commitment from partners and providers which are reflected in positive participation rates for 16 and 17 years old, and reduced 18 year old NEETs which are above national and regional averages. The review also identified areas for improvement, with key recommendations including:

CEIAG: all our schools and colleges should attain the Investors in Careers (IIC) standard for careers advice services, or an equivalent alternative, to demonstrate to Ofsted and ESCC that they operate careers advice to the standard required by the Department for Education (DfE) statutory guidance

-Vulnerable Groups: Schools, colleges, ESCC and its partners to examine ways to support the 'next most at risk' young people who may not trigger traditional vulnerability criteria

- Meeting Employers' Needs: this included recommendations to pilot the employability passport and to support business engagement with schools and to promote traineeships and apprenticeships across the county.

A 16-19 Summit was held in June 2016 to review the current RPA Strategy and inform a refresh of the Strategy. Senior leaders attended from across the sector to inform and influence the direction, priorities and content of this new strategy. The updated RPA strategy will be published in September 2016.

10. State of the county

The State of the County report is published annually and informs the development of our Council Plan:

<https://new.eastsussex.gov.uk/yourcouncil/about/keydocuments/councilplan/state-of-the-county>

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Appendix 1, Annex III Review of the 2014-16 strategy

Achievements and lessons learnt

Since the inception of the strategy, we have seen significantly increased interdepartmental working to address employment and skills issues and a team has been created to support the implementation of the strategy:

Significant steps have been taken to deliver against each of our workstreams as follows:

1. Boosting local employment and skills through strategic procurement

Initially, within our Procurement processes, we developed an 'Employment and Skills through Procurement Policy' for large contracts that we put out to tender. This meant that all potential suppliers were required to answer standard questions about their commitment to skills and to complete an Employment and Skills Plan (ESP), identifying specific activities that they would deliver should they be awarded the contract, such as offering Apprenticeships, Traineeships and work experience placements, upskilling employees and offering careers guidance via our schools and colleges. This approach was relatively successful and some of our larger contracts issued in 2014/15 included skills measures.

When it came to implementation, it was clear that not all departments were adhering to the policy when issuing Pre-Qualifying Questions (PQQs) and Invitations to Tender (ITTs) for their larger contracts. This was primarily due to a lack of understanding on when an ESP is appropriate and required. We realised that a policy alone was not enough and that alongside the policy we needed to ensure there was a consistent understanding of the process for including an ESP in a tender, both in the Procurement Team as well as in the Service Teams. We also learnt that we needed to provide suppliers with guidance on submitting an ESP, with signposting for support on taking on an apprentice or offering work experience to a local school, for example. Finally, we needed to gain a contractual commitment from our suppliers and a method of monitoring ESP delivery throughout contract life.

In addition, national policy changes were afoot that had implications for our own Employment and Skills through Procurement Policy. Specifically, the introduction of the Social Value Act provided a new focus and framework for the Employment and Skills through Procurement Policy.

As a result of these observations we:

- Integrated the Employment and Skills through Procurement Policy into an internal guidance document.
- Made it obligatory for all contracts issued by the council of a total value over £100,000 to include an Employment and Skills Plan (ESP) as part of the evaluation of the tender, and where they do not request an ESP, those issuing the contract have to state why not
- Introduced a Suppliers Guide to Delivering Employment & Skills, containing the necessary signposting for support.
- Introduced quarterly KPI monitoring of contractual commitment versus ESP actual delivery in 2015-16.
- Updated Procurement documentation to ensure ESP requirements were embedded at all the necessary stages of the tendering process.
- Delivered refresher training to the Procurement Team about the Social Value Act and the delivery of employment and skills.

- We also introduced a KPI into the Council Plan to measure our progress against this workstream. The target was: *60% of new County Council procured contracts awarded following a tender process will include an Employability and Skills Plan.*

In 2015-16, ESPs were put in place for 11 (42%) of the 26 contracts awarded.

The measure for 2016-17 will reflect that there are some types of contracts for which an ESP is not appropriate. These tenders will be removed from the outturn figure and an explanation provided. This will help ensure that any potential blockers to an ESP being delivered are addressed.

2. Supporting skills and employability through internal training and recruitment

We have in place an extensive core skills training programme which is available to all staff employed in the Council. Linked to performance and development conversations, this provides opportunities for our staff to develop their skills, ensuring we have an appropriately skilled workforce.

We are developing our partnerships with other Council's with a view to enhancing and broadening the training and development offer available to the workforce.

In early 2015, we undertook a peer review of Manchester City Council's Apprenticeship Programme to inform the development of our own. As a result of the recommendations made by the review, our Chief Officers Management Team agreed the following principles for our own programme:

- That it should be informed by workforce planning, and Apprenticeship roles should be offered in those areas where we find it difficult to recruit or where we know that there will be future demands in our own or in the wider workforce.
- That we should use the programme to benefit NEET and LAC young people as well as those with Apprenticeship aspirations
- That all of those who apply should be able to participate on an initial work readiness programme so that they gain some benefit from our scheme even if they do not obtain an Apprenticeship role
- That we should take on cohorts of young people and offer them a range of support once in role in order to aid retention

We set three KPIs in the Council Plan as follows:

- Number of new apprenticeships with the County Council (ESCC and schools): 56
- Number of young people participating on work readiness programme: 60
- Percentage of apprentices retained in their apprenticeship placement and/or moving into alternative training or paid employment: 70%

Our Apprenticeship Programme was developed and was implemented in October 2015. To date we have recruited two cohorts of Apprentices recruiting 29 young people into Level 2 Apprenticeships in Business Administration, ICT, Health and Social Care and Youth Work, with a further 30 employed by schools, and enabling 52 to participate in our work readiness programme. Our retention rate improved to 93% during the year.

We learned several lessons during the course of the first cohort of Apprentices, which led to the improvement of our induction programme for our Apprentices as well as improved support mechanisms for the managers of Apprentices and for those Apprentices with

additional support needs. We also learned that for some of our more vulnerable groups, a Traineeship programme would be more suitable as a precursor to an Apprenticeship. As a result we will be trialling this in October of 2016.

As part of our People Strategy commitments we are currently in the process of developing a toolkit to support managers in identifying their workforce planning and development needs in the context of their business planning requirements. This will provide a more systematic approach to identifying future workforce needs and enable us to target future apprenticeship programmes around these needs.

In addition to the development of the Apprenticeship programme we have also devised an internship programme, working with the Universities of Brighton and Sussex, with guidance for managers now available on the intranet. Four interns have been recruited thus far, offering them the opportunity to apply their skills in a working environment and to improve their understanding of the workings of local government.

Not only do these measures offer opportunities for local people, but they also enrich our own workforce, growing local talent to meet our future jobs needs.

3. Improving employability in East Sussex through joint working

We have a wide range of partners with whom we work closely.

Schools are integral to the delivery of employability and skills and we have been working closely with our schools in a wide range of areas.

Careers Education Information Advice and Guidance (CEIAG)

- 21 East Sussex secondary schools and 6 special schools now hold Investors in Careers status, which means that they have a formal and planned approach to the provision of careers advice to their pupils.
- 20 schools have actively been involved in the Young Enterprise Company programme over the last 2 years, which
- We have worked with our schools to develop an employability passport, to help young people keep a record of their work readiness and employability skills. The passport will be piloted in the next academic year.
- Our Work Experience Unit has identified and undertaken Health and Safety checks for 1500 employers and has worked with 31 schools and colleges, to place over 5000 students over the past 2 years'

Supporting the take up of apprenticeships

Apprenticeships East Sussex is a group of strategic partners that meet with the aim of securing the coordination and growth of apprenticeships in East Sussex. The partnership includes representatives from East Sussex County Council, the National Apprenticeship Service (NAS), Sussex Council of Training Providers (SCTP), Sussex Downs College, Sussex Coast College, Plumpton College, District and Borough Councils, the Department for Work and Pensions, the Alliance of Chambers East Sussex (ACES), the Federation of Small Businesses (FSB) and the East Sussex Youth Employability Service (YES).

Apprenticeships East Sussex have driven the You're Hired campaign. The campaign promoted Apprenticeships to employers and asked them to pledge to taking on an

Apprentice. We received 700 pledges 72% of which were converted to apprenticeships starts within 3 months of the campaign end.

Reducing the numbers of NEET

In accordance with Ofsted feedback from 2014 to reduce the number of 18 year olds recorded as NEET, we implemented a number of strategies to address this including:

- targeted 1:1 support for this cohort,
- developed and implemented more robust tracking systems and processes
- Analysis of cohort and provision to inform actions
- NEET focus agreed and implemented from members of Increasing Participation Operational Group

As a result we have halved the number of 18 years old recorded as NEET from 14.7% to 7.2% and have seen a 10% increase in the number entering education, training or employment over the past 2 years.

Jobs Hub provision in libraries

Eastbourne Jobs Hub, located in Eastbourne Library, was established in September 2014, the objective to provide a bridge between the jobs advertised and the residents. Support is provided to residents by linking with partners to provide Careers Education Information Advice and Guidance (CEIAG), application and job seeking support in addition to referrals to local organisations to provide specialist services. Over 200 customers have received in depth CEIAG with many more accessing the jobs board and other support. Since mid-2015 we have worked to extend this model into rural locations. 4 staff members are receiving CEIAG training to provide local referrals, with more starting in September 2016. Online subscriptions to services, including MyWorkSearch and Atomic Training, provide tools for residents to improve their skills, streamline their job seeking and support customers to complete successful applications have been rolled out in all Libraries. Libraries also provide qualifications through learndirect which provide the skills customers require to improve their chances of work, confidence and quality of applications.

Skills East Sussex

Working with the business sector has also been a key element of this workstream. In 2014/2016 we established our local **Employment and Skills Partnership Board, Skills East Sussex (SES)** which comprises business representatives and training providers (Schools, FE and HE). The Board has met eight times and has developed a statement of priorities and is in the process of developing some common KPIs to measure its effectiveness over the next three years.

ESCC has produced nine sector skills evidence based research reports to inform the work of SES. These reports have led to the following activities:

- Four sector task groups (business led) have been established focusing on addressing skills needs within four of our priority sectors (Engineering, Construction, Creative and digital, Landbased and visitor economy)
- An additional task group (Careers Education Information Advice and Guidance providers network) has also been established.

Each of these task groups has started to deliver activity to address identified needs. Activity includes:

- STEMfest – a month long programme of activity to promote STEM (Science, Technology, Engineering and Mathematics) learning in secondary schools run in April-May 2016 reaching over 700 young people
- Construction Ambassador workshop – to train construction employers to deliver ‘careers in construction’ sessions in schools
- CEIAG mapping to identify duplication and gaps in CEIAG provision, and identify the quality of provision locally
- Curriculum planning – FE colleges working with local employers to identify their training and development needs in order to develop appropriate courses in terms of both qualifications and course content.

We have also enabled Skills East Sussex to secure £305,000 of funding from the Careers and Enterprise Company to deliver two Employer-Provider partnership projects:

- The Enterprise Adviser initiative, which pairs schools with a business adviser to develop and enhance school careers advice activities
- Progress! a programme of careers and work readiness activities designed to raise aspirations, increase the uptake of Apprenticeships and reduce levels of NEET in the County

We have also introduced an additional element within our Business Grants scheme and now offer funding to support businesses seeking to employ an Apprentice as part of their Grant request. Thus far five companies have taken advantage of this opportunity.

We also have a key role in terms of external representation and as a result Council representatives have played an important role in the following meetings over the duration of the Strategy:

- Area Based Review of FE provision in Sussex
- South East Local Enterprise Partnership (SELEP) Skills Advisory Group
- 3SC (Three Southern Counties) Devolution Skills Group

Social Value Measurement Framework

A draft framework for measuring Social Value has been developed by Procurement, which is based on the themes and objectives identified in the Social Value Strategy for Procurement. Relevant financial measures from the New Economy Unit Cost Database have been incorporated into the framework, which has undergone scrutiny from Finance, Legal and Audit teams, who have given their approval to commence with the implementation of this framework. A plan is now being developed to test and then phase the framework into our tendering processes.

Using the framework, we will be able to place a financial social value on the delivery of activity as a result of the Employment and Skills Plan 2014-16 and will release these figures in December 2016 as an addendum to this strategy.

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Employment and Skills:

East Sussex evidence base

August 2016

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About this report

This report provides an overview of some of the key statistics relating to employment and skills in East Sussex. All figures are correct as of August 2016. Further statistics and analysis can be found at:

<http://www.eastsussexinfigures.org.uk/>.

In depth analysis of each priority industry sector is also available at this location.

Technical notes

Much of the data used in this report is survey data. Many results will have significant confidence intervals, and all survey results should be treated with caution. For example, a result of 50% with a confidence interval of +/- 3% means that we can be 95% certain that the true value will fall between 47% and 53%. If the result was 100 with a confidence interval of +/- 3% we could be 95% certain the true value would fall between 97 and 103. This is important to bear in mind when looking at small fluctuations between years, or differences between results. Data with confidence intervals over 3% will be noted in the report.

The latest Standard Industry Classification (SIC 2007) and Standard Occupation Classification (SOC 2010) have been used wherever possible. A list of the 5 digit SIC codes that make up each priority growth sector can be found in the individual skills sector reports available on East Sussex in Figures (ESiF).

East Sussex skills and employment: Key figures 2015

315,336

working age people in the county¹

25,035

Local
Business
Units²

21,500

micro business
units
(0-9 employees)

85.9%
of businesses

3,005

small business
units
(10-49 employees)

12.0%
of businesses

485

medium sized
business units
(50-249
employees)

1.9%
of businesses

40

large business
units
(250+ employees)

0.2%
of businesses

10,500

unemployed
people
actively
seeking work³

3.3%
of working age
population

4,300

people claiming
JSA or universal
credit⁴

1.4%
of working age
population

1,020

claimants
age 16-24

2.0%
of people age 16-24

2,190

claimants
age 25-49

1.4%
of people age 25-49

1,090

claimants
age 50-64

1.0%
of people age 50-64

96,700

qualified to
at least level 4
(Degree)⁵

31.2%
of working age
population

166,400

qualified to
at least level 3
(A Levels)

53.7%
of working age
population

218,000

qualified to
at least level 2
(GCSE grade A*-C)

70.3%
of working age
population

262,400

qualified to
at least level 1
(GCSE grade D-G)

84.7%
of working age
population

27,100

people have no
qualifications

8.8%
of working age
population

Note: Qualification data is based on survey results with confidence intervals ranging from 1.8% to 3.2% and therefore should be treated as an indication only

Note: Working age refers to people age 16-64

¹Source: ONS mid year population estimates 2015

²Source: ONS/Inter Departmental Business Register (IDBR) 2015

³Note: A Local business unit is an individual site or workplace that may be part of a larger business (eg a workshop, factory or shop)

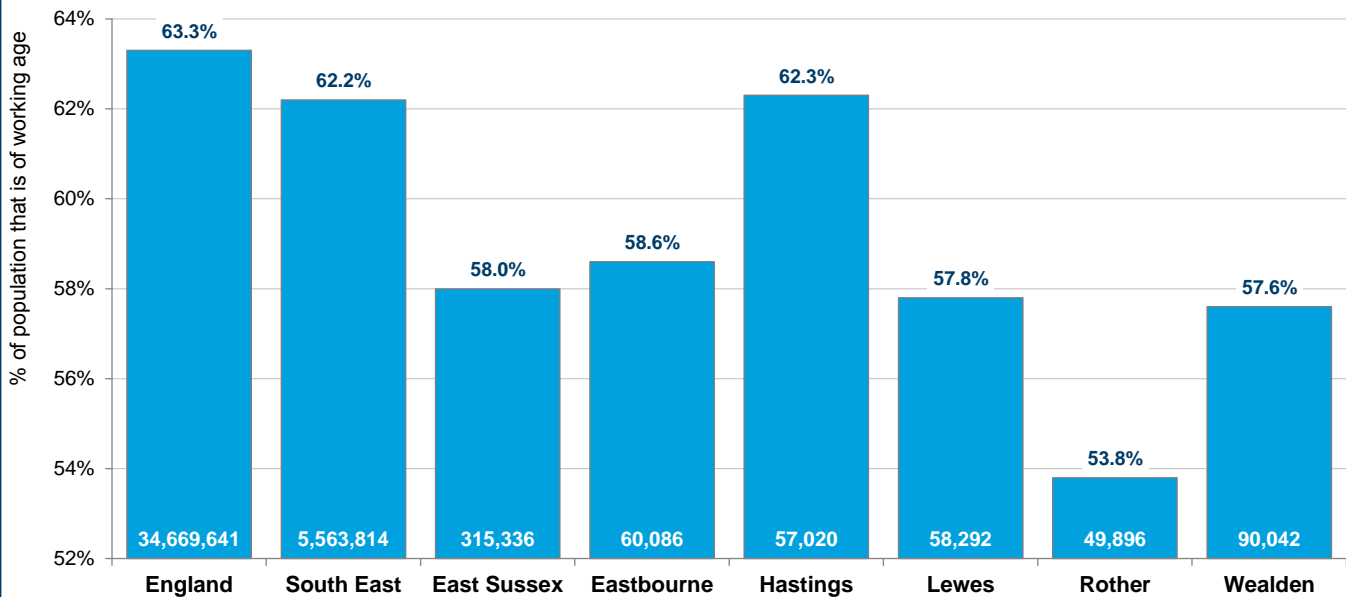
⁴Source: ONS (Model-based estimates from Annual Population Survey (APS) data combined with Claimant Count data) Jan-Dec 2015 (confidence +/-3,600)

⁵Source: ESIF, Claimant Count including JSA and Universal Credit by age, 2014-2016 - districts (Dec 2015)

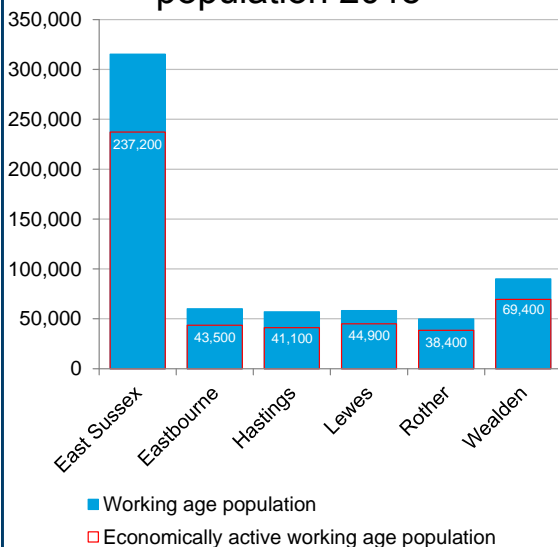
⁶Source: ONS/NOMIS December 2015 (survey data, confidence intervals apply)

Workforce demographic

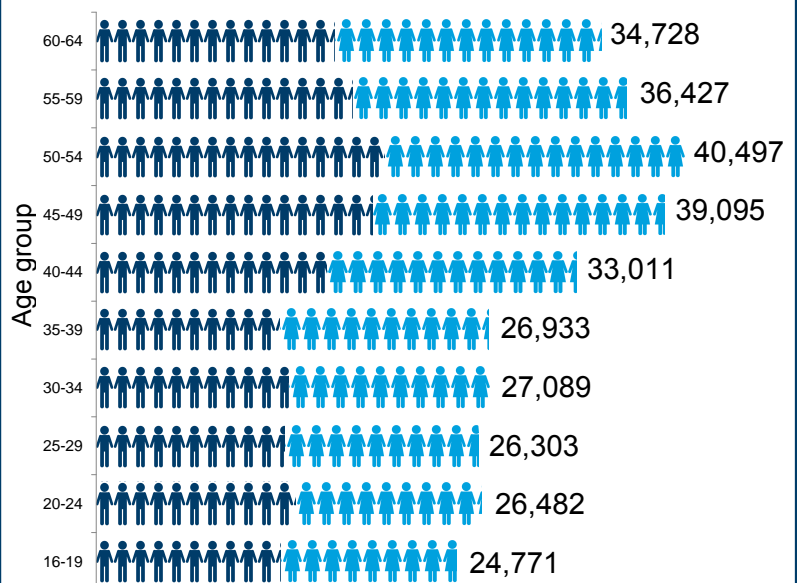
Working age population (age 16-64) 2015¹



Economically active working age population 2015²



East Sussex working age population 2015¹



Urban rural divide of East Sussex working age population 2011³



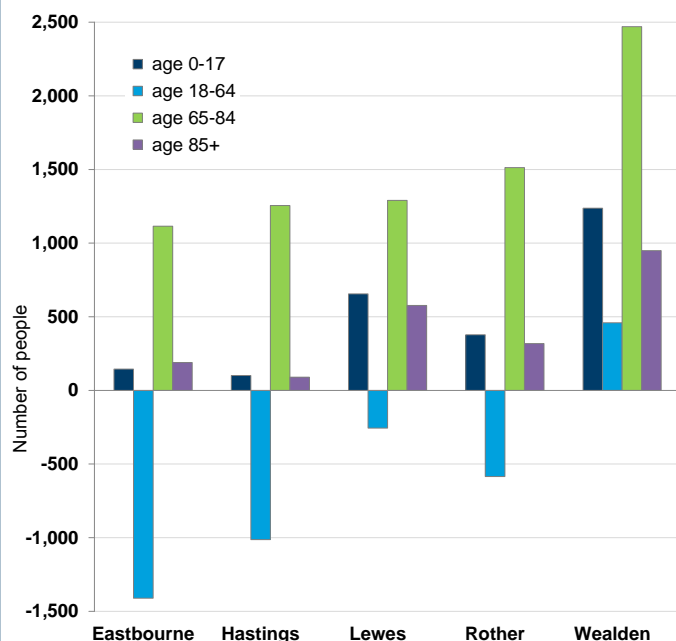
Note: working age refers to people age 16-64

¹Source: ONS mid year population estimates 2015

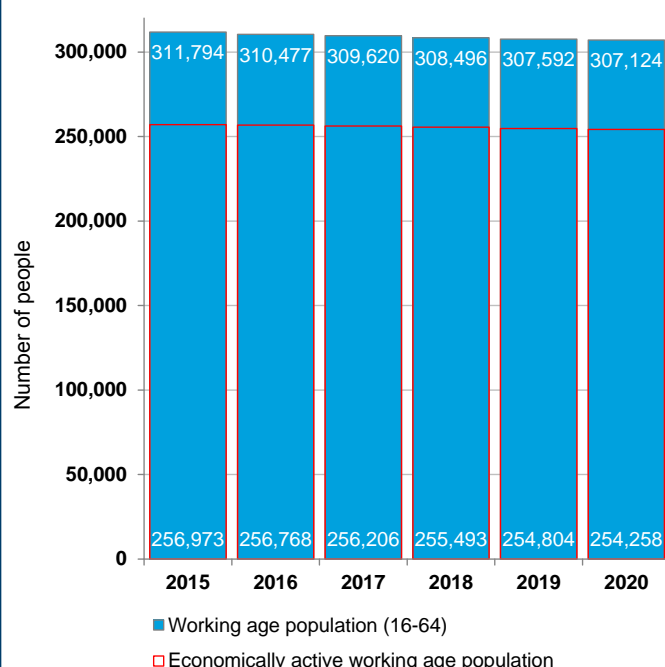
²Source: The Annual Population Survey Jan—Dec 2015 (confidence intervals apply)

³Source: Rural-Urban Classification of Local Authority Districts and other higher level geographies, Department for Environment, Food & Rural Affairs, 2011 (based on census data)

Projected district population change by 2020¹



Economically active working age population projections¹



Workforce demographic

- There is estimated to be 315,336 people of working age (16-64) living in East Sussex
- 58.0% of the population is of working age, compared to 63.3% nationally and 62.2% in the South East
- East Sussex has an aging population, with 24.9% of its population over the age of 65, compared to 17.7% nationally, and 18.8% in the South East
- This age disparity is projected to grow, with a projected 0.9% decrease in the working age population by 2020, and an increase of 6.6% in people age 65-84¹
- There is projected to be an increase of 9.6% in people age 85+ by 2020
- There are estimated to be 242,656 households in the county, projected to rise by 3.3% to 250,661 by 2020⁵
- 49.0% of the working age population are men, 51.0% women
- 50.2% of workers are men and 49.8% are women²
- This is a smaller gender gap in workers than England where 53.2% of workers are men
- Population density in the county ranges from 3,065 people per sq. km in Hastings to 181 people per sq. km in Rother⁴
- At the time of the last census, just over a quarter of the working age population (25.5%) lived in rural areas³

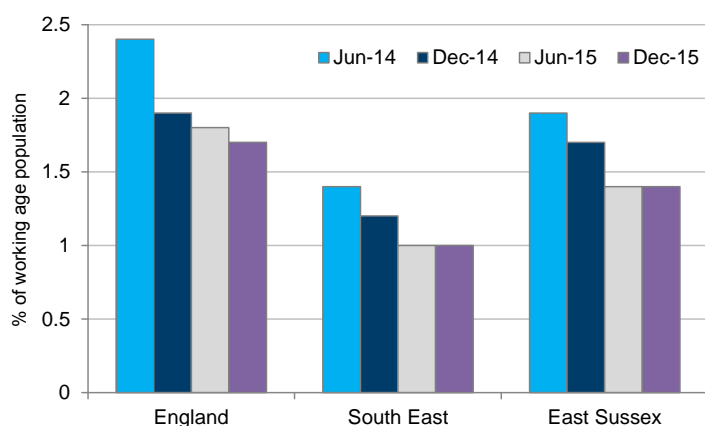
Unemployment

Current unemployment 2015

- In 2015 there were 10,500 unemployed people actively seeking work in East Sussex¹
- In December 2015 there were 4,300 working age people claiming JSA and Universal Credit²
- This claimant count equates to 1.4% of the working age population, compared to 1.7% nationally and 1.0% in the South East
- The highest count is in Hastings with 1,445 claimants, a rate of 2.5%
- The claimant rate for 16-24 year olds in East Sussex is 2.0%, only slightly higher than England at 1.9%, though much higher than the South East at 1.1%
- However, young people aged 16-24 represent a far higher proportion of those claiming JSA or Universal Credit, 45% compared to 37% in the South East and 38% nationally
- Long term unemployment levels are relatively high, with 28.4% of JSA claimants having been in receipt of JSA for more than 1 year, compared to 21.6% in the South East and 27.4% nationally³
- 12.4% of JSA claimants in Eastbourne have been claiming for more than 3 years, which is a higher proportion than any other district in the county and also higher than the South East at 8.1% and England at 11.7%
- 53.4% of JSA and Universal Credit claimants in East Sussex are looking for jobs in Sales and Customer Services Occupations, 14.4% are looking for jobs in elementary occupations (e.g. construction work, farm work, factory work etc.) and 9.3% are looking for Managerial or Senior Official roles⁴

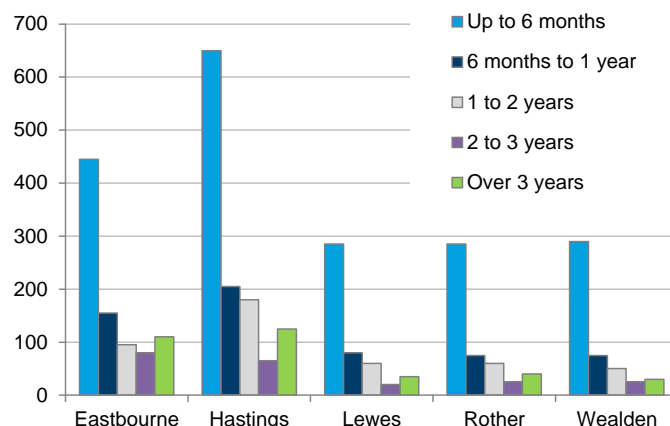
Claimant rate for JSA and Universal Credit

June 2014 — December 2015
(16-64)²

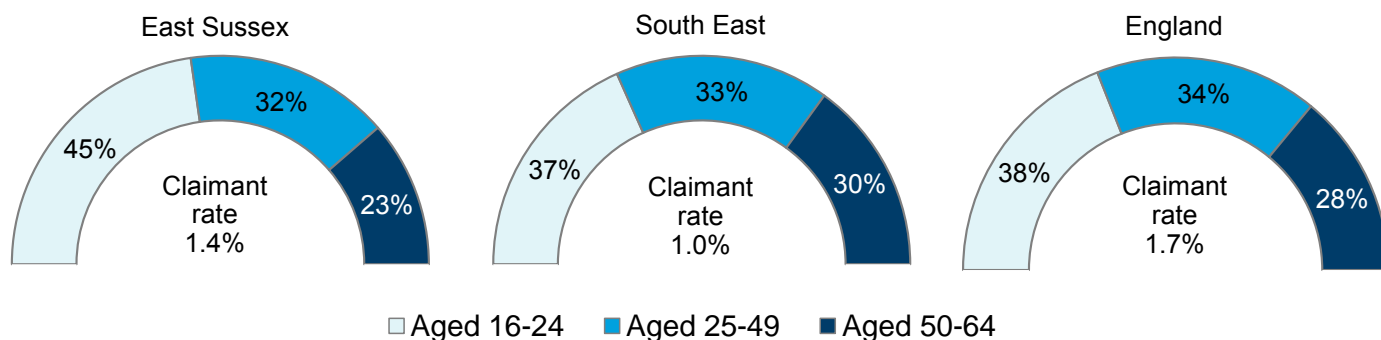


JSA Claimant count by duration

2015
(16-64)³



Claimant rate for JSA and Universal Credit by age 2015 (16-64)²



Note: Claimant rate is the number of claimants resident in an area, expressed as a percentage of the working age population (age 16-64) resident in that area

¹Source: ONS (Model-based estimates from Annual Population Survey (APS) data combined with Claimant Count data) Jan-Dec 2015

²Source: ESIF, Claimant Count including JSA and Universal Credit by age, 2014-2016 - districts (figures taken in December of year shown unless otherwise stated)

³Source: ESIF JSA claimant count by duration, 2014-2016 - districts

⁴Source: ESIF JSA claimant count by occupation, 2014-2016 - districts, 2015

Employment: hours and wages

Wages

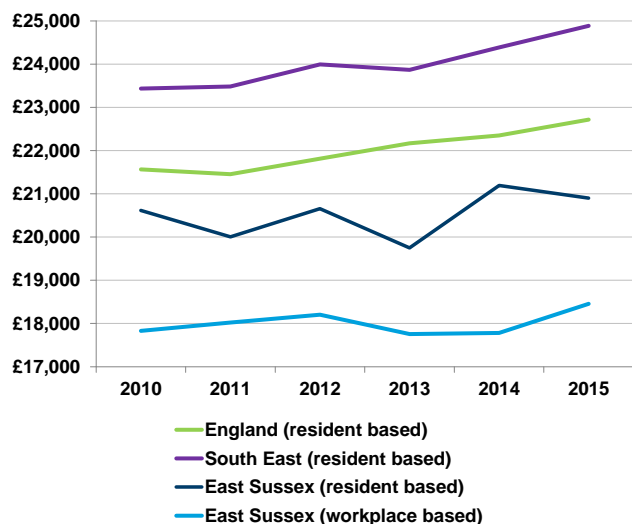
Residence based (those living in East Sussex)

- £27,441 average full-time wage in 2015, 1.5% below the national average and 8.8% below the South East average
- East Sussex average full time wage projected to increase to £28,400 by 2020
- Average part time pay £8.59 per hour in 2015, compared to full time pay of £13.25
- Average annual earnings for residents has decreased by 1.4% since 2014, England +1.6%, South East +2.1%

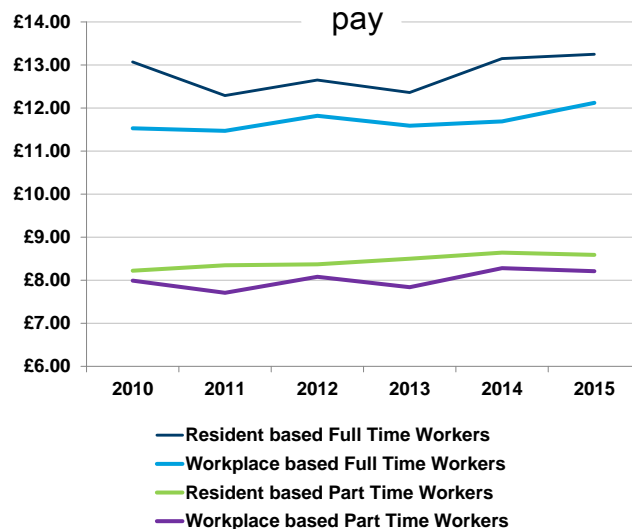
Workplace based (those working in East Sussex)

- £25,093 average full-time wage in 2015, 10.0% below the national average and 13.6% below the South East average
- This is £2,348 less than average resident full time wage
- Average part time pay in 2015 was £8.21 per hour; full time £12.12
- Average annual earnings for those working in East Sussex have increased by 3.8% since 2014, England +1.7%, South East +2.6%

Combined full and part time
average (median) earnings



Average (median) full time
hourly pay and part time hourly
pay



Combined full and part time average (median) earnings

Residents based (top) and workplace based (bottom)

	2010	2011	2012	2013	2014	2015	change since 2010
Eastbourne	£18,567	£18,310	£19,778	£19,636	£19,885	£19,824	+6.8%
	£17,149	£16,996	£18,296	£19,285	£19,755	£19,181	+11.8%
Hastings	£19,858	£19,303	£19,463	£18,626	£19,255	£20,022	+0.8%
	£18,226	£18,589	£19,139	£18,046	£18,798	£19,839	+8.8%
Lewes	£22,430	£21,756	£22,424	£22,091	£23,500	£22,672	+1.1%
	£18,757	£19,534	£21,893	£19,748	£19,181	£17,659	-5.9%
Rother	£19,093	£19,185	£20,437	£17,983	£18,346	-	-3.9% (to 2014)
	£16,924	£16,908	£15,669	£14,555	£16,294	-	-3.7% (to 2014)
Wealden	£22,495	£20,846	£20,326	£20,307	£22,253	£23,099	+2.7%
	£17,147	£18,006	£15,375	£16,106	£14,813	-	-13.6% (to 2014)

Note: Data in this table has confidence intervals between +/- 5.7% and +/- 20.0% and therefore should be treated as an indication only

Employment: hours and wages

Hours 2015¹

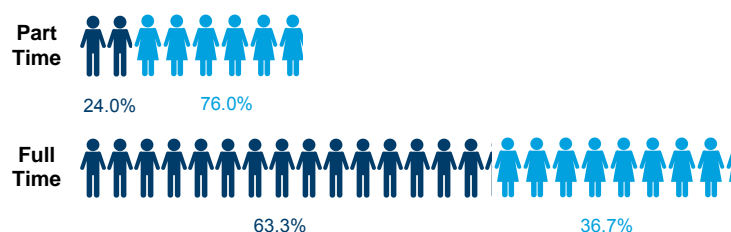
- 29.1% of East Sussex residents work part time
- 79.3% of part time workers are women
- There is less gender disparity in full time work in the workplace based population, than in the residents based population; 50.2% of those who work in East Sussex are men compared to 64.6% of working residents²

Full Time and Part Time resident employment by gender 2015¹

East Sussex



England



% of working age women and men by occupation in East Sussex¹ and national average pay⁴ 2015

Occupation	Female	Male	Hourly pay
Managers, directors and senior officials	10.0%	14.7%	£20.80
Professional occupations	21.4%	16.3%	£19.59
Associate prof & tech occupations	9.2%	11.4%	£16.29
Administrative and secretarial	20.5%	5.0%	£11.04
Skilled trades occupations	1.6%	24.0%	£10.75
Process, plant and machine operatives	1.6%	9.2%	£9.88
Caring, leisure and other service	18.4%	3.4%	£8.41
Sales and customer service occupations	7.8%	6.2%	£8.20
Elementary occupations	9.1%	9.8%	£7.65

Workplace/resident gap³

- Full time average hourly pay is £1.13 more for those living in East Sussex than for those working here
- This indicates that many East Sussex residents are commuting outside of the county to find higher paid full time employment
- This gap shrinks to £0.38 when looking at part time average hourly pay, which may indicate that fewer residents who work part time commute outside the county

Gender gap³ (resident based)

- Combined full and part time, men earn on average £26,103 a year and women earn on average £16,201 a year
- However, only 52.1% of women in employment work full time, compared to 88.4% of men in employment¹
- The difference between average full time and part time pay is £4.66 an hour, and the difference between average male and female pay (including both part time and full time) is £2.71 an hour
- Female part time workers earn on average only 1p an hour less than male part time workers (£8.56 and £8.57 respectively)
- In Eastbourne female part time workers earn £2.05 more an hour than male part time workers (£9.35 against £7.30) and female full time workers earn £1.68 more an hour than male full time workers (£13.77 against £12.09)

Note: pay for male and female, part time and full time have confidence intervals of between +/- 3.7% and +/- 6.8%

Note: Part time/full time and male/female data is based on survey results with confidence intervals ranging from +/- 3.0% to +/- 5.2% and therefore should be treated as an indication only

¹Source: Annual Population Survey resident analysis; Jan—Dec 2015 (confidence intervals apply)

²Source: Annual Population Survey workplace analysis; Jan—Dec 2015 (confidence intervals apply)

³Source: Annual Survey of Hours and Earnings (ASHE) 2015

⁴Labour force survey (average for 2015)

Employment: employee industry and occupation

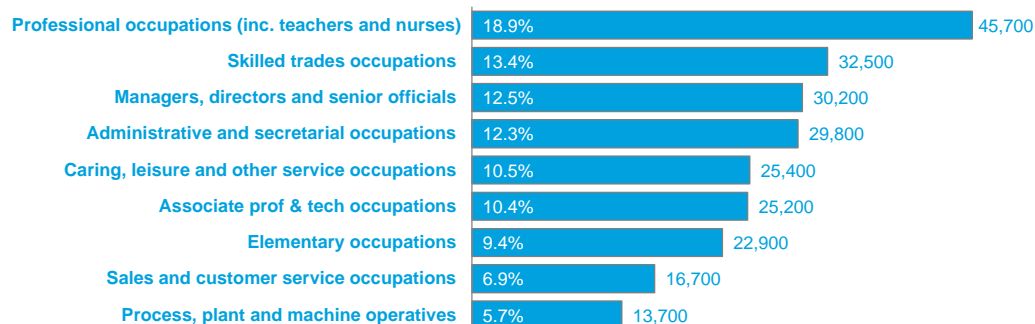
Employees working in East Sussex by industry 2014¹



Current employment 2014¹

- Within the sections above, the largest number of employees in East Sussex (8,500) work in the class 'retail sale in non-specialised stores with food, beverages or tobacco predominating' within the wholesale, retail and motor sector
- The next largest industry classes within the sections above are 'Hospital activities' (8,400 employees), 'Primary education' (8,100 employees) and 'Secondary education' (5,100 employees)
- There are however 1,400 fewer employees in 'Hospital activities' than there were in 2009, a reduction of 14%
- There are 500 more employees working in 'Residential care activities for the elderly and disabled' than in 2009, an increase of 22%, 400 of which are in Eastbourne (a 55% local increase since 2009)
- 'Social work activities without accommodation for the elderly and disabled' has also risen significantly in Eastbourne, 300 more employees since 2009 (+55%)

Employees living in East Sussex by occupation 2015²



Public Sector employment 2014²

- 18.5% of employees in East Sussex work in the public sector, compared to 20.5% in the South East and 21.5% nationally
- Just under a quarter of employees (24.6%) in Hastings work in the public sector, 22.6% in Lewes and 20.1% in Rother
- Despite a 0.7% increase in the number of public sector workers nationally since 2014, in East Sussex this number has reduced by 12.2% (6,200 employees)
- Since 2010 the number of public sector workers has decreased by 17.7%, against a national reduction of 5.2%

¹Note: Employees here excludes those who are not paid through company payroll or PAYE, such as many self employed or working owners

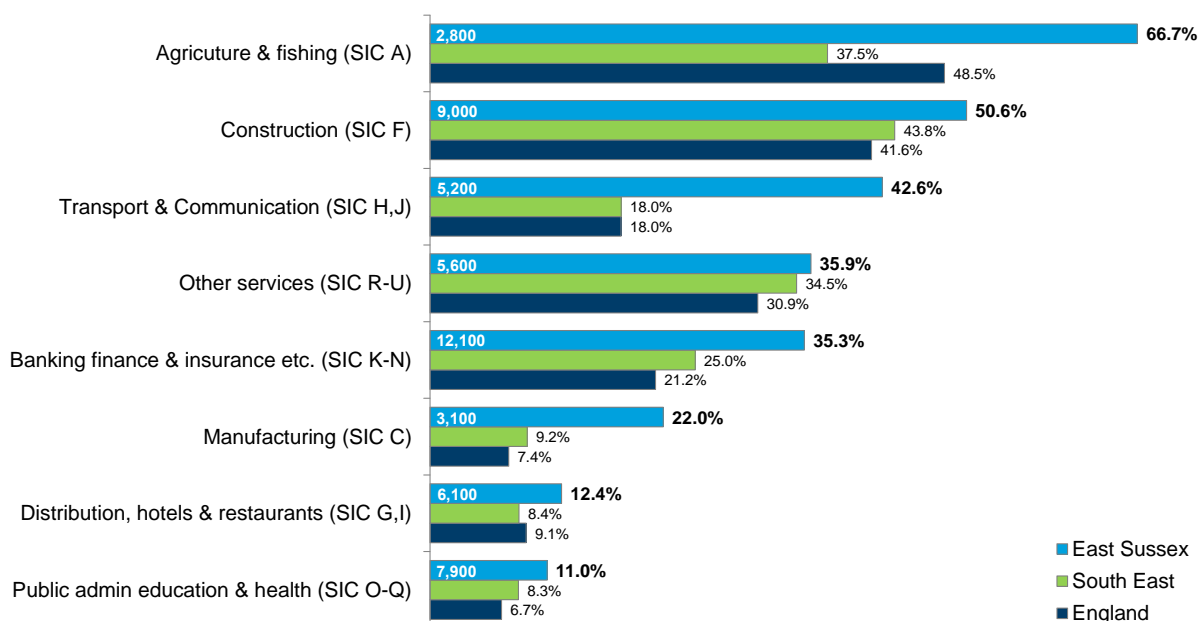
¹Source: The Business Register and Employment Survey (BRES) 2014

²Note: Public sector data is based on survey results with confidence intervals for East Sussex ranging from +/- 2.8% and +/- 3.1%, district data ranges from +/- 4.2% and +/- 8.6%

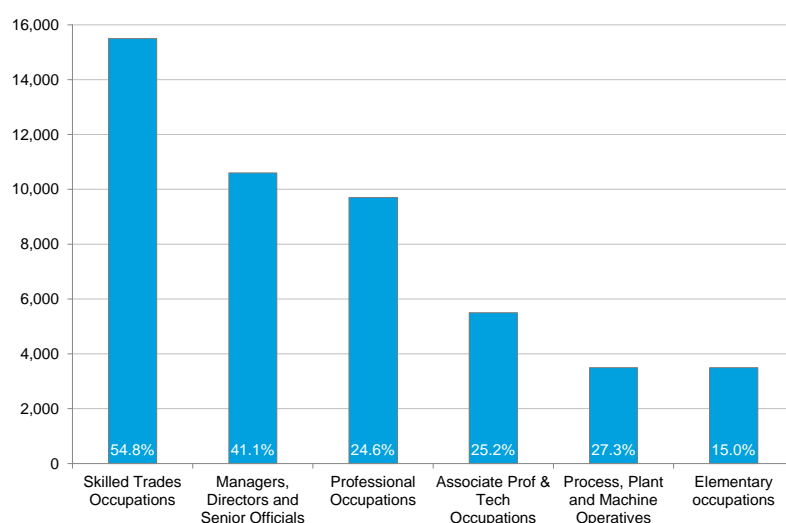
²Source: The Annual Population Survey Jan—Dec 2015

Employment: self employed

Workplace based self employed by industry 2015¹
(Numbers self employed and % of employment in each occupation)

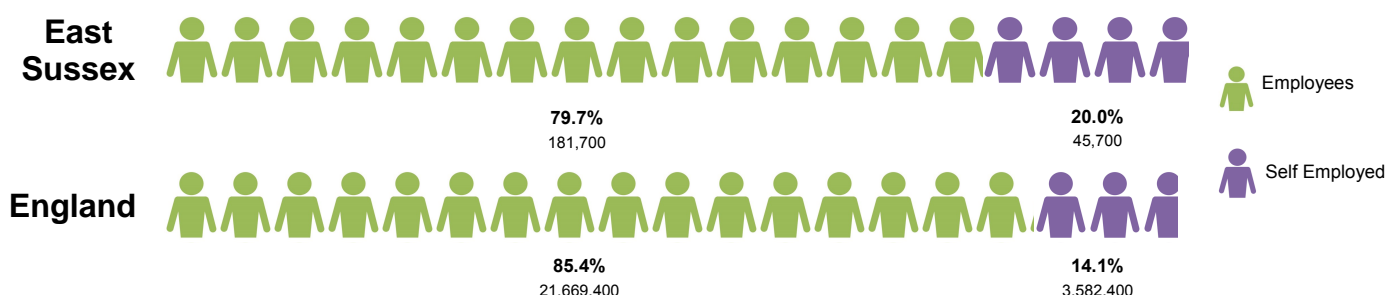


Workplace based self employed by occupation 2015¹
(and % of people in each occupation)



- 45,700 people who live in East Sussex are self employed, which is 20.0% of those aged 16-64 in employment, and 14.5% of the working age population
- This is higher than England at 14.1% of employment, and 10.3% of the working age population
- The industry with the highest self employment rate is Agriculture and Fishing, 66.7%, followed by construction at 50.6%
- The largest number of self employed workers however are in Banking, Finance and Insurance at 12,100 (35.5%)
- The occupation with the highest self employment rate is Skilled Trades Occupations at 54.8%, which is also the highest rate in England at 36.4%

Resident based self employment 2015²
(% of 16-64 year olds in employment)

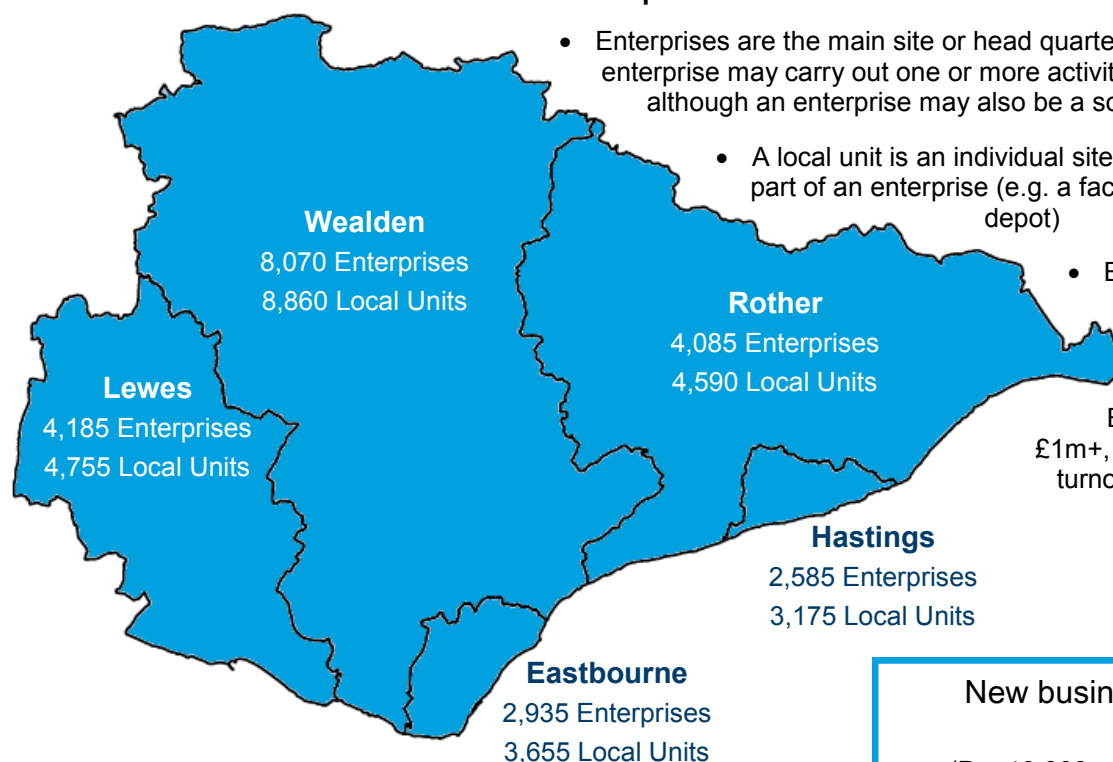


¹Source: The Annual Population Survey workplace analysis Jan—Dec 2015

²Source: The Annual Population Survey Jan—Dec 2015

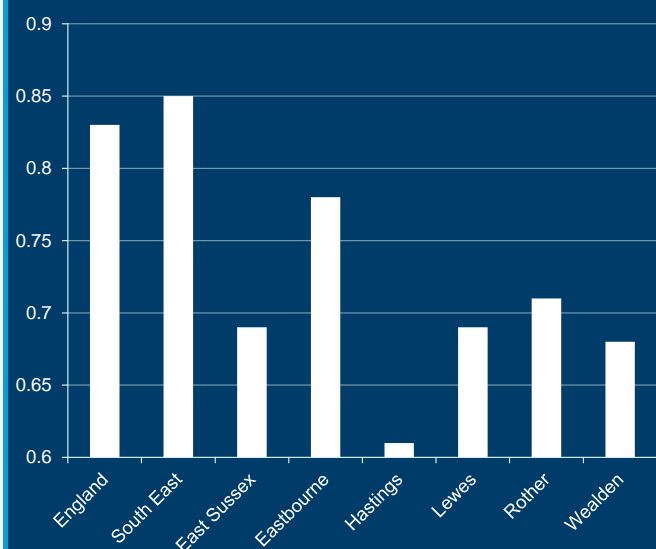
Businesses

Business Enterprises¹ and Local Business Units² 2015



- Enterprises are the main site or head quarters of a business. An enterprise may carry out one or more activities at one or more locations, although an enterprise may also be a sole local unit
- A local unit is an individual site or workplace that may be part of an enterprise (e.g. a factory, warehouse, shop or depot)
- East Sussex has a total of 21,860 enterprises and 25,035 local units
- 1,565 enterprises in East Sussex (7.2%) turnover £1m+, and 275 enterprises (1.3%) turnover £5m+³

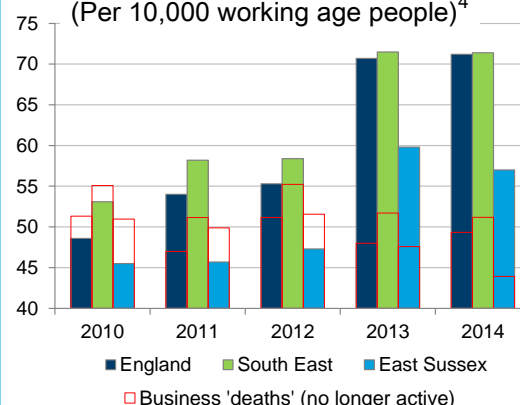
Job density 2014⁵



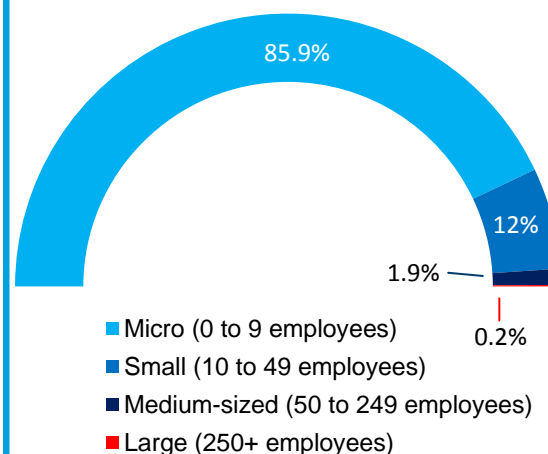
- Jobs density is defined as the number of part and full time filled jobs in an area, divided by the number of working age people (16-64) resident in that area
- For example, a job density of 1.0 would mean that there is one job for every working age resident
- East Sussex has a relatively low job density (0.69) meaning there are comparably fewer jobs available in the county
- Hastings has the 17th lowest level of job density out of 80 levels in the country at 0.61

New business registration rates

(Per 10,000 working age people)⁴



Local Business Units by size 2015²



¹ Source: IDBR, available from ESIF: Business enterprises by size of business, 2004-2015 - districts

² Source: IDBR, available from ESIF: Local business units by size of business, 2004-2015 - districts

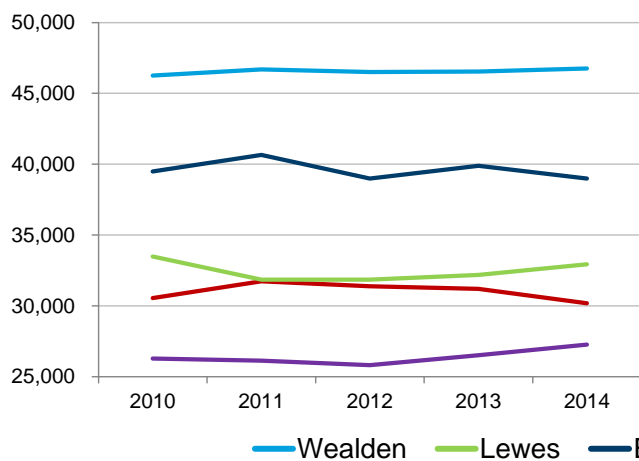
³ Source: IDBR, available from ESIF: Business enterprises by turnover, 2004-2015 - districts

⁴ Source: ESIF: New business registration rate, 2004-2014 - districts and Business demography, 2004-2014 - districts. Rate is per 10,000 people aged 16 and over

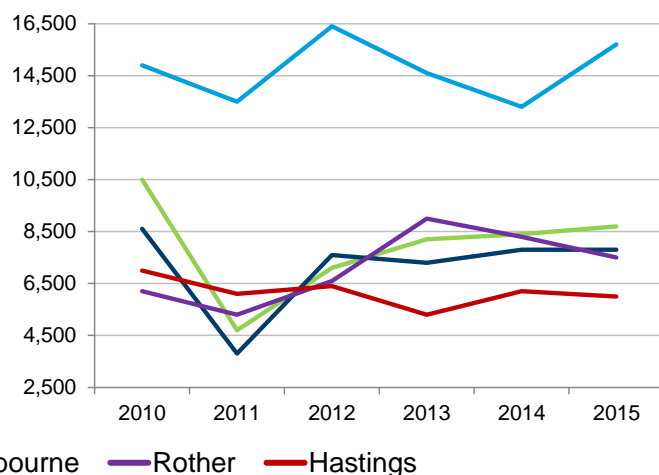
⁵ Source: Nomis, East Sussex area profile

Labour force growth and migration

Employees working in East Sussex¹

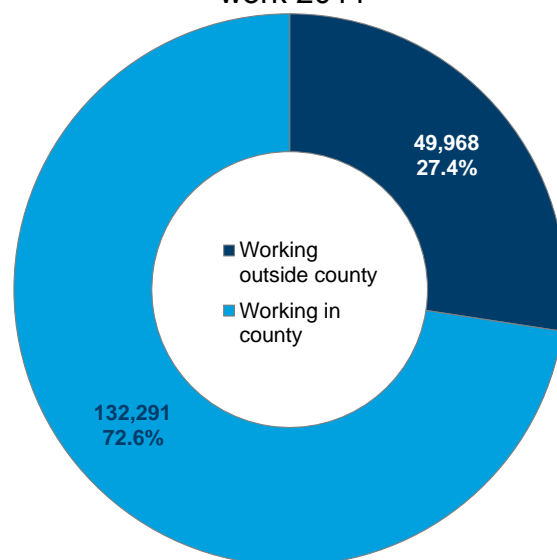


Self employed people living in East Sussex²

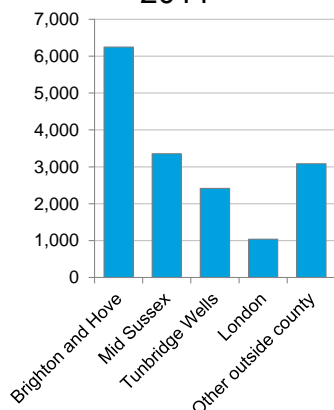


- The number of employees working in East Sussex has been relatively stable over the last four years, with an increase of just 0.1%
- The biggest changes since 2010 at district level have been a 3.6% increase in employees in Rother (+1,000 people approx.) and a 1.6% decrease in employees in Lewes (-500 people approx.)
- After a dip in 2011, the number of self employed people living in East Sussex is now 3.2% less than it was in 2010
- At the time of the last census in 2011, 72.6% of East Sussex residents worked in the county
- There were 49,968 people living in East Sussex and working outside the county, and 19,679 people living outside the county who worked here

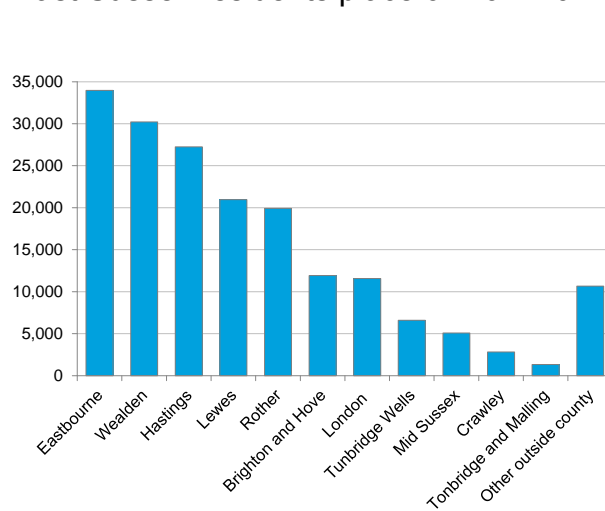
East Sussex working residents place of work 2011³



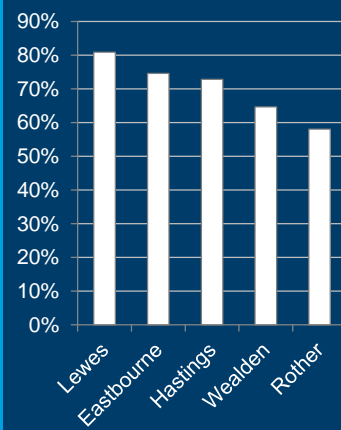
Place of residence of those working but not living in East Sussex 2011³



East Sussex residents place of work 2011³



Proportion of residents working in their home district 2011³



¹Note: Employees here excludes those who are not paid through company payroll or PAYE, such as many self employed or working owners

¹Source: The Business Register and Employment Survey (BRES) 2014

²Note: Self employed data is based on survey results with confidence intervals ranging from +/- 4.8% to +/- 9.4%

²Source: The Annual Population Survey Jan—Dec 2015

³Source: Census 2011

Vacancies

Local vacancies 2015¹

The data below is based on advertised job vacancies from job boards, employer sites, newspapers, public agencies and other recruitment sources. Not all postings will contain information about industry, occupation or skills and consequently the data below represents only some of the vacancies listed for employment in East Sussex. This data should therefore be viewed as an indication only.

Top 10 Industries	Top 10 Occupations	Top 10 Skills
<ul style="list-style-type: none"> Human health and social work activities 36.9% Education 9.3% Accommodation and food service activities 9.2% Professional, scientific and technical activities 7.8% Wholesale and retail trade; repair of motor vehicles and motorcycles 7.3% Manufacturing 6.6% Financial and Insurance Activities 4.9% Administrative and support service activities 4.4% Information and communication 4.1% Construction 2.0% 	<ul style="list-style-type: none"> Nurses 8.5% Programmers and software development professionals 3.7% Other administrative occupations 3.5% Care workers and home carers 2.5% Chefs 2.0% Business sales executives 1.9% Managers and directors in retail and wholesale 1.9% Sales and retail assistants 1.8% Customer service occupations 1.7% Sales related occupations 1.7% 	<ul style="list-style-type: none"> Common skills: Communication and coordination 12.9% Common skills: Business environment skills 8.9% Common skills: Problem solving 5.8% Common skills: Project and process flow skills 4.3% Customer service: Basic assistance 3.2% ICT: Programming, development, and engineering 3.1% Sales: General 2.8% Marketing: General 2.7% Admin Support: General 2.5% Health: Basic patient care 2.2%
(% out of 16,229 postings)	(% out of 26,714 postings)	(% out of 54,608 postings)

East Sussex Business Survey 2014²

- 10.5% of the 1,000 businesses surveyed had vacancies unfilled in the last 12 months
- When these 105 business were then asked 'Why have these vacancies proved hard to fill?', the top responses were:
 - * 'Low number of applicants with the technical skills required' 48%
 - * 'Low number of applicants with the required soft skills' 23%
 - * 'Not enough people interested in doing this type of job' 18%
- Of the 102 responses to the question 'What type of vacancies were hard to fill?' the top responses were:
 - * Skilled trades occupations
 - * Professional occupations
 - * Associate professional and technical occupations

Employer Skills Survey 2015: East Sussex³

- Vacancy level at 4% of employment (3% nationally)
- 33% of vacancies were skills shortage vacancies (23% nationally)
- 6% of staff have skills gaps (5% nationally)
- 20% of staff are qualified to degree level (26% nationally)
- 62% were trained in the last 12 months (66% nationally), for an average of 7.7 days (6.8 days nationally)
- 42% of businesses had staff who are over qualified for their role, compared to 38% nationally, however only 7% of these businesses reported that this was due to 'Lack of jobs in the desired higher level role' and only 3% said this was due to 'Competition for higher level roles / they are struggling to get a higher level job'

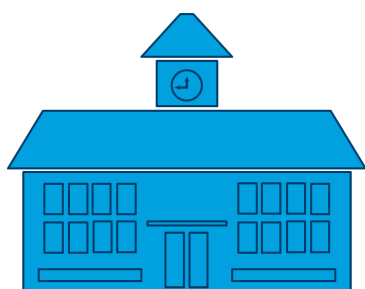
¹Source: Labour Insight (available from www.labourinsight.com)

²Source: ESCC, available from ESIF

³Source: UK Commission's Employer Skills Survey (UKCESS) 2015, local authority tables

241

Schools in East Sussex



135

LEA Maintained
Primary Schools



12

LEA Maintained
Secondary Schools
(of which 3 include post 16
education)



4

Colleges



48

Academies



23

Independent Schools



19

Special Schools

	Primary Only	Secondary Only	Post 16 Only	Both Primary and Secondary	Both Secondary and Post 16	Primary, Secondary, and Post 16
Maintained School	135	9	-	-	3	-
Academy	25	9	-	4	8	2
Independent School	5	-	-	7	4	7
Special School	2	3	-	4	2	8
College	-	-	4	-	-	-
Total	167	21	4	15	17	17

Note: LEA is Local Education Authority

¹Source: www.compare-school-performance.service.gov.uk

Colleges in East Sussex



Sussex Downs College has three main campuses in Eastbourne, Lewes and Newhaven. The College offers over 750 qualifications,

ranging from entry level to Higher Education, including full time, part time, vocational, evening, and apprenticeship programs. Around 8,000 learners study at the college, of which just over half are aged 16 to 18 and study full time. The college has around 800 apprentices and around 3,000 adult learners.



Plumpton College specialises in providing a wide range of land-based courses in partnership with schools and for those in further and

higher education. It offers vocational, BTEC, apprenticeship and higher education qualifications, alongside evening and short courses. The range of courses cover all land-based provision including Agriculture, Horticulture, Landscaping, Metalsmithing, Veterinary Nursing, Countryside Management, Wine and Viticulture, and Rural Business Management.



Sussex Coast College Hastings has around 6,200 students across three campuses. The main campus in Hastings town centre

offers a range of qualifications, including A level and degree awards, in a range of subjects. The campus at Ore specialises in construction, engineering, IT and music technology, and the campus in Haywards Heath offers various levels of motor vehicle maintenance and repair programs and apprenticeships. The college currently has around 1,500 apprenticeship students and around 300 higher education students.



Bexhill 6th Form College

Located in Bexhill-on-Sea, Bexhill College 6th Form College focuses on providing education to students

between 16 and 19 years old. In addition, it offers evening and part time courses for adult learners. The college has over 80 courses available and provides A level, vocational, and higher education qualifications. It has around 1,500 full time students, the majority of whom are aged 16 to 19.



Specialist University Technical College

UTC@harbourside opened in Newhaven in 2015, with a focus on marine and environmental engineering. University Technical Colleges (UTCs) are government-funded colleges with a different approach to traditional schools and UTC@harbourside is specially designed for 14

to 18 year olds with an interest in science, technology, engineering, maths and computing. It offers young people GCSE, A level and BTEC training, alongside industry lead workshops and work experience opportunities.

Universities in the region



University of Sussex

The University of Sussex is based in Falmer, near the border with East Sussex. It has over

14,000 students studying a range of undergraduate and postgraduate courses across twelve Schools of study including the Brighton and Sussex Medical School. It is also home to the Sussex Innovation Centre, a business incubation hub which currently hosts over a hundred companies in a range of knowledge-based sectors.



University of Brighton

The University of Brighton has

over 21,000 students and is comprised of three campuses in Brighton and one each in Eastbourne and Hastings. Nearly 3,000 students study at the Eastbourne campus and over 800 at Hastings. Work has started on a new £14m Advanced Engineering Building at the university, which is due for completion in spring 2017. It will offer specialist teaching facilities alongside research laboratories, in partnership with local enterprise.

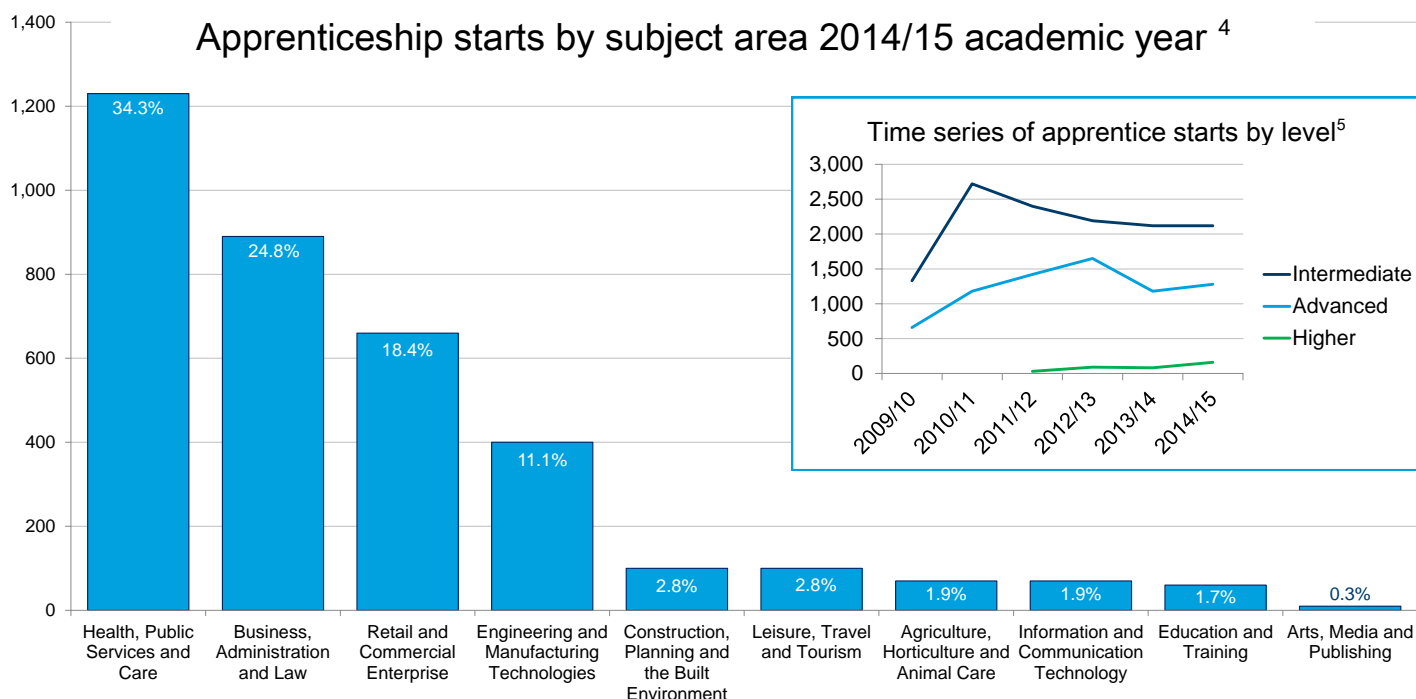
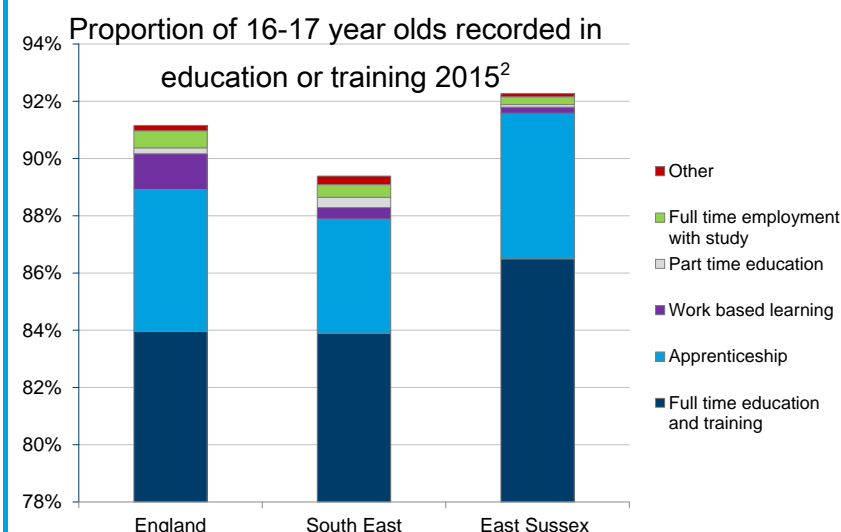
Qualifications: working age population, 16-17 year olds, apprenticeships

Qualifications of working age population 2015¹

	No qualifications	Qualified to at least level 1 (e.g. GCSEs grade D-G)	Qualified to at least level 2 (e.g. GCSEs grade A-C)	Qualified to at least level 3 (e.g. A levels)	Qualified to at least NVQ level 4 (e.g. undergraduate)	Other qualifications
England	8.4%	85%	73.4%	57.1%	36.7%	6.6%
South East	6.3%	88.5%	76.8%	60.5%	39.8%	5.2%
East Sussex	8.8%	84.7%	70.3%	53.7%	31.2%	6.6%

Note: Qualification data based on survey with confidence intervals ranging from +/- 1.8% to +/- 3.2% and therefore should be treated as an indication only

- Wealden has the highest proportion of its population with no qualifications at 9.6%, Hastings 9.3%, Rother 8.9%, Eastbourne 8.5% and Lewes 6.9%
- In 2015, East Sussex has a higher proportion of 16-17 year olds in education and training (86.5%) than both England (84.0%) and the South East (83.9%)²
- Nationally, 90% of apprentices stay in employment after finishing their apprenticeship, 71% staying with the same employer³



¹Source: ONS/NOMIS December 2015 (survey data, confidence intervals apply)

²Source: Department for Education, Proportion of 16-17 year olds recorded in education or training, December 2015

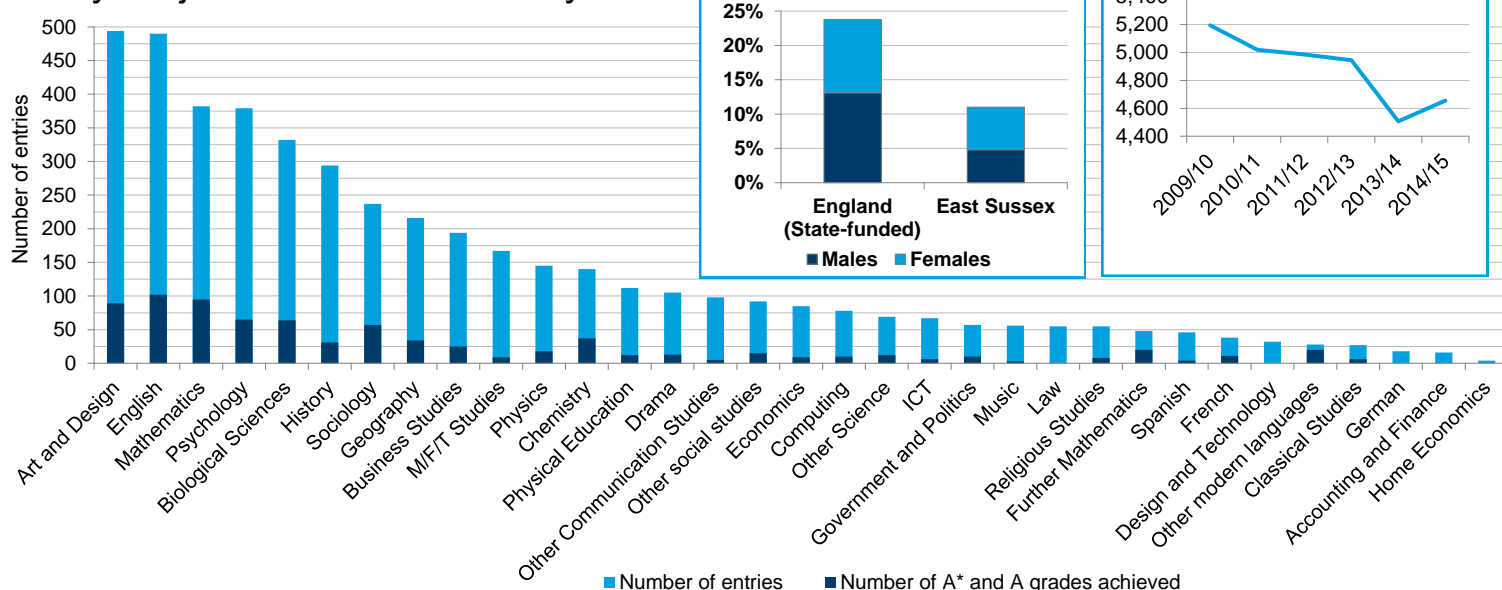
³Source: Skills Funding Agency, Key Facts About apprenticeships (last update 2016)

⁴Source: Individualised Learner Record, data available from DBIS

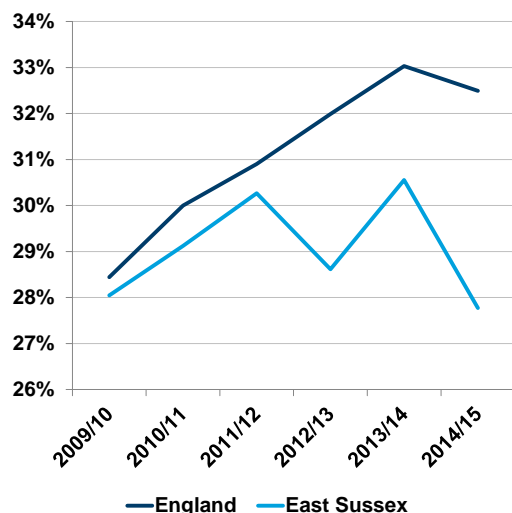
⁵Source: ESiF, Apprenticeship starts and achievements, 2005-2015 - districts

Qualifications: A levels

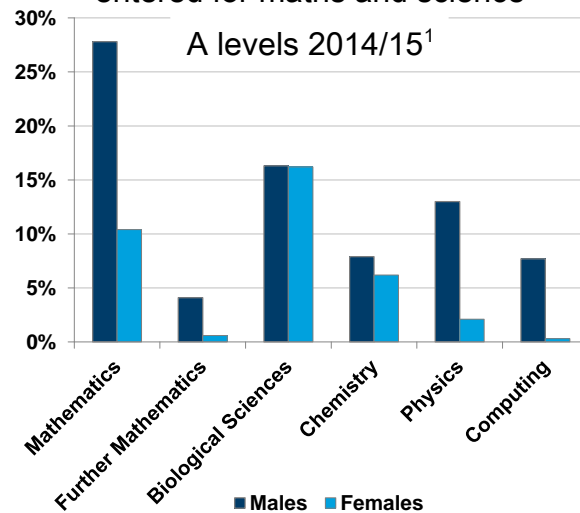
A Level entries and A* or A grades by subject 2014/15 academic year¹



STEM Subjects as a percentage of all A Levels¹



% of males and females aged 16-18 entered for maths and science A levels 2014/15¹



STEM Skills

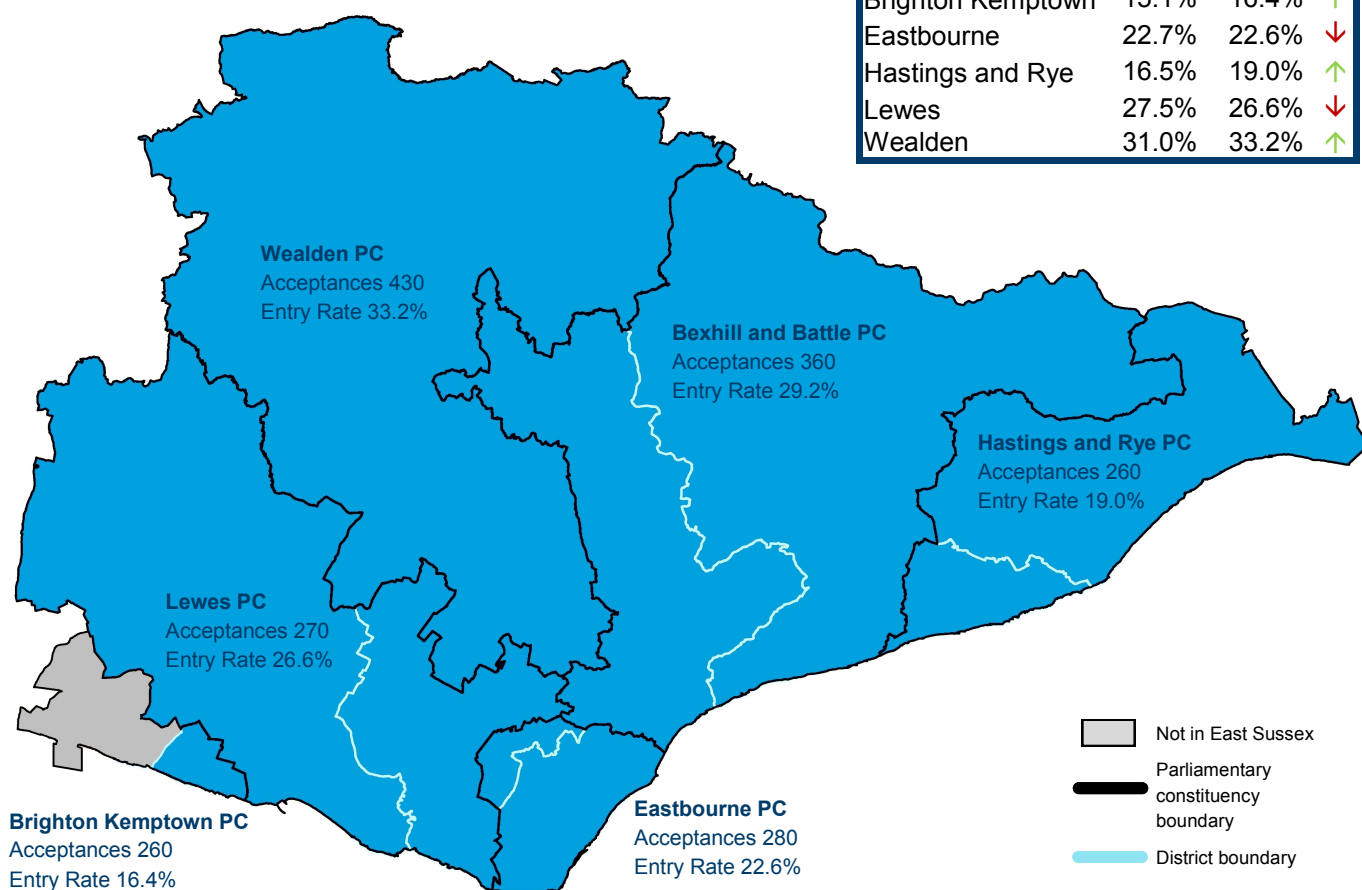
- STEM refers to Science, Technology, Engineering and Mathematics subjects
- 27.8% of A level entries in the county were for STEM subjects in 2014/15, lower than England (32.5%) and less than the previous year (30.6%)¹
- Nationally in 2015, the STEM university graduate employment rate was 88.4%, Law, Economics & Management (LEM) was 88%, and Other Social Sciences, Arts & Humanities (OSSAH) was 85.6%²
- Nationally, STEM university graduates also had lower unemployment rates than LEM and OSSAH, 2.4% compared to 3.1% and 3.8% respectively
- STEM university graduates in England earned, on average, £3,000 more than LEM graduates and £7,000 more than OSSAH graduates

University entry rates for 18 year olds through UCAS by parliamentary constituency 2015¹

- Acceptances are the number of 18 year olds accepted to university from each parliamentary constituency
- Entry rates are the number of 18 year old acceptances divided by the 18 year old population

Entry rate change 2014-2015¹

	2014	2015	
England	30.4%	31.3%	↑
South East	31.0%	31.8%	↑
Bexhill and Battle	27.7%	29.2%	↑
Brighton Kemptown	15.1%	16.4%	↑
Eastbourne	22.7%	22.6%	↓
Hastings and Rye	16.5%	19.0%	↑
Lewes	27.5%	26.6%	↓
Wealden	31.0%	33.2%	↑



National graduate employment 2015²

- In 2015, 87.1% of graduates aged 16-64 were in employment, compared to a non-graduate employment rate of 69.8%
- Postgraduate employment was only slightly higher than graduate employment at 87.5%
- The median salary for graduates was £31,500, significantly more than non-graduates at £22,000
- Postgraduate median salary at £39,000 was £7,500 more than the median graduate salary
- 66.2% of graduates were employed in high skilled occupations, compared to 78.0% of postgraduates and just 21.4% of non-graduates

¹Source: UCAS, End of Cycle Report 2015

²Source: Department for Business and Skills, Graduate Labour Market Statistics 2015

³Note: *graduates* refer to people whose highest qualification is an undergraduate degree at Bachelor's level, *postgraduates* hold a higher degree (such as a Master's or PhD) as their highest qualification, and *non-graduates* are those whose highest qualification is below undergraduate level

Priority growth sectors

The East Sussex Economic Development Strategy, East Sussex Growth Strategy, and Innovate East Sussex have identified nine priority growth sectors for the county:



Engineering and Advanced Manufacturing (includes the two priority sectors Advanced Engineering and Materials and Electronic Systems)

- 6,200 employees in 2014
- High levels of employment in the manufacture of electronic instruments and appliances
- The sector is mainly comprised of small businesses
- Some of the larger, highly successful businesses in this sector include those carrying out design and manufacture of vacuums in Hastings/Bexhill and pumps in Eastbourne and Wealden



Land-based Industries

- Land based industries includes subsectors of Agriculture, Forestry and Fishing, and the Visitor Economy
- 46,100 employees in 2014
- 25,500 employees excluding those who also fall under the 'Wholesale, retail and motor' sector
- 700 more people are employed in pubs and bars in 2014 than in 2009 (+20%), supporting a thriving visitor economy
- Proliferation of agri-tech means greater reliance on high skilled workforce



Creative, Cultural and Media

- 5,400 employees in 2014
- This sector has seen the largest employment growth of all priority sectors since 2009 at 14.6%
- Largest number of employees in the 'Computer consultancy activities' class
- Large concentration of employment in this sector in Lewes
- Supported by close proximity to the Brighton Digital and Creative Cluster



Construction

- 14,200 employees in 2014
- 2,100 employees in the subsector 'Construction of domestic buildings', a significant increase of 33% since 2009
- Currently a sector wide skills shortage of bricklayers and skilled trades such as carpenters
- 51% of construction workers are self employed (42% nationally)¹



Low Carbon and Environmental Goods and Services

- It is difficult to measure the current size of this sector as it is not able to be defined using current Standard Industry Classification (SIC) codes
- 300 more jobs in 'Plumbing, Heat and Air-conditioning Installation' in 2014 than in 2009 (+30%) shows the potential for growth in the home energy efficiency market
- There is a cluster of 'CleanTech' business in Newhaven



Health and Social Care

- 31,300 employees in 2014
- There has however been a decline of 5.3% in employment in this sector since 2009
- This compares to a national increase of 8.8% in employment under the SIC code 'Human Health and Social Work Activities'
- By 2020 there will be an increase of 6.6% in 65-84 year olds and a 9.6% increase in those aged 85+ in East Sussex
- 66,100 people aged 65+ are projected to have a limiting long term illness by 2020 (+ 8.7%)
- This will increase the need for employment in this sector



Professional and Business Services

- 21,300 employees in 2014
- 10.9% increase in employment in this sector since 2009
- Largest employment in this sector is in 'Management consultancy activities', 2,100 employees and an increase of 21% since 2009
- East Sussex has many Small and Medium Enterprises (SMEs) in this sector. Also some large employers e.g. Saga and Hastings Direct



Wholesale, Retail and Motor

- 30,200 employees in 2014
- 4,270 Local Business Units in this sector in 2015, 17.1% of all Local Units
- One of the largest sectors in the county, accounting for 17.9% of employment
- 19,900 employees are in 'Retail excluding motor', compared to 6,700 in 'Wholesale excluding motor'

Note: Employees here excludes those who are not paid through company payroll or PAYE, such as many self employed or working owners

Note: There is some overlap between sectors, e.g. land-based industries growth sector includes a large proportion of businesses and employees who also fall under the wholesale, retail and motor priority growth sector

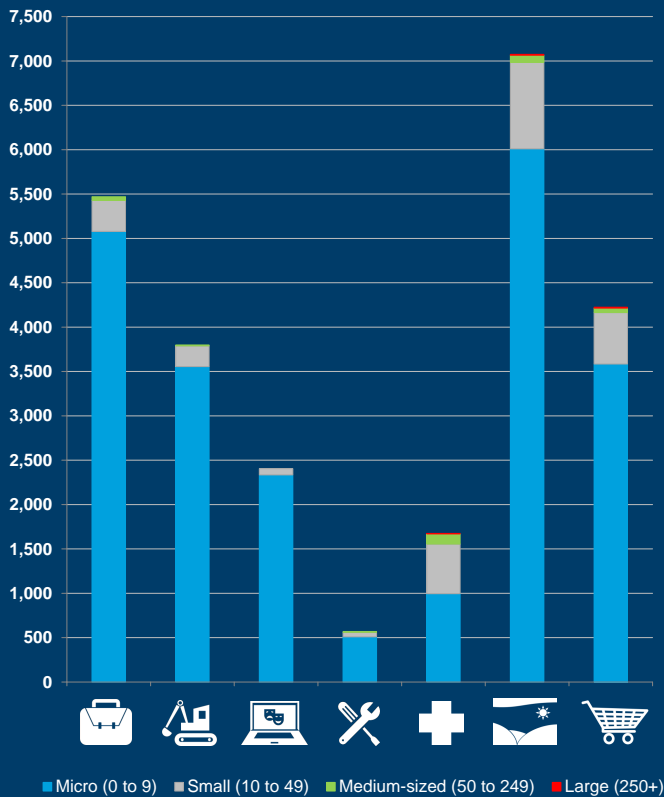
Note: data is workplace based unless otherwise stated

Source unless otherwise stated: BRES 2014

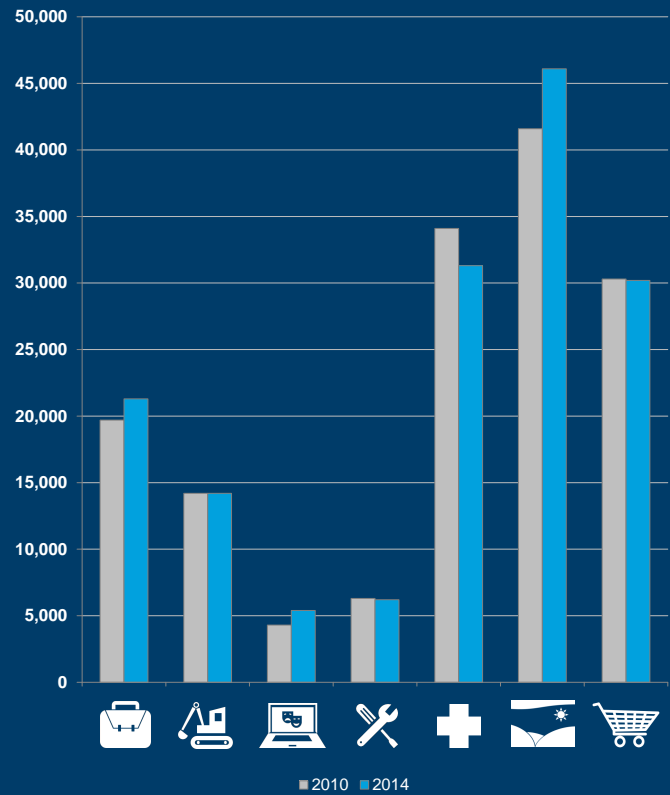
¹Source: Annual Population Survey workplace analysis; Jan—Dec 2015 (confidence intervals apply)

Priority growth sectors

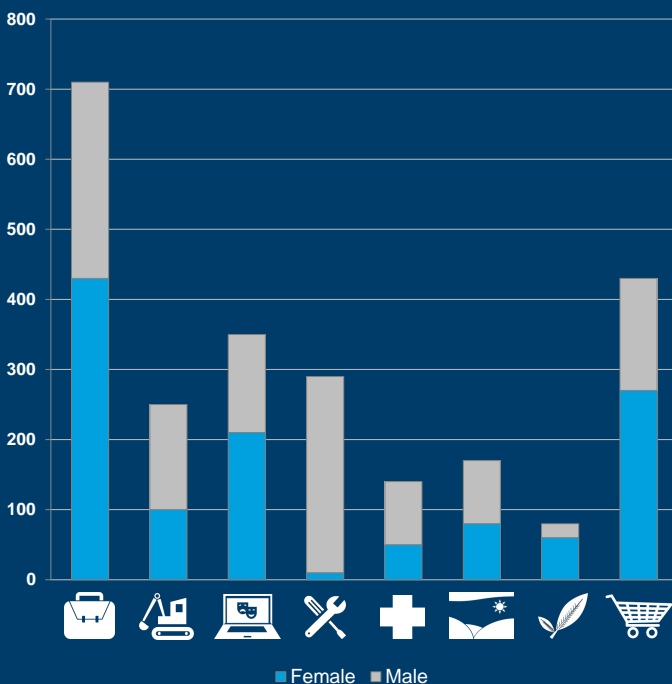
Local Business Units by priority sector
2015¹



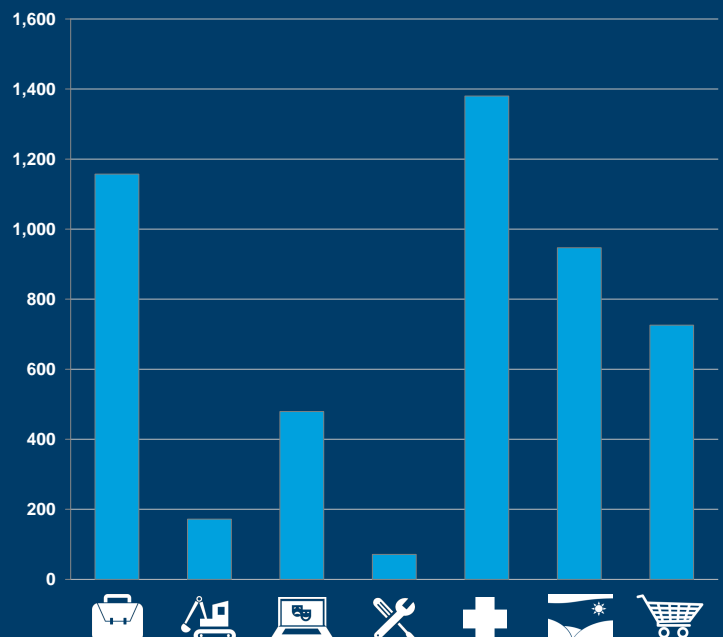
Employees by priority sector
2014²



Apprentice starts by priority sector
2014/15³



Job listings by priority sector
2015⁴



Note: There is some overlap between sectors, e.g. land-based industries includes a large proportion of businesses and employees who also fall under the wholesale, retail and motor sector

¹Source: ONS, UK Business counts 2015

²Source: Business Register and Employment Survey (BRES) 2014

³Note: Employees here excludes those who are not paid through company payroll or PAYE and as many self employed or working owners

⁴Source: (internal data) LEP dataset cube. Skills funding agency via SELEP 2016

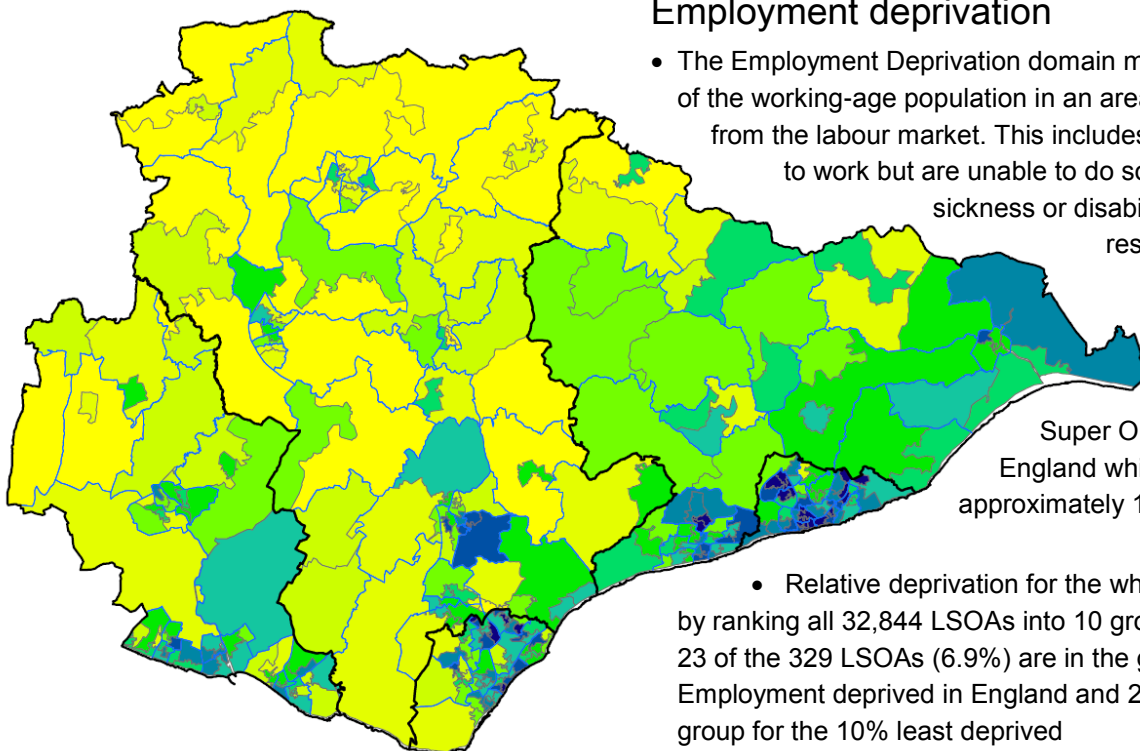
⁵Source: Labour Insight (available from www.labourinsight.com)

Maps: employment and skills deprivation

The Indices of Deprivation are widely used to analyse patterns of relative deprivation for small areas and to identify local need. They provide a snapshot of conditions in an area, looking at a range of factors including income, employment, education, health, barriers to housing and services, living environment and crime.

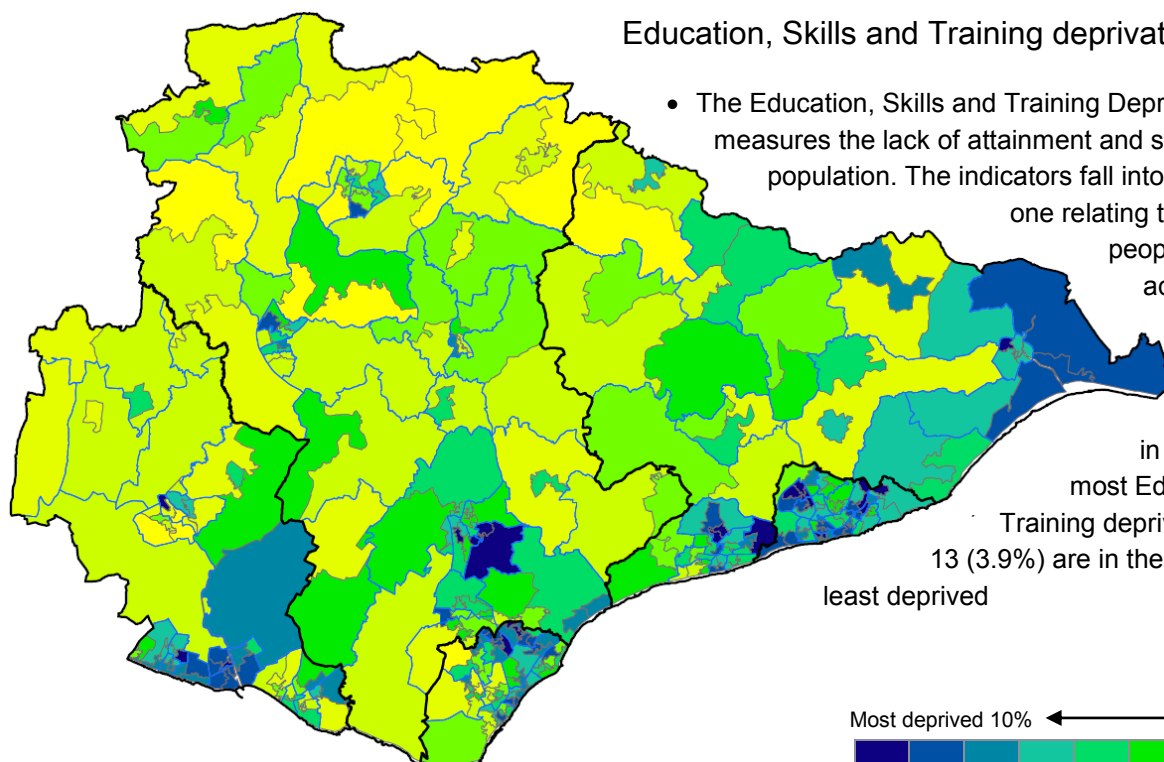
Employment deprivation

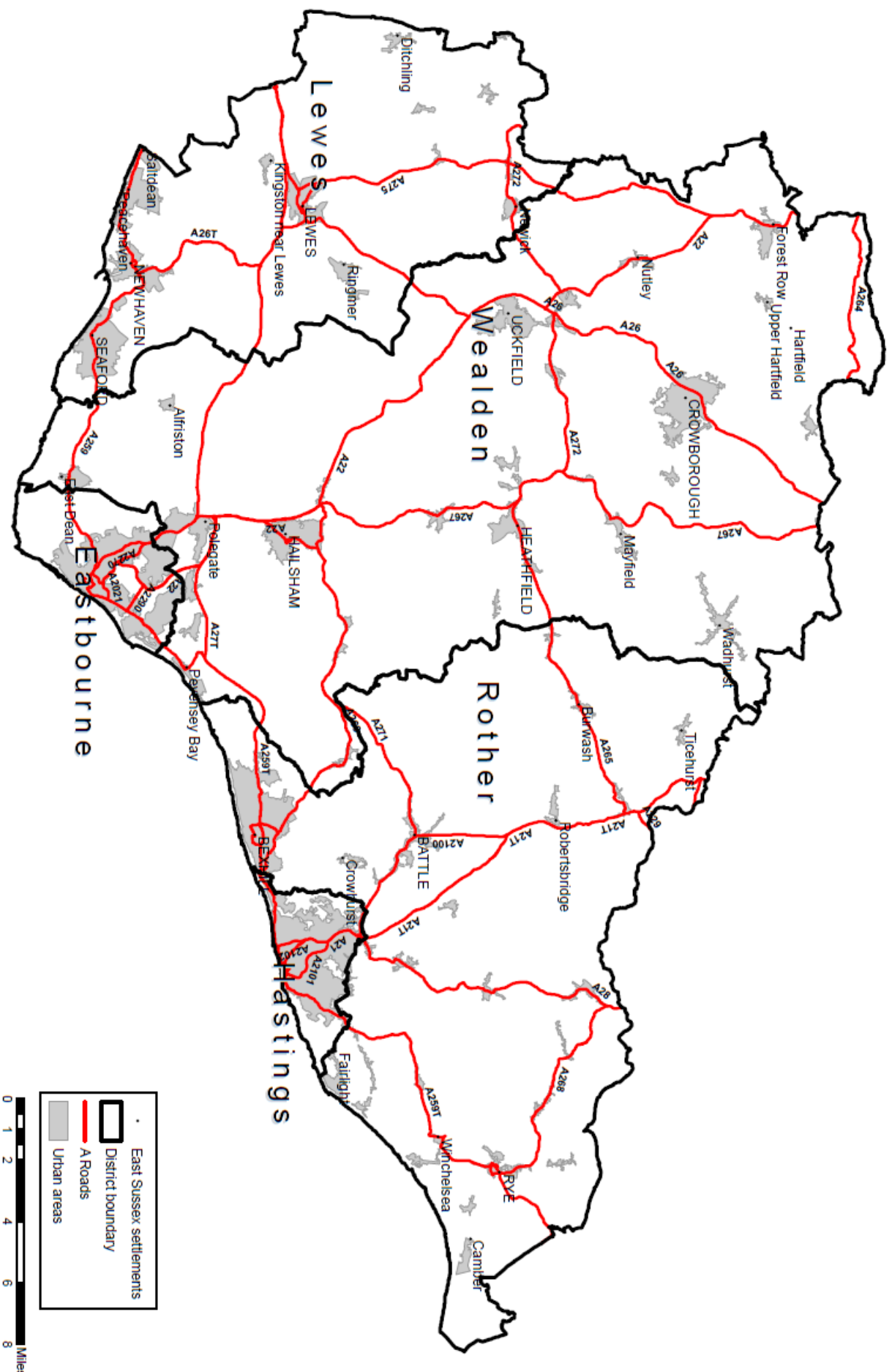
- The Employment Deprivation domain measures the proportion of the working-age population in an area involuntarily excluded from the labour market. This includes people who would like to work but are unable to do so due to unemployment, sickness or disability, or caring responsibilities
- The map shows relative employment deprivation for Lower Super Output Areas (LSOAs) in England which are areas of approximately 1,500 people
- Relative deprivation for the whole of England is shown by ranking all 32,844 LSOAs into 10 groups. In East Sussex, 23 of the 329 LSOAs (6.9%) are in the group for the 10% most Employment deprived in England and 28 (8.5%) are in the group for the 10% least deprived



Education, Skills and Training deprivation

- The Education, Skills and Training Deprivation domain measures the lack of attainment and skills in the local population. The indicators fall into two sub-domains: one relating to children and young people and one relating to adult skills
- In East Sussex, 23 of the 329 LSOAs (6.9%) are in the group for the 10% most Education, Skills and Training deprived in England and 13 (3.9%) are in the group for the 10% least deprived





Report to:	Cabinet
Date of meeting:	20 September 2016
By:	Director of Communities, Economy and Transport
Title:	The Revised Local Flood Risk Management Strategy 2016 – 2026
Purpose:	To consider the revised Local Flood Risk Management Strategy 2016 – 2026, following public consultation, with a view to its adoption as County Council policy.

RECOMMENDATIONS: Cabinet is recommended to:

(1) Note the outcomes of the public consultation of the draft Revised Local Flood Risk Management Strategy 2016 – 2026; and

(2) Agree that the revised strategy should be adopted as County Council policy.

1 Background

1.1 Under Section 9(4) of the Flood and Water Management Act (FWM Act) the County Council, as a Lead Local Flood Authority (LLFA), has a responsibility to develop, maintain, apply and monitor a Local Flood Risk Management Strategy (LFRMS). The current LFRMS covers the period to 2016, hence the need for its review.

1.2 The Draft Revised LFRMS 2016 – 2026 (at Appendix 1 to this report) outlines the Council's position as a LLFA, and its strategic priorities for the next 10 years. The Objectives and Strategic Priorities of the Draft Revised LFRMS will serve as the framework for the local flood risk management role delivered by the County Council. These objectives, which include empowering local communities to become more flood resilient and, targeting resources towards areas of highest risk and vulnerability, complement the Council's priority outcomes.

1.3 The Draft Revised LFRMS and its Technical Appendices were approved for public consultation by Lead Member for Transport and Environment on 22 February 2016. It is also supported by a Delivery Plan which is reviewed and updated on an annual basis.

1.4 Appendix 3 sets out the summary of the Equalities Impact Assessment of the draft Revised Strategy following amendment made post consultation.

2 Supporting information

Strategy Development

2.1 Once adopted, the strategy will be the primary document outlining how the Council plans to deliver its flood risk management function. The LLFA is supported by a combination of government grant and business rate retention, and the Draft Revised LFRMS has been developed in the light of available funding. It will not commit the Council to expenditure above and beyond what is proposed as part of the revenue budget setting process.

2.2 The LFRMS has been developed to reflect the greater understanding and experience of the LLFA role since the LFRMS 2013 – 2016. This is evident in the standing advice supporting the Council's statutory consultee role in the planning system, as well as position statements on watercourse consenting and flood investigations.

2.3 Although the strategy has undergone considerable change, the Guiding Principle and Objectives of the current LFRMS 2013 – 2016 have been retained. The key changes are:

- A revised assessment of local flood risk for the county;
- Guidance on the circumstances in which the LLFA will investigate a flood event;
- Guidance for residents on types of flooding, protecting a property and maintaining watercourses;
- The provision of standing advice to developers and planning authorities on the requirements for drainage strategies as part of new development; and
- The characterisation of drainage conditions within the county.

2.4 Development of the LFRMS 2016 – 2026 has been overseen by a project board consisting of senior officers from East Sussex County Council, the Environment Agency (EA) and Southern Water (SW).

Consultation

2.5 The six week consultation period took place between 29 February and 10 April. As the revised LFRMS is intended as a source of information for residents, risk management authorities, developers and planning authorities, the key aims of the consultation process were to determine whether:

- (a) The strategy was easy to understand; and
- (b) The strategy provided useful guidance to the reader.

2.6 There were 39 respondents in total, with the highest representation from Town and Parish Councils and voluntary organisations. Response to the consultation was positive, with levels of disagreement below 20% of respondents. In particular, over 80% of respondents found the language and structure of the document accessible, and two thirds found the different sources of flooding clearly explained. The Sustainable Drainage Systems (SuDS) guidance was largely well received by Local Planning Authorities, and additional comments largely focused on SuDS, asset ownership, and delivery of the strategy. A number of these comments have been reflected in the revised LFRMS that is recommended for adoption.

2.7 However, Eastbourne Borough Council (EBC) was alone in considering that the Strategy failed to achieve its objectives and not providing the necessary evidence to support it. ESCC EA and SW officers have subsequently met EBC members to clarify matters.

2.8 The consultation results are summarised in Appendix 2.

3. Conclusion and reasons for recommendations

3.1 The East Sussex Local Flood Risk Management Strategy (2016-2026) sets out the Council's framework and priorities for managing flood risk in East Sussex. It defines the Council's LLFA role, conveys flood risk information to residents, and outlines the Council's standing advice to planning authorities and developers for sustainable drainage systems. The strategy has been developed with the guidance of a Project Board, and has been subject to consultation and significant support by key partners and members of the public.

3.2 It is therefore recommended that the draft revised LFRMS is noted and that it is approved by Cabinet for adoption as Council policy.

RUPERT CLUBB

Director of Communities, Economy and Transport

Contact Officer: Nick Claxton

Tel. No. 01273 481407

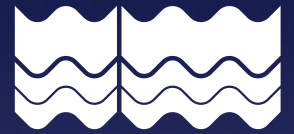
Email: nick.claxton@eastsussex.gov.uk

LOCAL MEMBERS:

ALL

BACKGROUND DOCUMENTS

East Sussex Local Flood Risk Management Strategy (2016-2026) Technical Appendices



East Sussex Local Flood Risk Management Strategy 2016 – 2026

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Executive Summary

The East Sussex Local Flood Risk Management Strategy (LFRMS) provides the framework for the management of local flood risk in the county for the ten year period 2016 – 2026.

It is supplemented by a series of technical appendices which provide further detail on the management of local flood risk in East Sussex including the responsibilities of the various bodies involved in risk management, the assessment of risk, the legal context and funding mechanisms.

The scope of the strategy is defined by legislation (the Flood and Water Management Act) and therefore focuses on the management of flood risk from surface water, groundwater and ordinary watercourses. The Environment Agency remains responsible for the management of coastal and main river (or fluvial) flooding and the district and borough councils retain responsibility for the management of coastal erosion risk.

Section 2 (Flood Risk in East Sussex) outlines what is meant by risk, the principal forms of flooding and which Risk Management Authorities (as defined by the Flood and Water Management Act) are responsible for the management of risk. The extent and severity of risk presented by local forms of flooding are summarised in this section.

Section 3 (Challenges Ahead) provides the context of the Strategy, noting the factors which affect the nature of flood risk and our ability to tackle it. These include development pressures and a changing climate, and the need to improve the data and evidence necessary to deliver cost effective solutions in a climate of public sector austerity.

Section 4 establishes the Guiding Principle and Objectives which provide the framework for the framework for the Strategy. The principal elements of the Strategy include;

- the implementation of a proportionate approach to managing risk;
- managing flood risk as part of the planning process;
- ensuring that landowners and property owners are aware of their responsibilities;
- the communication of flood risk information to those who need it;
- improving the evidence base;
- partnership working to deliver solutions to flooding problems; and,
- identifying opportunities to bid for external funding to assist in delivering solutions.

To assist the County Council in its new role as a statutory consultee to the planning system, Section 5 of the Strategy provides standing advice for developers and planners. It establishes the key elements of a drainage strategy for a site and defines four areas with distinct drainage characteristics which will inform drainage design in new development in the county.

Foreword

Text

1

Background

Introduction

Following widespread flooding across England and Wales in 2007 the Government commissioned Sir Michael Pitt to carry out an independent review to ‘learn lessons’ from the floods. Pitt’s report called for fundamental changes to the way in which flooding was managed.

The report has shaped the way in which flood risk is managed in the country. The introduction of the Flood and Water Management Act (2010) provided a new framework for the management of flood risk, and introduced the county and unitary councils as Lead Local Flood Authorities. This gave East Sussex County Council a co-ordinating role in managing flood risk from local sources (surface water, groundwater and ordinary watercourses). The Environment Agency maintains management of the risk of flooding from main rivers and the sea, whilst having strategic overview of all forms of flooding.

However, since the Pitt Review, the UK has been hit by multiple severe flood events, including the winter 2013-2014 flooding of the Somerset Levels and elsewhere and the winter 2015-2016 flooding of northern England and Scotland. Such events are predicted to be more frequent and intense in the future.

The first LFRMS focused on establishing and developing East Sussex County Council’s new role as a Lead Local Flood Authority in light of the new legislation and its phased commencement. In the three years since 2013, the County Council has completed ten Surface Water Management Plans with corresponding action plans, which have provided an improved understanding of local flood risk in our major towns, and how it can be managed. They in turn have identified areas with significant flood risk issues, and assisted bids to secure funding for the delivery of flood alleviation projects, such as in Central Hastings. The County Council has engaged in partnership working with the East Sussex Risk Management Authorities to reduce local flooding problems, ranging from enforcement work under the Land Drainage Act to assessing the interaction between drainage conditions and sewerage systems in high risk areas of the county.

Changes were made to the planning system in April 2015 to make sure that developments ‘make space for water’ by including sustainable drainage systems (SuDS) into their design. As a result, East Sussex County Council became a statutory consultee to the planning system, advising on the appropriateness of surface water drainage systems within all major development proposals in the county. In preparation for this role the County Council developed local guidance and assisted with regional guidance, on sustainable drainage design. This preparation also included developing a web tool to assist both developers and local planning authority officers in assessing the drainage requirements for smaller scale development in the county.

Building upon the previous strategy (2013-2016), the East Sussex Local Flood Risk Management Strategy 2016-2026 has been produced to reflect the changes in regulation which have taken place, and to provide a robust framework to guide local flood risk management over the next ten years. In particular this strategy provides standing advice to make sure that development of land and watercourses in East Sussex does not increase flood risk now or in the future.

Purpose of the Strategy

The East Sussex Local Flood Risk Management Strategy which covers the period 2016-2026 has been prepared as part of the County Council’s role as a lead local flood authority. It is in line with the Environment Agency’s National Strategy for Flood and Coastal Erosion Risk Management, and builds upon the first Local Flood Risk Management Strategy, which established principles of local flood risk and included an annually updated delivery plan.

This strategy is a high level, statutory document that sets out the County Council’s approach to limiting the impacts of local flooding across the county. It also provides a strategic framework for the risk management authorities to work within, and goes on to establish new standing advice on

drainage issues in the county.

The long-term aim of the strategy is to provide a co-ordinated approach to managing local forms of flood risk in East Sussex. This is defined as flooding from surface water, groundwater and ordinary watercourses (for detailed explanation, see section 2 Sources of Flooding)

The below table outlines which aspects of flood risk management are covered by the strategy, and which authorities hold guidance on other aspects of flooding:

		This strategy	Environment Agency (EA)	District and Borough Councils	Internal Drainage Boards (IDBs)	Water and Sewerage Companies (WaSCs)	Sussex Resilience Forum (SRF)
Surface water flooding		●					
Groundwater flooding		●					
River flooding	Ordinary watercourses	●			●		
	Main rivers		●				●
Coastal flooding			●				●
Coastal protection				●			
Sewer flooding						●	
Reservoir flooding			●			●	●

The framework of the strategy is summarised in the below diagram. The strategy's delivery plan outlines the activities that will be progressed over the coming year to address local flooding issues and to assist in delivering the strategic objectives of the LFRMS – this will be updated regularly.



2

Flood Risk in East Sussex

The area of interest

This strategy covers the county of East Sussex, an area of 1,725km² that includes the districts of Lewes, Rother and Wealden and boroughs of Eastbourne and Hastings, and falls partly within the South Downs National Park.

The population of the county in 2016 was estimated at 540,000 with 75% of people living in urban areas, mainly along the coastal strip.

East Sussex is widely known for its high quality landscape. The High Weald Area of Outstanding Natural Beauty, the South Downs National Park and the Heritage Coastline that includes the Seven Sisters all fall within East Sussex. The county also has a wide range of protected environmental and heritage sites of international, national and local importance. A detailed overview of the physical, social and economic characteristics of East Sussex can be found in Section 1 of the Local Flood Risk Management Strategy Technical Appendices.

Recognising that the movement of water through the landscape is not limited by administrative boundaries, the County Council will look beyond its borders and work (with key partners) across river catchments to address flooding issues where necessary.

Impacts of flooding

Flooding is a natural process that shapes our environment, but it can also pose a threat to the safety and wellbeing of communities.

The impacts of flooding include:

- damage to residential and commercial property, agricultural land, key services and infrastructure such as roads and hospitals,
- increases in the cost of, or an inability to gain access to, flood insurance,
- health related impacts (both physical and psychological),
- adverse impacts upon businesses confidence, and
- environmental impacts such as the pollution of watercourses, impacting upon wildlife and habitats.

Flooding can also be beneficial. With careful management, storing water in selected 'low' risk areas can provide flood protection, whilst also allowing habitat creation and providing amenity value.

Flooding from local sources cannot be tackled in isolation as multiple sources often combine to produce a flood event. Although it is not possible to prevent all flooding, East Sussex County Council will work, with its partners, to manage and limit the impacts of local flooding on communities across the county.

What is Flood Risk?

All flooding is a hazard as it has the potential to cause harm to human health and life, and affect the natural and built environment.

However the term 'flood risk' is only used to acknowledge the actual harm caused by flooding.

Flood risk is a combination of the probability or likelihood of a flood event occurring and the severity of its impacts:



Flooding is only a risk when there is a pathway or route for the floodwaters, which links the flood source to people, property or agricultural land (the receptor).



Risk captures the severity of, or related consequences produced by, a flood event. Impacts can be social, economic and environmental, such as the number of properties flooded and the level of associated economic damages. The consequences of a flood depend on the level of exposure and the vulnerability of those affected.

The Risk Management Authorities

East Sussex County Council works alongside a range of other bodies known as risk management authorities to manage flooding in the county. These authorities also have responsibilities and duties in relation to flooding and coastal erosion.



Environment Agency

The **Environment Agency** is responsible for managing flooding from main rivers, the sea and reservoirs. It also maintains a strategic overview of all forms of flooding and provides flood warning systems.



Internal Drainage Boards (IDBs) operate in some low lying areas to manage water levels and provide routine maintenance. IDBs work in partnership with other authorities to deal with flooding and drainage issues within their districts.

*From autumn 2016 onwards, the Pevensey and Cuckmere catchments will be served by the **Pevensey and Cuckmere Water Level Management Board (WLMB)**.



The **County Council** is the lead local flood authority for East Sussex, with a responsibility for managing flooding from surface water, groundwater and ordinary watercourses. It also supports the Environment Agency in co-ordinating the activities of the risk management authorities.

The **County Council** is the highway authority for East Sussex, with a responsibility for managing flooding and drainage on the local highway network.

All **District and Borough Councils** in East Sussex have powers to manage coastal erosion along their shorelines.

The **County Council** and the **District and Borough Councils** work collectively on emergency planning.

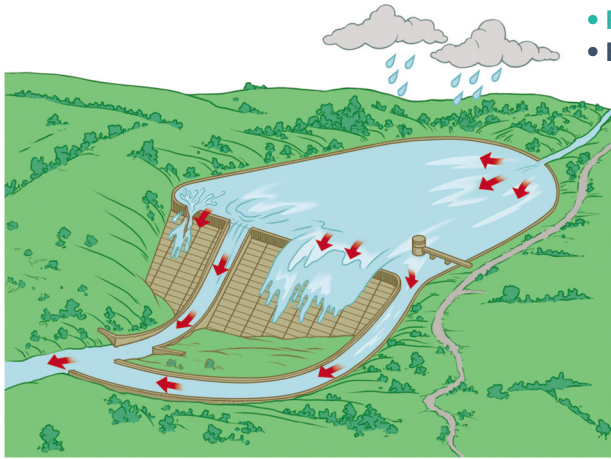
Romney Marshes
Area IDB



Southern Water as a sewerage undertaker is responsible for managing flooding from foul, combined and surface water sewers across the county.

Further details of the roles and responsibilities of the risk management authorities in East Sussex, and other key stakeholders, can be found in Section A3 of the Local Flood Risk Management Strategy Technical Appendices.

Sources of flooding

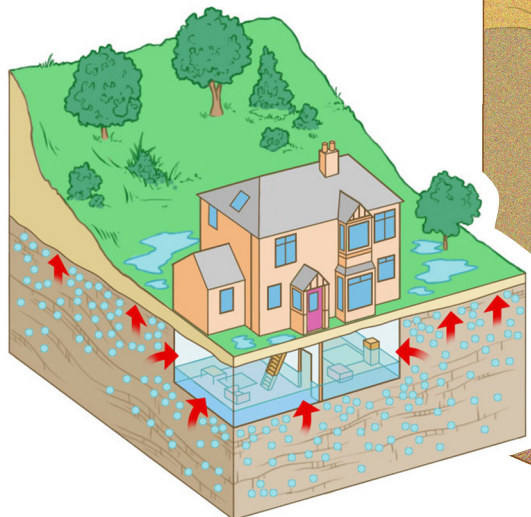


Reservoirs

Reservoir flooding is extremely unlikely to occur. When the amount of water entering the reservoir is greater than the amount which is designed to leave the reservoir, floodwaters may overtop the crest of the dam and flow downstream. Occasionally, where a reservoir has been poorly designed, the pressure of stored water can build up behind the dam, and cause the structure to fail, releasing water.

Risk Management Authority

- **EA** Regulators.
- **RO** Managing on-site risks.
- **ESCC** Off-site emergency plan.

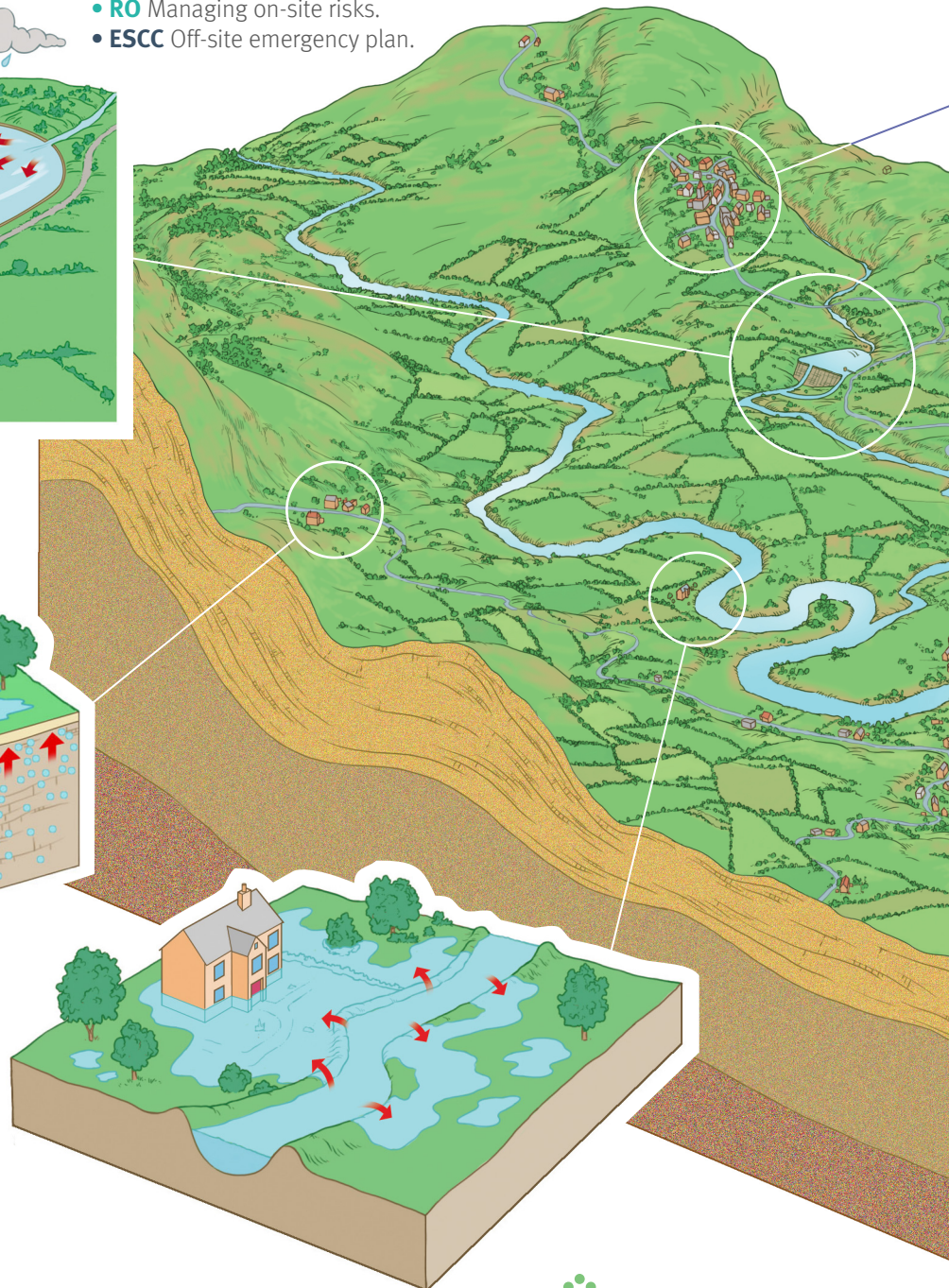


Groundwater

Occurs when water stored in the ground rises to the surface. This is common in areas with porous underlying rocks (like chalk), and also on floodplains where the water table lies close to the surface, and can be raised by river levels or high tides.

Risk Management Authority

- **ESCC** As the Lead Local Flood Authority.



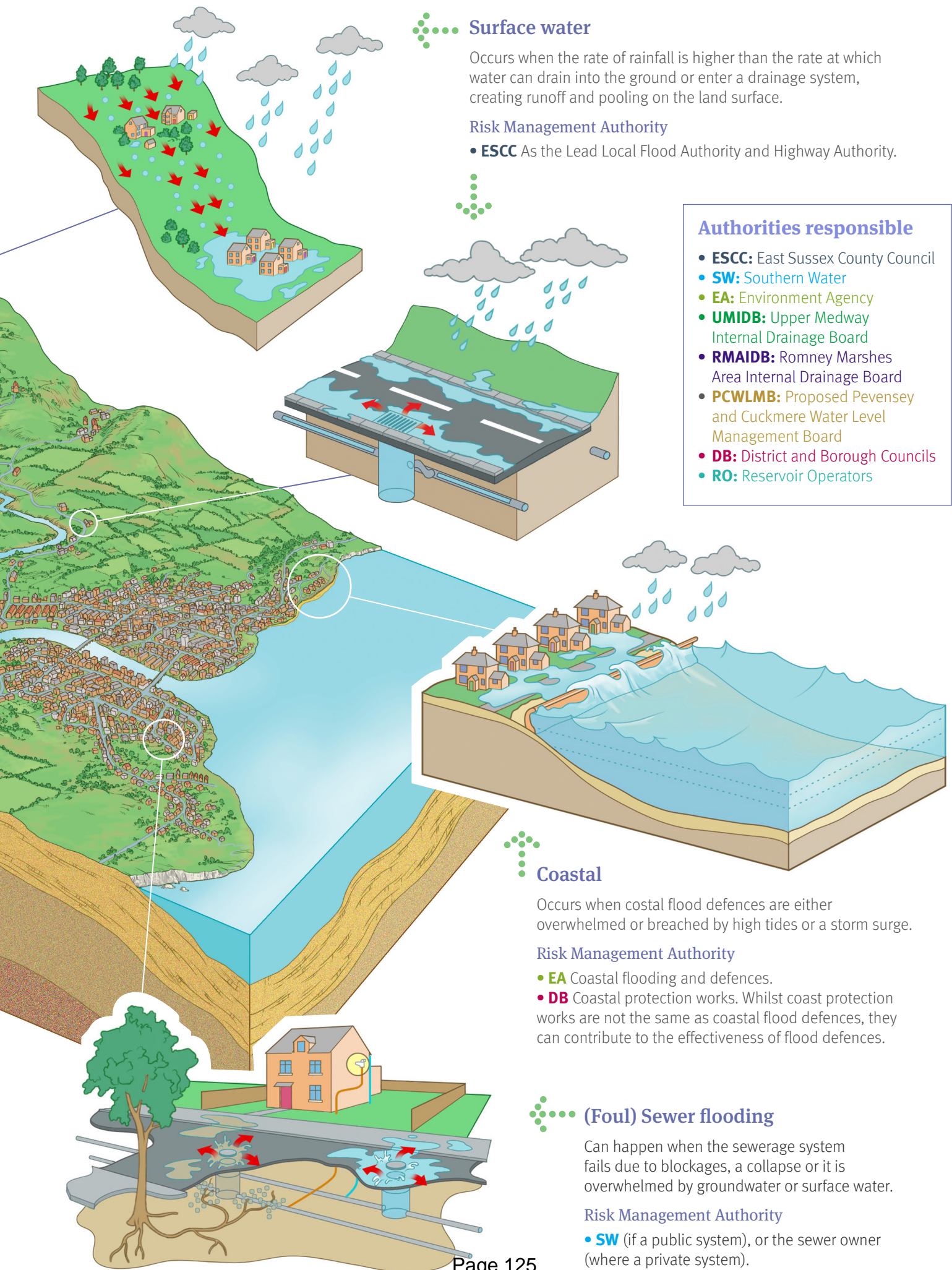
Main river and ordinary watercourses

Occurs when the water flowing in a watercourse (which may be piped or culverted in sections), exceeds the capacity of the channel and goes over its banks. There are two categories of watercourse: main rivers (those which present the greatest risk to life and property), and ordinary watercourses, which cover all other watercourses, including streams and ditches.

Risk Management Authority

- **EA** Main rivers.
- **ESCC** Ordinary watercourses, outside the boundaries of Internal Drainage Districts.
- **UMIDB** Page 124
- **RMAIDB** Flooding from ordinary watercourses within their borders.
- **PCWLMB**

Illustrations by Bill Donohoe
(billdonohoe.com)



Surface water

Occurs when the rate of rainfall is higher than the rate at which water can drain into the ground or enter a drainage system, creating runoff and pooling on the land surface.

Risk Management Authority

- **ESCC** As the Lead Local Flood Authority and Highway Authority.

Authorities responsible

- **ESCC**: East Sussex County Council
- **SW**: Southern Water
- **EA**: Environment Agency
- **UMIDB**: Upper Medway Internal Drainage Board
- **RMAIDB**: Romney Marshes Area Internal Drainage Board
- **PCWLMB**: Proposed Pevensey and Cuckmere Water Level Management Board
- **DB**: District and Borough Councils
- **RO**: Reservoir Operators

Coastal

Occurs when coastal flood defences are either overwhelmed or breached by high tides or a storm surge.

Risk Management Authority

- **EA** Coastal flooding and defences.
- **DB** Coastal protection works. Whilst coast protection works are not the same as coastal flood defences, they can contribute to the effectiveness of flood defences.

(Foul) Sewer flooding

Can happen when the sewerage system fails due to blockages, a collapse or it is overwhelmed by groundwater or surface water.

Risk Management Authority

- **SW** (if a public system), or the sewer owner (where a private system).

Summary of flood risk in East Sussex

As outlined on pages 5 to 6, East Sussex County Council as Lead Local Flood Authority is responsible for managing local flood risk (groundwater, surface water, ordinary watercourses). These types of flooding are often influenced by other factors, such as the tide, main rivers or sewer systems. For example, a high tide can prevent drains from discharging into the sea, ‘tide locking’ the system which in turn can lead to surface water flooding if this coincides with intense rainfall.

An assessment was carried out to help understand the risk of flooding to people and properties in East Sussex. This included surface water, groundwater, main river and coastal flood risk data, as well as recorded flood incidents. Each ward within East Sussex was then ranked relative to one another on the basis of combined flood risks and the receptors affected (see figure 1). The flood risk to a range of receptors was analysed within the assessment, including residential and commercial properties, utilities infrastructure and emergency services stations. Further details on how risk has been assessed within this strategy can be found in Section 4 of the Local Flood Risk Management Strategy Technical Appendices.

The results showed flood risk to be highest to the south of the county and on river flood plains, in particular Eastbourne, Lewes and Hastings. As these areas are typically low-lying, not only is there the direct risk of flooding from major rivers or the sea, but also susceptibility to flooding from groundwater and surface water.

Beyond the coastal strip and river valleys, the flood risk in East Sussex is more dispersed. Flooding may occur as a result of pockets of high groundwater, or surface water running off steeper slopes, compacted ground or from blockages to a drainage system. This type of more localised flood risk occurs in both urban and rural settings, and can be difficult to accurately predict.

The highest risk of surface water flooding coincides with the wards with the greatest concentration of population and assets. These are mainly in Eastbourne (Meads and Devonshire), Hastings (Central St. Leonards and Castle), and Bexhill (Sackville and Central). However, risk is also present in towns acting as a focus for growth, such as Hailsham.

High groundwater can also increase the surface water flood risk. This is largely present on the coastal strip and on the plains of the rivers Ouse, Medway, Cuckmere, and Rother, where the water table lies close to the surface. If the ground becomes saturated, rainfall is unable to drain into the ground, and floods the ground surface. This contributes to the higher flood risk in villages such as Alfriston and Willingdon, which are situated on floodplains.

Groundwater flood risk is highest over the South Downs, where the chalk geologies have the potential to store and release large amounts of water. Water levels can rise in response to heavy rainfall, and emerge at the surface or close to it, causing flooding. The wards at highest risk of groundwater flooding include Lewes Bridge, Devonshire in Eastbourne, and Newhaven Denton and Meeching, all of which lie within or close to the South Downs.

The assessment provides a high-level picture of the predicted flood risk in East Sussex, based on a combination of nationally modelled data and local information. However, flood risk on a local level can vary considerably and all settlements have complex drainage systems, which can give rise to flooding issues if not maintained correctly. These more localised drainage and flood risk issues have been investigated within Surface Water Management Plans (SWMPs) undertaken for the fourteen settlements identified below. In the case of Lewes, an Integrated Urban Drainage Strategy was produced.

The previous strategy identified fourteen ‘hotspots’ at the highest flood risk, which covered the towns of Battle, Bexhill, Crowborough, Eastbourne, Forest Row, Hailsham, Hastings, Heathfield, Lewes, Newhaven, Peacehaven, Seaford, Rye and Uckfield. The distribution of flood risk has not

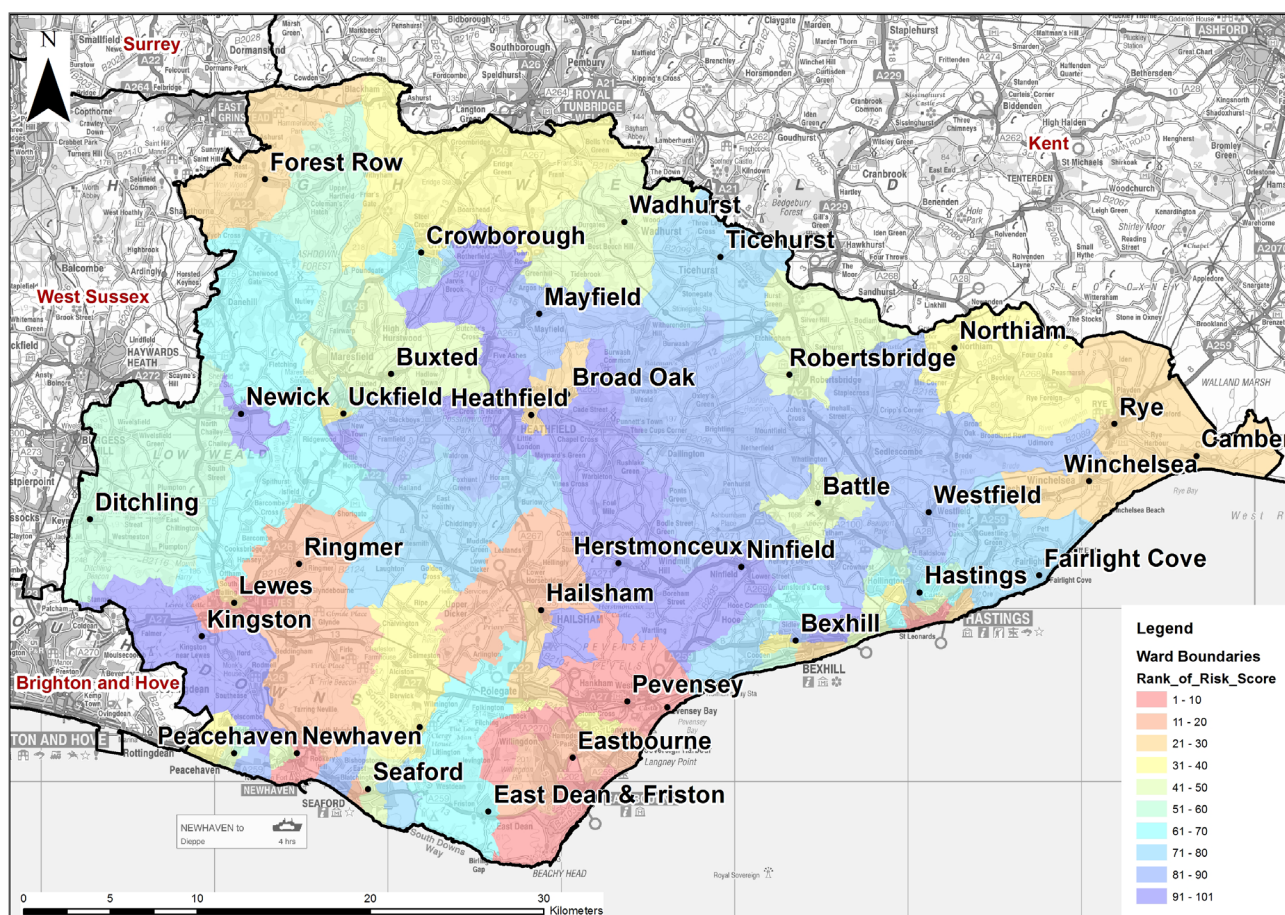


Figure 1: The ranking of wards in East Sussex based on the relative flood risk (an overall score). Wards coloured red are at a high overall flood risk, whereas those in blue are at a low overall flood risk

changed significantly since the previous assessment. Therefore, the County Council will look to further understand local flood risk (where funds allow) within these areas.

In addition to these areas, the Sussex Resilience Forum has identified six high risk areas (based on fluvial and coastal flood risk) for multi agency response planning. These are Seahaven (Seaford and Newhaven), Lewes, Uckfield, Pevensey Bay, Hastings (including Bulverhythe) and Rye Bay.

It is recognised that rural areas are also impacted by flooding, but the lower concentration of assets and population in these areas does not allow the issues they face to be highlighted within this assessment. The section 'Prioritising actions to address local flooding' in this document outlines the means by which rural flood risk may be tackled.

3

Challenges Ahead

Planning and flood risk

The planning system is a significant risk management tool available to local authorities. The National Planning Policy Framework and its Planning Practice Guidance make it clear that the management of all forms of flood risk is essential when developing local plans and making development management decisions.

By determining the location of development, influencing its form and ensuring that the appropriate surface water drainage systems (including arrangements for their management) are in place, the planning system can address the risk of flooding to new development and the risk which might be posed elsewhere as a result of that development. As a consequence of the changes to the Development Management Procedure Order made in April 2015, Lead Local Flood Authorities (LLFAs) must be consulted on the drainage implications of major development proposals (see section 4iv) Development and flood risk).

However, there is a remaining risk which is not fully addressed by these changes and the focus on major development. Major development proposals account for less than 10% of the total applications received by the East Sussex planning authorities every year. There are concerns that the combined impact of minor development could present a greater risk than major green field development sites, if flood risk is not adequately considered.

The government has indicated that the major development consultation threshold will be reviewed. Even so, the current legislative and funding framework for the LLFAs is focussed on major development and so East Sussex County Council has had to develop other ways of advising planners and developers on drainage matters for all sizes of development.

As a result, this strategy looks to develop greater awareness and knowledge of local flood risk issues within the planning system in East Sussex, to raise capacity (where possible) within the planning authorities and to work with them to identify areas of drainage concern which can be worked on jointly.

Changing climate and population

The UK has experienced a number of severe winter flood events since 2000. With an increase in rainfall recorded since the 1980s and five out of six of the UK's wettest winters occurring after 2000, there is a growing recognition that we are experiencing the impacts of climate change.

According to the UK Climate Change Risk Assessment (2012), flooding is the part of climate change which will have the greatest impact on the UK. The warming atmosphere is able to hold more moisture, which results in more frequent storms and intense rainfall. This is predicted to cause greater surface water flooding, as well as more frequent coastal and fluvial flooding from higher river flows and rising sea levels.

Management of future flood risk will require greater adaptation and resilience. Effective partnership working between the Risk Management Authorities will be essential for adaptation, to make sure efforts are co-ordinated in upgrading and maintaining infrastructure, raising public awareness and responding efficiently to flooding.

A changing climate requires a variety of risk management techniques across catchments. These will include the use of natural flood risk management techniques, such as re-establishing flood plains, tree planting in the upper catchment, and changes in land management practices.

In meeting the housing needs of a growing population, the planning system and development sector will be central to improving the UK's resilience to flooding. This includes the continuing regulation of development on flood plains, including sustainable drainage systems (SuDS), and making sure that new homes can withstand the impacts of flooding now and over the lifetime of the property.

A changing climate will affect all the Risk Management Authorities and how they manage their

resources and develop their investment plans, to cope with both the risk presented to our communities now as well as any future growth. A constraint in managing future flood risk is the uncertainty in the timing and scale of flooding. Modelled flood risk data, including the impacts of climate change, underpins current decision-making. However, the occurrence of repeated, severe floods over the past decade has challenged the accuracy of modelled flood risk and its frequency.

Evidence deficiencies

The understanding of local flood risk in East Sussex has grown significantly since the 2013-2016 Local Flood Risk Management Strategy was published. This has been gained through a combination of improving the technical capacity of the Lead Local Flood Authority, undertaking land drainage investigations, engaging with the planning system and carrying out settlement studies.

There have been improvements in modelling local flood risk and the Environment Agency's surface water mapping provides the best available information on local flood risk across the county. Despite these improvements, this mapping is produced at a national level and as a result does not include all the local details and features which define local flood risk.

Additional local studies are required, to better portray the complex flow paths and flooding mechanisms in urban environments. Such modelling is necessary to provide a more precise understanding of flooding in the higher risk areas; however opportunities are limited by its cost-effectiveness.

Flood incidents are well documented in urban areas, where the impacts of flooding are more significant and often involve more than one Risk Management Authority. However, in rural areas where flood incidents are more isolated, documentation of flooding is likely to be less detailed and complete than in urban areas.

One of the most significant evidence deficiencies in East Sussex is the lack of a complete record of underground drainage systems. Without the knowledge of location, ownership or condition of these drainage systems, development proposals may cause flood risk issues should they seek to connect into, or build above these features. As plans and documentation have been lost over time, there is a need to 'recreate the evidence base'. These systems are often complex, and expensive to survey, but without this information our understanding of urban flooding mechanisms will always be incomplete.

Resource challenges

In a time of austerity, there will be pressures on funding for Lead Local Flood Authorities. The improvements in our understanding of local flood risk emphasises both the scale of the task of developing a comprehensive knowledge of local flooding in East Sussex and the investment required of all Risk Management Authorities to achieve that goal.

Although funding is available through Flood Defence Grant in Aid and the Local Levy allocated by the Southern Regional Flood and Coastal Committee, this is for specific projects and will require contributions from partner organisations, businesses or the local community if they are to qualify for funding.

In order to deliver the co-ordinating role of the Lead Local Flood Authority and to work effectively with other Risk Management Authorities, East Sussex County Council needs a variety of skills, including drainage engineering, hydraulic modelling, hydrology, policy, drainage legislation and planning. This needs skilled, technical staff, up-to-date specialist software, and a wide range of data, all of which require sufficient funding.

Despite the challenges which lie ahead, the County Council will always seek to focus its efforts on those areas most vulnerable to flooding, and to fulfil its statutory duties as a Lead local Flood Authority. This strategy sets out how we plan to tackle these constraints and manage local flood risk across East Sussex.

4

The Strategy

The Local Flood Risk Management Strategy

Flooding across the county comes from a number of different sources and often these combine, heightening the risk to communities. Working with the other risk management authorities and key stakeholders the County Council aims to deliver a co-ordinated and effective approach to flood risk management, avoiding inefficiencies and duplication of effort.

Guiding principle

The guiding principle and objectives frame this local flood risk management strategy and set out what we want to achieve in the long-term.

The guiding principle of the East Sussex Local Flood Risk Management Strategy is:

- To provide local leadership and work in partnership with public bodies, businesses, communities, and voluntary sector organisations to manage the risk and associated social, economic and environmental impacts of localised flooding, and to support, where appropriate, partners in managing the risk from the coast and rivers.

Objectives

This strategy will work towards achieving the following objectives:

- i. Establish and maintain effective partnerships with key organisations and local communities in order to develop collective knowledge, share best practice and secure funding for local flood risk management measures.
- ii. Improve the evidence base and understanding of local flood risk to ensure that limited resources are targeted in the areas of highest risk and vulnerability.
- iii. Empower local communities and land owners to take action in order to be prepared for and limit the impacts of flooding.
- iv. Avoid increasing flood and coastal erosion risk by encouraging best practice for the maintenance of assets and preventing inappropriate development.
- v. Work in partnership to deliver cost-effective flood and coastal erosion risk management measures which take a catchment wide approach and contribute to wider social, economic and environmental benefits.

Prioritising actions to address local flooding

Key to our strategy's approach to tackling local flooding is proportionality. It is not technically, economically or environmentally possible to remove all flood risk. The County Council and its partners must invest limited resources to their best effect, to gain the maximum benefit for every pound spent.

The areas of highest flood risk identified within the 'Summary of Local Flood Risk' (page 7) will act as a focus for our efforts, and inform further work to determine possible options for managing flood risk at these locations.

Although the highest flood risk is within the urban areas of East Sussex, the County Council has assessed the relative flood risk across the entire county, to make sure that rural flood risk is treated with the same proportionate approach.

Further issues will be identified through the County Council's flood investigatory and planning consultee roles (see section 4iv) Development and Flood Risk), as well as through consenting and enforcement responsibilities for ordinary watercourses (see section 4v). Addressing Drainage Ownership, Responsibilities and Works). The other risk management authorities, local flood groups and parish councils should also bring local flooding and maintenance issues to the attention of the lead local flood authority.

Where a significant flood event has occurred and the responsibility for managing the risk is unclear, the LLFA may carry out a formal flood investigation, under Section 19 of the Flood and Water Management Act 2010. The aim of this investigation is to identify which authority has responsibilities and whether it is proposing to respond. The results of the investigation will be published.

It is for the LLFA to decide whether a formal investigation is necessary or appropriate. Formal investigations are both time and resource intensive, and therefore use of this power will be proportionate to the impact of the flood. Consideration will be given as to whether agreement between the Risk Management Authorities can be reached informally. The LLFA will use the below approach to assist in determining whether a Section 19 investigation is necessary.

Strategic Priority

Resources to address flooding issues will be allocated in a proportionate manner, focussing on areas where the optimal social, economic and environmental benefits can be delivered.

Prioritise formal investigations¹ where significant flooding has occurred, and the cause or management responsibility cannot be identified, based on the following definition for 'significant flooding':

- | | |
|---|--|
| <ul style="list-style-type: none"> a. Internal* flooding of five or more properties within a sub-catchment during a single flood event. b. Internal flooding of a single property on two or more occasions within the past five years. c. Internal flooding to five or more commercial properties, and where there has been significant disruption to business. | <ul style="list-style-type: none"> d. Repeated occurrences of severe flooding within the curtilage** of five or more properties in a sub-catchment or district and borough ward, within the past five years. e. Flooding which caused the failure of assets designated as Category 1 Critical National Infrastructure or higher². |
|---|--|

* Where 'internal' means flood water crossing the threshold of the property

** Where 'curtilage' means the site which contains a property i.e. driveway, garden, garage.

¹ Under Section 19 of the Flood and Water Management Act 2010.

² Defined by the Government as physical or electronic infrastructure assets which provide essential services to the UK, which, if compromised, would cause severe economic or social affects, or loss of life. Loss of Category 1 infrastructure (the lowest in the scale) would cause moderate, localised disruption to thousands of people.

New development and flood risk

Coordinating local flood risk management with the planning system is a key priority. East Sussex, like the rest of the South East, is expected to accommodate further growth to meet social and economic needs. However, if poorly managed and designed, development can create the significant issues of surface water flooding and water pollution.

This strategy looks toward limiting the risk to, or caused by, new development by providing detailed local flood risk and drainage information. Improving the evidence base for local flood risk management will also help the development planning process and make sure that flooding issues are considered at the very earliest stages of site identification and design.

The National Planning Policy Framework requires planning authorities (such as the County Council, district and borough councils and the South Downs National Park Authority) to consider all forms of flood risk when drafting development plans and in making decisions on development proposals. This strategy sets out standing advice on the drainage and local flood risk constraints in the county for developers and planning authorities.

As Risk Management Authorities, district and borough councils as Local Planning Authorities are under a duty to have regard to the Strategy when developing their functions (Flood and Water Management Act Section 11(4)). In its role as a Lead Local Flood Authority, the County Council is also consulted on the development of Local Plans.

Sustainable Drainage Systems (SuDS)

Key to managing future flood risk is the use of Sustainable Drainage Systems (SuDS) in new developments. SuDS are techniques used to manage surface water in the built environment. They aim to:

- Control quantity and rate of surface water runoff from a development,
- Improve the water quality of surface runoff, and
- Improve the biodiversity, landscape character and visual amenity value of the development site.

SuDS intend to manage rainfall where it falls and mimic natural catchment processes. This can take a number of forms, including green roofs, swales, permeable paving, soakaways and wetlands.

Under the Town and Country Planning (Development Management Procedure) (England) Order 2015, Planning Authorities must consult the Lead Local Flood Authority on the drainage and surface water implications of major development proposals. This includes:

- i. Residential development of 10 or more dwellings or over 0.5 hectares,
- ii. Development which creates a combined floor space of 1,000m² or more,
- iii. Development on a site of over 1 hectare, and
- iv. Minerals and waste development.

However the cumulative impact of minor development can significantly increase the risk of flooding, through the building of extensions and paving of green areas, known as 'urban creep'. The County Council is not currently formally consulted on the drainage and surface water implications for minor development. Instead, the East Sussex SuDS decision support tool for small development is provided on the East Sussex County Council website (www.eastsussex.gov.uk), to help developers and planners when considering the drainage requirements of a particular site.

East Sussex County Council, as LLFA, will review flood risk and drainage issues in the county to identify areas of critical drainage concern. Sites and settlements within these areas will form the basis of additional guidance to this strategy. The planning authorities will be advised to require developers to use the SuDS tool to guide the drainage design of minor development proposals in these areas.

For further guidance on how the County Council expects drainage and local flood risk issues to be approached as part of a planning application, please refer to the East Sussex County Council ‘Guide to Sustainable Drainage Systems in East Sussex’.

Standing Advice for Sustainable Drainage

East Sussex Council Council’s Standing Advice for Sustainable Drainage is intended to support the interpretation of planning policy, and should be used alongside the National Planning Policy Framework and the Development Plans of the Planning Authorities in East Sussex and the South Downs National Park Authority. This standing advice, along with the ‘Guide to Sustainable Drainage Systems in East Sussex’, will be used by the LLFA to decide if drainage proposals are acceptable. Figure 3 on page 28 shows the role of this strategy in relation to other sustainable drainage guidance:

To support this role as a statutory consultee to the planning system, the following section sets out standing advice for sustainable drainage in East Sussex. These are presented in two forms:

- **Specific Drainage Risk Area Guidance** – guidance for each of the four drainage risk areas within East Sussex. These are based on the analysis of geological and flood risk data, alongside the Surface Water Management Plans undertaken within East Sussex.
- **Requirements for all drainage strategies** – key sustainable drainage design principles which should be applied to developments throughout East Sussex. These are outlined in the strategic priorities for this section. Full details are available in section 5(1): Requirements for a site specific drainage strategy.

Each group profile contains standing advice specific to the drainage characteristics of that particular area. These are strategic and based on a combination of mapping and known drainage issues within the county. The group profiles are provided as a guide and do not remove the need for site-specific assessment needed to develop a robust drainage strategy.

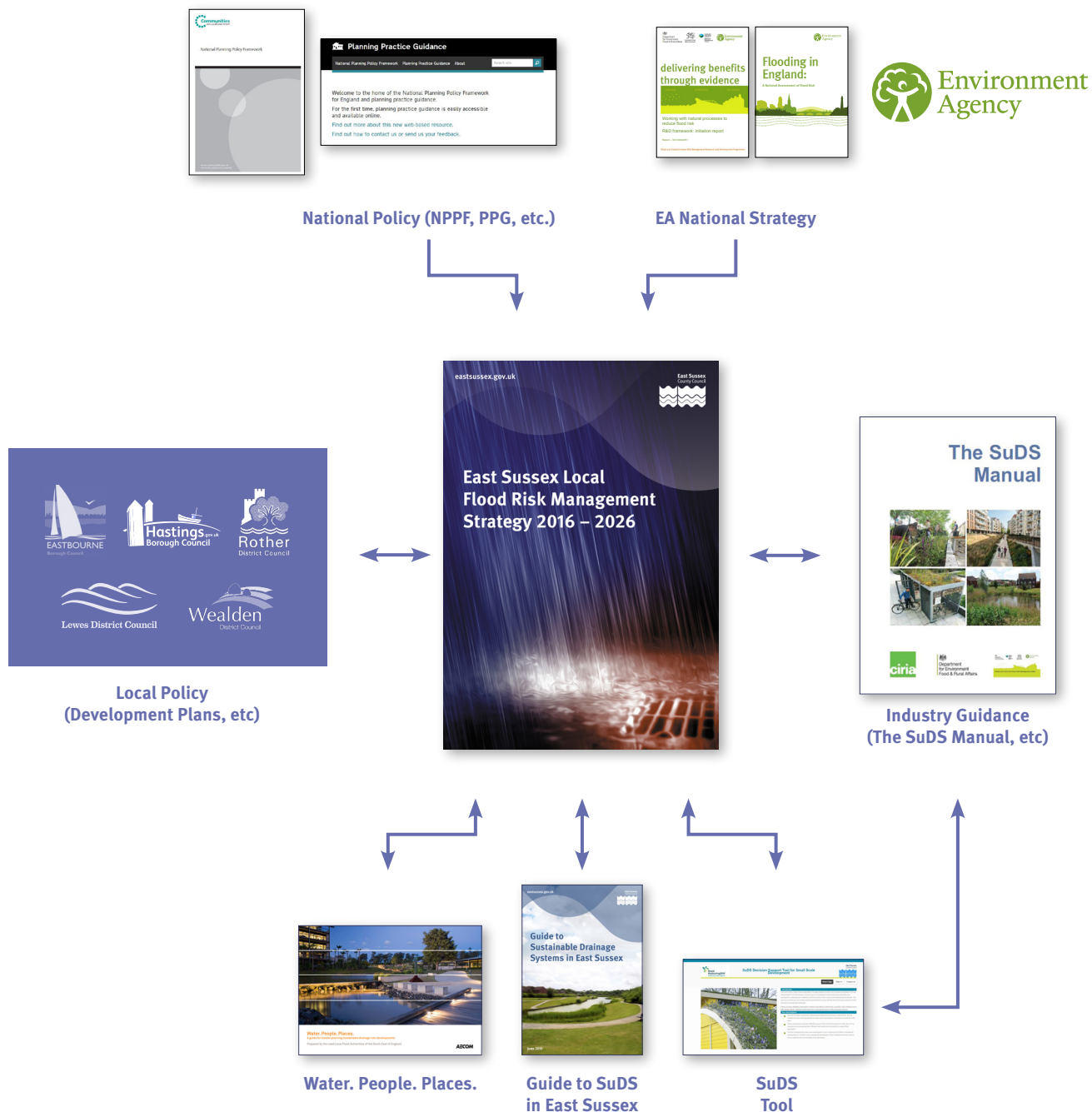


Figure 3: Relationship between the Local Flood Risk Management Strategy 2016 – 2026 and other government and industry guidance on sustainable drainage.

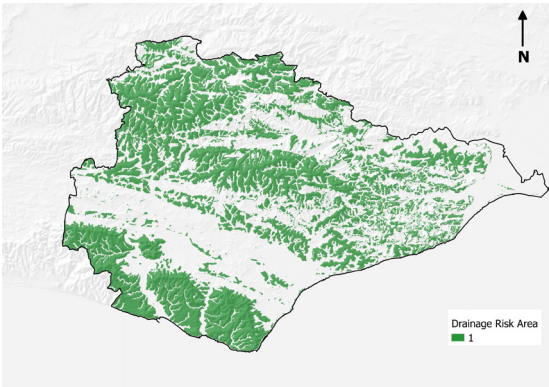
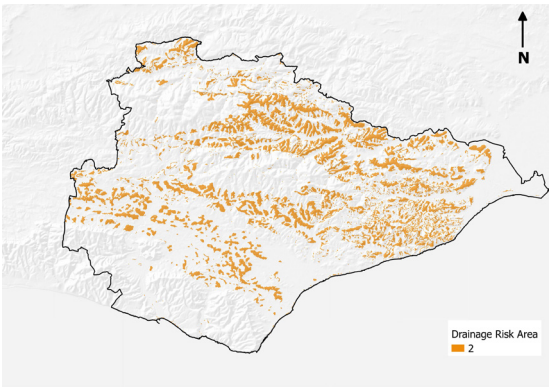
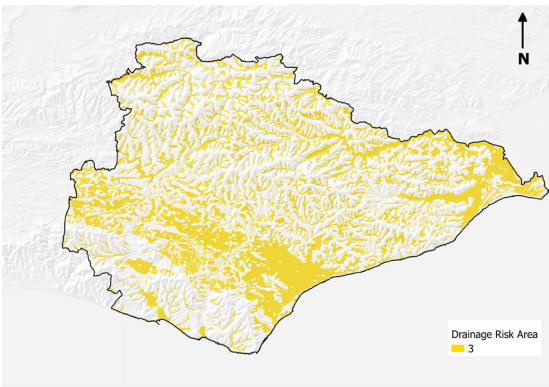
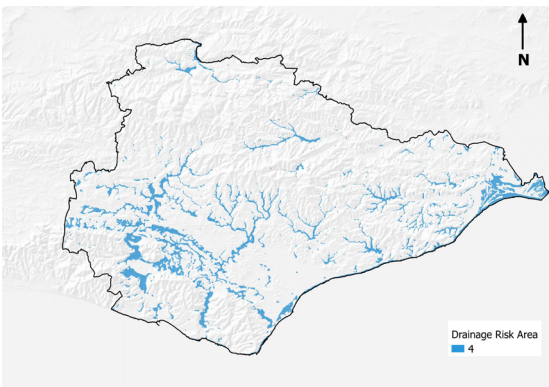
Strategic priorities

The County Council will:

- Work with the local planning authorities in East Sussex to ensure that the planning process takes full account of drainage and surface water management issues.
- As a statutory consultee to the planning system, advise developers in East Sussex on Sustainable Drainage Systems (SuDS) in line with the standing advice provided below, and the Guide to Sustainable Drainage Systems in East Sussex.
- Require new development proposals to be supported by an appropriate drainage strategy for local conditions, using the standing advice outlined in this strategy.
- Work with local planning authorities to ensure that minor development is sensitive to potential drainage issues, by encouraging use of the East Sussex County Council online SuDS tool by both planners and developers in areas it identifies as an area of critical drainage concern.
- Require development proposals to address the following:
 - a.** Accommodation of existing surface water flow paths.
 - b.** A secured means and location of the surface water outfall
 - c.** Peak flow control.
 - d.** Urban creep.
 - e.** Infiltration methods must be tested.
 - f.** Consideration of existing flood risk.
 - g.** Maintenance for the lifetime of the development.
- Where possible, development proposals should improve urban water quality and seek to reinstate (or 'daylight') culverted watercourses.

Drainage risk areas

These four areas identify the distinct drainage characteristics within East Sussex. For full details see Appendix.

Average Groundwater Depth (metres below surface)				Infiltration potential of underlying geology		
High (<3m)	Medium (3-5m)	Low (>5m)		Free-draining	Variable permeability	Poorly draining
1						
2						
3						
4						

Coverage	Implications for Proposed Drainage
<p>Situated on designated areas of steep relief, the area covers the High Weald AONB to the north and east of the county, and the South Downs National Park in the south west.</p>	<ol style="list-style-type: none"> 1. The LLFA will expect to see an improvement upon greenfield runoff rates from the site, in order to minimise the downstream surface water flood risk. 2. If infiltration is proposed in an Environment Agency Source Protection Zone, sites should include the required stages of the 'treatment train', before surface water drains through the bedrock.
<p>Covering the lower slopes of the central belt, beyond fluvial and coastal flood plains, Drainage Risk Area 4 marks the transition between hilly terrain and flat river valleys. It includes Battle, Hailsham, Barcombe and Icklesham.</p>	<ol style="list-style-type: none"> 1. Control surface water runoff as close to the source as possible. 2. Make sure that an outfall connection can be secured, and there is sufficient capacity within the existing system.
<p>The area covers the majority of low-lying areas in East Sussex – the Low Weald, Coastal Marshes, and river tributaries of the High Weald. This includes Rye and Eastbourne at the coast, and Ditchling and Newick inland.</p>	<ol style="list-style-type: none"> 1. As infiltration is unlikely in this area; the LLFA expects to see evidence of sufficient capacity within the existing drainage network. 2. Ensure an outfall connection can be secured.
<p>Characterised by flat, low-lying land, the area corresponds with the coastal and fluvial flood plains (Eastbourne, Rye and Camber seafronts), as well as towns on the floodplains of the Rivers Ouse, Cuckmere and Upper Rother.</p>	<ol style="list-style-type: none"> 1. Due to high groundwater, robust evidence is required to show the applicability of proposed infiltration on site. 2. It should be ensured that any underground storage structures are designed with hydraulic and structural resilience to groundwater flooding.

Riparian ownership

Watercourse

As the stream forms the boundary between the two properties, Property A is responsible for its side of the watercourse, up to the centre line, and Property B is responsible for its side.

Surface water drain to watercourse

The drain carrying rainwater from Property B to the watercourse is the responsibility of Property B.

Ditch

The ditch is the responsibility of Property A, as it lies fully within the property boundary.

Culverted watercourse

The piped, underground watercourse is the responsibility of Property A, where it crosses the property boundary.

Surface water drain to sewer

The drain carrying rainwater is the responsibility of Property A, up to the boundary of the property (indicated by the dashed yellow line). Beyond this point, or where the drain serves more than one property, it will be the responsibility of the sewerage undertaker.

Figure 4: Examples of riparian ownership for various drainage assets, including an open watercourse, ditch, culverted (or piped) watercourse and surface water drains. This text is explanatory, and although generally applicable, individual property title deeds should be consulted.

Illustration by Bill Donohoe (billdonohoe.com)

Addressing drainage ownership, responsibilities and works

Both urban and rural areas benefit from drainage systems, which in most instances date back many centuries. However, these assets can fail if:

- a. The ownership of a watercourse or structure (and the responsibility for maintenance of it) is unknown.
- b. Maintenance of an asset has been neglected.
- c. Inappropriate works have been carried out on a watercourse.

What is a watercourse?

We define a watercourse as:

‘All rivers, streams, ditches, drains, culverts, dikes, sluices and passages through which water flows.’

Land Drainage Act (1991)

a. Ownership

Where a watercourse flows through, under or next to a property, that landowner (such as an individual, company or public sector organisation) may be a ‘riparian owner’. The watercourse could be piped or culverted in sections, and may not be immediately obvious.

Where a watercourse forms the boundary between two properties, each landowner is responsible for ‘their half’ of the watercourse, up to the centre line of the channel.

Property owners should be aware of any culverted watercourses under their property. In many cases these culverts may not be the responsibility of a private or public body, and when this occurs responsibility falls to the riparian owner. Figure 4 explains several riparian ownership scenarios.

b. Maintenance

The Pitt Review identified that a lack of maintenance of drainage systems and watercourses was a contributory factor to the 2007 summer floods.

Without regular maintenance, the level of protection provided by these assets will continue to lessen over time, and replacement, or refurbishment is needed when they reach the end of their design life. The overall costs of flood protection will also be raised by improving assets to manage the higher risk of flooding and erosion expected with future climate change.

Where an asset takes the form of a watercourse, riparian owners are responsible for its maintenance. Responsibilities include:

- Clearing any silt and debris, including rubbish.
- Managing vegetation within the channel.
- Making sure the flow of water is not obstructed and preventing any increase in flood risk.

Under Section 25 of the Land Drainage Act 1991, the County Council has the power to serve notice on any landowner who is not fulfilling their riparian responsibilities of maintenance, to make sure the necessary works are carried out, and that the flow is maintained within a watercourse.

c. Works to watercourses

If a person wishes to undertake works to the banks or channel of a watercourse, they may need to apply for Ordinary Watercourse Consent from the Lead Local Flood Authority or Internal Drainage Board. These works include:

- Filling in of ditches
- Building of bridges
- Culverting of watercourses
- Installation of outfall pipes

This does not include designated main rivers, for which consents are granted by the Environment Agency.

A full list of structures requiring temporary and permanent Ordinary Watercourse Consent can be found on the East Sussex County Council website.

Watercourse and water management features, such as weirs or mill streams are often considered heritage assets of archaeological and historical interest. Proposals to maintain, remove or replace structures which may be of historical significance should seek advice by contacting [county.archaeology@eastsussex.gov.uk](mailto:archaeology@eastsussex.gov.uk).

Watercourse alterations may appear minimal, but can have a significant impact on both the flood risk and drainage of the wider area. In determining applications for Ordinary Watercourse Consent, the County Council will expect to have sufficient and robust information to come to a decision. Information on what is required is provided on the County Council's website.

Any development proposals which require works to ordinary watercourses (as outlined above) will require an Ordinary Watercourse Consent, as well as the necessary planning permission.

The County Council strongly discourages the use of culverts as they restrict flows, and present a significant flood risk if not managed properly. There may be cases where culverting is appropriate, but this will be determined on an individual basis. As noted later in this strategy, under Requirements for a Drainage Strategy for a site (section i) it is desirable in managing local flood risk to uncover watercourses which have been culverted. This is commonly known as 'daylighting'.

Ordinary Watercourse Consent cannot be granted retrospectively. Where works affecting the flow of a watercourse have been undertaken without consent, and have materially increased flood risk, the County Council has the power to undertake enforcement action to reinstate the watercourse.

When disputes over ditch clearance and drainage works occur, these may be taken to the First-tier Tribunal (Property Chamber) for Agricultural Land and Drainage, which can order remedial or improvement works.

Strategic priorities

East Sussex County Council (as a lead local flood authority and highway authority) and, where appropriate, the risk management authorities will work to:

- Raise awareness of riparian ownership, asset ownership and the importance of regular maintenance.
- Maintain an asset register of key structures or features of likely to have a significant effect on flood risk and make this publicly available.
- To identify the responsibility for 'orphan' or unclaimed assets, so that they do not remain unmaintained.
- Use its powers under the Land Drainage Act to regulate development adversely affecting ordinary watercourses.
- Where it is expedient to do so, use powers under the Land Drainage Act to enforce against lack of maintenance and unconsented works to ordinary watercourses.
- Discourage inappropriate culverting of watercourses and promote the 'daylighting' of culverted watercourses.

Improving awareness of flood risk

Raising community awareness is a priority for this strategy. Flood risk cannot be removed entirely, but we can work to help prepare individuals and communities to become more resistant and resilient to flooding, by providing the right information to those who need it.

The effective communication of flood risk is important to inform:

- Those liable to flooding are aware of the risk they face and can take action to minimise it, and
- Those who may worsen flooding problems are aware of their responsibilities and the effects that their actions, or lack of action, may have.

Central to building resilience against flooding is a greater awareness of the rights and responsibilities of a landowner. Landowner in this context can mean any individual, group or organisation (public or private) owning property. This may include residential, business or infrastructure development. Under common law, landowners:

- are responsible for the drainage of their own land,
- are responsible for dealing with the water which enters their land,
- are responsible for accepting natural flows of water within a catchment from adjoining land,
- have a right to collect and discharge surface water onto adjoining lower land, and
- have the right to protect their property from surface water flows.

Effective protection of a property at risk of flooding involves adequate property level protection and flood insurance cover. Finding insurance for flood-prone properties has been difficult, but in April 2016 the government initiative of FloodRe was introduced to help people in flood risk areas find affordable insurance.

Organisations such as parish and town councils, district and borough councils, the Environment Agency, Sussex Resilience Forum (the emergency planning authorities of East and West Sussex), National Farmers Union, Countryside Land and Business Association and the National Flood Forum all have a role in informing communities of the risks they face and what can be done to minimise it. The County Council will look to work in partnership with these groups when delivering targeted awareness raising campaigns.

Part of this communication of risk is the improvement in the evidence base, which is covered in the following section.

Strategic priorities

- The County Council and its partners will undertake focussed awareness raising programmes highlighting the actions that landowners and communities can take to minimise the impacts of flooding.

Improving the evidence base for Local Flood Risk Management

The County Council will continue to build a clear and robust evidence base to support the implementation of this strategy and its role within the planning system. Without the regular review and updating of local flood risk information, our understanding of local problems will remain incomplete. This could result in delaying or preventing actions on the ground to address local flooding issues.

A number of Surface Water Management Plans (SWMPs) have been undertaken to identify the mechanisms and receptors of local flooding across the county. These have taken place in: Battle, Bexhill, Crowborough, Eastbourne and South Wealden, Forest Row, Hailsham and Hellingly, Hastings

(by Hastings Borough Council), Heathfield, Newhaven-Peacehaven-Seaford, and Rye. The Lewes Integrated Urban Drainage Study was published in 2008, which examined the impacts of flooding on the town.

A summary of each of these studies can be found in Section 6 of the Local Flood Risk Management Strategy Technical Appendices.

Improving our understanding of risk depends upon the two way exchange of information between the LLFA and its partners at the community and neighbourhood scale. This assists in developing our Surface Water Management Plans and other action plans to combat flood risk.

A more robust evidence base will assist the County Council, and its partners, in displaying the costs and benefits of local flooding schemes. This will help us to secure funds both centrally and locally for delivery. Further details of the mechanisms for securing funding can be found in Section 7 of the Local Flood Risk Management Strategy Technical Appendices.

Strategic priorities

- Subject to adequate funding, the risk management authorities will continue to undertake local studies and assessments, investigations and other forms of asset condition surveys. Knowledge gained will be fed back into this strategy, helping us to establish more locally relevant and practical options to address flooding issues. This knowledge will also be used to underpin planning responses and inform reports, including strategic flood risk assessments.
- In exercising other flood risk management duties, such as the production of an asset register and undertaking flood investigations, the County Council will contribute to the knowledge and understanding of local flood risk.
- Further sharing of knowledge, data and best practice will be encouraged between the risk management authorities.
- The County Council and the other risk management authorities for East Sussex will continue to participate in pilot projects and initiatives, where resources allow. This will help build knowledge and capacity within East Sussex, as well as advance understanding within the flooding and water sector as a whole..

Working in partnership

The Flood and Water Management Act was intended to streamline flood risk responsibilities but these still remain divided between a number of authorities and are not clearly defined in all cases. Communication, understanding and a co-ordinated response between partners is therefore essential to the delivery of effective flood risk management.

Partnership working can incorporate a range of activities, from co-ordinated flood alleviation schemes, to providing technical support or advice to a partner or organisation. This can occur between regional partnerships, such as the South East 7, and other Risk Management Authorities in East Sussex, as well as local councils, communities and flood groups.

The County Council works closely with the district and borough councils to combine efforts in managing local flood risk. With Sustainable Drainage Systems approved by the planning system, these partnerships are increasingly important, with effective communication and good working relationships essential with the Local Planning Authorities (including the South Downs National Park Authority).

The delivery of larger flood risk schemes relies on both the resources available to each partner, and levels of central government funding. As these two factors can vary significantly year on year, partnership projects can appear on a more ad hoc basis, and cannot necessarily be planned for in advance. Instead, the focus of the County Council will remain on the sharing of knowledge and technical advice between partners.

By working together, we can avoid duplication of effort, maximise available resources and funding opportunities and share best practice, skills and expertise.

Strategic priorities

- The active involvement of all risk management authorities is crucial to this strategy's success. As such, the County Council will continue to participate in key partnerships working alongside other Risk Management Authorities within the county, and at a wider scale supporting regional partnerships across the South East.
- The County Council will continue to work with the Local Planning Authorities, to ensure that planning policy and development management decisions pay due regard to local flood risk.
- The County Council will seek to widen its partnership arrangements to work with other organisations and stakeholders such as local flood groups, town and parish councils, utility companies as well as property owners.

Funding for Local Flood Risk Management

The funding available to East Sussex County Council for its new role as a lead local flood authority and for delivering local flood risk schemes is limited and the Government's priority on reducing the national debt will continue to place pressure on central funding for this role.

The Government's partnership funding aimed at the delivery of flood alleviation projects encourages communities and stakeholders to take more responsibility for the flood risk they face. It aims to increase overall investment beyond the levels which that which can be provided by central government can provide. An issue to be addressed in East Sussex is the difficulty in identifying partnership funding opportunities and then making sure that they are safeguarded whilst proposals are developed and subsequently approved by the Southern Regional Flood and Coastal Committee. For more details of the funding process, refer to Section 7 of the Local Flood Risk Management Strategy Technical Appendices.

Strategic priorities

The County Council will:

- With the help of the other risk management authorities identify projects which it considers will qualify for external funding.
- Identify where possible new and alternative sources of funding to 'top-up' funds for local projects.
- Provide support, where necessary and appropriate, to community led flood risk projects and initiatives.
- Pool resources with local and regional partners where necessary and appropriate.

Next steps

The East Sussex Local Flood Risk Management Strategy sets out how the County Council, in partnership with the other risk management authorities and key stakeholders, will manage local flooding issues across East Sussex over the lifetime of the strategy.

This document sets out the Council's role and priorities as the Lead local Flood Authority for East Sussex. These include: the building of technical capacity, developing the information base, improving awareness and delivering our planning consultee role.

A key focus in the coming years is to use the powers available to the County Council to prevent the increase of flood risk in the county from inappropriate development of sites and watercourses. This will require maintaining effective and meaningful working arrangements between the risk management authorities if it is to be successful.

Delivery

A Delivery Plan supports this strategy. It outlines the actions that are currently planned to be carried out, by the risk management authorities in East Sussex and other key partners, to address local flooding issues. These actions contribute to the delivery of the strategy's objectives.

The Delivery Plan will be reviewed on an annual basis, with updates made available online at eastsussex.gov.uk/environment/flooding/localfloodriskmanagementstrategy

5

Detailed Drainage Advice

Requirements for a drainage strategy for a site

a. Accommodation of existing surface water flow paths

Proposed development should be designed to accommodate existing surface water flow paths to prevent increasing the surface water risk in settlements. These water flow paths may take the form of obvious topographic flow routes, or subtle ephemeral streams, therefore the drainage strategy must show that the existing local surface water flood risk has been thoroughly assessed. For further guidance, please refer to the 'SuDS Delivery' section of the East Sussex County Council 'Guide to Sustainable Drainage Systems in East Sussex'.

b. A secured means and location of the surface water outfall

The means of discharging surface water from the site and the location of the outfall itself must be identified prior to submission of the drainage strategy.

This includes providing evidence that the accepting watercourse or drainage system has the capacity to receive the additional surface water flows produced by the site, without increasing the downstream flood risk to properties or people.

If the water is discharged on to third party land, permission from the landowners must be secured if it is to be included in a drainage strategy as part of an application for planning permission.

If surface water is proposed to be discharged into a surface water sewer or combined sewer system, permission must be given from the sewer owner (for example Southern Water).

Any works proposed to a watercourse which is not a main river, including outfall structures, are subject to Ordinary Watercourse Consent, which must be submitted as a separate application to East Sussex County Council (watercourse.consenting@eastsussex.gov.uk). Should works affect a main river, consent should be sought from the Environment Agency.

c. Peak flow control

To meet the requirements of the national non-technical statutory standards for Sustainable Drainage Systems (SuDS), peak runoff rates discharged from developments for the 1 in 1 year and 1 in 100 year rainfall events must not exceed the peak greenfield runoff rate from the site for the same event. For brownfield sites, peak runoff rates must remain as close to greenfield runoff rates as possible, and not exceed the pre-development rate of discharge.

The volume of surface water discharged from the development site must also be closely managed, and not exceed the existing greenfield runoff volume for the 1 in 100 year, six hour rainfall event. For brownfield sites, the peak runoff volume must be limited to the greenfield runoff volume for the same event, and must not exceed the runoff volume from the site prior to redevelopment.

Where frequency of flood risk, steepness of topography or permeability of geology has a significant impact on the volume or velocity of surface water being discharged from a site, please contact the LLFA, as a review of the greenfield runoff rates may be needed.

d. Urban creep

Development must allow for 'urban creep', the potential increase in impermeable surfaces caused by minor extensions and increases in paved areas. Calculations should allow for a 10% increase in the impermeable area of the site.

e. Infiltration methods must be tested

Where infiltration SuDS methods are proposed, sufficient on-site infiltration tests must have been undertaken (for example BRE365 or CIRIA guidance R156 infiltration assessment).

In areas of high groundwater, impermeable geologies or Groundwater Source Protection Zones, infiltration SuDS are strongly discouraged. These areas may contain pockets of deep surficial deposits which provide potential for localised infiltration, however considerable evidence of successful infiltration tests must be provided.

Appraisal is needed to determine whether the site lies within a Groundwater Source Protection Zone (GPZ). Should infiltration be proposed within a GPZ, the Environment Agency would need to be consulted.

f. Consideration of existing flood risk

Surface water drainage should be designed in consideration of existing flood risk issues in the wider area (please refer to the Specific Drainage Risk Area Standing Advice below, 'Guide to Sustainable Drainage Systems in East Sussex' and the relevant Surface Water Management Plans). How the drainage systems connect must be considered, particularly in light of the impact on surrounding watercourses, infrastructure and properties. The flood risk associated with an ordinary watercourse in a site must be determined by the applicant.

Existing surface water issues affecting particular areas of the county should be discussed with the Lead Local Flood Authority and the local district and borough councils.

g. Maintenance for the lifetime of the development

As with any infrastructure the benefits of SuDS are compromised if they are poorly maintained. Drainage strategies should outline the maintenance requirements, and which organisation will be responsible for maintenance of the drainage system over its lifetime. An agreement outlining how the maintenance will be funded, and details of access for maintenance to take place should also be provided.

h. Water quality

Where surface water flows across urbanised areas there is a risk that it can become polluted with contaminants, such as petrol or household chemicals. SuDS provide an opportunity to enhance water quality, which then provides multiple benefits. Wherever possible, drainage strategies should mitigate the impact of proposed development on water quality. Further guidance on this can be found in the South East 7 Guide 'Water. People. Places'.

i. 'Daylighting' of culverted watercourses

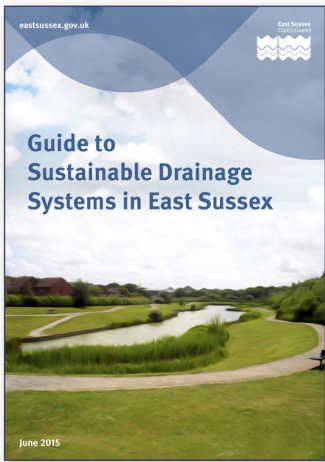
Where possible and practical, watercourses beneath the ground surface or which are culverted should be reinstated to an open channel.

Where possible and practical, watercourses beneath the ground surface or which are culverted should be reinstated to an open channel. This minimises the upstream flood risk caused by frequent blockages to culverts, and enhances the biodiversity of the watercourse. It is also in line with the Environment Agency: Policy Regarding Culverts – Policy Statement, March 1999. Where daylighting is proposed, investigations should be undertaken to ensure that downstream flood risk is not increased by culvert removal. East Sussex County Council should be contacted where daylighting of culverts has been proposed, as the works may also require an Ordinary Watercourse Consent (OWC).

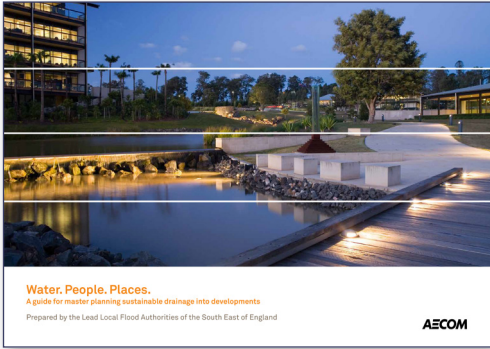
Further guidance

For small-scale planning applications, please refer to the East Sussex County Council SuDS Decision Support Tool for Small Scale Development (eastsussex.suds-tool.co.uk).

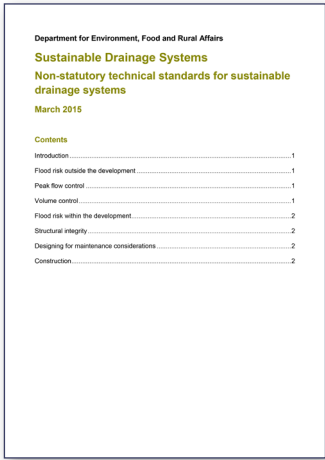
For more information on SuDS, please refer to the following guidance:



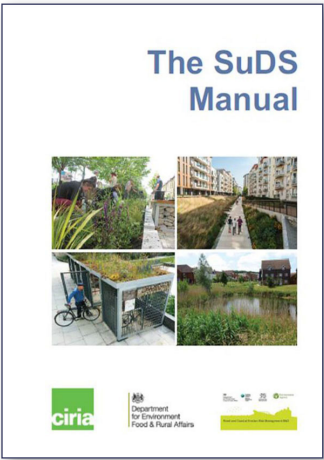
‘Guide to Sustainable Drainage Systems in East Sussex’
East Sussex County Council (2015)



‘Water. People. Places. A guide for master planning sustainable drainage into developments’
Lead Local Flood Authorities of the South East of England (2013)



‘Sustainable Drainage Systems: Non-statutory technical standards for sustainable drainage systems’
London. DEFRA: Department for Environment, Food and Rural Affairs (2015)



‘The SuDS Manual’ (CIRIA C697)
London: CIRIA. Woods-Ballard, B., Kellagher, R., Martin, P., Jeffries, C., Bray, R., Shaffer, P. (2007)

Drainage Risk Areas

1. The identification of Drainage Risk Areas in East Sussex was developed to support the County Council's new role as a statutory consultee to the planning system.
2. It is intended to inform the preparation of drainage strategies within development proposals, so that appropriate Sustainable Drainage System (SuDS) techniques are implemented across the county.
3. Drainage Risk Areas (DRAs) are spatial groupings which represent the drainage characteristics of four distinct areas of the county, based on surface water flood risk, groundwater flood risk, water table levels, as well as the different ground conditions present, and their ability to drain surface water. As outlined within each of the DRAs, this standing advice is high-level, based on broad mapping and known drainage issues within the county. As such, it does not replace any site-specific assessment needed to develop a robust drainage strategy.
4. Each group profile contains specific standing advice, tailored to the characteristics of the area, which should be used to inform drainage strategies submitted as part of a planning application.
5. A technical note outlining the method used to produce the Drainage Risk Areas can be found in Section A5. Drainage Risk Areas: a technical note within the technical appendices.

Drainage Risk Area 1

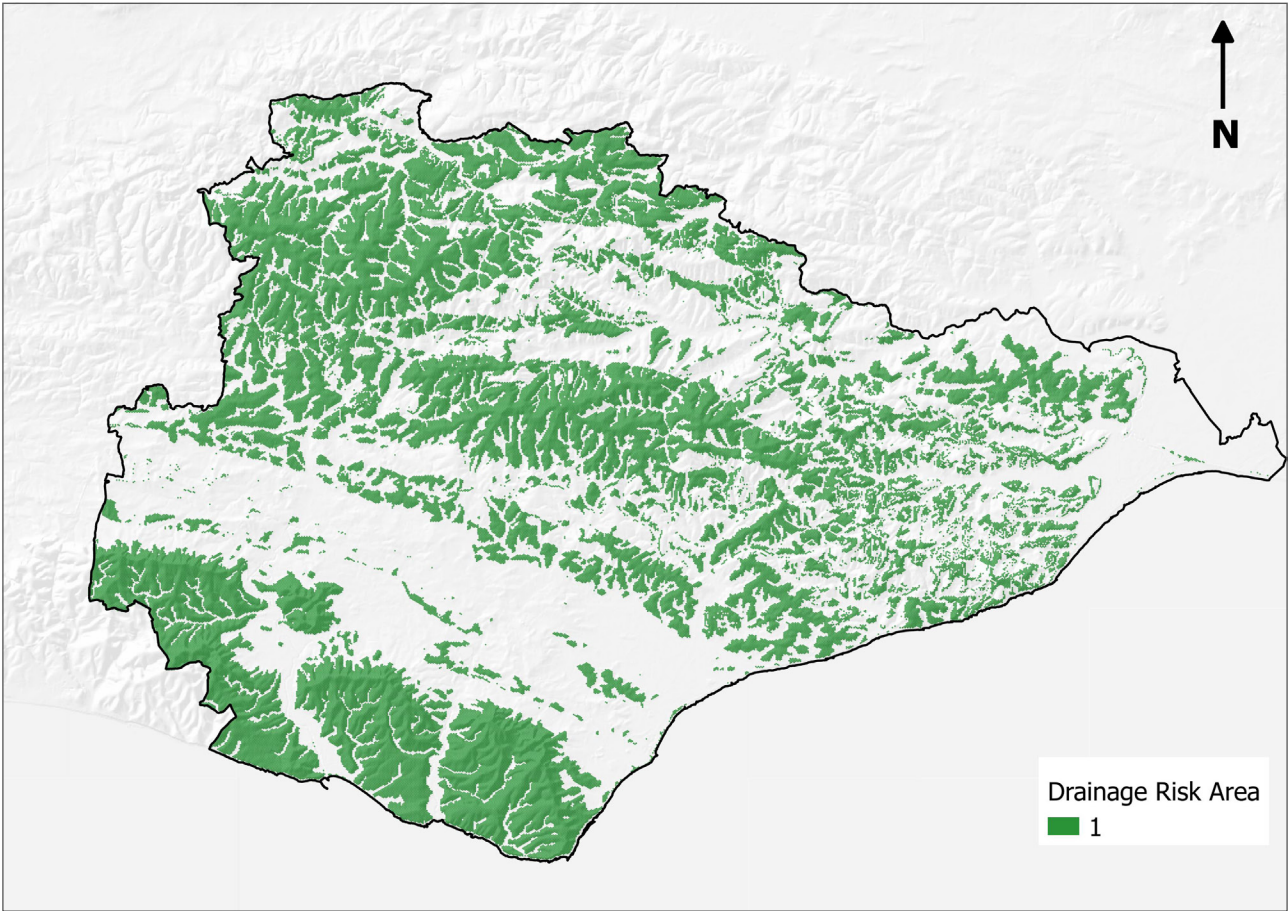


Figure 1: Coverage of Drainage Risk Area 1 within East Sussex.

Water table depth	Deeper – lower risk
Infiltration potential	Probable to high potential for infiltration
Surface water flood risk (at 1 in 30 & 1 in 100 year rainfall events)	Low
Risk of groundwater flooding	Limited potential for groundwater flooding to occur
Geology	High Weald: Ashdown and Tunbridge Wells Sandstones South Downs: Seaford, West Melbury, Lewes Nodular, Newhaven and Holywell Chalks (major aquifers)
Key constraint for drainage	Steep relief causes high velocities of surface water runoff, and ponding in low points. Catchments can respond quickly to rainfall.

Table 1: Typical characteristics for Drainage Risk Area 1

This is strategic guidance. All development proposals must undertake the necessary site surveys to confirm drainage constraints or opportunities. For further information on drainage strategy requirements, please refer to the East Sussex County Council ‘Guide to Sustainable Drainage Systems in East Sussex’.

Situated on designated areas of steep relief, the area covers the High Weald Area of Outstanding Natural Beauty (AONB) to the north and east of the county, and the South Downs National Park in the south west.

Potential or existing drainage issues:

Blockages of drainage assets with fine sediment: The steep slopes of the High Weald (for example, Crowborough, Heathfield) can produce large quantities of loose, fine sediment. This can be transported through the drainage system, leading to sedimentation of watercourses and drainage assets, which under heavy rainfall can fail. The need for regular and frequent maintenance of drainage assets applies to all areas of the county, however is of notable importance in Drainage Risk Area 1.

Localised high levels of runoff from steep topography: In towns which lie on flatter land surrounding the South Downs or High Weald, such as Seaford or Forest Row, large overland flow paths run off the steep topography, through the settlements, and pond in natural depressions, causing localised drainage problems.

Urban development and historical watercourses: In Peacehaven, Seaford, and several other towns within East Sussex, development has utilised dry valleys, which due to their topography, have an ability to convey significant surface water flow paths.

Implications for proposed drainage:

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| <ul style="list-style-type: none"> i. The LLFA will expect to see an improvement upon greenfield runoff rates from the site, in order to minimise the downstream surface water flood risk. ii. Developments which connect drainage into existing watercourses should provide evidence to demonstrate the potential effects of the development on the wider catchment. | <ul style="list-style-type: none"> iii. In response to the high levels of sediment transport, regular planned maintenance of the surface water drainage system, particularly in the High Weald, is essential. iv. Proposed SuDS techniques in an Environment Agency Source Protection Zone (particularly the South Downs) should ensure that the required stages of the ‘treatment train’ are provided, before surface water drains through the bedrock. |
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Drainage Risk Area 2

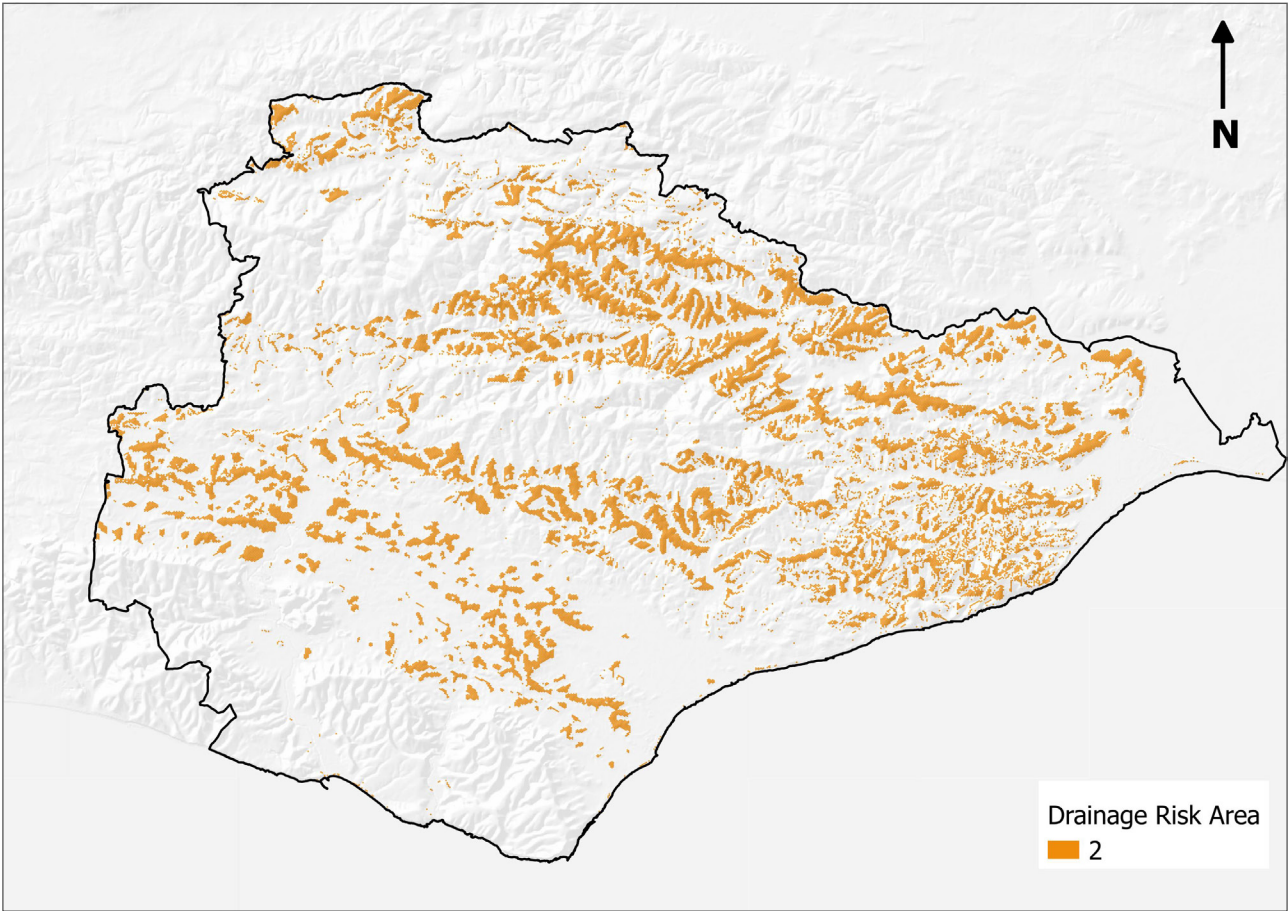


Figure 2: Coverage of Drainage Risk Area 2 within East Sussex.

Water table depth	Deeper – lower risk
Infiltration potential	Opportunities for bespoke infiltration techniques
Surface water flood risk (at 1 in 30 & 1 in 100 year rainfall events)	Medium
Risk of groundwater flooding	Limited potential for groundwater flooding, with a potential where properties lie below ground level
Geology	Bedrock: Wadhurst, Weald and Gault Clays Superficial: Localised sand and gravel deposits
Key constraint for drainage	Impermeable bedrock geology

Table 2: Typical characteristics for Drainage Risk Area 2

This is strategic guidance. All development proposals must undertake the necessary site surveys to confirm drainage constraints or opportunities. For further information on drainage strategy requirements, please refer to the East Sussex County Council ‘Guide to Sustainable Drainage Systems in East Sussex’.

Covering the lower slopes of the central belt of the county, beyond fluvial and coastal flood plains, Drainage Risk Area 2 marks the transition between hilly terrain and flat river valleys. It includes Battle, much of Hailsham, and the rural villages of Barcombe and Icklesham.

Potential or existing drainage issues:

Interconnected drainage systems: In smaller towns where more development may take place, the surface water drainage system is often highly integrated, involving highway drainage, surface water sewers and watercourses. Blockage, lack of capacity or poor condition within any one of these drainage systems can result in failure of all three systems.

Rural drainage: Rural towns and villages are often drained by a network of ditches. Although this is adequate for existing dwellings, higher numbers of dwellings are likely to need more formalised surface water drainage systems installed. The nearest existing drainage system may be some distance from the development site.

Complex surface water drainage pattern: In many towns, including Hailsham and Battle, surface water flow paths can be well established and complex. Previous developments built without regard for these flow paths have significantly increased the surface water flood risk for both new and existing residents.

Implications for proposed drainage:

- i. Due to the extent of clay geologies, any proposed infiltration method should present sensitive, rigorously-tested techniques, and be supported by detailed site testing.
- ii. Control surface water runoff as close to source as possible (particularly upstream of major watercourses) to minimise potential surface water flooding impacts downstream and on the wider catchment.
- iii. Make sure that an outfall connection can be secured, and that there is sufficient capacity within the existing drainage systems to convey runoff from the site, particularly where the system may serve several drainage purposes.

Drainage Risk Area 3

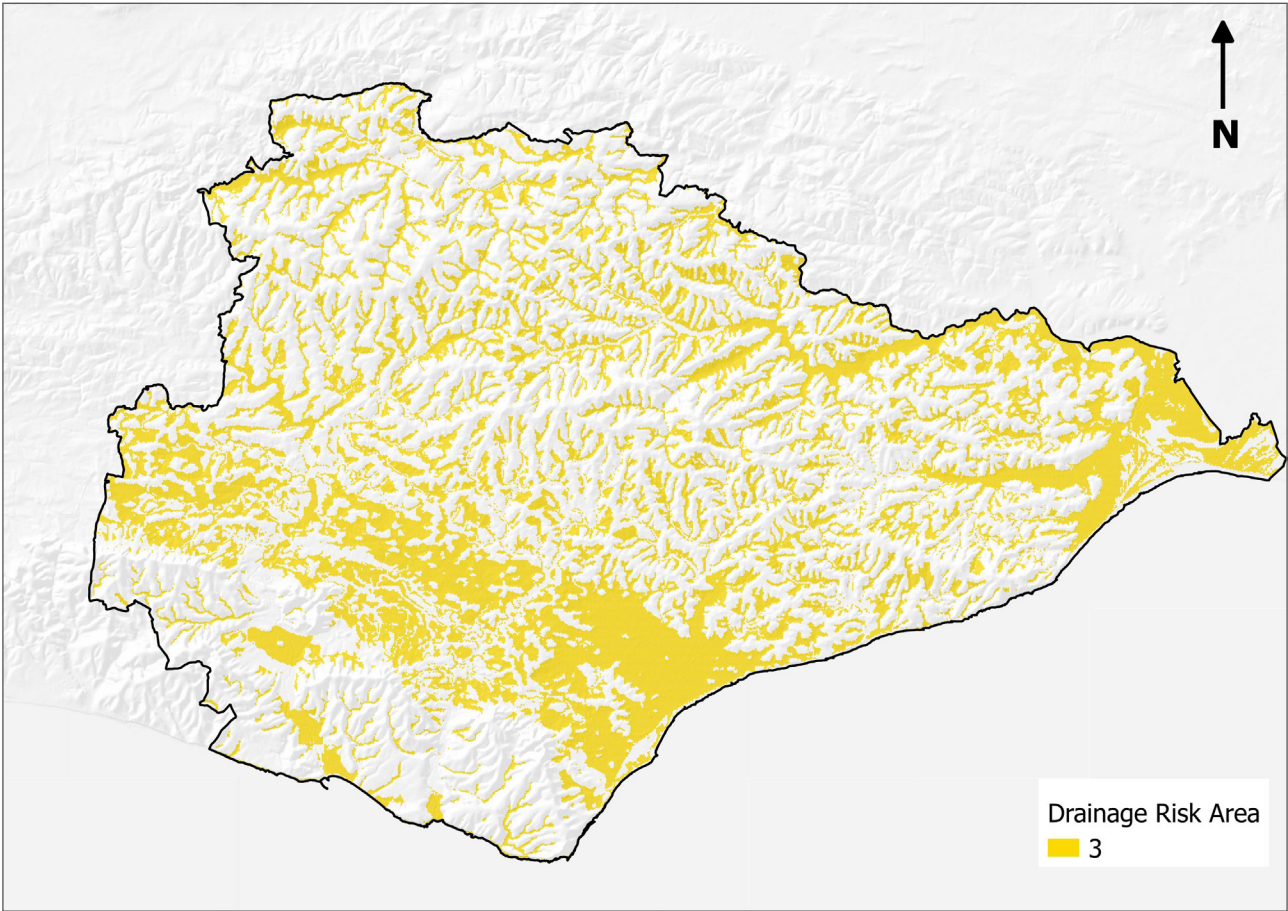


Figure 3: Coverage of Drainage Risk Area 3 within East Sussex

Water table depth	Shallow – high risk
Infiltration potential	Possible opportunities for bespoke infiltration techniques
Surface water flood risk (at 1 in 30 & 1 in 100 year rainfall events)	Medium to high
Risk of groundwater flooding	Limited potential for groundwater flooding, with a potential where properties lie below ground level
Geology	Bedrock: Weald and Gault Clays Superficial: Coastal and river sediments
Key constraint for drainage	Impermeable geologies lead to high volumes of surface water runoff, and restricted infiltration potential

Table 3: Typical characteristics for Drainage Risk Area 3

This is strategic guidance. All development proposals must undertake the necessary site surveys to confirm drainage constraints or opportunities. For further information on drainage strategy requirements, please refer to the East Sussex County Council ‘Guide to Sustainable Drainage Systems in East Sussex’.

The area covers the majority of low-lying areas in East Sussex – the Low Weald, Coastal Marshes, and river tributaries of the High Weald. This includes the coastal settlements of Rye, Pevensey Bay and Eastbourne, and rural settings of Ditchling, Northiam and Newick.

Potential or existing drainage issues:

Unknown condition, capacity and location of large sections of ordinary watercourses: In north-east Hailsham and western Rye, considerable surface water flooding is caused by connections and blockages to these poorly understood culverts.

Hydraulic overload of combined sewage systems: Historic town centres, such as Rye and Eastbourne, are underlain by combined surface and foul water sewer systems. Under heavy rainfall, large volumes of surface water can enter the combined system, and cause it to overload, resulting in both foul and surface water flooding.

Implications for proposed drainage:

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| <ul style="list-style-type: none"> i. Infiltration techniques, such as soakaways and infiltration trenches, are likely to be inappropriate in the majority of the Low Weald and Coastal Marshes, due to low permeability and high groundwater levels. However infiltration can be considered where there are pockets of more permeable surface or underlying geologies. ii. Attenuation and conveyance techniques, such as swales and detention basins, are likely to be more successful, and should be sensitive to any impact to areas offsite. | <ul style="list-style-type: none"> iii. Details of the route and condition of any existing watercourses and drainage networks on the site should be investigated during the drainage design stage. iv. The location of an outfall connection must be secured, and the capacity of the end destination for surface water leaving the site must be fully understood, particularly if it discharges to a combined sewer system. |
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Drainage Risk Area 4

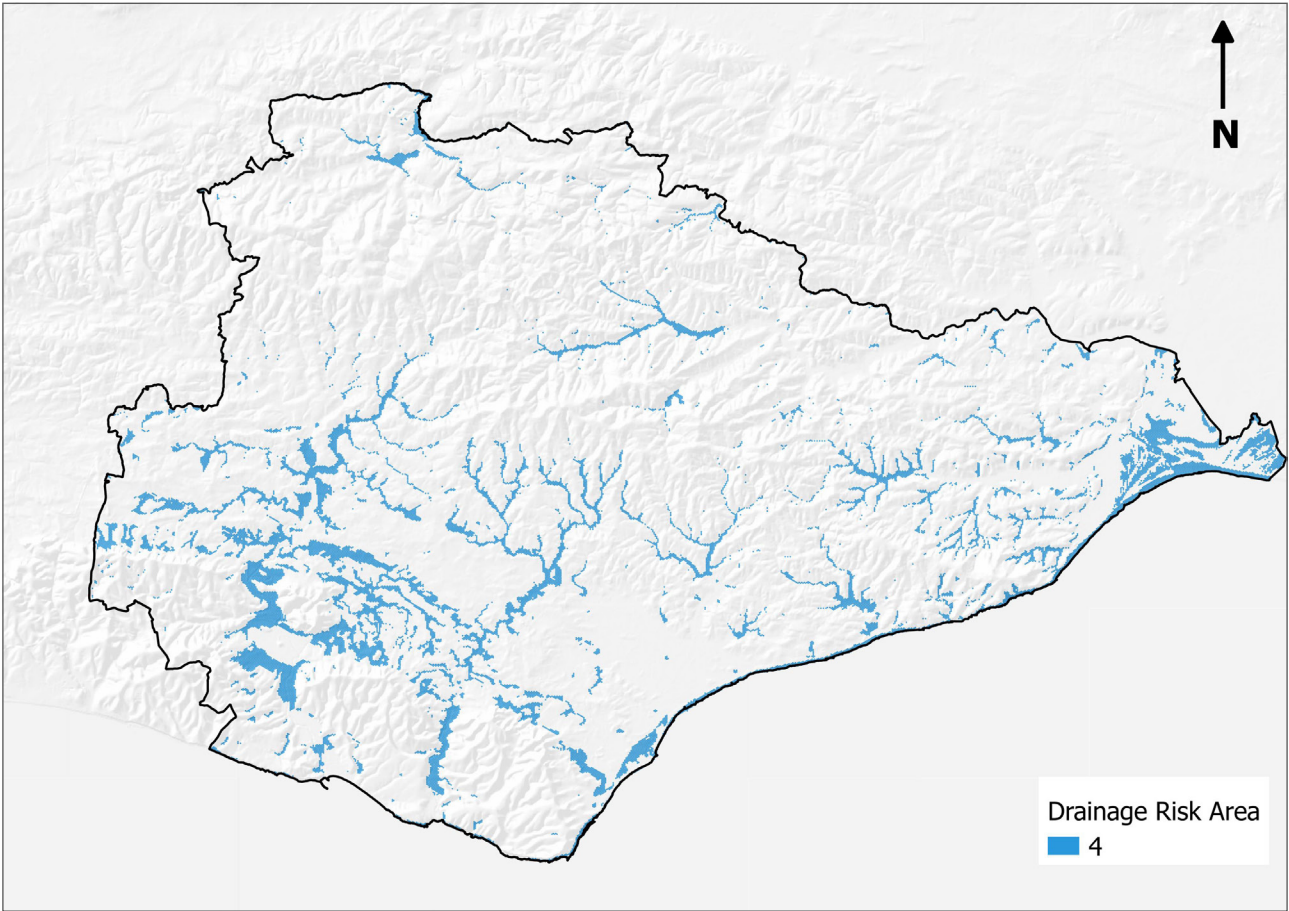


Figure 4: Coverage of Drainage Risk Area 4 within East Sussex.

Water table depth	Shallow – high risk
Infiltration potential	Significant constraints for infiltration
Surface water flood risk (at 1 in 30 & 1 in 100 year rainfall events)	High
Risk of groundwater flooding	Potential for groundwater flooding to occur at surface
Geology	Bedrock: Largely clay, with localised chalk Superficial: Alluvium on river floodplains, storm beach deposits and tidal mudflats on coast
Key constraint for drainage	High water table, particularly at high tide. Areas of existing fluvial/coastal flood risk.

Table 4: Typical characteristics for Drainage Risk Area 4

This is strategic guidance. All development proposals must undertake the necessary site surveys to confirm drainage constraints or opportunities. For further information on drainage strategy requirements, please refer to the East Sussex County Council ‘Guide to Sustainable Drainage Systems in East Sussex’.

Characterised by flat, low-lying land, the area corresponds with the coastal and fluvial flood plains (Eastbourne, Rye and Camber seafronts), as well as settlements on the flood plains of the Rivers Ouse, Cuckmere, and Upper Rother (Ringmer, Alfriston, and Lewes).

Potential or existing drainage issues:

Drainage restrictions at high tide: In coastal towns, there is a tendency for tidally influenced groundwater, to seep into and overwhelm the drainage system at high tide. Similarly, as tidally-influenced watercourses become restricted from draining out into the sea at high tide; river levels rise, which can surcharge the combined sewer and surface water drainages.

Localised high levels of runoff from steep topography: As in the case of Drainage Risk Area 1, ponding occurs on downslope, flatter land. This is an issue in Lewes, Meeching Valley in Newhaven, western Eastbourne and Hastings.

Ephemeral streams or ‘Bournes’: In West Quay in Newhaven, Winterbourne in Lewes, and Western Eastbourne, groundwater stored in chalk geologies can rise after persistent rain, and accumulate into an informal watercourse at the surface. Whether seasonal or more erratic, these flows can produce a previously unaccounted flood risk. As such, knowledge of local groundwater levels and flow paths is required.

Implications for proposed drainage:

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| <ul style="list-style-type: none"> i. Due to high groundwater levels, for any proposed infiltration technique, robust evidence must be provided, specifying its suitability in the context of the site. ii. Controlling the surface water issue at source is preferable, to make sure that the effects of fluvial and coastal flooding are not made worse. iii. Raised surface structures, if used, should be designed to withstand flood damage. | <ul style="list-style-type: none"> iv. Any underground storage structures should also be designed with hydraulic and structural resilience to groundwater flooding. Due to the existing high flood risk, it is particularly important that attenuation SuDS are designed to remain half-empty 24 hours after a storm event, to accommodate multiple storms |
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Detailed sub-area: Hastings

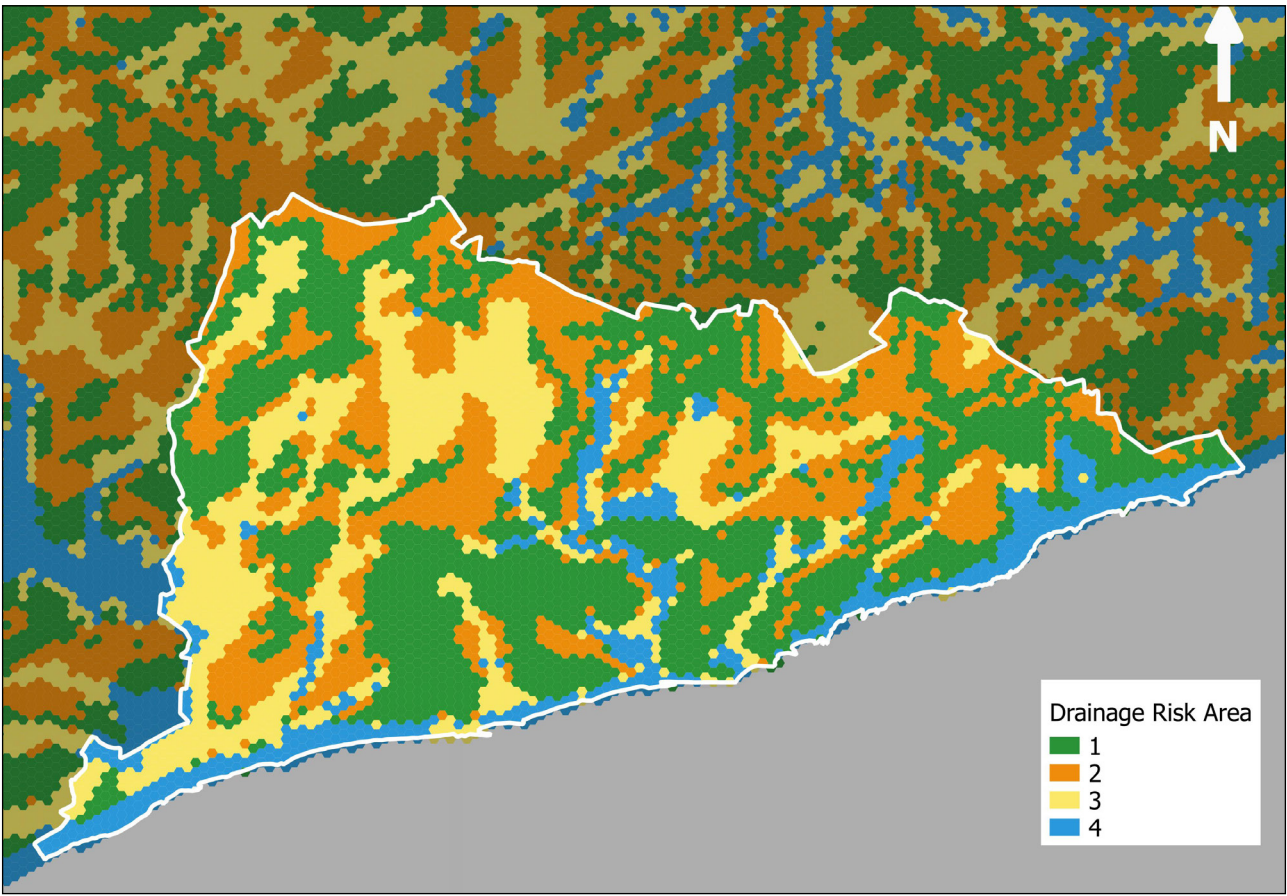


Figure 5: Spatial extent of the four Drainage Risk Areas within Hastings.

Location	Hastings Wards	Geology
North West / West	Conquest, Hollington, Wishing Tree, Silverhill, Ashdown, West St Leonards	Wadhurst Clay
South	Maze Hill, Gensing, Central St Leonards, Baybrooke	Tunbridge Wells Sandstone
North East / East	Ore, Old Hastings, Castle, St Helens, Baird, Tressell	Ashdown Sandstone

This is strategic guidance. All development proposals must undertake the necessary site surveys to confirm drainage constraints or opportunities. For further information on drainage strategy requirements, please refer to the East Sussex County Council ‘Guide to Sustainable Drainage Systems in East Sussex’.

With a complex combination of geology and topography, which varies significantly over short distances, the borough of Hastings cannot be characterised within a single Drainage Risk Area (DRA). Consequently it must be presented on a finer scale.

Hastings is underlain by the following three geologies (see above) which are heavily faulted and folded, allowing isolated pockets of one geology to sit alongside contrasting geologies. This also presents significant ground stability issues, which limits the use of infiltration SuDS techniques. A more detailed account of the geology and DRAs within Hastings can be found in Section A5 of the technical appendices.

Development of 3,000 dwellings is proposed within Hastings town, whereas low growth of 100 to 500 dwellings is expected in the Hastings fringes.

Potential or Existing Drainage Issues:

Tidal influence: High tides significantly affect drainage within Hastings. Groundwater levels are raised on the coast and restrictions to water discharging to the coast causes backing up of surface water and combined sewer systems. In particular, the Coombe Haven is tidally-influenced between Bulverhythe and Filsham.

Interaction between built structures and surface water flowpaths: Where kerb or wall structures are built across natural surface water flow paths, flows can pond, or be deflected towards more sensitive areas. Also, where the threshold of a property lies below road level, surface water flow paths are able to enter the building or basement.

Groundwater and spring flows: The high water table in coastal gravel beds can be raised further by high tides, causing spring flows and groundwater flooding, particularly in low-lying areas of St. Leonards and Bulverhythe.

Overland flow: Surrounded by the hills, overland flow runs off the steep High Weald slopes at high velocities, and can lead to significant levels of surface water on lower ground. This can be worsened by blockages to drainage assets and groundwater emergence.

The Hollington Stream: This steep, fast-response catchment is particularly sensitive to flooding. Dams and penstocks are in place; however development requires careful management of water throughout the upper catchment.

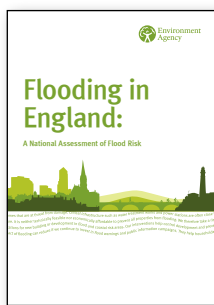
Combined sewers: A combined sewer system serves the low lying coastal strip. Where large amounts of surface water enter the system, the sewer can exceed its hydraulic capacity and surcharge. Further issues are caused by high tides, which can prevent the effective discharge from outfalls.

Implications for proposed drainage:

Due to complex topography, surface water flow paths, geologies and a tidal influence, proposed drainage strategies should be aware of localised spatial and temporal variability in drainage conditions within Hastings.

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| <ul style="list-style-type: none"> i. Due to existing levels of urbanisation, impermeable areas should be kept to a minimum and the use of permeable paving is strongly recommended. ii. In the coastal strip, where groundwater levels may be tidally-influenced, infiltration tests and groundwater monitoring should be undertaken at a both low and high tide, and SuDS should be designed to accommodate these fluctuations. iii. In the upper reaches of the Hollington Stream catchment, surface water should be controlled as close to the source as possible. Restriction of the volume and velocity of surface water leaving the site to greenfield runoff rates is particularly important. | <ul style="list-style-type: none"> iv. Drainage strategies for developments in the lower reaches of the Hollington Stream catchment will need to account for restrictions in the capacity of existing culverts. v. SuDS features should accommodate existing surface water flow paths, and avoid obstruction to flows, particularly in heavily urbanised areas. vi. Construction of basements and conversion of existing basements for habitation is not recommended in areas of high groundwater, or which are at a 1 in 30 year surface water flood risk. vii. Property threshold levels should be kept higher than the surrounding area, to prevent surface water from being channelled directly into buildings. |
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Document List



'Flooding in England: A National Assessment of Flood Risk'

Available at: gov.uk/government/uploads/system/uploads/attachment_data/file/292928/geho0609bqds-e-e.pdf

Environment Agency (2009)

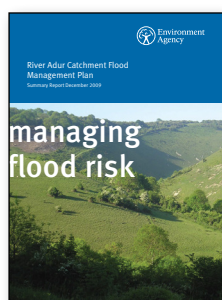


'South East River Basin District Flood Risk Management Plan'

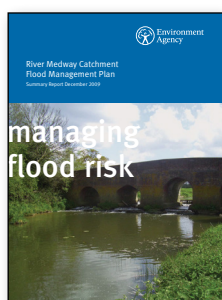
Available at: gov.uk/government/publications/south-east-river-basin-district-flood-risk-management-plan

Environment Agency (2016)

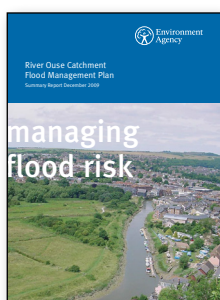
Environment Agency (2009) Catchment Flood Risk Management Plans:



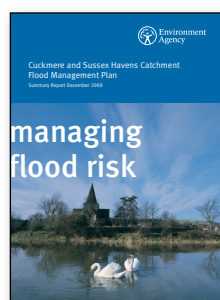
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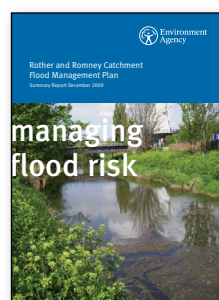
Medway



Ouse

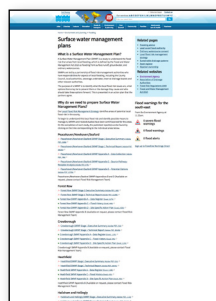


Cuckmere and Sussex Havens



Rother and Romney

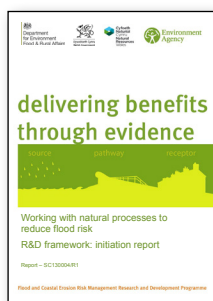
Available at: gov.uk/government/collections/catchment-flood-management-plans



'Surface Water Management Plans'

Available at: eastsussex.gov.uk/environment/flooding/surface-water-management-plans

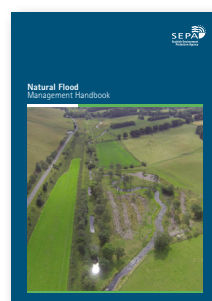
East Sussex County Council (2014)



'Working with natural flood processes to reduce flood risk'

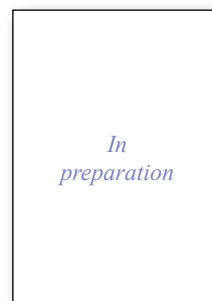
Research and Development Framework: science report (SCI30004/R2)

Environment Agency/Defra (2014)



'Natural Flood Management Handbook'

Scottish Environment Protection Agency (SEPA) (2014)



'Drainage Strategy for East Sussex'

Southern Water

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Website: eastsussex.gov.uk/contactus

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Appendix 2: Consultation report for draft LFRMS 2016 – 2026

Executive Summary

Following the six week consultation period between 29 February and 10 April 2016, a total of 39 responses were received. Two thirds of respondents used the consultation survey; however an additional 15 open responses were received via letter and email. The greatest numbers of responses were received from Town and Parish Councils (26%) and voluntary groups (23%).

Response to the draft strategy was largely positive, with levels of disagreement below 20%. The headline results are as follows:

- The language and structure were found to be accessible (81% agreed it was easy to follow).
- Explanation of the different sources of flooding was clear (over two thirds (71%) were in agreement).
- Comments received on the Sustainable Drainage Systems (SuDS) guidance were positive, with Local Planning Authorities particularly welcoming the provision of standard advice.
- One third (33%) of respondents did not feel that the strategy helped to clarify flood risk in East Sussex.
- A quarter (26%) of respondents felt that further clarification and guidance could be provided regarding on homeowner responsibilities for flood protection and maintenance.

One local authority provided the majority of adverse comments, and formed a large part of the reported 20% levels of disagreement.

The responses outlined a number of suggested inclusions and additional comments. These focused on standing advice for SuDS (16%) and delivery of the strategy (13%), reflecting the large number of district, borough, and local councils which submitted written comments. Suggested inclusions are outlined in section f) of this report, and an overview of all written comments can be found in Agenda Item 4.

Although many detailed comments were received, no fundamental changes were identified within the strategy and its technical appendices.

Valuable feedback was also received during table discussions with technical stakeholders at the consultation launch event on 3 March 2016, and was taken into consideration for the final strategy.

The Consultation Process

The consultation process aimed to determine whether the draft strategy was accessible, and provided a sufficient level of guidance to homeowners, planners and developers.

A copy of the consultation survey is included in Appendix A; and the questions were grouped into the following topics:

- a) Accessibility of language and structure of the strategy**
- b) Indication of flood risk in East Sussex**
- c) Guiding Principle**
- d) Individual responsibilities for protecting property and maintaining drainage assets**
- e) Standing advice to developers and planners on SuDS**
- f) Omissions and further comments**

Of the 39 consultation responses received, over two thirds (69%) were submitted using the consultation survey (largely via the Council's online consultation portal) whereas the remainder were open responses, sent by email or letter. The breakdown of all consultation respondents is outlined in Figure 1.

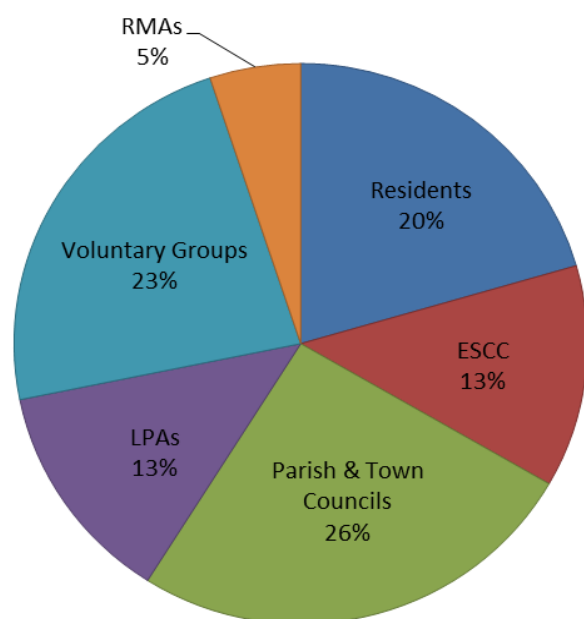


Figure 1: Breakdown of all 39 consultation responses by respondent

Findings

The following respondent statistics are based on the consultation survey responses alone; however are supported by additional written comments and open responses.

a) Language and Structure

To cater for the range of audiences which might use the strategy, the document requires accessible language and a clear structure.

- Over three quarters of respondents found the document either easy or very easy to understand (78%) and to follow (81%), as reflected in the majority of written comments: *'it is very clearly written and easy to understand'*.
- However around one tenth (11%) of respondents found the strategy difficult to understand, with the document length stated as the main reason (5 responses): *'Fairly easy to follow but very long.'*

b) Flood Risk in East Sussex

Clarifying the different sources of flooding, the relevant management authorities and the county-wide flood risk, aimed to increase understanding of flood risk in East Sussex.

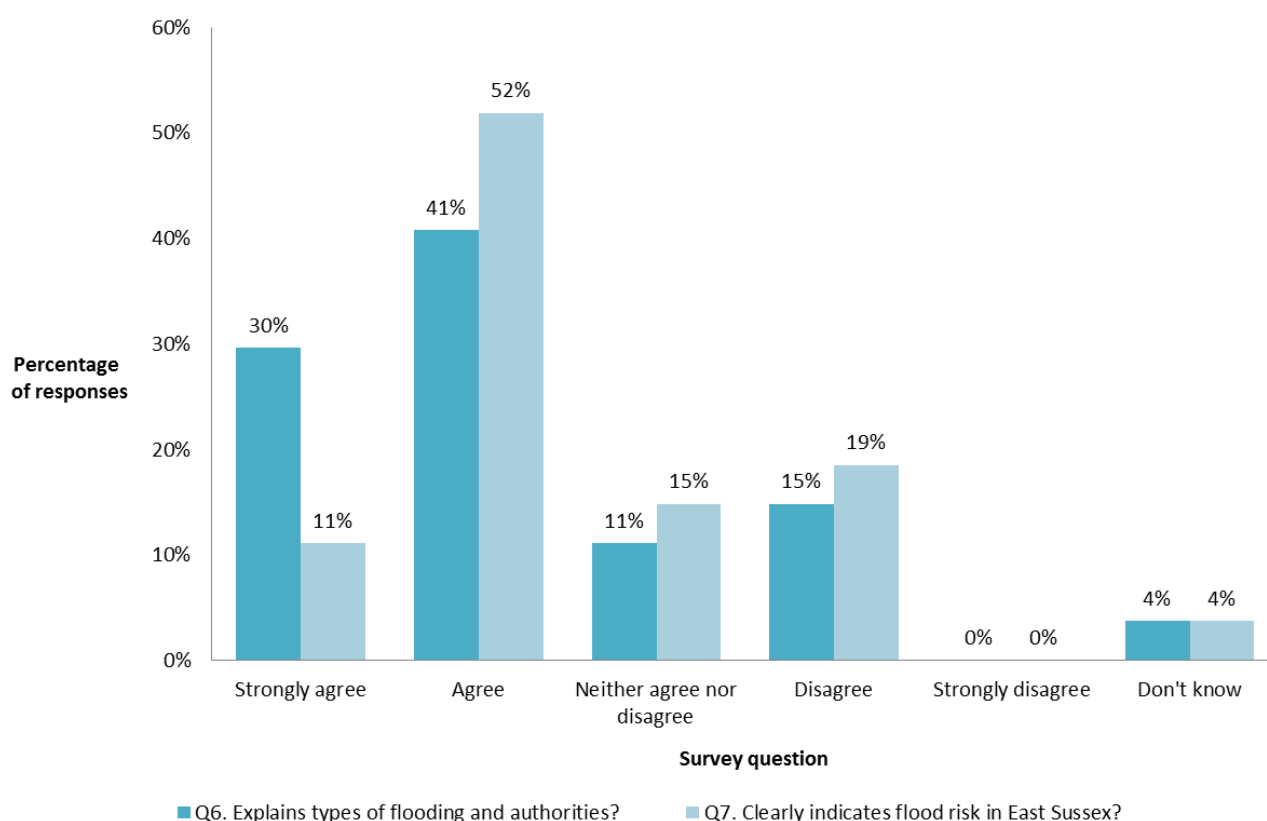


Figure 2: Responses for Q6 and 7 of the consultation survey, regarding the types of flooding and flood risk in East Sussex.

- Over two thirds (71%) of respondents strongly agreed that the types of flooding and authorities responsible were well explained: *'will aid all stakeholders having a greater understanding of the role of the Lead Local Flood Authority'*.
- Approximately one quarter (26%) either disagreed or answered 'neither agree nor disagree', as they felt aspects were missing: *'some of the minor aspects are omitted i.e. the role of internal drainage boards'*.

- Approximately two thirds (63%) agreed that the strategy gave a clear indication of flood risk: *'This exercise is useful for comparative purposes across East Sussex'*.
- However one third (33%) either disagreed or answered 'neither agree nor disagree'. Reasons provided were:
 - The focus on areas of high population does not sufficiently represent rural or local flooding issues: *'It is also very focused on the main urbanised areas'; 'I believe that the problems in Ringmer are ignored'*.
 - It does not include impacts of flooding on transport links and infrastructure: *'impacted by flooding...through being cut off from the county through inaccessible roads'*.

c) Guiding Principle

As the Guiding Principle underpins the strategy, and determines the objectives and strategic priorities, agreement of its wording was important.

- Over two thirds (70%) of respondents agreed or strongly agreed with the strategy's guiding principle: *'The guiding principle...is a reasonable principle'*.
- Whereas one quarter (26%) either disagreed or answered 'neither agree nor disagree' as they felt it could be stronger: *'rather flaccid objective', 'concerned that the Strategy is not strong ... enough'*.

d) Homeowner responsibilities

The information on riparian ownership and homeowner responsibilities was intended to equip homeowners with the necessary information to increase their resilience to flooding.

- Just over half (56%) of respondents agreed or strongly agreed that the strategy clarified homeowner responsibilities to protect their property.
- A quarter (26%) disagreed or strongly disagreed, with a consensus that clarification and more advice could be provided: *'probably needs clearer articulation...whom homeowners can turn for advice', 'what types of action they...are expected to take to protect their properties'*.
- Approximately two thirds (63%) of respondents agreed or strongly agreed that the strategy clearly explained responsibilities for maintaining watercourses and drainage assets.
- A quarter (26%) disagreed or strongly disagreed, with opinion split on whether too much or too little onus for maintenance was being placed on landowners: *'puts too much responsibility on individual landowners'; 'important to place more emphasis on residents/landowner's responsibilities'*.

- Written responses identified some of the constraints with riparian ownership (cost, capacity, enforcement) and suggested more collaborative maintenance: *'encourage ESCC to consider promoting ways to enable... more novel ways of delivering maintenance services'*

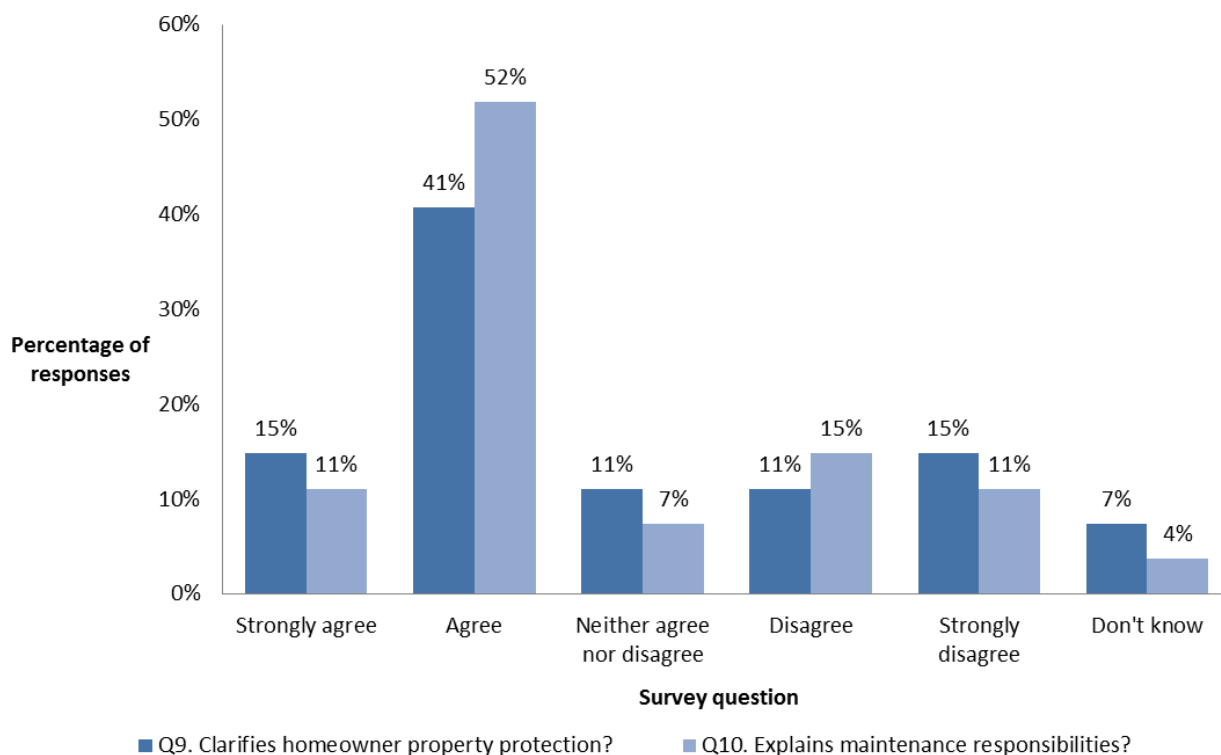


Figure 3: Responses for Q9 and 10 of the consultation survey, regarding homeowner responsibilities for flood protection and asset maintenance.

e) SuDS Standing Advice

This guidance was targeted towards planners and developers, to inform the design of drainage systems and reviews of development proposals.

- Around two fifths (44%) of respondents agreed or strongly agreed that the level of SuDS standing advice was sufficient. Responses from planning authorities welcomed the inclusion of the advice: *'We welcome particularly the increased emphasis on SUDS'; 'is likely to be particularly useful at the pre-application engagement stage', 'considering reflecting the DRAs in Local Plan policy'*.
- Some respondents raised concerns over enforcement of the advice, and its focus on new developments (e.g. excludes extensions): *'feels this needs to be properly enforced'; 'SuDS should be expanded to apply to any development'*.
- Two thirds (62%) answered 'neither agree nor disagree' and 15% answered 'Don't know', perhaps reflecting the technical nature of the guidance.

f) Omissions and further comments

The majority of consultation survey responses included additional written comments, and fifteen open responses were received from local councils or organisations.

Additional and open comments were classified into 12 themes to allow quantitative analysis (Figure 2), with detailed responses often touching upon several themes.

Full details of the written comments received, and the suggested actions resulting from them, are outlined in Agenda Item 4.

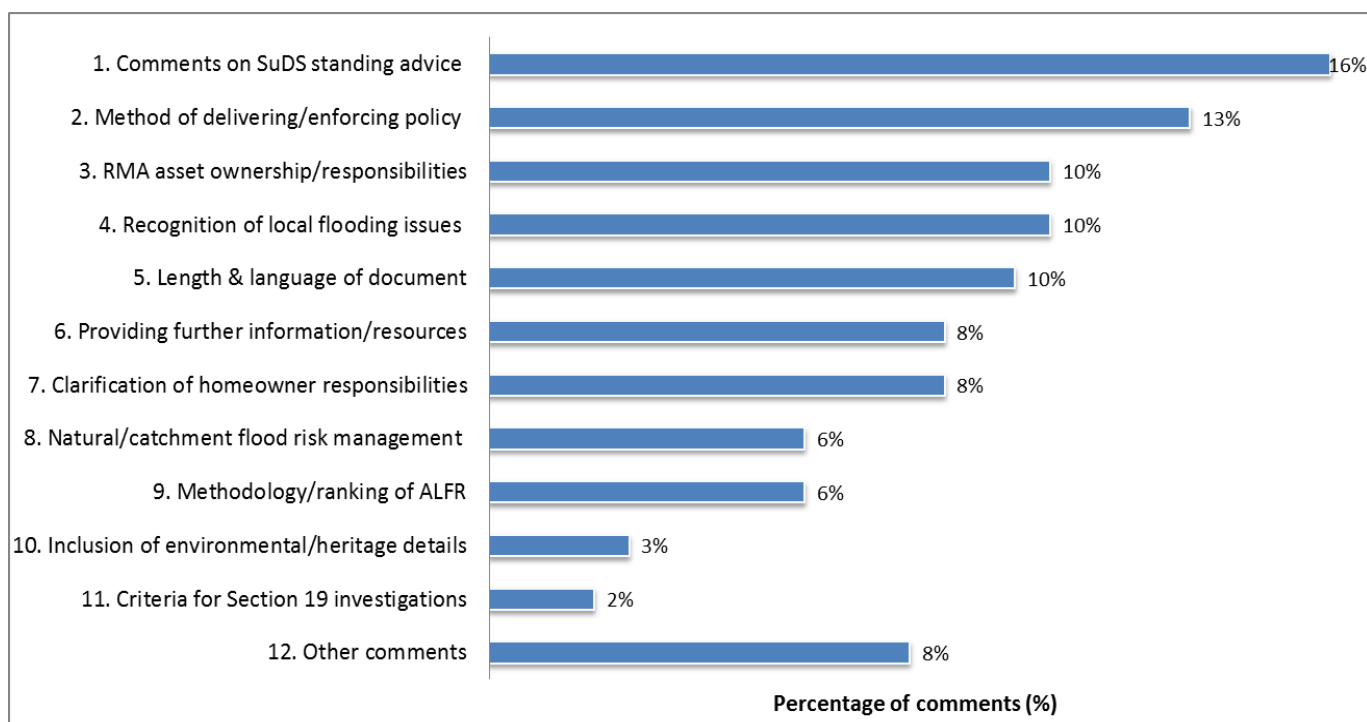


Figure 4: The key themes raised in additional comments and open responses, ordered by percentage of responses. 'Other comments' were statements which did not identify any particular views or issues to be considered.

Respondents were also encouraged to detail any aspects which they felt had been omitted from the strategy. Comments fell into the following themes:

- Catchment-scale and natural flood risk management (4 responses)
- Coastal flooding and management (2 responses)
- Other factors the methodology of the Assessment of Local Flood Risk (e.g. infrastructure, flood risk beyond county boundary) (4 responses)
- Information from other authorities/ sources e.g. EA flood maps (3 responses)
- Addressing the potential failure to meet responsibilities/implement the strategy (2 responses)
- Details of local flooding issues (1 response)
- Details of Highways maintenance and flooding (2 responses)

Conclusions

From the information gathered during the consultation process it can be concluded that:

- Response to the strategy was generally positive, with levels of disagreement remaining below 20%.
- It was found to be accessible in language and structure, with 81% of respondents finding the document easy to follow.
- Explanation of the different sources of flooding was shown to be clear, with over two thirds (71%) of respondents in agreement.
- The SuDS standing advice was generally well received, with Local Planning Authorities welcoming the focus on development. However perhaps due to the technical nature of the guidance, two thirds of respondents (62%) were unable to comment on its suitability.
- A quarter (26%) of respondents felt that clarification and further guidance could be provided regarding on homeowner responsibilities for flood protection and maintenance.
- One third (33%) of respondents did not feel that localised or rural flooding issues were not sufficiently represented in the strategy. Although it is not possible to provide details of all flooding issues in the county, differences in expressing this section could be considered.
- Additional comments and open responses focused on standing advice for SuDS (16%) and delivery of the strategy (13%), which reflects the large number of district, borough, and local councils which submitted written comments.
- Although many detailed comments were received, no fundamental changes were identified with the strategy and its technical appendices. Suggested changes have been analysed in more detail in Agenda Item 4 to identify how they can be taken forward within the final strategy documents.
- One local authority provided adverse comment on all aspects of the strategy. This was of considerable concern, and required further discussion with the authority involved.

Appendix A: Consultation Survey Questions for Draft LFRMS 2016-2026

Introduction

- 1. What is your name?**
- 2. What is your email address?**
- 3. What is your organisation?**

Section 1 - Language and structure

- 4. How easy did you find it to understand the Strategy?**

(Very easy, Easy, Neither easy nor difficult, Difficult, Very difficult, Don't know)

If you felt the document was difficult or very difficult to understand, please tell us why.

- 5. How easy was it to follow the structure of the Strategy?**

(Very easy, Easy, Neither easy nor difficult, Difficult, Very difficult, Don't know)

If you found the document difficult or very difficult to follow, please tell us why:

Section 2 – Flood Risk in East Sussex

- 6. Does the strategy clearly explain the different types of flooding and which authorities have a role in managing it?**

(Strongly agree, Agree, Neither agree nor disagree, Disagree, Strongly disagree, Don't know)

If you disagree or strongly disagree, please tell us why:

- 7. Does the strategy give a clear indication of flood risk in East Sussex?**

(Strongly agree, Agree, Neither agree nor disagree, Disagree, Strongly disagree, Don't know)

If you disagree or strongly disagree, please tell us why:

Section 3 - Guiding Principle of the Strategy

- 8. Do you agree or disagree with the strategy's guiding principle?**

(Strongly agree, Agree, Neither agree nor disagree, Disagree, Strongly disagree, Don't know)

If you disagree or strongly disagree, please tell us why:

Section 4 – The Strategy

9. Does the Strategy clarify the responsibilities of a homeowner to protect their property from flooding?

(Strongly agree, Agree, Neither agree nor disagree, Disagree, Strongly disagree, Don't know)

If you disagree or strongly disagree, please tell us why:

10. Does the Strategy clearly explain the responsibilities for maintaining watercourses and drainage assets?

(Strongly agree, Agree, Neither agree nor disagree, Disagree, Strongly disagree, Don't know)

If you disagree or strongly disagree, please tell us why:

11. Do you feel the level of standing advice on Sustainable Drainage Systems (SuDS) provided in the Strategy is sufficient to assist developers and planning authorities?

(Strongly agree, Agree, Neither agree nor disagree, Disagree, Strongly disagree, Don't know)

If you disagree or strongly disagree, please tell us why:

Section 5 – Additional Information

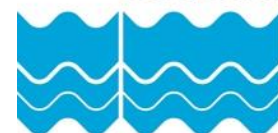
12. Is there anything which has not been included in the strategy, which you feel should be?

13. Do you have any other comments on the strategy?

14. Would you be happy for us to contact you if we need more information about your response?

(Yes, No)

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Appendix 3

Equality impact assessment summary report for Local Flood Risk Management Strategy 2016 - 2026

Please complete this summary, which will be used to publish the results of your impact assessment on the County Council's website.

Date of assessment: 25 July 2016

Manager(s) name: Nick Claxton **Role:** Team Manager – Flood Risk Management

Proposal, project, service, strategy or policy, that was impact assessed:

The draft Local Flood Risk Management Strategy 2016 - 2026

Summary of findings:

The Equality Impact Assessment (EqIA) for the Local Flood Risk Management Strategy (LFRMS) 2016 – 2026 is an update to the EqIA undertaken for the LFRMS 2013 – 2016.

The update was informed by the outcomes of the public consultation on the draft LFRMS 2016 – 2026 in spring 2016, as well as the findings of the previous assessment. The key concern raised during the public consultation was that the flood risk in rural communities may not be given the same level of attention as urban areas. Amendments were made to the post-consultation draft of the LFRMS 2016 – 2026 to address this interpretation.

The key aims of the LFRMS 2016 – 2026 are to target resources at the highest flood risk, and to prevent increases in flood risk by inappropriate development. This is supported by an Assessment of Local Flood Risk, which prioritises flood risk activities by identifying areas at greatest flood risk, and where a high number of vulnerable people are affected.

Overall, the EqIA update of the LFRMS 2016 – 2026 was deemed to have had no significant change in impact on equality groups.

Summary of recommendations and key points of action plan:

The recommendations of the EqIA update are as follows:

- To ensure the delivery of strategy policies is prioritised according to the greatest benefit gained (which will include resource considerations).
- To monitor the implementation of the strategy, and review when appropriate.

No significant issues were identified in the EqIA of the LFRMS 2013 – 2016, or the update for the LFRMS 2016 – 2026. As such, the key points of the action plan are to review the impacts of the strategy after one year, and to continue to consider the impacts on people with protected characteristics when undertaking the LLFA duties.

Groups that this project or service will impact upon

The strategy will be applied across the whole county, and as such all groups will be impacted upon. The strategy will neither directly nor indirectly discriminate against anyone with a protected characteristic. As the aim of the strategy is to manage flood risk, and to restrict the flood risk impacts of inappropriate development, any impact is likely to be positive.

	Positive	Negative
Age		
Disability		
Ethnicity		
Gender/Transgender		
Marital Status/Civil Partnership		
Pregnancy and Maternity		
Religion/Belief		
Sexual Orientation		
Other (carers, literacy, health, rurality, poverty)		
All	x	

Committee: **Cabinet**

Date: **20 September 2016**

Title of Report: **Land exchange at Yew Tree Cottage, Coleman's Hatch, Hartfield, East Sussex**

By: **Chief Operating Officer**

Purpose of Report: **To consider the exchange of land held by the Ashdown Forest Trust and the owner of Yew Tree Cottage.**

RECOMMENDATION:

Cabinet are recommended to:

- 1. approve the exchange of land held by the Ashdown Forest Trust with Yew Tree Cottage as set out in Appendix 1; and**
 - 2. delegate authority to the Chief Operating Officer to agree the terms of the exchange and take any action necessary to give effect to it**
-

1. Background and Supporting Information

1.1 The recommended exchange of the plots of land contained in the attached plan (Yew Tree Cottage – Land exchange, Appendix 1) will be at nil consideration as their monetary value is considered to be equal.

1.2 The land in question is held by the Ashdown Forest Trust (AFT) of which the County Council is the Trustee. The land is currently used as a vehicle turning point; this is marked in red hatching on the attached plan. The exchange of these areas of land will be in the interests of the Charity, increasing overall woodland owned by the Trust and regularise the current usage of the land to reflect that as it exists.

1.3 The boundaries of the two areas owned by Yew Tree Cottage and subject to the exchange are shown hatched blue on the attached plan. Boundaries for both of these areas are indistinguishable on the ground. The smaller is believed to represent the location of a former cart shed of which no traces remain. The larger is believed to have been a fruit garden which has become overgrown and shows no signs of recent use. To assist with this transaction the corners of the larger area have been marked out on site with orange tipped metal posts.

1.4 The proposed exchange was considered by the Roads, Planning and Amenities Committee (the RPA Committee) of the Conservators of Ashdown Forest on 1 February 2016. The Committee unanimously supported the land exchange at Yew Tree Cottage subject to a positive environmental assessment being received from the Conservation Officer (Agenda item 04/16 in the attached supporting minutes, Appendices 2 and 3). The environment report was completed on 11 February 2016 and was approved by the Chair of the RPA Committee subject to any refuse on the land being acquired by the AFT being removed.

1.5 In addition to the attached plan, a photographic schedule has also been prepared to further illustrate the land which is to be exchanged (Appendix 4).

1.6 The Local Member, Councillor Whetstone, is a Conservator and is aware of this recommendation and has raised no objections.

1.7 A habitat and ecology survey has been undertaken, the results of which are attached

as supporting information (Appendix 5).

2. Conclusion and Reason for Recommendations

2.1 The exchange is considered to be in the interests of the Trust increasing the woodland owned by the Charity, formalising the current use of the land and will result in the absorption of land typical to much of the surrounding area in to the Ashdown Forest.

2.2 The Cabinet is recommend to agree to the exchange of the plots of land set out in the appendicies, and to delegate authority to the Chief Operating Officer to agree the terms of the exchange and take actions necessary to give effect to it.

KEVIN FOSTER
Chief Operating Officer

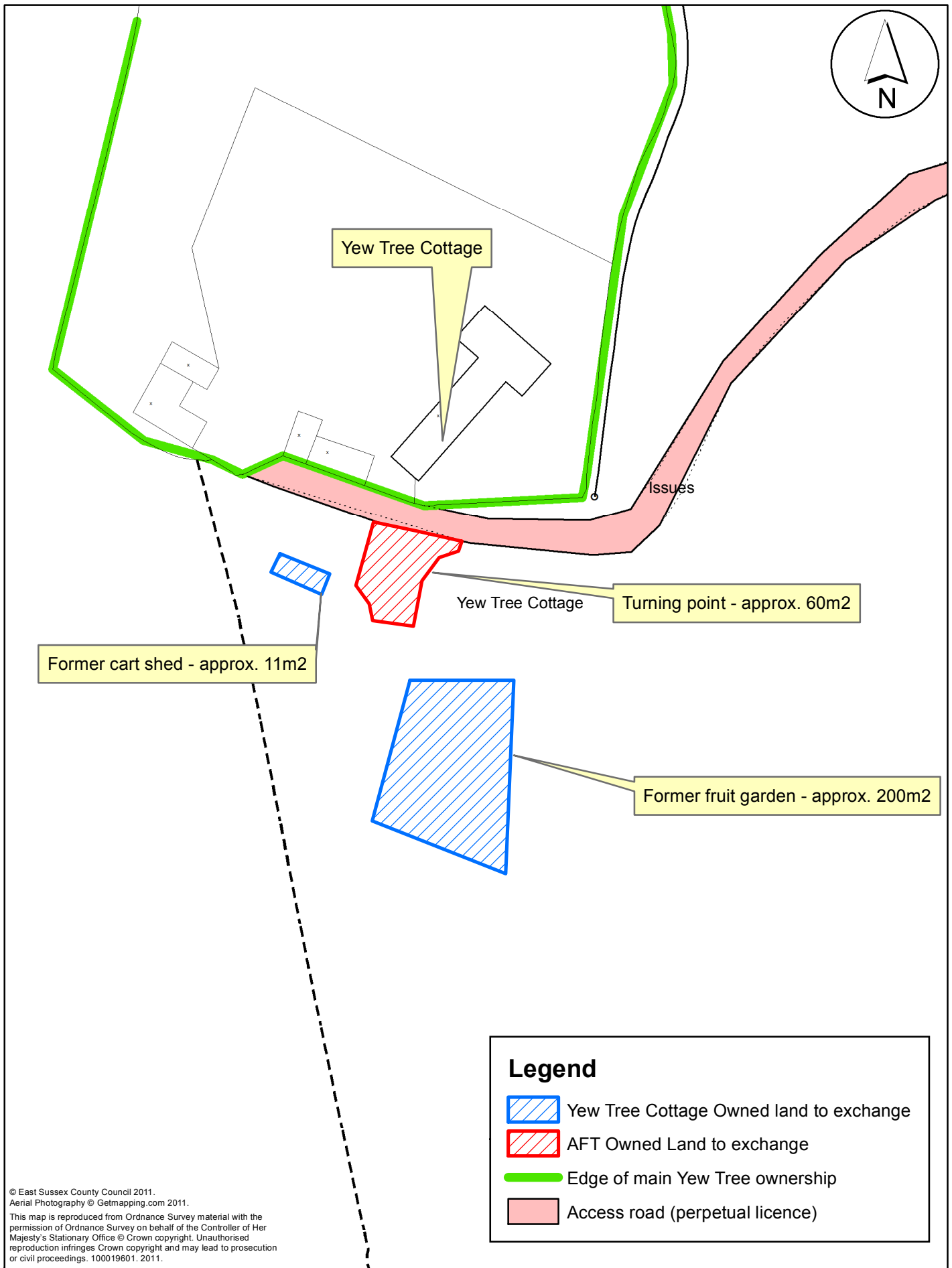
Contact Officer: Gregg Shemwell, Senior Estates Surveyor


Tel. No. (01273) 336968

Email: gregg.shemwell@eastsussex.gov.uk

LOCAL MEMBERS:

Councillor Francis Whetstone



Map Title: Yew Tree Cottage – Land exchange		East Sussex County Council County Hall St Annes Crescent Lewes 
Date: 14/01/2016	Map No:	
Scale: 1:500	Author: Page 181 GSS	

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**Minutes of the
ROADS PLANNING AND AMENITIES COMMITTEE MEETING OF THE
BOARD OF CONSERVATORS OF ASHDOWN FOREST**

Monday 1 February 2016

Committee members present: Mr J Spicer (Chairman), Cllr C Hardy (Vice Chairman), Mr R Galley (*ex-officio*), Cllr Holloway, Mr T Reid (*ex-officio*), Cllr J Barnes, Cllr R Stogdon and Mr M Cooper. Also present: Cllr F Whetstone and Mrs K Dirs (Clerk). Minutes were taken by Mrs C Bain.

Ranger Allum attended for Agenda item 03.01/16

There were no members of the public in attendance. The Chairman opened the meeting.

	Action
01/16 Apologies. Cllr S Tidy and Pat Buesnel sent their apologies.	
02/16 Declarations of any interest by Members of a Personal or Prejudicial Nature. There were none	
03/16 Matters Arising <i>03.01/16 Lark Rise – encroachment on Forest</i> The Chairman reported that the licenced parking area in front of the property has been extended and covered with road planings. Ranger Allum confirmed that there is ongoing building work taking place at the property. He has been in contact with the owners who admit that a mistake has been made and they wish to rectify the situation but it will take time. It was agreed that Ranger Allum will visit the site and accurately measure the current encroachment on the Forest and the Clerk will then agree a schedule with the owners who will need to cover the full cost of returning the land to its natural state. There is no case for prescriptive rights and the Clerk will update the East Sussex County Council (ESCC) Legal Department on the action that will be taken.	RA, KD KD
The Committee agreed that all future planning applications need to be carefully reviewed to ensure that parking areas are included or whether a parking licence will be required.	KD
<i>03.02/16 The Old Surrey and Burstow Hunt</i> The Clerk stated that an unlicensed hunt was held in October 2015 without advanced warning which resulted in a significant number of complaints from other Forest users. The Clerk made repeated attempts to contact the Master of the Hunt and finally in December the licence was signed and paid for and an apology received. The Committee recommended that the Chairman of the Board write to the Master of the Hunt informally to remind them of the conditions of their licence and request a draft programme for upcoming events.	RG
<i>03.03/16 Gatwick proposal for second runway</i> Following a discussion it was agreed that the Committee would continue to monitor the proposal and any possible negative effects it may have on the flora and fauna of the Forest.	KD, JS
<i>04.03/16 Drones</i> It was agreed that the flying of drones on the Forest is not permitted and the Byelaws will be updated accordingly. The Clerk commented she understood Sussex Police had been issued with a drone to assist in the search for missing persons, and if the use of the drone was required for this purpose on the Forest, the Police will be issued a licence to allow such use.	KD
<i>05.03/16 British Model Flying Association – Changes to licence</i> Following a request from the British Model Flying Association (BMFA) it was agreed that the	

permitted flying hours could be extended. It was noted that the BMFA were extremely compliant to the terms of their licence and have been a positive organisation to work with.

KD

04/16 Policy and procedures

04.01/16 Land swap – Yew Tree Cottage

The Clerk stated that a draft report had now been received from Gregg Shemwell (Estates Officer, ESCC) and that the land swap was generous in the Forests favour. **The Committee agreed the land swap, subject to a positive environmental report being received from the Conservation Officer**

KD

The Committee entered Confidential session.

05/16 Access issues

The Committee left Confidential session.

06/16 Planning Issues

The Clerk reported that she had been contacted by several residents alarmed at a planning application submitted for a care home in Nutley. Cllr Hardy and Mr Galley confirmed that they were aware that the scale and mass of the building had raised concerns. There following a brief discussion on what key planning terms should be used when commenting on applications but the overall view was that the Clerk should make an objection in relation to the proposed scale, mass and design.

The Committee entered Confidential session.

07/16 Breach of Bylaw issues

The Committee left Confidential session.

08/16 Strategic Plan (standing item)

08.01/16 Review of Strategic Plan

The final version of the Strategic Plan was presented to the Committee. **A recommendation was made to the Finance and General Purposes Committee that a scale of charges for permitted activities was examined, similar to that already used by Malvern Hills and the Bluebell Railway.** It was felt that the Forest would benefit from any increase in publicity.

KD

It was the view of the Committee that the Visitor Management Strategy should not be 'on hold' as stated in the Strategic Plan. Visitor Management is about the Forest as a whole and progress needs to made in managing the over used parts of the Forest.

KD, PB

A brief discussed ensued in relation to recent Bye-law breaches and it was noted by Cllr Barnes that an encroachment at Badgers Hollow had not been followed up. The Clerk apologised for this oversight and will review immediately.

KD

09/16 Any urgent item for which the Clerk has notice in order to pass to the elected Chairman

The encroachment at Lark Rise which was considered an "urgent item" was discussed as "matters arising".

The meeting closed at 15.35.

Report to: **Board of Conservators, Ashdown Forest**

Date: **1 February 2016**

By: **Gregg Shemwell, Senior Estates Surveyor, ESCC on behalf of the Clerk of the Ashdown Forest Conservators**

Title of report: **Exchange of land at Yew Tree Cottage, Hartfield, Colemans Hatch, TN7 4HL**

Purpose of report: **To seek approval from the Board of Conservators to exchange part of the Ashdown Forest for that owned by a neighbouring landowner.**

RECOMMENDATIONS

The Board of Conservators is recommended to:

- 1) To declare surplus the land hatched in red and to approve the exchange of ownership of the land shown on the attached plan 'Yew Tree Cottage – Land exchange' as permitted by the Declaration of Trust dated 11th November 1988; and**
 - 2) to delegate powers to the Chief Operating Officer to negotiate and agree appropriate terms for this transaction.**
-

1 Background

1.1 Approving this report will enable East Sussex County Council's Estates Team to submit a report to the Chief Operating Officer. This report will reiterate the contents of this report and will enable the Council's solicitors to be instructed to carry out the recommended exchange.

1.2 The exchange of these areas of land will result in an increase in overall woodland owned by the trust and regularise the current usage of the land to reflect that as it exists.

1.3 The land owned by the Ashdown Forest Trust is currently used as a vehicle turning point; this is marked in red hatching on the attached plan.

1.4 The boundaries of the two areas owned by Yew Tree Cottage and subject to the exchange are shown hatched blue on the attached plan. Boundaries for both of these areas are indistinguishable on the ground. The smaller is believed to represent the location of a former cart shed of which no traces remain. The larger is believed to have been a fruit garden which has become overgrown and shows no signs of recent use. To assist with this transaction the corners of the larger area have been marked out on site with orange tipped metal posts.

2 Supporting information

2.1 In addition to the attached plan, photographs have also been taken to further illustrate the land which is to be exchanged.

2.2 A habitat and ecology survey has been undertaken, the results of which are attached as supporting information.

2.3 Any exchange of land at this site will be subject to achieving best value in accordance with s.123 of the Local Government Act 1972 in addition to requirements contained within the Declaration of Trust dated 11th November 1988 and the Ashdown Forest Act 1974.

2.4 The Local Member has been notified of our recommendations and has raised no objections.

3. Conclusion and reasons for recommendations

3.1 This exchange would benefit The Ashdown Forest Trust by increasing its area of ownership of woodland and regularising the current usage of the land.

3.2 It is recommended that this property be declared surplus to the Ashdown Forest Trust's requirements and delegated authority be given to the Chief Operating Officer to negotiate and agree terms for a land exchange, to enable the Council to obtain best value in line with s. 123 of the Local Government Act 1972.

KIRSTY DIRS CLERK – ASHDOWN FOREST CONSERVATORS

Contact Officer: Gregg Shemwell MRICS

Tel. No. 01273 336 968

[Email: gregg.shemwell@eastsussex.gov.uk](mailto:gregg.shemwell@eastsussex.gov.uk)

LOCAL MEMBERS

Councillor Francis Whetstone

BACKGROUND DOCUMENTS

Plan 'Yew Tree Cottage – Land exchange'

Photographs

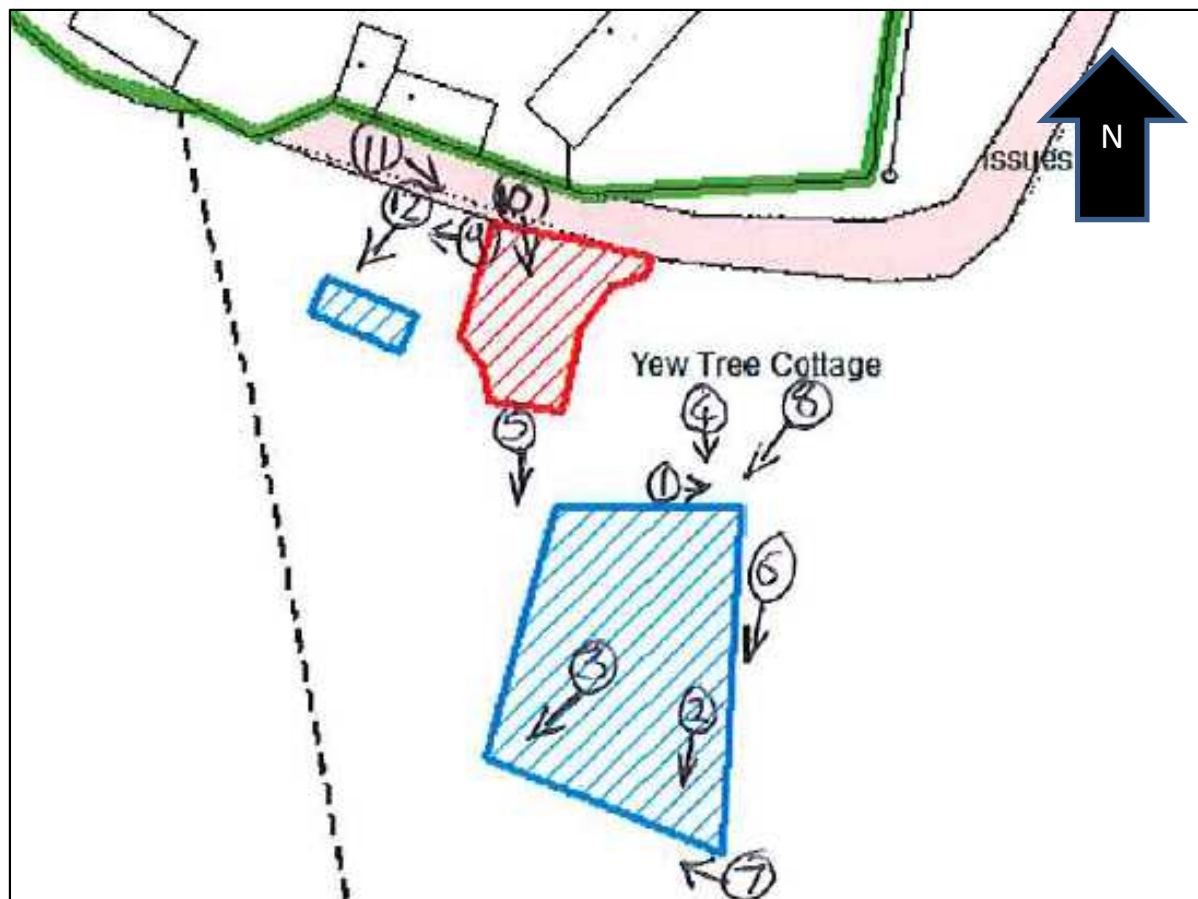
Ecology and Habitat report

Photographic Schedule
Yew Tree Cottage
Hartfield, Colemans Hatch
East Sussex,
TN7 4HL

Date of inspection 12th November 2015 (photos 1-8)
30th January 2015 (photos 9-12)

Inspector Gregg Shemwell (MRICS), Senior Estates
Surveyor, East Sussex County Council

Please note that the photo reference numbers correlate with the location and direction of the arrows marked on the plan below.



NOT TO SCALE

Photo. 1



Photo. 2



Photo. 3



Photo. 4



Photo. 5



Photo. 6



Photo. 7



Photo. 8



Photo. 9



Photo. 10



Photo. 11



Photo. 12



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Ecological Survey Report – Yew Tree Cottage land exchange

Date of survey: 11/02/16

Forest-owned land

The area currently owned by the Forest has clearly been used as a parking area/turning circle for some time, and is of no ecological value.

Yew Tree Cottage-owned land

The main area – referred to as the former fruit garden – is a roughly square area of land sloping gently towards the east, where it is bounded by a small stream. The southern boundary has a raised bank with a scattering of mature holly (*Ilex aquifolia*) trees. Daffodils (*Narcissus*) were present at the foot of the bank, most likely planted. Bare areas of the bank support colonies of a liverwort.

Roughly 90% of the area is dominated by bracken (*Pteridium aquilinum*) and clearly heavily used by deer. Scattered bluebells (*Hyacinthoides non-scripta*) were visible where deer pressure had pushed down the bracken, and it is likely that more bluebells are present, suppressed by the bracken. A patch of nettles (*Urtica dioica*) also reflects the past human use of the site, indicating higher soil nutrient levels perhaps resulting from a fire- or composting- site.

To the east are scattered *Rhododendron ponticum* bushes, showing signs of mechanical removal, though re-growth was present. Old bottles present on the surface suggest former use as a dump.

To the north are more scattered mature hollies and one old hawthorn (*Crataegus monogyna*) supporting good colonies of epiphytic lichen.

Overall, the site is typical of much of the Forest, particularly the boundary areas where human activity associated with dwellings has impacted the ecological value over many years.

The small former cart shed was not surveyed.

Steve Alton

Conservation Officer

For the Conservators of Ashdown Forest

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