

## Cabinet

Date and Time - **Monday 1 March 2021 – 6:30pm**

Venue - **Remote Meeting**

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### **Councillors appointed to the Committee:**

Councillor D.B. Oliver (Leader), S.M. Prochak, MBE (Deputy Leader), C.A. Bayliss, J.H.F. Brewerton, T.J.C. Byrne, K.P. Dixon, K.M. Field, H.L. Timpe and J. Vine-Hall.

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## **AGENDA**

### **1. MINUTES**

To authorise the Leader to sign the Minutes of the meeting held on 8 February 2021 as a correct record of the proceedings.

### **2. APOLOGIES FOR ABSENCE**

### **3. ADDITIONAL AGENDA ITEMS**

To consider such other items as the Leader decides are urgent and due notice of which has been given to the Head of Paid Service by 9:00am on the day of the meeting.

### **4. URGENT DECISIONS**

The Leader to give details of those reports that have been referred to the Chairman of the Council to consider designating as urgent, in accordance with Rule 17 of the Overview and Scrutiny Procedure Rules contained within Part 4 of the Council Constitution, and to which the call-in procedure will not therefore apply.

### **5. DISCLOSURE OF INTERESTS**

To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question.

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At the discretion of the Leader, the order of the items set out in the agenda may be varied

**This agenda can be made available in large print, Braille, audiotape/CD or in another language upon request. For all enquiries please contact [Lisa Cooper@rother.gov.uk](mailto:Lisa.Cooper@rother.gov.uk)**

6. **HOUSING FIRST ACCOMMODATION FOR ROUGH SLEEPERS** (Pages 1 - 8)
7. **KEY PERFORMANCE TARGETS 2021/22** (Pages 9 - 14)
8. **COMMUNITY GRANTS SCHEME - ROUND 2** (Pages 15 - 32)
9. **35 BEECHING ROAD DEVELOPMENT** (Pages 33 - 38)
10. **ADDITIONAL RESTRICTIONS GRANT - DISCRETIONARY BUSINESS GRANTS SCHEME** (Pages 39 - 42)
11. **REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING - QUARTER 3 - 2020/21** (Pages 43 - 52)

Malcolm Johnston  
Chief Executive

Agenda Despatch Date: 19 February 2021

## Rother District Council

<b>Report to:</b>	Cabinet
<b>Date:</b>	1 March 2021
<b>Title:</b>	Housing First Accommodation for Rough Sleepers
<b>Report of:</b>	Joe Powell - Head of Housing and Community Services
<b>Cabinet Member:</b>	Councillor Byrne
<b>Ward(s):</b>	All
<b>Purpose of Report:</b>	To provide an update on progress within the East Sussex Rough Sleeping Initiative and to seek approval for the Council to let Housing First accommodation to rough sleepers using non-secure tenancy agreements.
<b>Decision Type:</b>	Key
<b>Officer</b>	
<b>Recommendation(s):</b>	It be <b>RESOLVED:</b> That the Head of Service Housing and Community be granted delegated authority to issue non-secure tenancies and enable the Council to provide Housing First accommodation to rough sleepers in the district.
<b>Reasons for Recommendations:</b>	To improve supported housing provision for rough sleepers and reduce levels of rough sleeping in the district while also reducing the cost to the Council of temporary accommodation.

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## Introduction

1. The accommodation options available to rough sleepers are extremely limited in East Sussex. Many rough sleepers spend years living between insecure sofa surfing arrangements and the streets. The average life expectancy of a rough sleeper is 47 years for men and 43 years for women.
2. Members will be aware of the Council's lead role within the multi-agency Rough Sleeping Initiative (RSI). The RSI is formed of partner service from housing, health, social care, mental health and voluntary sector services to provide holistic support in a range of settings including the street, temporary accommodation and units of Housing First accommodation. The realisation of Housing First accommodation in the Rother area have stalled due to the onset of COVID-19.
3. Following the "Everyone In" instruction from Government issued at the start of lockdown, the Council made additional discretionary temporary accommodation placements for former rough sleepers. The Council currently has 8 former rough sleepers living in emergency accommodation with a further

22 considered to be at risk of rough sleeping given the reduced ability of many to sofa surf between households during the COVID-19 pandemic. The Government has also stated a commitment to preventing the return of these rough sleepers to the streets as we emerge from the COVID-19 pandemic under their Next Steps Accommodation Pathway (NSAP) grant fund.

4. Outreach services continue throughout the pandemic and the number of verified rough sleepers remains low. The average number of people verified on outreach counts in Rother in February was 2. It is estimated there are currently 22 people continuing to rough sleep across East Sussex.
5. In 2020 Rother District Council (RDC) worked with all district and borough councils in East Sussex to develop a consortium bid to the NSAP. The bid built upon our highly regarded approach to tackling rough sleeping; we utilised existing partnership structures including East Sussex Housing Officers Groups, East Sussex Homelessness Cell and the Recovery Sub-Group to engage partners from across health, social care, mental health and substance dependency services in the development of our proposals.

### **NSAP and Housing First Accommodation**

6. The bids to the NSAP were successful and two tranches of funding were awarded to the consortium and an allocation made to RDC commensurate to levels of demand throughout the county. The first tranche was a revenue support grant awarded to meet the costs of the discretionary placements made under the 'Everyone In' instruction. The value of the grant is £112,000 and covers the period up until March 2021. The cost to date of providing additional temporary accommodation to rough sleepers under 'Everyone In' up until January 2021 is approximately £122,000, leaving a deficit to the Council of £10,000 to date, that is likely to increase before yearend. It remains unclear what funding might be available to support these placements beyond March 2021.
7. The Government's NSAP also includes a capital element to which the Council successfully bid for a grant allocation of £267,000 providing 60% match funding towards the purchase of 4 units for use as Housing First accommodation. The 40% contribution from the Council is £178,000, with funds being provided from the £3 million investment for temporary accommodation (Minutes CB19/39 and CB20/63 refer). The 4 units of accommodation are in Bexhill and the sale is likely to complete by April 2021.
8. Support for the units will be provided by existing support services commissioned through the Rough Sleeping Initiative in 2021/22. Units acquired for the purposes intended are not subject to the Right to Buy as they would be acquired for specialist supported housing purposes and therefore be exempt from the legislation.
9. Housing First is a model of supported housing designed for people with high needs and histories of entrenched homelessness to live in their own homes. It has been widely adopted across Europe and the US and the RSI Housing First initiative in East Sussex has equivalent services across the UK. The overall principle of Housing First is to provide a stable, independent home and

intensive personalised support for those experiencing multiple and complex needs.

10. Investing in Housing First units will help to reduce cost pressures on our use of emergency accommodation, by increasing the supply of move on accommodation. The average cost of placements for former rough sleepers is currently £221 per week. Individuals with high level support needs typically spend the longest time living in emergency accommodation.

## **Property Management**

11. To facilitate the delivery of the 4 Housing First units it will be necessary to issue non-secure tenancies to those needing to access the intensive levels of specialist support on offer. Non-secure tenancies are the standard being utilised across the East Sussex. The tenure ensures that services have the flexibility needed to effectively manage and support those experiencing multiple and complex needs while affording tenants appropriate security of tenure.
12. An eviction procedure is attached at Appendix A that has been adapted from the established eviction procedure used at Wealden District Council in consultation with the Council legal team. The fact that tenants will receive intensive support from dedicated professionals within the RSI will minimise the risk of evictions being necessary; however, it is possible that a managed move to more suitable accommodation may not always be possible and evictions will need to be carefully considered in such cases.
13. The Council is presently in discussions with a range of partners and existing providers regarding the property management functions required to complement the intensive support in place for the tenant. The Housing Needs Team is also working alongside the Environmental Health, Estates and Maintenance teams to prepare the properties for occupation in spring 2021.

## **Conclusion**

14. The accommodation available to rough sleepers are extremely limited and many rough sleepers spend many years living between insecure sofa surfing arrangements and the streets. Homelessness legislation limits the duties owed to many who experience rough sleeping and local authorities often have no duty to provide emergency accommodation. Non-secure tenancy agreements will enable the Council to mirror the approach across East Sussex to facilitate Housing First accommodation effectively.
15. Increasing the supply of affordable accommodation, such as Housing First units is key to reducing our reliance on emergency accommodation. The cost to the Council of continuing to provide emergency accommodation for former rough sleepers under the 'Everyone In' (once the £112,000 government grant is accounted for) is approximately £10,000 up to January 2021 and is likely to rise to approximately £50,000 by yearend.

## **Financial Implications**

16. The financial costs and benefits of the proposed recommendation - to enable the Head of Service Housing and Community to award non-secure tenancies - are detailed within the report.

### Crime and Disorder

17. Most rough sleepers are respectful of others in their community. There are examples of individual rough sleepers who are also antisocial and there is sometimes a correlation between some persons who rough sleep and criminal activity. Therefore, reducing rough sleeping may reduce incidences of crime and antisocial behaviour and the public perception of it.

### Environmental

18. Most rough sleepers do not have a detrimental impact on the environment. However, in some cases where toileting and the disposal of alcohol and drug paraphernalia is not done responsibly there can be a detrimental impact on the environment; therefore, the reduction of rough sleeping will reduce detrimental impacts on the environment. All Housing First units have been assessed by the Council's Environmental Health Team and meet statutory Housing Health and Safety Rating System guidelines that include environmental standards such as energy performance.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	Yes	External Consultation	No
Environmental	Yes	Access to Information	No
Risk Management	No	Exempt from publication	No

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Report Contact Officer:	Joe Powell
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Appendices:	Appendix A - Eviction Procedure (non-secure tenancies)
Relevant Previous Minutes:	CB19/39 CB20/63
Background Papers:	None.
Reference Documents:	None.

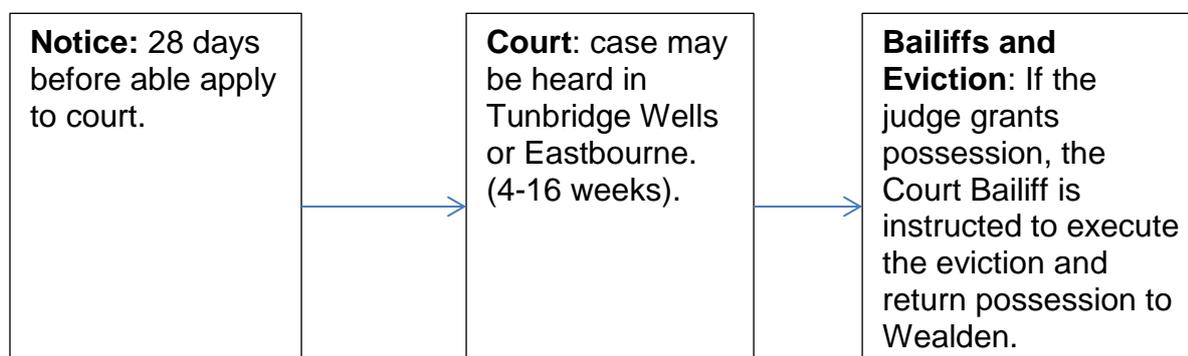
## Eviction Procedure (non-secure tenancies)

An eviction from a Rother District Council (RDC) property can arise from rent arrears or for breach in any other conditions of tenancy, such as anti-social behaviour. It is essential therefore that the RDC representative officer and Income Officer work jointly when planning to serve a notice.

Even if the eviction is due to arrears, the an RDC representative officer must be present at the eviction in order to deal with personal belongings, pets, and gathering evidence for recharges.

### Notice to Eviction Process

It is important to note that the process described below has indicative timeframes and can take many weeks. In cases which are challenged, and a tenant puts in a stay, this process can last many months.



It is important that the pre court protocol is followed by RDC which takes into account tenant vulnerabilities, support needs and disabilities of the tenant and their household. The preparation at the early stages can help to avoid challenges in court.

### The Commencement of Court Action

RDC complete a claim form and particulars of claim. This sets out what type of court order we are requesting and provides details of our case.

For cases of anti-social behavior, RDC will provide a history of the case, statements and other evidence. For rent arrears cases we include a full schedule of rent payments and a rent statement, and a history of contact between the tenant and RDC.

The Court will send out a copy of RDC claim and particulars of claim to the tenant, and they will also send the tenant a defence form.

The defence form is completed by the tenant and to be returned to the court by them, usually within 14 days. The defence form allows the tenant to give the court an

explanation of their situation and allows the tenant to explain why they think they should stay.

### **Court Summons**

The summons is sent out by the court to the tenant stating the date that their case will be held.

It is only if RDC uses an accelerated possession procedure that a court will not send out details of the court date to the tenant. Otherwise, the tenant should receive at least 21 days notice from the court of the date of the hearing.

### **At the Possession Hearing**

Court hearings for eviction are civil matters and usually held in the county court. At a county court possession hearing the judge decides upon eviction. The hearings usually take place in chambers.

### **The Possession Order**

A possession order is a court order that ends the tenant's right to live in their property. The tenant may apply to court to vary the order, to request that the possession order is set aside, or that the order is suspended or postponed.

The tenant will also need to apply to have the bailiff's warrant suspended to stop an eviction proceeding.

If the order is not challenged, the next stage is for RDC to arrange for a warrant of possession.

### **The Role of the bailiff**

RDC apply to the court for a bailiff's warrant, known as a warrant for possession.

The tenant will be informed of the date and time of the eviction by the court bailiff, the bailiff will usually deliver their papers by hand to the property.

Bailiffs usually attend during working hours, they will ask the tenants to leave and ask for their keys. Some bailiffs may wait a short time to allow tenants to gather some belongings, especially where members of the household are disabled, or there are children.

Bailiffs have the right to enter the property, and if the front door is open or unlocked, they can walk in. Police do not routinely attend an eviction, but the bailiff may call them if there is a risk of violence or breach of the peace.

## **At the Eviction**

Present at this time of eviction should be the RDC representative officer and a Council locksmith to change the locks.

The RDC representative officer should take with them to the eviction a tenant disposal of goods form, a storage of goods letter and a storage of goods notice, the miscellaneous provisions Notice.

The RDC representative officer is responsible for dealing with any belongings left behind and making arrangements for pets left in the property, and the RDC representative officer is responsible for recording photographic evidence of the state and condition of the property.

If the departing tenant is at the eviction, the RDC representative officer should try and obtain a contact phone number and forwarding address. The contact details will be required for any recharges, and if it becomes necessary to put any personal belongings in storage and serve a miscellaneous provisions notice.

It may be that the tenant wants to contact the RDC representative officer to return at a mutually agreed time to remove their belongings. This must be supervised and the tenants not given any keys back or left alone in the property.

If a tenant breaks back in to the property their status becomes that of a squatter.

## **After the Eviction**

Once the eviction has taken place the RDC representative officer is responsible for dealing with personal belongings and serving a miscellaneous provisions notice if there are any belongings of value.

The RDC representative officer is also responsible for returning the keys to the Housing Support Services Officer in order to commence the void process, and to advertise the property through choice based lettings.

## **Procedure for Evictions**

### **Once Bailiffs date received**

1. Arrange Police attendance if necessary, the bailiff may do this.
2. Arrange for contractors to change locks/ board property if necessary.
3. Advise Housing Needs Team/ any known support services (Social Services/ Homeworks etc.)/ Children's Services

### **At eviction**

1. If tenant present, discuss arrangements for any belongings/pets left and ask them to sign the disposal of goods letter.
2. Ask for a forwarding address or contact.
3. RDC representative officer to take inventory of belongings room by room with photos.
4. RDC representative officer to give tenant, if present, Miscellaneous Provisions Notice and letter if there are belongings in property. (If tenant is not present, "reasonable enquiries" must be made for whereabouts of the tenant(s) for serving of the Miscellaneous Provisions Notice).
5. Ensure vacant possession and that property is secure, and locks have been changed.

### **On return to office**

1. RDC representative officer to arrange garages(s) if needed for storage and make arrangements to store.
2. Diarise 4 weeks date for clearing garage.
3. Update Housing Needs Operations Manager.

## Rother District Council

<b>Report to:</b>	Cabinet
<b>Date:</b>	1 March 2021
<b>Title:</b>	Key Performance Targets 2021/22
<b>Report of:</b>	Ben Hook – Head of Acquisitions, Transformation and Regeneration
<b>Cabinet Member:</b>	Councillor Kevin Dixon
<b>Ward(s):</b>	N/A
<b>Purpose of Report:</b>	To consider the proposals for measuring the Councils Corporate Performance for 2021/22.
<b>Decision Type:</b>	Key
<b>Officer Recommendation(s):</b>	It be <b>RESOLVED</b> : That the Key Performance Indicators for 2021/22 and their performance targets as set out in Appendix A are agreed, following a review by the Overview and Scrutiny Committee.
<b>Reasons for Recommendations:</b>	The Overview and Scrutiny Committee will be able to monitor the performance and delivery of key plans

### Introduction

1. Managing performance to deliver the best outcomes within the resources available is a core function for Rother District Council. Members are requested to select a small set of corporate Key Performance Indicators (KPIs) and agree their target levels of performance for the next financial year. The purpose of the reported KPI set is to manage the performance of the authority at a focused and prioritised level.

### Proposed KPIs

2. The proposed KPIs are themed on the four priority areas of the emerging corporate plan. The themes are:
  - a. Housing and Communities (five indicators)
  - b. Economic Development and Poverty (three indicators)
  - c. Waste Collection (one indicator)
  - d. Additional Income (two indicators)

In reality, a number of other indicators will be used to inform the qualitative narrative. This will give the Overview and Scrutiny Committee (OSC) Members the ability to scrutinise more effectively and pass on any

recommendations they had as a result to Cabinet. Full details of the proposed KPIs can be found at Appendix A.

3. Aside from the above eleven to be reported quarterly, other indicators informing Heads of Service of performance would be reported by exception to the OSC where they were exceeding or significantly missing their target.

### Corporate Plan

4. Whilst the KPI set are important indicators of organisational performance against the objectives and ambitions laid out in the emerging Corporate Plan, they are not the only mechanism by which this delivery is being monitored. It is intended that the activities described in the Corporate Plan set allocated to and monitored through the Corporate Programme, for which a programme board will be established, and the organisations various service plans, which are to be agreed with portfolio holders. A twice annual report will also be presented to the Overview and Scrutiny Committee for an update on all activity and completion of targets.

### Environment Strategy

5. The Rother Environment Strategy 2020-2030 was adopted in September 2020. This set out the activities and actions that are being taken in response to the Council's Climate Emergency Declaration of 2019. It is intended that the net carbon footprint for both the District and the Council be key performance indicators in future years. It is necessary to undertake a baselining exercise and establish a measurement model for these going forward. It is anticipated that this work will be complete by March 2022, ready for inclusion in the KPI set from the 2022/23 financial year.

### Conclusion

6. This report set out the four themes and 11 performance indicators for 2021/22. By using the recommended indicators, associated targets and qualitative information, OSC Members will be able to monitor the performance of the Council and delivery of key plans.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	Consultation	No
Environmental	Yes	Access to Information	No
Sustainability	No	Exempt from publication	No
Risk Management	Yes		

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Appendices:	A – Proposed Performance Indicators 2021/22
Relevant Previous Minutes:	N/A
Background Papers:	N/A
Reference Documents:	N/A

## PROPOSED PERFORMANCE INDICATORS 2021/22

## Housing and Communities

INDICATOR	DESCRIPTION	CURRENT TARGET	PROPOSED TARGET
1. Number of households in TA (Lower is better)	Number of all households in Temporary Accommodation (TA) on the last day of the month, when measured.	60 households  (Actual 79 on 30 November 2020)	60 households
2. Average Length of stay in TA (Lower is better)	Measures the average length of time (in weeks) that individuals or families were in TA.	15 weeks  (Actual: 15.3 at end of November 2020)	15 weeks
3. Number of households on the housing register (Lower is better)	Measures the number of households on the Housing Register on the last day of the month, when measured	1,130 households  (Actual: 1,712 at end of November 2020)	1,200 households
4. Net additional homes built in the district (Higher is better)	Monitors the delivery of new homes. This indicator measures the number of dwelling completions over one year.	340 homes is the supply target  449 is the Local Plan target  (Actual: 20 for first half of 2020/21)	301 homes is the supply target  484 (local plan target)
5. Number of affordable homes delivered (gross) (higher is better)	Monitors the delivery of affordable housing units (newly built, including gains from conversions such as subdivision, or acquired).	115 homes is the supply target  138 is the Local Plan target  (Actual: 42 for first half of 2020/21)	106 is the supply target  121 (local plan target)

**Housing & Communities: position statement**

Demand for all forms of affordable housing continues to increase and is likely to continue as the full impact of COVID-19 on employment, income levels and the affordability of housing emerges.

The supply of social and private rented accommodation is both failing to keep pace with this increasing demand. The lack of affordable housing supply locally, alongside the impact of welfare benefit reforms, are the principle drivers of increasing levels of homelessness, sofa surfing, poor quality living conditions and rough sleeping.

In 2020, RDC purchased 5 properties that are operating as temporary accommodation at a significantly reduced cost to the Council.

A significant portion of affordable housing delivery both for rent and shared ownership is dependent on the delivery of private housing developments. Housing delivery, it does not meet the expected Local Plan targets or keep pace with rising levels of demand.

The ongoing Covid-19 pandemic has had, and is likely to continue to have, a significant impact on housing completions in Rother. Whilst it is hoped that figures will pick up due to the emphasis that central government has given on keeping the housing development industry moving is welcomed, it is unknown whether they will recover in the short-term.

The five high level indicators above, together with evidence based qualitative information will help Members to monitor the housing and homelessness strategy action plan on an on-going basis, assessing whether this work is having an impact on housing issues, and inform decision making with regards to recommendations to Cabinet.

**Economic Development and Poverty**

INDICATOR	DESCRIPTION	CURRENT TARGET	PROPOSED TARGET
6. Number of Council Tax reduction Claimants	Monitors the total number of council tax reduction claimants (Pensioner and Working-Age) in receipt of a reduced council tax bill.	No current target  (Actual: 6,630 at 2020/21 Q2)	6,960 (3,919 working age, 3,041 pensionable age)
7. Council Tax collection rates	Monitors the percentage of Council Tax collected of the estimated collectable debt received in the year.	98.50%  (Actual: 74.40% at end November 2020)	98.30%
8. Business Rates collection rates	Monitors the percentage of business rates collected of the estimated collectable debt received in the year.	98.2%  (Actual: 71.6% at end November 2020)	98.00%

**Economic Development and Poverty: Position statement**

CTR – with the full economic impact of the pandemic still to be realised, it is expected that the number of CTR claimants will continue to rise in 2021/22. Whilst not a target, parse, it is a measure of the impact on households incomes of the state of the local and national economy.

Council Tax Collection – in tandem with the CTR measure it is expected that the legacy impact of the pandemic will effect the recovery of Council Tax. Recovery action in 2020/21 was deferred to allow breathing space for households affected by changes in their financial circumstances. Assuming Government support to household income (furlough schemes etc) comes to an end in 2021, then it is anticipated that the level of arrears that will not be recoverable will increase. This has brought down the recovery rate in year to 98.2% from 98.5%.

Business Rate Collection – as with Council tax recovery the collection rate for business rates is expected to come under pressure assuming government support for business is withdrawn at some point in the year. As such the collection rate has been reduced by 0.2%. This would however improve if the current 100% rate reliefs are extended for the 2021/22 financial year.

**Waste Collection**

INDICATOR	DESCRIPTION	CURRENT TARGET	PROPOSED TARGET
9. Waste re-used, composted & recycled	The percentage of household waste which has been sent by the authority for reuse, recycling, composting or anaerobic digestion.	51%  (Actual: 52.03% at end Sept 2020 Qt 2 Waste Data Flow 2020)	52%

**Waste Collection: Position statement**

Final year-end figures are not yet available for 2020/2021 but as at Sept 2020 (Quarter 2), the Rother District recycling rate was 52.03%. This overall percentage will fall, as it does every winter, and at year-end is expected to achieve in the region of 50%.

The recycling rate is heavily influenced by garden waste volumes, which in turn is subject to seasonal variations, weather patterns and numbers of garden waste subscribers. The percentage recycling achieved is usually higher in the Spring and Autumn months and reduces considerably during the winter months. Officers have focused on increasing the number of garden waste subscribers to achieve a minimum of 20,000 households registered as of 31 March 2021; this should support a sustained increase in the overall annual recycling rate for 2021/22.

The future direction of waste management in the UK will be influenced by the UK Environment Bill which is expected to come forward in late 2021. It is expected that this will include changes that will impact recycling specifically, including 'deposit return' schemes, 'extended producer responsibility' and food waste collections. The former two changes may reduce the rate considerably and the latter may have a minimal increase on the rate.

**Additional Income**

INDICATOR	DESCRIPTION	CURRENT TARGET	PROPOSED TARGET
10. Asset income total	The overall income from investment assets.	£1,850,000 Actual: £837,132 at end September 2020)	£1,850,000
11. Additional Income Generation	Additional income generation through increased or new fees for discretionary services.	Not Currently Monitored	£107,000
<b>Additional Income: Position statement</b>			
<p>The Council's medium- term financial plan assumes a continued increase in the amount of income generated through its property portfolio. With the Property Investment Strategy adding to this portfolio through acquisition and development, the Council has set an overall target return of 6% to ensure that the financial targets are reached. There is a target for the overall income generated by the property portfolio which mirrors the Revenue Budget. These two measures provide Members with a clear picture of the progress being made. The income target for 2021/22 of £1,850,000 does not include any provision for income from any new property purchases achieved in the year or increases negotiated through rent reviews, it also reflects the agreed budget expectation for the 2021/22 financial year.</p>			

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## Rother District Council

**Report to:** Cabinet

**Date:** 1 March 2021

**Title:** Community Grants Scheme – Round 2

**Report of:** Ben Hook – Head of Acquisitions, Transformation, and Regeneration

**Cabinet Member:** Councillor Dixon

**Ward(s):** All

**Purpose of Report:** To present and recommend approval of Community Grant applications for Round 2.

**Decision Type:** Non-Key

### Officer

**Recommendation(s):** It be **RESOLVED:** That:

- 1) the community grants detailed within Appendix A as recommended by the Grants Panel be approved, subject to specific conditions relating to each application;
- 2) the maximum value for ‘small grants’ scheme be increased to £1,000;
- 3) the Head of Service - Acquisitions, Transformation and Regeneration be granted delegated authority to approve the small grants following a recommendation from the Grants Panel; and
- 4) all Members be requested to promote the small grants scheme within their wards.

### Introduction

1. The Council’s Community Grants Scheme (CGS) makes provision for up to £130,000 per annum to be made available to community groups or organisations that meet the grants criteria of Rother District Council’s (RDC) CGS, as agreed by Cabinet on 1 December 2008 (CB08/115).

### Community Grants

2. Round 1 of the Rother CGS saw £24,540 awarded to organisations (Minute CB20/47 refers). The Community Grants Panel has used delegated authority to approve £500 to Strive Café for the renovation of a room to be used at the café and approve £500 to Friends of Combe Valley for the purchase of ground equipment. In addition, £15,000 is allocated to the HAIRE project year 2 (Minute CB19/41 refers). This leaves a total of £89,460.
3. Round 2 of the Rother CGS for 2020/21 closed on 15 January 2021. 16 applications were received requesting £186,450. The Panel met on 27 January 2021 and have recommended awards for 12 applications.

4. Cabinet is asked to consider the following applications for funding from the Council's CGS as set out in Table 1 (Each application is summarised in Appendix A):

Applicant	Amount requested	Amount recommended
1. Battle for Tennis	£4,000	£4,000
2. Battle Preschool Playgroup	£6,153	£6,153
3. Battle Town Council	£25,000	£7,000
4. Bexhill Family Collective CIC	£2,500	£2,500
5. Brede Parish Council	£3,085	£3,085
6. Camber Parish Council	£4,470	£4,470
7. Hurst Green Parish Council	£30,000	£30,000
8. Pett Parish Council	£5,000	£5,000
9. Rother District Citizens Advice Bureau	£30,000	£20,000
10. Rye and District Chamber of Commerce	£1,500	£1,500
11. Rye Cricket Club	£1,742	£1,742
12. Rye Heritage Centre	£4,000	£4,000
<b>Total:</b>	<b>£117,450.00</b>	<b>£89,450.00</b>

Table 1: Grants Panel recommendations

5. Should Cabinet agree with the Panel's recommendation to award the applications as set out above, this will result in a maximum of £89,450 being awarded in Round 2, leaving nil for grants for the remainder of the financial year 2020/21.
6. Members are reminded that conditions are applied when awarding the grants which include that full funding is obtained in advance of any Rother payments being made and that RDC is acknowledged in any publicity and promotional material associated with these projects. Other specific conditions will also be applied to grants as appropriate.

#### **Small Grants Scheme – increase in maximum award to £1,000**

7. The Community Grants Panel has delegated authority to award grants under £500. A review of the number of awards under this scheme for the last 5 years has been completed, and consideration given to encourage applications to the Small Grants scheme it is recommended an increase in the maximum award to £1,000 from 1 April 2021, with the Medium Grants Scheme starting at £1,001. The application process is under review in consultation with Rother Voluntary Action (RVA).
8. Members are reminded that small grant applications are accepted all year round. Applicants are encouraged to make applications through the online application process. Support and advice can be accessed through RVA.

#### **Community Grant Scheme: Round 1, 2021/22**

9. Round 1 of the Community Grants Scheme will open for applications on 1 April 2021 and close on 15 July 2021. Members are asked to encourage groups within their Wards to seek advice from RVA prior to starting the application process.

10. It should be noted that all applications are to be driven by community support, and need to have an element of match funding, whether their own contributions or at least funding applications submitted to the total value of the project. This is to demonstrate it is fully costed, funded and ready to go. Applicants are strongly encouraged to seek funding from Town or Parish Councils. For the medium grant scheme at least 30% of the funding for these projects must come from local support, including where applicable Town and Parish Councils.
11. Further information is available via the Community Grants section of the Council's website: <https://www.rother.gov.uk/benefits-grants-and-funding/community-grants-scheme/>

## Conclusion

12. Members are requested to consider the applications attached at Appendix A and be mindful of the clear benefits these offer to their communities. The Community Grants Scheme offers a robust assessment process that benefits communities applying for grants and secures considerable additional value for money benefits for the Council.
13. Members are recommended to increase the delegated authority for the Community Grants Panel to approve grants up to the value of £1,000.

## Financial Implications

14. The assessment and monitoring system for Community Grants will mitigate the financial and reputation risks associated with handing over grant finance. The Council attaches specific conditions to grant applications to mitigate risk.

## Risk Implications

15. We are often at the hands of voluntary groups to the amount of time, effort and other financial support they can commit to their projects. This is mitigated by the good working relationships that exist across the district, and the support provided by RVA.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	External Consultation	No
Environmental	No	Access to Information	No
Risk Management	Yes	Exempt from publication	No

Chief Executive:	Malcolm Johnston
Report Contact Officer:	Nicola Mitchell – Policy and Partnerships Officer
e-mail address:	<a href="mailto:Nicola.mitchell@rother.gov.uk">Nicola.mitchell@rother.gov.uk</a>
Appendices:	Appendix A - Community Grants - Round 2 Financial Year: 2020/21
Relevant Previous Minutes:	CB08/115 CB19/41 CB20/47
Background Papers:	None.
Reference Documents:	None.

**SUMMARY OF COMMUNITY GRANTS – ROUND 2, FINANCIAL YEAR: 2020/21****1. Battle for Tennis**

Total cost of project (ex. VAT): £8,008  
 Funding secured: £4,008  
 Funding shortfall: £4,000

Amount requested: £4,000  
 Percentage of total project costs requested: 50%  
 Funding shortfall if full grant approved: nil

**Applicant and Grant Request Details**

Battle for Tennis is a not-for-profit community club established in 2014. The aims of the club are to popularise tennis, widen the recreational choice and encourage physical activity in Battle and surrounding area. The grant will be used for the purchase and installation of a Tennis Practice Fence at Battle Recreation Ground, North Trade Road, Battle, boosting free tennis facilities for members of the community on this site.

**Benefits**

The tennis practice fence will be accessible and free to use by individuals and groups of all abilities, ages and disabilities all year round. The proposed length of fence is perfect: large enough for families, friends and small groups to enjoy whilst (unlike most free-to-access sports facilities) permitting solo activity too.

This facility will encourage participation in physical activity. For tennis enthusiasts, this will be the only professional quality tennis practice wall in the wider Hastings and Rother area not to require paid access - a fantastic community asset.

**RDC Corporate Objectives**

This project meets the strategic aim 'Stronger Safer Communities'.

**Other Funding Sources**

£500 has been received from the Sussex Police Property Act Fund. Grants in principle have been received from Battle Town Council (£500) and The Steve Bernard Foundation (£1,000). The applicant is contributing £2,008.

**Project Sustainability**

The Practice Fence will be donated to the town of Battle and its maintenance will be under the umbrella of ground staff's maintenance activities at the Recreation Ground. The Town Council is supportive of this arrangement.

For solo wheelchair users to take advantage of the equipment's accessibility however, enhancements to tennis court access will be required. These have been identified by the Town Council and the Town Council has committed to undertaking these improvements.

Battle for Tennis is in communication with a local champion for active disability to ensure the facility's benefits are optimised for, and known by, local active wheelchair users. Battle for Tennis will continue to provide free access to equipment and simple training sheets for families keen to try out tennis.

### Support for the Project

An online questionnaire put forward to the parents of Claverham School pupils in March 2020 had 108 positive responses to the project, indicating 400 potential users of the proposed facility. In addition, support has been received from The University of the Third Age, Battle and Langton School PTA and participants who joined 'Battle for tennis free' family sessions organised by Battle for Tennis.

The project has the support from the Ward Member Cllr Kathryn Field, neighbouring Ward Member Cllr Kevin Dixon and Battle Town Council. The project has also been discussed with Adrian Gaylon, Rother Sports Development Officer.

### Panel comments and recommendation:

The Panel recommend a full award of £4,000 subject to the usual conditions, including confirmation of:

- a) funding received from Battle Town Council
- b) funding received from the Steve Bernard Foundation
- c) a maintenance schedule being included by Battle's Town Council
- d) a donation of practice fence to Battle Town Council by Battle for Tennis
- e) comments from the Equalities Officer concerning accessibility and use of correct materials and surfaces are made known to the applicant

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## **2. Battle Pre-School Playgroup**

Total cost of project (inc. VAT): £12,307  
Funding secured: £5,154  
Funding shortfall: £7,153

Amount requested: £6,153  
Percentage of total project costs requested: 50%  
Funding shortfall if full grant approved: £1,000 (application made to Battle Town Council).

### Applicant and Grant Request Details

Battle Pre-school Playgroup is a non-profit charity registered in 1971 run by a committee of volunteers to provide early years education for children and appropriate holiday clubs for children up to the age of 8.

The perimeter fence is over 25 years old and the application is to substantially upgrade to a suitable child safe and durable fence with appropriate security gates.

### Benefits

This project will benefit pre-school and holiday club children who attend the setting both now and for many years to come. Parents will feel that their children are safe and secure while at the preschool.

In addition, recent works by the Town Council on the recreation ground and the Health Pathway have increased the passing footfall of the playgroup's perimeter highlighting the urgent need to upgrade the fence for safety reasons. The public realm will benefit in the improved look of a currently run-down area adjacent to the

Recreation Ground, encouraging pride of place for residents and visitors to the Battle area.

RDC Corporate Objectives

This project supports the objective 'A Quality Physical Environment'.

Other Funding Sources

The applicants are committing £4,154 and fundraising activities of £1,000. An application has been made to Battle Town Council for £1,000.

Project Sustainability

The fence should require no maintenance for a number of years but will be included in the monthly checks the groups carry out and any concerns or damages are reported at the trustees committee meetings and appropriate repairs or maintenance arranged from the budget. Reserves are kept for unexpected or emergency repairs.

Support for the Project

Parents have provided letters of support and engaged in fundraising activities, hindered by the current pandemic. Ward Member support has been received from Cllr Vikki Cook and Battle Town Council who own the land.

Panel comments and recommendation:

The Panel recommend a full award of £6,153 subject to the usual conditions, including confirmation of:

- a) funding from Battle Town Council.

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**3. Battle Town Council**

Total cost of project (ex. VAT): £50,000

Funding secured: £25,000

Funding shortfall: £25,000

Amount requested: £25,000

Percentage of total project costs requested: 50%

Funding shortfall if full grant approved: nil

Applicant and Grant Request Details

The applicant is Battle Town Council.

The grant will be used to assist in funding improvements to the Almonry and its surrounds to allow access for people with disabilities, equal to that for people without disabilities. The changes include formation of a ground floor unisex accessible WC, installation of a platform lift and re-levelling of the entrance to its main entrance porch, provision of high-contrast signage and installation of Induction Loops.

Benefits

This project is an element of a larger ambition of Battle Town Council to repair and improve the Grade II\* Listed Almonry Building. The project will ensure the heritage building delivers an efficient and safe working environment and fulfils the Council's statutory and moral obligations to make it accessible to all.

The project will benefit residents of Battle with reduced mobility, such as wheelchair/mobility scooter users, from Battle and surrounding villages who wish to

access assistance from the services such as Battle Town Council, Rother District Council, Rother District Citizens Advice Bureau and Age UK East Sussex.

The Town Council plans to increase its offering to community groups, and these improvements will benefit visitors to the town accessing the proposed Tourist Information Point.

### RDC Corporate Objectives

This project supports the aim 'Stronger, Safer Communities'.

### Other Funding Sources

£25,000 has been committed to the project by the applicant and are exploring other funding options.

### Project Sustainability

The Council has an Almonry Maintenance and Management Programme which is reviewed annually. Any works identified during routine checks are brought to the attention of the Town Clerk and included in the annual Council budget.

### Support for the Project

Support for the project has been received from Ward Members Cllr Kathryn Field and Cllr Vikki Cook. The larger project has been subject to a public consultation demonstrating the need for accessible facilities. In addition, support has been received from Battle Museum of Local History. Furthermore, the Rother Equalities Officer and East Sussex Building Control Officer have been involved with regular contact in giving advice and support to the Town Clerk with this project.

### Panel comments and recommendation:

The Panel recommend an award of £7,000 subject to the usual conditions, including that:

- a) planning applications RR/2020/2153/L and RR/2020/2084/MA are granted.

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## **4. Bexhill Family Collective CIC**

Total cost of project (inc VAT): £5,002

Funding secured: £2,500

Funding shortfall: £2,502

Amount requested: £2,500

Percentage of total project costs requested: 50%

Funding shortfall if full grant approved: £2

### Applicant and Grant Request Details

Bexhill Family Collective is a Community Interest Company (CIC) with the aims of providing affordable, high quality community nurseries to support children, and their families in Sidley & Edgerton Park, Bexhill-on-Sea.

The applicant plans to provide Balanceability sessions creating an opportunity for young children to learn how to ride a bike. The grant would be used towards the purchase of 20 balance bikes, helmets, associated equipment and training for two members of staff.

### Benefits

Balanceability is a cycle programme for children aged 2½ years and upwards. The programme consists of structured session plans and activities enabling young children to cycle without needing stabilisers.

The programme will improve the wellbeing of the nursery children and provide the children with a positive way to expel energy and learn a crucial life skill. The activities build confidence, special-awareness and dynamic balance skills. More than anything it will be a great opportunity for a fun activity, where many of these children may not have the opportunity to learn to ride a bike at home.

The sessions will also be offered to parents, so they too can learn how to keep their children safe on the road and the importance of a structured approach to cycling. The applicant intends on operating a bike loan system whereby those parents who have completed the course can loan a bike so they can embed the skills they and their child/children have learnt.

The applicant will look to share this resource and opportunity to more children within the community, including holiday clubs and daytime sessions for children who do not attend the nursery, or attend on different days.

### RDC Corporate Objectives

This project meets the Council's aims of 'Stronger, Safer Communities'.

### Other Funding Sources

A local crowd funder has raised £2,500 towards this project.

### Project Sustainability

The balance bikes will be safety checked before use and maintained as required from a general maintenance fund. Longer term it is planned to offer parent groups in the community, running multiple sessions and train additional volunteers and community members to help facilitate these sessions.

### Support for the Project

Bexhill Family Collective CIC has strong community support from residents in Sidley and the surrounding area receiving many messages of support on social media platforms and demonstrated through its fund-raising efforts. A petition to ESCC to reconsider the closure of the Bexhill nurseries gained more than 1,000 signatures. The project is supported by Ward Member Cllr Sam Coleman.

### Panel comments and recommendation:

The Panel recommend a full award of £2,500 subject to the usual conditions, including:

- a) that consideration be given to looking at alternative bikes, especially for children with any physical condition who cannot join in with this cycle programme.

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## **5. Brede Parish Council**

Total cost of project (ex. VAT): £6,170

Funding secured: £3,085

Funding shortfall: £3,085

Amount requested: £3,085  
Percentage of total project costs requested: 50%  
Funding shortfall if full grant approved: nil

### Applicant and Grant Request Details

The applicant is the Parish Council for Brede.

The grant will be used for replacing well used play equipment (swings and basket swing) at the park following its annual inspection highlighting the need for repairs. The Parish Council would prefer to upgrade rather than spending on repairs as these items are more than 10 years old.

This is the first phase planned for upgrades to the play area.

### Benefits

The Parish Council intended to carry out a full engagement with residents and users in Summer 2020 to see what the families would like to see in the play area and how to improve it, however this has not been possible due to the Covid pandemic.

The play area is widely and regularly used by families, demonstrating how important a part of the community it is, especially for all round well-being, walking to the park is a highlight of many children's day. A local nursery has noted that the equipment cannot be played on and is disheartening to their children limiting play.

It is observed that should these improvements not be made, there will be little or no facilities for families to play on by the end of the year.

### RDC Corporate Objectives

Within the Council's corporate objectives: 'Stronger Safer Communities' and 'a Quality Physical Environment'.

### Other Funding Sources

Brede Parish Council is match funding £3,085.

### Project Sustainability

Brede Parish Council pays yearly for inspections, and maintenance is carried out as required to ensure play equipment is in good working order and passes any regulations required.

The Parish Council intends to improve the area further, with a full engagement when circumstances allow.

### Support for the Project

The application has the support of Ward Member Cllr Johnathan Johnson, local parents who travel out of the area, and a local nurse who do not currently use the equipment.

### Panel comments and recommendation:

The Panel recommend a full award of £3,085 subject to the usual conditions, including:

- a) that the Parish Council engages with residents and the Rother Equalities Officer regarding a larger project for play equipment for children with physical disabilities.
- 

## **6. Camber Parish Council**

Total cost of project (ex. VAT): £8,940  
Funding secured: £4,470  
Funding shortfall: £4,470

Amount requested: £4,470  
Percentage of total project costs requested: 50%  
Funding shortfall if full grant approved: £0

### Applicant and Grant Request Details

Camber Parish Council propose to use funds awarded towards the removal of a dilapidated block bus shelter and replace it with a new purpose-built bus shelter.

### Benefits

This project will benefit residents and visitors to Camber who use the bus service through the village, encouraging more residents to use public transport. Bus drivers will have better sight of those wishing to board their bus. The Johnsons Field bus shelter is the closest bus shelter to the caravan park at the Eastern End of the village and is also used by pupils boarding the school bus to Rye.

The proposed bus shelter will match a replacement bus shelter installed in the centre of the village in 2019. The Parish Council has evidence of increased use of this shelter that has encouraged this application to replace a second bus shelter. The Parish Council is working to a design scheme for all their new projects in the village which began with the landscaping of Jubilee Green to provide an attractive theme using natural elements.

There has been a reduction in vandalism in the new bus shelter which continues in the Johnsons Field bus shelter. The new shelter will have glass panels which improve visibility - the block shelter is uninviting, and often used as a 'hangout' for smoking and drinking which can be intimidating to other users.

The new shelter will have a more inviting and light style to deter vandalism and inappropriate use and will be accessible for all users and with the glass panels will remove the need for those with reduced mobility or visibility to have to move out of the shelter to see the bus approaching.

### RDC Corporate Objectives

This project meets the corporate aim of 'A Quality Physical Environment'.

### Other Funding Sources

Camber Parish Council is contributing £4,470 towards the project.

### Project Sustainability

The Parish Council employs a handy person to inspect, litter pick and clean all Parish Council owned assets, reporting to the Clerk on immediate issues and provides a maintenance report to the Councillors at their meetings.

The Parish Council is committed to improving Camber for its residents and visitors and this project is included within its action 'Promote Pride in Camber', along with plans to install a third shelter once additional funds have been raised.

#### Support for the Project

Ward Member Cllr Paul Osborne is supportive of this project and the Parish Council has received requests from Community groups and residents to replace the existing brick bus stop as locals have expressed concerns regarding safety.

#### Panel comments and recommendation:

The Panel recommend a full award of £4,470 subject to the usual conditions.

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### **7. Hurst Green Parish Council**

Total cost of project (ex. VAT): £100,000

Funding secured: £15,500

Funding shortfall: £84,500

Amount requested: £30,000

Percentage of total project costs requested: 30%

Funding shortfall if full grant approved: £54,500 (application in progress to National Lottery)

#### Applicant and Grant Request Details

Hurst Green Parish Council will use the grant for the purchase and installation of new playground equipment.

#### Benefits

The redesign will provide a facility that can be used by children of all ages and address the balance between only providing active play facilities, with a new play balance that includes sensory, creative, imaginative, manipulative, social, and reflective play. This will seek to ensure that everyone, including those who are disabled have the access to the experience, as those who are not disabled, and as far as is reasonably possible, offer the same quality and extent of play experience to children with disabilities and young people as is available to those who are not disabled.

This project also supports the delivery of the aims and objectives of the Hurst Green Neighbourhood Plan and springboards the aspirations of a Community Hub for the village.

#### RDC Corporate Objectives

This project meets the strategic aim of 'Stronger Safer Communities' and 'A Quality Physical Environment'.

#### Other Funding Sources

Hurst Green Parish Council has committed £15,000 towards this project, with residents fundraising standing at £500 (the pandemic has delayed activities). An application has been made to the National Lottery Community Fund for the remainder.

Project Sustainability

Inspections will be carried out, along with an annual assessment. Hurst Green PC precept will be used to pay for ongoing maintenance.

Support for the Project

The project is included within the Hurst Green Neighbourhood Plan, with significant engagement with residents at community events in 2018 and 2019 noting a key area of concern is a need to improve the facilities for young people and improve the children's park.

Nearly 150 children from Hurst Green Primary School spent a term in late 2020 preparing designs for what they would like to see from the children's park; each child is due to receive a certificate of participation and a winner is to be selected from each class. Letters supporting the project have been received from the children and the primary school.

Ward Member Cllr Graham Browne has provided his support to the project. Written support has also been provided by ESCC Cllr John Barnes.

Panel comments and recommendation:

The Panel recommend a full award of £30,000 subject to the usual conditions, including that:

- a) full project funding is achieved from the National Lottery / Local fundraising
- b) evidence that the described tender process was adhered to
- c) full project costings are provided along with evidence of quotes
- d) final plans/layout and equipment to be demonstrated
- e) accessibility considerations and engagement with the Rother Equalities Officer

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**8. Pett Parish Council**

Total cost of project (ex. VAT): £10,130

Funding secured: £5,130

Funding shortfall: £5,000

Amount requested: £5,000

Percentage of total project costs requested: 50%

Funding shortfall if full grant approved: nil

Applicant and Grant Request Details

The applicant is the Parish Council for Pett.

The grant will go towards drainage improvements to the tennis court to allow the facility to be used throughout the whole year.

Benefits

Every household in Pett and Pett Level can join the tennis club for a small donation a year to cover the basic running costs and upkeep. The numbers using the tennis court has quadrupled as a result of the pandemic and Pett Parish Council would like to encourage more to use the facility to help themselves improve their fitness and health.

The facility is used by older residents and families as it is a secure environment. Older teens also use the facility.

Keeping the tennis court free of water will make the court more accessible to those unable to sweep flooded water off before play after heavy rain.

#### RDC Corporate Objectives

The project meets the strategic aim of 'A Quality Physical Environment'.

#### Other Funding Sources

The applicant is contributing £5,130 to the project.

#### Project Sustainability

The Tennis Club users are required to complete a safety check before starting play. Regular inspections are carried out with small and medium repair jobs actioned. The Parish Council keeps the grass and vegetation round the court short and is planning to cut back the ferns and undergrowth back to the boundary to keep spores off the court surface as advised by tennis maintenance professionals. The laying water has made the court prone to moss and algae and erosion at the side is slowly resulting. This project will increase the longevity of a much-used community facility.

Once the drainage is resolved, the Pett Tennis Club has agreed to organise and fund for the court to be professionally cleaned to enhance the experience for users of the facility.

#### Support for the Project

Ward Member Cllr Andrew Mier provides his support, along with Pett Sports Association, Pett Tennis Club and users of the tennis court.

#### Panel comments and recommendation:

The Rother Equalities Officer questioned whether the area around the tennis courts is accessible to access. Since the Panel meeting, the Parish Clerk has confirmed that this is accessible, as the play park is next door and wheelchair users do use the tennis court.

The Panel recommend a full award of £5,000 subject to the usual conditions.

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### **9. Rother District Citizens Advice Bureau**

Total cost of project (ex VAT): £103,144

Funding secured: £73,144

Funding shortfall: £30,000

Amount requested: £30,000

Percentage of total project costs requested: 29%

Funding shortfall if full grant approved: nil

#### Applicant and Grant Request Details

Rother District Citizens Advice Bureau is a registered charity.

The applicant wishes to use the grant to redevelop premises at a new location in Bexhill following a requirement to vacate their current premises and includes the

purchase of essential equipment, including computers, furniture, and chairs to replace existing equipment to required standards.

#### Benefits

The applicant serves the whole of the Rother District, providing advice that people need for the problems they face, and providing advice and support to residents. The volunteers to the Rother District Citizens Advice Bureau work to ensure that clients do not suffer through lack of knowledge of their rights and responsibilities.

This project will enable the organisation to continue with its aims and objectives, which in addition to the advice service, enables the development of social policies and services for the benefits of all residents in the District.

#### RDC Corporate Objectives

This project meets The Council's aim of 'Stronger, Safer, Communities'.

#### Other Funding Sources

The applicant is contributing £65,144 towards the funding and has received funding from the Albert Hunt Trust (£3,000) and the 29th May 1961 Charity (£5,000).

#### Project Sustainability

The new premises are being acquired on a 15-year lease, with maintenance and repair obligations. The applicant will service, clean and maintain equipment, replacing it from its own funds when needed.

#### Support for the Project

Support for the project has been received from Cllr Polly Gray as the Rother District Councillor representative for the Council and has the support of Cabinet (CB19/84 & CB20/42).

#### Panel comments and recommendation:

The Panel recommend an award of up to £20,000 towards essential equipment only, subject to the usual conditions.

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### **10. Rye and District Chamber of Commerce**

Total cost of project (inc.VAT): £3,500

Funding secured: £2,000

Funding shortfall: £1,500

Amount requested: £1,500

Percentage of total project costs requested: 43%

Funding shortfall if full grant approved: nil

#### Applicant and Grant Request Details

The applicant is Rye and District Chamber of Commerce.

The funds will be used to progress the project 'Rye Blooms'. The grant will be used to purchase planters, compost, seeds, plants, hanging baskets and litter pick equipment for public areas across the town.

#### Benefits

The enhancement provided by the proposed floral displays throughout Rye covering

residential and commercial areas will be enjoyed by all through sight, smell and touch contributing to good mental wellbeing, bringing positiveness and happiness as we emerge from the current lockdown in the spring and summer to residents and visitors to Rye.

This community project plans to bring together residents of all ages, businesses and the Town Council to deliver working together to bring a sense of pride in the town.

#### RDC Corporate Objectives

This project supports the aims 'Sustainable Economic Prosperity', 'Stronger, Safer Communities' and 'A Quality Physical Environment'.

#### Other Funding Sources

The applicant has committed £550, with Chamber members contributing £1,000. Rye Town Council has awarded £450.

#### Project Sustainability

Rye and District Chamber of Commerce will continue the lead on taking the project forward, maintaining the equipment as needed, with Chamber Members and community groups and volunteers maintaining displays through the summer.

The Chamber will fundraise for the project to continue for plants, seeds and ancillary items and replacement items as required. With positive results in 2021 it is hopeful for the project to grow with more residents and community groups participating in 'Rye Blooms' in future years.

#### Support for the Project

Support has been received from Ward Member Cllr Gennette Stevens, Rye Town Council, schools, residents, community groups and businesses.

The project supports the Rye Neighbourhood Plan and is part of the Chamber's "Phoenix Project" aiding Rye's recovery and the sustainability of the high street.

#### Panel comments and recommendation:

The Panel recommend a full award of £1,500 subject to the usual conditions, including that:

- a) East Sussex Association of Blind and Partially Sighted are contacted and engaged with regards to the placement of the planters.

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### **11. Rye Cricket Club**

Total cost of project (inc.VAT): £4,242

Funding secured: £2,500

Funding shortfall: £2,242

Amount requested: £1,742

Percentage of total project costs requested: 41%

Funding shortfall if full grant approved: nil

Applicant and Grant Request Details

The applicant is Rye Cricket Club who aim to foster and promote the sport of cricket at all levels within the community, providing opportunities for recreation, coaching and competition.

The grant is planned to be used to upgrade the artificial cricket wicket mat, originally laid in 1983 at The Rye Cricket Salts.

Benefits

The project will have a range of benefits. In the immediate future, it will increase the capacity to offer facilities for training; the Club has over 70 Colts and will provide a better experience.

In the longer term, by offering a better experience it will enable the Club to grow its player membership and the opportunity for the recruitment of key members to the club to support its future continuation and development.

The club has an open-door policy of inclusivity for all. The Club works with all the local schools to offer Free Taster Sessions in the winter and summer to encourage participation.

RDC Corporate Objectives

This project meets the 'Stronger Safer Communities' objective.

Other Funding Sources

Funding has been received from a private donation of £2,000 and Rye Town Council has received a private donation towards this project.

Project Sustainability

The mat will be serviced, and any maintenance would be carried out as needed to ensure that the mat remains fit for purpose. The Club is seeking to create a Girls Section and is in the process of improving the disabled access to the Pavilion, this mat will be an enhancement to the facilities the Club can offer.

Support for the Project

Support has been received from Rye Town Council, local schools, Club members and Ward Member Cllr Gennette Stevens.

Panel comments and recommendation:

The Panel recommend a full award of £1,742 subject to the usual conditions.

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**12. Rye Heritage Centre**

Total cost of project (inc. VAT): £8,010

Funding secured: £4,010

Funding shortfall: £4,000

Amount requested: £4,000

Percentage of total project costs requested: 50%

Funding shortfall if full grant approved: nil

### Applicant and Grant Request Details

The applicant is Rye Heritage Centre, a registered charity. The main aims of the charity are to advance the education of the public, both visitors and residents in the history and heritage of the Ancient Town of Rye.

The grant will go towards the purchase of digital equipment to enhance displays to transform the facility to attract a sustainable income to support the charities future aspirations.

### Benefits

The enhancements to be carried out by this project will greatly improve the offer to visitors and residents of the Rye Community, with the aim to be one of the top visitor attractions in Rye, supporting Rye Town Council's vision. Rye Heritage Centre will build a body of volunteers to operate the Centre, through the promotion of the spirit of volunteering and commitment to the community, providing a social return with the community.

Partnership work has been discussed with Rye College to develop the educational and creative experience to enrich the curriculum offer in the school, as well as potentially providing training and pathways to employment to young people.

### RDC Corporate Objectives

Within the Council's vision for Rother "we want to see individuals and groups and local communities take on more responsibilities".

Within the Council's corporate objectives: 'Sustainable Economic Prosperity' and 'Stronger Safer Communities'.

### Other Funding Sources

The applicant is contributing £910, along with individual local gifts totalling £2,500, £200 from the Sussex Community Foundation and a Crowdfunder raising £400 towards the project.

### Project Sustainability

Rye Heritage Centre will establish an annual maintenance and repair programme for the equipment purchased, alongside a regular monitoring of the equipment. A fund will be set up to repair and replace items, as necessary.

A detailed business and strategic plan and vision of many phases has been drawn up by the applicant. This initial project will kick-start community aspirations.

### Support for the Project

The application has the support of Ward Member Cllr Genette Stevens. The application is strongly supported by Rye Town Council including a peppercorn rent of £1 per year for the initial 5-year lease of the building. The project has also received support from many members of the community including local schools and colleges who have shown interest.

### Panel comments and recommendation:

The Panel noted this was a prime example of the community working together to build an asset based cultural project and was very pleased to recommend a full award of £4,000 subject to the usual conditions.

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**Rother District Council**

**Report to:** Cabinet

**Date:** 1 March 2021

**Title:** 35 Beeching Road Development

**Report of:** Ben Hook - Head of Acquisitions, Transformation and Regeneration

**Cabinet Member:** Councillors Bayliss and Dixon

**Ward(s):** Bexhill Central

**Purpose of Report:** To seek approval for allocation of appropriate funds for feasibility, detailed design and a full planning application submission for the development of 35 Beeching Road once the existing lease has expired.

**Decision Type:** Key

**Officer**

**Recommendation(s):** It be **RESOLVED:** That:

- 1) a budget of £220,000 be agreed to progress feasibility and detailed designs for the future of 35 Beeching Road and remainder of the 1-7 Wainwright Road site; and
- 2) the Head of Acquisitions, Transformation and Regeneration be granted delegated authority to procure the services required, and enter into contracts as necessary, for the completion of detailed designs and planning application.

**Reasons for**

**Recommendations:** To ensure that 35 Beeching Road and 1-7 Wainwright Road is developed in line with the Council's economic recovery and regeneration objectives to support growth of jobs and employment opportunities alongside realising the optimum return on an existing asset.

**Introduction**

1. The majority of Beeching Road 'West Trading Estate' is owned by Rother District Council and occupied by various light industrial, showroom and trade counter businesses via a number of different ground lease arrangements. The Council has been exploring opportunities for investment which will result in renewal of the building stock and see an increase in jobs and financial return. This is particularly important given the need to support the local economic recovery plan.

**The site**

2. 35 Beeching Road is owned by Rother District Council and is located just north of the Bexhill Police Station, opposite the Wainwright Road car park and

adjacent to the recently demolished former Sharwood's factory site. A site location map is provided at Appendix A.

3. The site is currently leased to Skinners Sheds on a non-secure lease which expires on 4 March 2023. The tenant has informed the Council that they are unlikely to seek to renew their lease at this time. This possibility was factored into the financial appraisal for the site when it was approved for purchase by the Property Investment Panel. As such, it is important that an alternative use for the site is determined prior to their vacancy.
4. The previous use of the site was a bath and plumbing showroom. The existing building on site is 1,424 sqm arranged over 2 floors and covers just under 1/3 of the overall site. It was originally built in the mid-1970s. A set of photos of the existing buildings is provided at Appendix B.
5. 1-7 Wainwright Road is the adjoining site. In January this year, Cabinet gave approval for the letting of part of this site, for use as a primary health care facility (CB20/89 refers). The remaining unlet part of this site will be incorporated into this development proposal.

### **The opportunity**

6. These sites are allocated in the Development and Site Allocations Local Plan for retail and commercial use under policy BEX14. As such we have initiated conversations with several retail operators about locating a new store at this site. Failing that, officers will consult with planning colleagues about potential alternative commercial uses, including the potential for much-needed light industrial space.
7. Developing a commercially viable scheme with detailed designs and associated surveys and reports that can be submitted for full planning requires a budget to appoint professionals where in-house capacity does not exist. This would include:
  - a. Commercial surveyor
  - b. Employer's Agent (to include Principal Designer, Quantity Surveyor and Contract Administration)
  - c. Architect (to include engineers and other required sub-consultants)
  - d. Surveys (to include UXO, Fire, ground investigations and others as required)
  - e. Planning fees
8. The cost of the above work is estimated to be £220,000.

### **Conclusion**

9. Undertaking a thorough feasibility, progressing detailed design, carrying out site surveys and gaining planning approval in advance of the expiry of the existing lease will ensure that the site can be developed as soon as practicable, subject to viability. This will allow the Council to keep loss of income during the development phase to a minimum.
10. Improving the facility on this site will complement the proposals already in development or underway across the Beeching Road West Trading Estate,

including the Beeching Road Creative Studios, the Wainwright Road car park improvements and the recently approved progression of the adjacent site for a combined GP practice medical centre.

11. Next steps will be to appoint the relevant professionals to work up detailed proposals and achieve planning permission on the site. Following this, a full development proposal report will be brought forward at a future meeting for consideration by Cabinet.

## Implications

### 12. Financial Implications

Revenue costs approved to procure and appoint all relevant professionals to deliver the detailed designs and prepare a planning application may be abortive should the project not be approved to progression at the next stage, or the planning application refused. Financial implications of not progressing this proposal is that the site may attract low interest from businesses, lower rental income due to age and nature of existing building, and increased maintenance and management should it become empty.

### 13. Legal Implications

Legal services, and East Sussex Procurement Hub will be required to provide resource to support the preparation, issuing, evaluation and contract execution for any professional service required to deliver the actions set out in this report.

### 14. Environmental

This proposal provides an opportunity to improve the long-term environmental impact of the asset on this site in line with the Council's net carbon zero ambition.

### 15. Sustainability

As with the environmental impact, this project is aimed with ensuring the Council's assets can operate sustainably into the future whilst being able to adapt to new ways of working.

### 16. Risk Management

A full project risk register will be developed however the main risks for this development phase include:

1. Resource/capacity of support services (Legal and East Sussex Procurement Hub). This will be mitigated through production of a clear programme and resource requirement schedule to ensure stakeholders are aware of when input will be needed.
2. Costs of professional services higher than anticipated. This will be mitigated through a robust procurement process that considered quality and cost to ensure the best value for money.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	Consultation	No
Environmental	Yes	Access to Information	No
Sustainability	Yes	Exempt from publication	No
Risk Management	Yes		

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Report Contact Officer:	Ben Hook
e-mail address:	<a href="mailto:ben.hook@rother.gov.uk">ben.hook@rother.gov.uk</a>
Appendices:	Appendix A - Site plan Appendix B - Site photos
Relevant Previous Minutes:	N/A
Background Papers:	N/A
Reference Documents:	N/A.

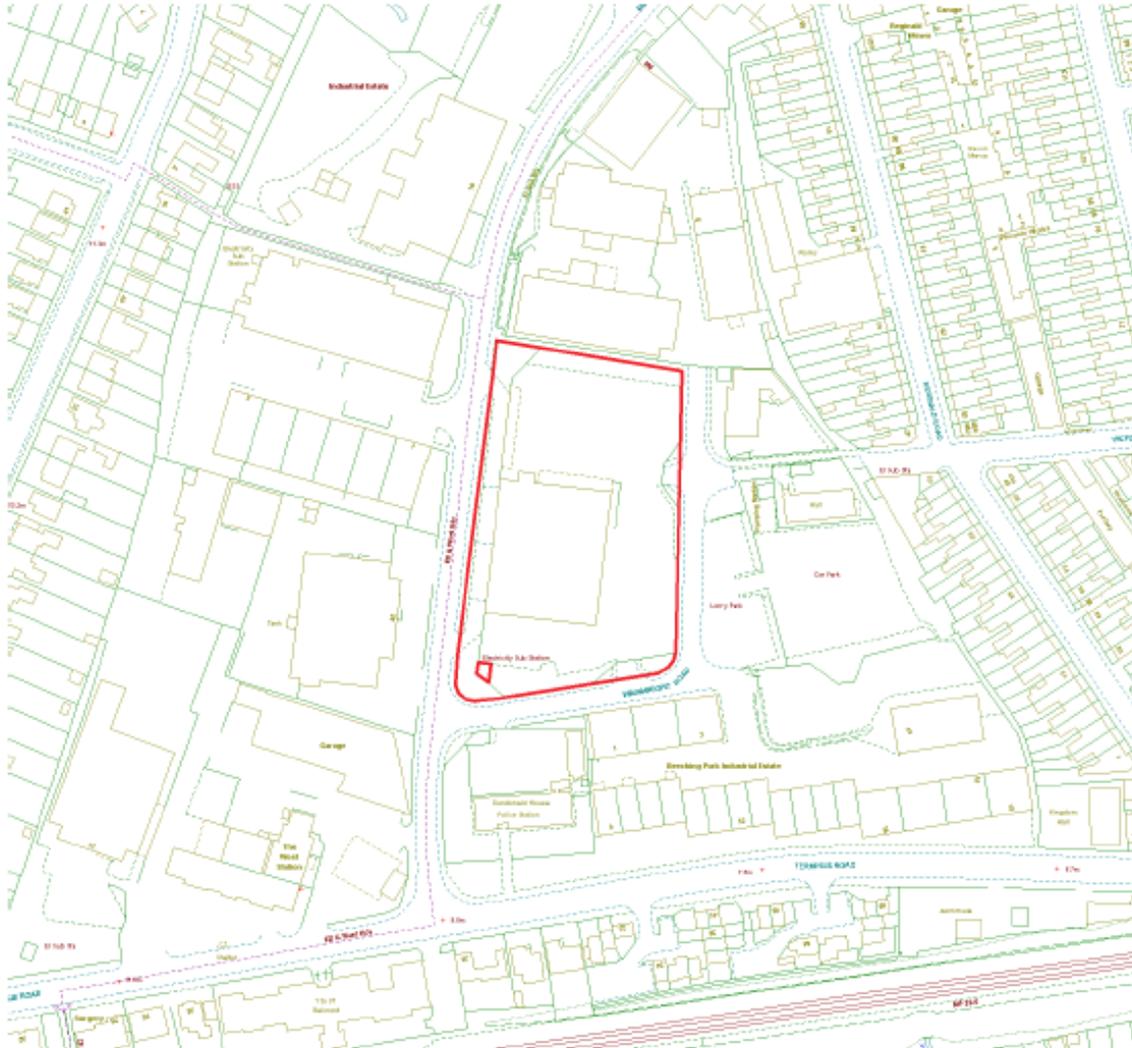
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Rother District Council



Ref: 35 Beeching Road, Bexhill BEXWEST179

Date: October 2020



Not to Scale - For Identification Purposes Only

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Site photos



1. Beeching Road site frontage looking south



2. Existing building front elevation facing south east



3. Corner of Beeching Road and Wainwright Road facing north east



4. Rear of building off Wainwright Road facing north west

**Rother District Council**

**Report to:** Cabinet

**Date:** 1 March 2021

**Title:** Additional Restrictions Grant - Discretionary Business Grants Scheme

**Report of:** Robin Vennard, Assistant Director Resources

**Cabinet Member:** Councillor Dixon

**Ward(s):** ALL

**Purpose of Report:** To agree an expansion of the current ARG scheme to provide funding to a wider range of businesses affected by the continuing COVID-19 pandemic.

**Decision Type:** Non-Key

**Officer**

**Recommendation(s):** It be **RESOLVED:** That:

- 1) the additional eligible business sectors outlined in the report be included in the Council's Additional Restrictions Grant scheme; and
- 2) the Chief Executive be granted delegated authority in consultation with the Cabinet Portfolio Holders for Finance and Performance Management and Economic Development and Regeneration to determine the amounts of grants and detailed criteria.

**Reasons for**

**Recommendations:** To maximise the use of the available funding to support local businesses and charities. Any unspent funds will have to be repaid to the Government.

**Introduction**

1. Members will be aware that the Council has operated a discretionary business grant scheme in various forms since the first countrywide lockdown in March 2020. This has always been in addition to the previous schemes which helped small businesses and the retail, hospitality and leisure sectors. The current scheme is called Additional Restrictions Grant (ARG) and it is proposed to expand the scheme to help those businesses and charities that have seen a material reduction in their income but are not eligible for the other schemes and/or any other Government support (e.g. self-employed support).
2. The current ARG discretionary grant scheme has a total fund of £2.7m which the Government have said needs to last until 31 March 2022. Since its launch the scheme has helped 371 businesses and paid out some £800,000 of grants. This leaves a current balance in the fund of £1.9m and it is proposed to expand the scheme to encourage further businesses to apply.
3. The existing grant and criteria is as follows.

## Existing Eligibility criteria and award amounts

4. The current grant initially covers the period 19th December 2020 (when Rother entered tier 4) until 15th February 2021 (when the current national lockdown restrictions are due to be reviewed). This is a total of 59 days. If either national lockdown or tier 4 restrictions apply after the 15th February 2021, the scheme will be extended and the award amounts amended accordingly.

Category	Grant Amount
<b>Shared spaces</b> – this relates to Non-rate paying businesses required to close because of the national lockdown measures (e.g. those operating in shared office space that do not have their own separate rating assessment.	£2,810.93
<b>Bed &amp; Breakfast</b> – this relates to property that is domestic and therefore subject to council tax rather than business rates, provides short stay accommodation for no more than six persons; and the property is the sole or main residence of the proprietor.	£2,810.93
<b>Market Traders</b> – this relates to market traders that have been instructed to close as they sell non-essential items to visiting members of the public from a stall, pitch or similar that is recognised by the Council as a market.	£1,685.71
<b>Holiday accommodation including self-contained holiday lets and small campsites</b> – this relates to property that is domestic or land that forms part of a domestic property and therefore subject to council tax. This does not include businesses where the letting is by way of home sharing (e.g. where a bedroom is let within a domestic property).	£2,810.93
<b>Hospitality and Leisure Supply Chain</b> – this relates to businesses wholly or mainly involved in providing goods and services to businesses undertaking the provision of food, beverage, hospitality, events or leisure where the current national restrictions have severely curtailed their ability to operate.	**Up to £6,321.43
<b>Arts and Entertainment</b> – this relates to cultural, tourist and entertainment Industries not eligible under the main scheme where the current national restrictions have severely curtailed their ability to operate.	£2,810.93
<b>Home Based ‘in person’ businesses</b> – this relates to businesses that are primarily home based and as at 18 December 2020 provided services that were wholly or mainly ‘in person’ and which cannot be provided remotely.	£1,685.71

\*\* for businesses with a rateable value of £15k or under or where there is no rateable value £2,810.93

## Additional areas to support during a National Lockdown and Tier 4 Restrictions

5. **Rother Based Charities with significantly reduced income (50% or more) due to COVID- 19 restrictions – not charity shops** – normal charity fund raising activities and other sources of income have been affected by Government restrictions and the economic uncertainty affecting many households. Charity shops are eligible for support under the “closed” business grants scheme and therefore this discretionary grant would not be available to them.

6. **Small or micro business still able to trade but significantly reduced income (50% or more) due to COVID- 19 restrictions** – feedback has identified a number of small businesses that have seen their income substantially affected by Government restrictions and the economic uncertainty affecting many households but as they are not required to close under the lockdown regulations, find themselves unable to access grant support. This grant would need to be restricted to where trade is required to take place on business rated premises and could not be supplied via the internet.
7. **Larger businesses** – the government guidance gives local authorities flexibility as to how this funding can be used to support businesses including larger businesses (in excess of 50 employees). It is not proposed that the Council provides financial support at this stage to larger businesses. However if it becomes apparent that a major local employer is in danger of failing, then the Council could consider using some of the grant funding to provide a financial support package.
8. The value of the grants will be in line with the current scheme detailed above. It will not be possible to provide support to new businesses established during the period of the pandemic with no trading history as it is important to be able to demonstrate that it was a viable business. It is not proposed to extend the scheme to predominately home-based businesses not included in the above sectors or to the self-employed where already in receipt of Government support.

## Conclusion

9. From the operation of these grants over an extended period of time, it is clear that many businesses are struggling to access the support they need. By broadening the ARG scheme, the Council can provide a minimum level of support to many more businesses and make best use of the funding provided. Members are therefore asked to approve the revised ARG discretionary scheme as detailed in the report. It is also proposed to delegate authority to the Chief Executive in consultation with the Cabinet Portfolio Holders for Finance and Performance Management and Economic Development and Regeneration to determine the amounts of grants and detailed criteria

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	External Consultation	No
Environmental	No	Access to Information	No
Risk Management	No	Exempt from publication	No

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Appendices:	None.
Relevant Previous Minutes:	None.
Background Papers:	None.
Reference Documents:	None.

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## Rother District Council

<b>Report to:</b>	Cabinet
<b>Date:</b>	1 March 2021
<b>Title:</b>	Revenue Budget and Capital Programme Monitoring – Quarter 3 - 2020/21
<b>Report of:</b>	Antony Baden – Finance Manager
<b>Cabinet Member:</b>	Councillor Dixon
<b>Ward(s):</b>	All
<b>Purpose of Report:</b>	To note the forecast for the financial year ending 31 March 2021.
<b>Decision Type:</b>	Non-Key
<b>Officer</b>	
<b>Recommendation(s):</b>	<p>It be <b>RESOLVED</b>: That the report be noted.</p> <p>If successful the Council accept the grant from Sport England and pass the funding to Freedom Leisure</p> <p>The Council enters into a grant agreement with Freedom Leisure to ensure compliance with any Sport England grant conditions and ensure the Council can recover any costs not properly incurred</p>
<b>Reasons for Recommendations:</b>	To keep Cabinet Members updated on the Quarter 3 position.

### Introduction

1. This report updates Members on the Council's finances as at the end of December 2020 and projects a provisional outturn for 2020/21.
2. Since the Quarter 2 Monitoring report to Cabinet on the 14 December 2020 there have been two reportable virements. The first relates to a saving of £18,000 in additional staff hours in the Resources department and the second is the transfer of the property valuation contract budget from Acquisitions, Transformation and Regeneration to Resources.
3. At the end of Quarter 3 the Council is predicted to incur a deficit of £2.594m, of which £1.677m is unplanned. This represents an improvement of £193,000 on the previous forecast. The Cost of Services at line 7 in the table below shows a deficit of £3.696m and non-service budgets increase the forecast overspend to £4.041m as shown in line 18. This is reduced by £2.363m mainly due to additional grant income from the Ministry of Housing, Communities and Local Government (MHCLG) as detailed in lines 31 to 35 and line 38.
4. The financial position for the Council is summarised in the table below and further analysis is explained in the subsequent paragraphs. There is also a

table, which shows how the forecast variances have changed between Quarters 2 and 3.

Line	Rother District Council General Fund Summary	Final 2019/20 Actual £ (000)	Revised 2020/21 Budget £ (000)	2020/21 Estimated Outturn £ (000)	2020/21 Quarter 3 Variance £ (000)
1	Executive Directors & Corporate Core	2,217	1,981	2,235	254
1a	Executive Directors & Corporate Core - Coronavirus related	0	0	22	22
2	Environmental Services	321	505	509	4
2a	Environmental Services - Coronavirus related	0	0	44	44
3	Strategy and Planning	759	971	930	(41)
3a	Strategy and Planning - Coronavirus related	0	0	172	172
4	Acquisitions, Transformation and Regeneration	(223)	(363)	(239)	124
4a	Acquisitions, Transformation and Regeneration - Coronavirus related	0	0	125	125
5	Housing and Community Services	7,634	8,312	8,417	105
5a	Housing and Community Services - Coronavirus related	0	0	1,472	1,472
6	Resources	3,873	3,210	3,789	579
6a	Resources - Coronavirus related	0	0	836	836
<b>7</b>	<b>Total Cost of Services</b>	<b>14,581</b>	<b>14,616</b>	<b>18,312</b>	<b>3,696</b>
8	Interest from Investments	(508)	(400)	(340)	60
9	Capital Expenditure Charged to Revenue	416	1,359	1,211	(148)
10	MRP	29	242	160	(82)
11	Interest payments	286	610	300	(310)
12	Salaries turnover	0	0	0	0
13	(i) Increase income - Property Investment Strategy	0	(544)	0	544
14	(ii) Increase income (net) - other	0	(14)	0	14
15	(iii) Lean and Demand	0	(90)	0	90
16	(iv) Service Prioritisation	0	(100)	0	100
17	(v) Reduced Staffing Structure	0	(77)	0	77
<b>18</b>	<b>Net Cost of Services</b>	<b>14,804</b>	<b>15,602</b>	<b>19,643</b>	<b>4,041</b>

Line		Final 2019/20 Actual £ (000)	Revised 2020/21 Budget £ (000)	2020/21 Estimated Outturn £ (000)	2020/21 Quarter 3 Variance £ (000)
19	<b>Special Expenses</b>	(674)	(687)	(687)	0
	<b>Business Rates</b>				
20	Local Share of business rates	(7,609)	(7,157)	(2,868)	4,289
21	s31 Grants including additional MHCLG funding (pandemic response)	(2,080)	(1,892)	(6,161)	(4,269)
22	Tariff	5,715	5,121	5,121	0
23	Levy	0	195	195	0
	<b>Non-Specific Revenue Grants</b>				
24	New Homes Bonus Grant	(449)	(247)	(247)	0
25	Rural Services Delivery Grant	0	(50)	(31)	19
26	Local Council tax Support Grant	(96)	(102)	(102)	0
27	Benefits Administration Grant	(214)	(238)	(220)	18
28	New Burdens Grant & Other Non-Specific Grants	0	0	0	0
29	Homelessness Grant - New Burdens	(237)	(126)	(126)	0
30	Flexible Homeless Support Grant	(276)	(275)	(276)	(1)
31	Coronavirus Grant - 2nd tranche	0	0	(961)	(961)
32	Coronavirus Grant - 3rd tranche	0	0	(166)	(166)
33	Coronavirus Grant - 4th tranche	0	0	(355)	(355)
34	Coronavirus Grant - administration costs	0	0	(170)	(170)
35	Coronavirus Grant - Partial reimbursement of sales, fees & charges	0	0	(264)	(264)
36	<b>Council Tax Requirement (Rother only)</b>	<b>(6,829)</b>	<b>(7,019)</b>	<b>(7,019)</b>	<b>0</b>
	<b>Other Financing</b>				
37	Collection Fund (Surplus)/Deficit	337	(849)	(849)	0
38	s31 Grants including Hardship Fund grant (pandemic response)	0	0	(651)	(651)
39	Contribution from reserves to fund capital expenditure	(416)	(1,359)	(1,211)	148
40	Contributions to/(from) Earmarked Reserves	(1,769)	0	0	0
<b>41</b>	<b>Total Income</b>	<b>(14,597)</b>	<b>(14,685)</b>	<b>(17,048)</b>	<b>(2,363)</b>
<b>42</b>	<b>Net Deficit/(Surplus)</b>	<b>207</b>	<b>917</b>	<b>2,594</b>	<b>1,677</b>

Line	Rother District Council General Fund Summary	2020/21 Quarter 3 Variance £ (000)	2020/21 Quarter 2 Variance £ (000)	Change in Quarter Variance £ (000)
1	Executive Directors & Corporate Core	254	121	(133)
1a	Executive Directors & Corporate Core - Coronavirus related	22	34	12
2	Environmental Services	4	134	130
2a	Environmental Services - Coronavirus related	44	41	(3)
3	Strategy and Planning	(41)	43	84
3a	Strategy and Planning - Coronavirus related	172	184	12
4	Acquisitions, Transformation and Regeneration	124	168	44
4a	Acquisitions, Transformation and Regeneration - Coronavirus related	125	200	75
5	Housing and Community Services	105	133	28
5a	Housing and Community Services - Coronavirus related	1,472	1,354	(118)
6	Resources	579	361	(218)
6a	Resources - Coronavirus related	836	822	(14)
<b>7</b>	<b>Total Cost of Services</b>	<b>3,696</b>	<b>3,595</b>	<b>(101)</b>
8	Interest from Investments	60	98	38
9	Capital Expenditure Charged to Revenue	(148)	480	628
10	MRP	(82)	(82)	0
11	Interest payments	(310)	(242)	68
12	Salaries turnover	0	0	0
13	(i) Increase income - Property Investment Strategy	544	544	0
14	(ii) Increase income (net) - other	14	14	0
15	(iii) Lean and Demand	90	90	0
16	(iv) Service Prioritisation	100	100	0
17	(v) Reduced Staffing Structure	77	95	18
<b>18</b>	<b>Net Cost of Services</b>	<b>4,041</b>	<b>4,692</b>	<b>651</b>

Line		2020/21 Quarter 3 Variance £ (000)	2020/21 Quarter 2 Variance £ (000)	Change in Quarter Variance £ (000)
19	<b>Special Expenses</b>	0	0	0
	<b>Business Rates</b>			
20	Local Share of business rates	4,289	4,289	0
21	s31 Grants including additional MHCLG funding (pandemic response)	(4,269)	(4,269)	0
22	Tariff	0	0	0
23	Levy	0	0	0
	<b>Non-Specific Revenue Grants</b>			
24	New Homes Bonus Grant	0	0	0
25	Rural Services Delivery Grant	19	19	0
26	Local Council tax Support Grant	0	0	0
27	Benefits Administration Grant	18	23	5
28	New Burdens Grant & Other Non-Specific Grants	0	(30)	(30)
29	Homelessness Grant - New Burdens	0	0	0
30	Flexible Homeless Support Grant	(1)	(1)	0
31	Coronavirus Grant - 2nd tranche	(961)	(961)	0
32	Coronavirus Grant - 3rd tranche	(166)	(166)	0
33	Coronavirus Grant - 4th tranche	(355)	(355)	0
34	Coronavirus Grant - administration costs	(170)	0	170
35	Coronavirus Grant - Partial reimbursement of sales, fees & charges	(264)	(239)	25
36	<b>Council Tax Requirement (Rother only)</b>	0	0	0
	<b>Other Financing</b>			
37	Collection Fund (Surplus)/Deficit	0	0	0
38	s31 Grants including Hardship Fund grant (pandemic response)	(651)	(651)	0
39	Contribution from reserves to fund capital expenditure	148	(480)	(628)
40	Contributions to/(from) Earmarked Reserves	0	0	0
<b>41</b>	<b>Total Income</b>	<b>(2,363)</b>	<b>(2,821)</b>	<b>(458)</b>
<b>42</b>	<b>Net Deficit/(Surplus)</b>	<b>1,677</b>	<b>1,871</b>	<b>193</b>

## Review of significant unplanned variations

- All forecasts include inherent risks, and these are exacerbated by the level of uncertainty surrounding the pandemic. The country is in the midst of a third national lockdown and it is likely that costs will increase further between now and the financial year end. The Assistant Director Resources will continue to work closely with Heads of Service and Members to reduce the overspend and its impact on reserves.
- The previous report estimated the cost of the Council's pandemic response to be about £1.109m after the additional funding from the MHCLG. The Quarter 3 forecast now shows a net reduction of £197,000 to £912,000. The changes are summarised in the table below.

Area	Change £'000s
ATRS - Reduction in potential property rental write offs	75
Strategy & Planning – recovery in Planning fee and Land Charges income	12
Housing & Community – reduction in car parking income due to lockdown	(52)
Housing & Community – increase in the cost of rough sleepers	(72)
Housing & Community – other minor changes	6
Resources - Purchase of additional ICT equipment	(14)
Reduced level impact on Interest Income from Investments	38
Additional MHCLG funding to cover grants administration costs	170
Increase in reimbursement from MHCLG - reduced Sales, Fees & Charges	25
Other Minor Changes	9
<b>Net Change between Quarters</b>	<b>197</b>

- Since the last report, the forecast has increased only slightly by £4,000 for reasons other than those relating to the pandemic response. There are however several larger variances within this figure, which are detailed in the paragraphs 8 to 22 below.

### Corporate Core – Deficit £276,000

- The forecast overspend has increased by £121,000 since the last forecast mainly as a result of additional staff restructuring costs (£60,000) and the cost of the Council's future transformation work (£51,000). Other minor variances increase the forecast by £11,000.

### Environmental Services – Deficit £48,000

- The predicted forecast overspend has decreased by £127,000 because a significant number of staff in the Food and Safety team have been deployed on public health response to the pandemic. Their costs are funded by a Compliance and Enforcement grant from the MHCLG and a Public Health grant from East Sussex County Council.

### Strategy and Planning – Deficit £131,000

- The Strategy and Planning forecast overspend has decreased by (£96,000) mainly due to a predicted underspend of £69,000 against the Local Development Framework budget.

11. Income from Planning Fees and Land charges has improved by £12,000 as shown in the table in paragraph 6. Higher than anticipated Community Infrastructure Levy income has increased the amount that can be recovered for administration costs by £8,000. Minor variations of £7,000 further reduce the deficit.

### **Acquisitions, Transformation & Regeneration – Deficit £249,000**

12. The forecast deficit has reduced by £119,000 on the last quarters' reported figure. The provision made for bad debts from commercial rents as a result of the pandemic has been reduced by £75,000, although Members should note that no rents have been written off yet. However, this situation could change if lockdown restrictions remain in place.
13. Departmental salary costs will decrease by £12,000 due to the recharge to capital of the Surveyor's post working on the Temporary Accommodation project. Several smaller variances make up the remaining £32,000 forecast reduction.

### **Housing & Community Services – Deficit £1,627,000**

14. The Housing & Community Services forecast deficit has increased by £90,000 since the previous quarter's forecast. The overspend due to the pandemic response has increased by £118,000 and these reasons are laid out in the table in paragraph 6.
15. The non-COVID-19 related overspend has reduced the impact by £28,000 mainly due to a net increase in Garden Waste income, which has been achieved because the Council has successfully obtained over 20,000 subscriptions to its Garden Waste service.
16. The forecast still includes £415,000 for financial support to the Council's leisure services operator, Freedom Leisure. In December, the Council submitted a bid for funding to the National Leisure Relief Fund to offset some of these costs. The outcome has not been announced at the time of writing this report and is discussed further below.

### **Resources – Deficit £1,415,000**

17. The Resources forecast deficit has increased by £232,000 mainly because the amount of housing benefit overpayments is predicted to be a further £250,000 lower than the previous forecast. As previously explained to Members, this budget is particularly difficult to predict and costs are very sensitive to small changes, which can only be established after the half year housing benefit subsidy claim has been reconciled.
18. The overspend due to the pandemic response has increased by £14,000 as shown in the table in paragraph 6. Other minor variances are predicted to offset the deficit by £32,000.

### **Non-Service Budgets**

19. Interest Income from Investments is still expected to be below budget, but it has improved again by a further £38,000 since the previous forecast. It remains to be seen whether the current lockdown will have a negative impact on returns.

20. As previously reported, the pandemic has slowed down progress on several capital schemes, which will reduce the borrowing requirement in 2020/21. As a result, the Interest Payments forecast has been reduced by a further £68,000. Similarly, the amount of revenue funding set aside for capital projects is also predicted to reduce by £628,000 and the associated impact on Reserves is explained in paragraph 23.

## Income

21. Since the previous forecast, the MHCLG has given the Council further funding of £170,000 to help meet administration costs incurred during the pandemic. This brings the total additional grant funding received to £2,567,000.
22. The reimbursement from the MHCLG for the loss of income from sales, fees and charges is anticipated to increase by £25,000 mainly due to a drop in car parking income as explained in paragraph 6. At this point however, the MHCLG have not called for further submissions from local government regarding fees and charges income.

## Impact on Reserves

23. The net impact on Reserves is forecast to be a reduction of £3.805m against the planned figure of £2.276m. This is an improvement of £821,000 on the previous quarter. The table below summarises the position as at Quarter 3.

	Revised 2020/21 Budget £'000	2020/21 Estimated Outturn £'000	2020/21 Quarter 3 Variance £'000
<b>Revenue Reserves and General Fund Balance at 1/4/20</b>	(14,970)	(14,970)	0
Use of Reserves to Fund Capital Expenditure	1,359	1,211	(148)
Use of Reserves to Balance Budget incl deficit	917	2,594	1,677
<b>Balance 31/3/20</b>	<b>(12,694)</b>	<b>(11,165)</b>	<b>1,529</b>

## Collection Fund

24. The Council Tax part of the Collection Fund is currently 2.50% below the annual estimated yield when compared to the collection rate at the same time last year. This represents a slight decrease of 0.22% on the previous quarter's figure. The collection performance to the end of December is shown below:

	Equivalent Period	
	2020/2021	2019/2020
Collectable Annual debit (at 100% collection)	£77,685,402.79	£75,625,009.54
Income Received	£57,801,676.30	£57,375,738.42
Income Received as a % of collectable debit	74.40%	75.87%
Budgeted yield (at 98.5% collection)	£77,625,639.38	£74,549,856.52
Income Received as a % of budgeted yield	74.46%	76.96%

25. The Business Rates Tax part of the Collection Fund is currently 1.85% below the annual estimated collectable debit when compared to the collection rate at

the same time last year. This represents a significant improvement of 2.74% on the previous quarter. The collection performance to the end of December is shown below:

	2020/2021	Equivalent Period 2019/2020
Collectable debit	£8,334,210.82	£18,514,374.08
Income Received	£5,967,207.08	£13,599,506.68
Income Received as a % of collectable debit	71.60%	73.45%
Amount outstanding for year	£2,367,003.74	£4,914,867.40

26. Based on the current collection rates it is expected that the Collection Fund will be in deficit at the end of the financial year but this will not affect the 2020/21 position because the impact will be spread over the next three financial years. This has been reflected in the Revenue Budget for 2021/22.

### Capital Programme

27. A summary of spend by project for 2020/21 and financing sources is shown at Appendix A and Appendix B shows the updated overall five-year capital programme.
28. In the previous report, Members were advised that officers would review the impact of the pandemic on the pace of capital spend by the 31 March 2021. The review reduced predicted spend by some £28m and mainly affects the following schemes: North East Bexhill Office Development (£10.6m), Blackfriars Housing Development (£10.4m), Temporary Accommodation purchases (£1.7m), Beeching Road/Wainwright Road (£2.9m). The spend on these schemes has been reprofiled and shown in Appendix B.

### National Leisure Relief Funding for Rother Leisure Centres

29. During November 2020, the government recognised that the operators of leisure centres have been severely financially impacted by government COVID 19 restrictions to services and the lockdowns during 2020. This impact is continuing during 2021 as lockdowns remain in place for an unknown length of time, and it is likely that some restrictions will remain in place once lockdown is lifted and the centres reopen.
30. The Council's leisure centres are operated by Freedom Leisure. In December 2020 the Council was invited to make a joint application with Freedom Leisure for government funds to support the operator financially through December 2020 to March 31<sup>st</sup> 2021, with any remaining monies able to be utilised beyond March 31<sup>st</sup>.
31. At the time of writing the outcome of the application to Sport England's National Leisure Relief Funding was not known. If successful, the funds will be received by the Council before March 31<sup>st</sup> 2021. Officers will need to work with Freedom Leisure on an open book basis to ensure compliance with any grant conditions imposed by Sport England. It will therefore be necessary to enter into a grant agreement with Freedom Leisure to reflect these conditions and to ensure recovery of any costs not properly incurred. To ensure this can be progressed

quickly Members are asked to agree in advance acceptance of the grant if the application is successful and to support putting in place an appropriate grant agreement with Freedom Leisure.

32. The National Leisure Recovery Fund will also support the collection of data across the whole of the UK Leisure sector thus enabling Sport England to assess and monitor the recovery of sports facilities and so help to drive the sustainability of leisure facilities nation-wide. The detail submitted by local authorities, trusts and operators will also help Sport England and Government to articulate what further support is needed to help protect £6.4 billion of social value created by leisure facilities.

## Conclusion

33. The Quarter 3 forecast outturn for 2020/21 is an unplanned deficit of £1.677m and includes the impact of the COVID-19 pandemic. Officers continue to submit financial assessments of the impact of the pandemic to the MHCLG, but it is not clear at this stage whether any further grant funding will be forthcoming. The Council's Medium Term Financial Plan reflects the additional use of reserves this year above the original budget but expects with the delivery of savings and extra income to be in surplus by 2024/25, when the Council will be able to start rebuilding its reserves.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	External Consultation	No
Environmental	No	Access to Information	No
Risk Management	No	Exempt from publication	No

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Appendices:	Appendix A Capital Programme – Spend to 30/12/20 Appendix B Capital Programme 2020/21 to 2025/26
Relevant Previous Minutes:	None.
Background Papers:	None.
Reference Documents:	None.

## Capital Programme 2020/21 Spend to 30 December 2020

Line	Actual to 30th December 2020 £ (000)	2020/21 Original Budget £ (000)	Slippage from 2019/20 £ (000)	Other Changes £ (000)	2020/21 Revised Budget £ (000)
<b>Acquisitions, Transformation and Regeneration</b>					
<b>Other Schemes</b>					
1 Community Grants	92	130			130
2 Cemetery Entrance	8		233		233
3 Rother Transformation ICT Investment	0	345	39		384
4 Corporate Document Image Processing System	0	435			435
5 1066 Pathways	20		93		93
6 Ravenside Roundabout	0			200	200
<b>Property Investment Strategy</b>					
7 Office Development NE Bexhill	4	6,820		(6,800)	20
8 Mount View Street Development - Public/Commercial	0			964	964
9 PIS - Beeching Road/Wainwright Road	36	3,000		(2,900)	100
10 PIS - Barnhorn Road	35	1,000	(5)	(855)	140
11 PIS - Beeching Road 18-40	246	460	484	(390)	554
12 PIS - 35 Beeching Road	1			675	675
<b>Housing Development Schemes</b>					
13 Community Led Housing Schemes	0	450		(153)	297
14 Blackfriars Housing Development	495	3,052	(175)	(1,902)	975
15 Mount View Street Development - Housing	0			3,286	3,286
16 Alliance Homes (Rother) Ltd	0				0
17 Former Bexhill High School site - Housing					0
<b>Housing and Community Services</b>					
18 De La Warr Pavilion - Capital Grant	55	53		1	54
19 Sidley Sports and Recreation	6	300		(295)	5
20 Land Swap re Former High School Site	0	1,085			1,085
21 Bexhill Leisure Centre - site development	203	155	381	(333)	203
22 Bexhill Leisure Centre - refurbishment	0				0
23 Disabled Facilities Grant	577			1,625	1,625
24 New bins	259	125	58		183
25 Bexhill Promenade - Outflow pipe	0	100			100
26 Bexhill Promenade - Protective Barriers	3		50		50
27 Fairlight Coastal Protection	1				0
28 Housing (purchases - temp accommodation)	1,172	2,000	1,000	(1,650)	1,350
<b>Strategy &amp; Planning</b>					
29 Grants to Parishes - CIL	75		200	(37)	163
<b>Executive Directors &amp; Corporate Core</b>					
30 Accommodation Strategy	57		775	(700)	75
<b>Resources</b>					
31 ICT Infrastructure – Ongoing Upgrade Programme	19			140	140
<b>Total Capital Programme</b>	<b>3,364</b>	<b>19,510</b>	<b>3,133</b>	<b>(9,124)</b>	<b>13,519</b>
<b>Funded By:</b>					
Capital Receipts		1,240			1,085
Grants and contributions		4,262			3,594
CIL					313
Borrowing		12,820			7,316
Capital Expenditure Charged to Revenue		721			1,211
Unfunded		467			0
<b>Total Funding</b>		<b>19,510</b>			<b>13,519</b>

## Capital Programme – 2020/21 to 2025/26

Line	2020/21 Revised £ (000)	2021/22 Budget £ (000)	2022/23 Budget £ (000)	2023/24 Budget £ (000)	2024/25 Budget £ (000)	2025/26 Budget £ (000)	Total £ (000)
<b>Acquisitions, Transformation and Regeneration</b>							
<b>Other Schemes</b>							
1 Community Grants	130	130	130	130	130	130	780
2 Cemetery Entrance	233						233
3 Rother Transformation ICT Investment	384						384
4 Corporate Document Image Processing System	435						435
5 1066 Pathways	93						93
6 Ravenside Roundabout	200						200
<b>Property Investment Strategy</b>							
7 Office Development NE Bexhill	20	26,328	19,496				45,844
8 Mount View Street Development - Public/Commercial	964						964
9 PIS - Beeching Road/Wainwright Road	100	900	2,000				3,000
10 PIS - Barnhorn Road	140	3,345	6,102	403			9,990
11 PIS - Beeching Road 18-40	554	392					946
12 PIS - 35 Beeching Road	675						675
<b>Housing Development Schemes</b>							
13 Community Led Housing Schemes	297	303					600
14 Blackfriars Housing Development	975	10,350					11,325
15 Mount View Street Development - Housing	3,286	3,657	3,657	3,482			14,082
16 Alliance Homes (Rother) Ltd	0	25,000	37,000	18,000			80,000
17 Former Bexhill High School site - Housing	0						0
<b>Housing and Community Services</b>							
18 De La Warr Pavilion - Capital Grant	54	54	55	56	57		276
19 Sidley Sports and Recreation	5	811					816
20 Land Swap re Former High School Site	1,085						1,085
21 Bexhill Leisure Centre - site development	203		193				396
22 Bexhill Leisure Centre - refurbishment	0	140					140
23 Disabled Facilities Grant	1,625	1,625	1,625	1,625	1,625	1,625	9,750
24 New bins	183	125	125	125	125	125	808
25 Bexhill Promenade - Outflow pipe	100						100
26 Bexhill Promenade - Protective Barriers	50						50
27 Fairlight Coastal Protection	0						0
28 Housing (purchases - temp accommodation)	1,350	1,650					3,000
<b>Strategy &amp; Planning</b>							
29 Grants to Parishes - CIL	163						163
<b>Executive Directors &amp; Corporate Core</b>							
30 Accommodation Strategy	75						75
<b>Resources</b>							
31 ICT Infrastructure – Ongoing Upgrade Programme	140						140
<b>Total Capital Programme</b>	<b>13,519</b>	<b>74,810</b>	<b>70,383</b>	<b>23,821</b>	<b>1,937</b>	<b>1,880</b>	<b>186,350</b>
<b>Line</b>	<b>Revised 2020/21 £ (000)</b>	<b>2021/22 Budget £ (000)</b>	<b>2022/23 Budget £ (000)</b>	<b>2023/24 Budget £ (000)</b>	<b>2024/25 Budget £ (000)</b>		<b>Total £ (000)</b>
<b>Funded By:</b>							
Capital Receipts	1,085	0	0	0	0	0	1,085
Grants and contributions	3,594	12,993	1,625	1,625	1,625	1,625	23,087
CIL	313	193	0	0	0	0	506
Borrowing	7,316	36,005	31,380	4,010	125	125	78,961
Capital Expenditure Charged to Revenue	1,211	619	378	186	187	130	2,711
Unfunded	0	25,000	37,000	18,000			80,000
<b>Total Funding</b>	<b>13,519</b>	<b>74,810</b>	<b>70,383</b>	<b>23,821</b>	<b>1,937</b>	<b>1,880</b>	<b>186,350</b>