

Overview and Scrutiny Committee

Date and Time - **Monday 26 April 2021 – 6:30pm**

Venue - **Remote Meeting**

Councillors appointed to the Committee:

P.N. Osborne (Chairman), Mrs V. Cook (Vice-Chairman), J. Barnes, J.J. Carroll, C.A. Clark, P.C. Courtel, B.J. Drayson (ex-officio), Mrs D.C. Earl-Williams, S.J. Errington, P.J. Gray, C.A. Madeley, C.R. Maynard and M. Mooney.

Substitute Members: S.J. Coleman, L.M. Langlands, G.F. Stevens and R.B. Thomas.

AGENDA

1. MINUTES

To authorise the Chairman to sign the Minutes of the meetings of the Overview and Scrutiny Committee held on 15 March 2021 and 12 April 2021, at a later date, as correct records of the proceedings.

2. APOLOGIES AND SUBSTITUTES

The Chairman to ask if any Member present is substituting for another Member and, if so, to declare his/her name as substitute Member and the name of the absent Member.

3. ADDITIONAL AGENDA ITEMS

To consider such other items as the Chairman decides are urgent and due notice of which has been given to the Head of Paid Service by 12 Noon on the day of the meeting.

4. 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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**Rother District Council's aspiring to deliver
an Efficient, Flexible and Effective Council; Sustainable Economic Prosperity;
Stronger, Safer Communities; and a Quality Physical Environment.**

5. **RECOMMENDATIONS OF THE OFF-STREET CAR PARKS TASK AND FINISH GROUP** (Pages 1 - 10)
6. **KEY PERFORMANCE TARGETS 2021/22** (Pages 11 - 16)
7. **CALL-IN AND URGENCY PROCEDURES** (Pages 17 - 22)
8. **DRAFT ANNUAL REPORT TO COUNCIL** (Pages 23 - 32)
9. **WORK PROGRAMME** (Pages 33 - 34)

Malcolm Johnston
Chief Executive

Agenda Despatch Date: 16 April 2021

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**Rother District Council's aspiring to deliver
an Efficient, Flexible and Effective Council; Sustainable Economic Prosperity;
Stronger, Safer Communities; and a Quality Physical Environment.**

Rother District Council

Report to: Overview and Scrutiny Committee

Date: 26 April 2021

Title: Recommendations of the Off-Street Car Parks Task and Finish Group

Report of: Head of Service Neighbourhood Services

Ward(s): All

Purpose of Report: To summarise the work of the Off-Street Car Parks Task and Finish Group and outline the Group's Final Recommendations to the Overview and Scrutiny Committee.

Officer

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

- 1) the Off-Street Car Parks Task and Finish Group (OSCPT&FG) continue beyond April 2021 to encompass the Civil Parking Enforcement (CPE) review and that the revised Terms of Reference attached at Appendix 1 be agreed to reflect the group's wider remit;
- 2) the OSCPT&FG continue its monitoring work under the revised Terms of Reference to both inform the ESCC led review of CPE and to recommend changes to off-street parking to OSC in January 2022;
- 3) the monitoring work of the impact of CPE on off-street parking be continued until October 2021 to allow for further evidence gathering and data analysis over a 12 month period to provide a more accurate reflection on car park usage but will be dependent on the COVID-19 situation in the next six months;
- 4) the installation of improved signage in relevant car parks detailing the availability of Council car parking permits to encourage uptake, be noted;
- 5) a thorough review of the usage and appropriate level of charges for Manor Garden car park be conducted ;

AND

Cabinet and full Council be requested to consider: That:

- 6) Wainwright Road car park, Gibbets Marsh car park and Lower Market Battle car park be designated as 'long stay' car parks. The daily parking charge for Wainwright Road and Gibbets Marsh be reduced from £5 to £2 per day and for Lower Market Battle to £3 per day, for both summer and winter as soon as reasonably practicable to encourage use of these less used 'out of town' car parks. The revenue derived from the three car parks in 2019 was £60,845. Potential loss of revenue if charges are reduced and take up does not increase is estimated to be £18,300;

- 7) the chargeable hours be brought into line across all car parks as soon as reasonably practicable, with charging starting at 8am and finishing at 7pm.
 - 8) signage be installed to promote parking at Gibbets Marsh Rye, Little Common, Lower Market Battle and Wainwright Road car parks to improve visibility of the facility as 'long stay'; and
 - 9) a cash and card payment machine be installed at Manor Gardens car park.
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Introduction

1. This report summarises the work of the Off-Street Car Parks Task and Finish Group (OSCPT&FG) and pulls together the final recommendations to be approved for submission to the Overview and Scrutiny Committee (OSC) on 26 April 2021. The report represents the culmination of the work commenced in October 2020, flowing from evidence gathering, stakeholder engagement and car park data from the OSCPT&FG's work over the last six months.

Background

2. In September 2020, East Sussex County Council (ESCC) introduced Civil Parking Enforcement (CPE). CPE introduces a variety of restrictions to parking throughout Rother District including charging to certain on-street parking locations in Bexhill, Rye and Battle, resident parking permits on certain roads, limited parking hours and daily enforcement of double yellow lines.
3. As some Members may recall, a Civil Parking Enforcement Task and Finish Group (CPET&FG) was formed previously to consider the viability of implementing CPE in the district. In 2018, the group recommended that a review be carried out six months after the introduction of CPE (Minute OSC17/51 refers). As CPE was introduced at the end of September 2020, it is therefore proposed to re-establish the CPET&FG in April 2021 and their work will help inform the 12-month ESCC led review expected later this year.
4. The Council operates its designated car parks under the District of Rother (Off Street) Parking Places Order 2020 (PPO). The PPO provides a framework under which the Council can manage its car parks effectively and enforce the regulations contained within the Order, including enforcing the Standard Charge Notice when necessary. The Order makes provision for a daily tariff of car park charges in designated car parks, the revenue from which is used to meet operational, maintenance and enforcement costs.
5. In September 2020, Cabinet agreed to amend the PPO 2020 to introduce charges to certain free car parks that fall directly within those CPE areas where on-street charges have been introduced (Minute CB20/45 refers). It was also agreed that those free car parks that are in close proximity to areas where on-street charges apply should also have charges introduced.
6. Following the changes in paragraphs 2 and 4 above, it was agreed that there is a need to monitor both the impact of CPE on the Council's off-street car parks, alongside the impact of introducing charges to certain car parks.

7. It was therefore agreed that a new separate Task and Finish Group be formed to monitor the impact of on-street CPE restrictions on Council owned car parks and report back to OSC in April 2021 with recommendations for changes to the management of the Council's car parks.

Off-Street Car Parks Task & Finish Group

8. The OSCPT&FG was established in October 2020 to monitor the impact of CPE on the level of use of Council owned off-street car parks and consider any changes to charges, hours of operation and permits, whilst taking into account the need to generate sufficient revenue to maintain the car parks.
9. The OSCPT&FG met on four occasions during the six months to receive a number of presentations from officers advising on monthly car park income data and the current car park usage compared to previous years (data available on request).
10. Further information was gathered from town and parish councils, local businesses, community groups and sports clubs most likely to be impacted by CPE and the use of car parks, via a written 'call for evidence'. 40 responses were received and a full report of the responses is available on request.
11. Discussions of the group centred around priority users of Council car parks being residents, businesses, sports and community groups, able bodied and those with disabilities, commuters, workers and visitors, parish and town councils.
12. It was noted by Members and many of the responders to the 'call for evidence' that, due to the COVID-19 pandemic, use of the car parks would not reflect a 'normal' monthly level.
13. It was also noted that car park usage was likely to be different in the summer months to the winter months; that various car parks started and ended daily charges at different times of the day; that a few 'out of town' car parks were little used.
14. During discussions at the OSC on 19 October 2020, it was suggested that once the OSCPT&FG work has been completed and reported to OSC in April 2021, the OSCPT&FG be renamed and the terms of reference be amended in order to commence work on considering the impact of the CPE scheme in preparation for the first annual review of CPE, led by ESCC, later this year. This will allow the group to monitor and consider the impact of all aspects of recent changes to on-street and off-street parking across 12 months.

Summary of evidence

15. As referred to in paragraph 10 above, the 'call for evidence' from town and parish councils, local businesses, community groups and sports clubs most likely to be impacted by CPE and the use of car parks elicited a total of 40 responses up to the closing date of 12 March 2021. The main findings are as follows:
 - i. Many organisations had difficulty responding because of the pandemic and lockdowns. Bexhill Chamber of Commerce and almost all the town and

parish councils said the timing was not ideal and they felt they could provide better evidence later in the year, assuming COVID-19 restrictions are lifted. Bowling and cricket clubs across Rother had not been able to have games, competitions or social activities. Manor Barn had been closed and the Old Town Preservation Society was unable to carry out its normal events programme.

- ii. Many responses were about Bexhill's Manor Gardens Car Park and the restriction to pay charges by Ringo only. All local respondents, such as the GP surgery, dental surgery, St Peter's Church and Manor Barn had concerns about the impact on their employees, the disabled and elderly and those who could not afford charges, especially who did not own or could not operate a smart phone. There were also comments about adverse impacts on nearby residents who have no private parking facilities, displaced on-street parking, impact on other parking facilities for nearby businesses, safety and security. Mention was made of two other car parks in the same circumstances, but the bulk of comments focussed on Manor Gardens Car Park.
 - iii. Bexhill Chamber of Commerce and Tourism suggested maximising the potential of Wainwright Road if it could be made cheaper than on-street charges. Other town centre organisations commented about staff and volunteers not being willing or able to pay for car parks and parking where there are no charges or restrictions. Bexhill Caring Community had volunteers say that they would no longer volunteer due to the cost of long term parking when they start back up their day centre.
 - iv. Several responses from businesses and clubs imply they are not aware of their options around buying car park permits.
16. As referred to in paragraph 9 above, the main findings from the analysis of data regarding car park usage and income are as follows:
 17. The COVID-19 restrictions on peoples' movements and the subsequent third COVID-19 lockdown from December 2020 continues to show a dramatic reduction in car park usage, rendering the data as unreliable evidence on which to make long-term decisions. During the data gathering period (November 2020-February 2021 inclusive), most Rother District Council car parks showed a year on year drop of visitors of between 50% and 75%.
 18. The patterns of usage have remained broadly the same during the monitoring period when compared with previous years and no specific trends can be observed between those car parks adjacent to CPE controlled parking areas and those not adjacent to CPE controlled parking areas.
 19. The longer-term impact of COVID-19 and workforce and visitor habits are unknown at present and we should not assume usage rates will return to levels experienced before COVID-19. The data on new car parks in particular, and those where charges have been introduced, are unlikely to be a reliable barometer for future usage levels, post COVID-19.
 20. The three Camber Sands car parks defied the trend of greatly decreased usage during the monitoring period when compared with previous years, showing an

increase of 7.5% – this could be due to the closure of leisure facilities during lockdown leading more people to visit the beach as an alternative leisure activity, although visitor numbers to Camber are highly weather dependant and can fluctuate greatly year on year i.e. in a wet month visitor numbers can drop significantly.

21. Most car parks' average stay is 0-3 hours, with very few visitors parking "all day", with the exceptions of Gibbet Marsh and Lower Market which both have favourable longer stay tariffs, and Eversley Road which is heavily used by workers in Bexhill. Wainwright Road car park has also seen an increase in the number of all-day visitors towards the end of the monitoring period.
22. Usage of pay by mobile application / pay by phone has increased year on year, and has particularly gained traction during the pandemic, as it provides a completely contactless, 'COVID-19 safe' option for payment of car park charges. It is expected that this trend will continue after COVID-19.
23. It was agreed by Members that the 'call for evidence' and car park data would not provide an accurate base on which to make decisions due to the third COVID-19 lockdown being in place from December 2020 to April 2021 severely restricting peoples' movements, and therefore the level of use of car parks. It was therefore suggested that the monitoring of car park use should continue throughout the summer until October 2021.
24. It was felt that some immediate benefit may be derived from designating some less used 'out of town' car parks for 'long stay' and encouraging all day workers to use them by improving signage and bringing the parking charges more in line with nearby on-road charges. Car parks for consideration were Wainwright Road, Bexhill, Gibbets Marsh, Rye and Lower Market, Battle, the former two car parks being progressed, and the latter rejected due to its close proximity to Upper Market car park and the town centre.
25. Users of Manor Gardens car park in Bexhill can only pay for parking using RingGo. Despite introducing payment facilities into a nearby shop, evidence collected to date shows strong demand for the ability to pay by cash or card using a payment machine in this car park. The cost of purchasing and installing a pay and display terminal in a car park is approximately £6,000.

Recommendations to the Overview and Scrutiny Committee

26. Due to COVID-19 restrictions on peoples' movements during the last 6 months, it is not possible to form a clear understanding of the impact of on-street parking restrictions on the use of Council owned car parks. Although there are some actions as mentioned previously that would be of benefit to users now, further review should be based on evidence collected over a longer period of time. It is therefore recommended that:
 - i. the OSCPT&FG continue beyond April 2021 to encompass the Civil Parking Enforcement review and that the Terms of Reference attached at Appendix 1 be agreed to reflect the group's wider remit;

- ii. the OSCPT&FG continue its monitoring work under the revised Terms of Reference to both inform the ESCC led review of CPE and to recommend changes to off-street parking to OSC in January 2022;
- iii. that the monitoring work of the impact of CPE on off-street parking be continued until October 2021 to allow for further evidence gathering and data analysis over a 12 month period. This will provide a more accurate reflection on car park usage but will be dependent on the COVID-19 situation in the next six months;
- iv. Wainwright Road car park, Gibbets Marsh car park and Lower Market Battle car park be designated as 'long stay' car parks. The daily parking charge for Wainwright Road and Gibbets Marsh be reduced from £5 to £2 per day and for Lower Market Battle to £3 per day for both summer and winter as soon as reasonably practicable. This will encourage use of these less used 'out of town' car parks. The revenue derived from the three car parks in 2019 was £60,845. Potential loss of revenue if charges are reduced and take up does not increase is estimated to be at £18,300;
- v. that the chargeable hours be brought into line across all car parks as soon as reasonably practicable, with charging starting at 8am and finishing at 7pm. This will simplify the charging structure and support adequate availability for people wishing to park in the evening for leisure and entertainment activities. Bexhill Marina (part of zone C) on-street charges are applicable daily from 8am-8pm, all other on-street charges, including the town centre are applicable daily from 8am-6pm, restricted 2 hour or residents permit parking is from 8am to 6pm;
- vi. that signage be installed to promote parking at Gibbets Marsh Rye, Lower Market Battle and Wainwright Road car parks to improve visibility of the facility as 'long stay';
- vii. that the installation of improved signage detailing the availability of Council car parking permits to the public in relevant car parks to encourage uptake, be noted;
- viii. that a cash and card payment machine be installed at Manor Gardens car park; and
- ix. a thorough review of the usage of Manor Garden car park be conducted and consideration be given to the appropriate level of charges.

Conclusion

- 27. Due to COVID-19 restrictions on peoples' movements during the last six months, it is not possible to form a clear understanding of the impact of on-street parking restrictions on the use of Council owned car parks. Although there are some actions as mentioned previously that would be of benefit to users now, further review should be based on evidence collected over a longer period of time.

Financial Implications

28. Cost of installing payment machine into Manor Gardens - £6,000 capital cost plus cash collections and maintenance. Cost of signage approximately £1,000 capital cost. Possible reduction in revenue due to decrease in car parks charges for Wainwright Road, Gibbets Marsh and Lower Market Battle of £18,300 per annum. It is anticipated this loss will be offset by an increase in car park use.

Legal Implications

29. There is no impact on Rother District Council (Off -Street) Parking Places Order 2020 but may need to vary The Second Schedule to the Order if the charged parking hours are changed.

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

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Appendices:	Appendix 1 Revised Terms of Reference
Relevant previous Minutes:	OSC17/51 CB20/45
Background Papers: Reference Documents:	N/A N/A

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Draft Terms of Reference

Aims and Origin

- To review the impact of Civil Parking Enforcement (CPE) across the district including Council owned off-street car parks now that CPE has been in place since 29 September 2020. To present recommendations arising from the review to OSC and to inform the ESCC's annual report on the scheme.

To continue to monitor the impact of CPE on the use of Council owned off-street car parks and if considered appropriate, a revised schedule of charges for Council-owned car parks be presented to the Overview and Scrutiny Committee (OSC) and establish whether the proposed charges enable the Council to meet its costs, as well as ease congestion, improve the local environment and promote accessibility to residents, local businesses and visitors.

In September 2020 ESCC introduced Civil Parking Enforcement (CPE). CPE introduced charging to certain on-street parking locations throughout Bexhill, Rye and Battle. On-street charging will not apply to other areas of the district, but other restrictions may apply.

The Council operates its designated car parks under the District of Rother (Off Street) Parking Places Order 2020 (PPO). The PPO provides a framework under which the Council can manage its car parks effectively and better meet the cost of maintenance and enforcement through parking charges.

The introduction of CPE is likely to increase the use off-street car parks under the Council's ownership. The increased usage will have an impact on the accessibility of car parks for local businesses and residents as well as increase the maintenance and enforcement costs to the Council.

There has historically been an inconsistency of charges across the district with certain car park locations having higher charges than other areas with some benefitting from free parking. The Council might consider a scale of parking charges that is more consistent between equivalent areas of the district.

In September 2020 Cabinet agreed to amend the PPO 2020 to introduce charges to certain parks that fall

directly within those CPE areas where on-street charges have been introduced. It was also agreed that those car parks that are in close proximity to areas where on-street charges apply should also have charges introduced; the impact of these new charges also needs to be monitored.

- Scope**
- a) Review feedback from residents, businesses, town and parish councils, and wider user groups regarding the introduction of CPE.
Review data illustrating levels of car park usage before and after the introduction of CPE.
 - b) Review the income data from each car park location before and after the introduction of CPE.
 - c) Consider the needs of those amenity and community groups which are attached to certain car park locations.
 - d) Consider car park charges in relation to their use and cost to provide and maintain the service.
Consider introducing charges into free car parks to support their maintenance.
 - e) Consider the eligibility criteria for nominated and dedicated annual permits (residents' permits).
- Desired Outcome**
- - Evidence based recommendations regarding changes to CPE to ESCC
 - Increased use of Council car parks currently underutilised.
 - Parking charges support the local economy and local accessibility requirements.
 - Local congestion is reduced and the local environment improved by a reduction in noise and air pollution as people choose to park out of town
- Timescale**
- Evidence gathering and review – from October 2020 extended to September 2021
 - Formal recommendations to be agreed November 2021
 - Report back to OSC – January 2022
- Membership**
- Minimum of 6 Members - TBC
- Officer Lead**
- Deborah Kenneally
- Quorum**
- Two

Rother District Council

Report to: Overview and Scrutiny Committee

Date: 26 April 2021

Title: Key Performance Targets 2021/22

Report of: Head of Acquisitions, Transformation and Regeneration

Ward(s): N/A

Purpose of Report: To consider the proposals for measuring the Council's Corporate Performance for 2021/22.

Officer

Recommendation(s): It be **RESOLVED:** That the Overview and Scrutiny Committee review the Key Performance Targets for 2021/22 and recommend any actions / amendments to Cabinet, as necessary.

This report, considered by Cabinet on 1 March 2021, has been referred to this Committee for Members' consideration. The report has been reproduced as submitted to Cabinet.

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
Additional Income: Position statement			
<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:	Overview and Scrutiny Committee
Date:	26 April 2021
Title:	Call-In and Urgency Procedures
Report of:	Chief Executive
Ward(s):	All
Purpose of Report:	To inform Members of the use of the call-in and urgency procedures during the period 9 March 2020 to 8 February 2021.
Officer	
Recommendation(s):	It be RESOLVED : That the report be noted.

Introduction

1. In accordance with Overview and Scrutiny Rule 17 (b) of the Constitution, the operation of the provisions relating to call-in and call-in and urgency shall be monitored annually and a report submitted to Council, via the Overview and Scrutiny Committee (OSC) with proposals for review, if necessary.
2. Attached at Appendix A are extracts from the Constitution of the Overview and Scrutiny Procedure Rules 16 (Call-in) and 17 (Call-in and Urgency). This report covers the meetings of the Executive from 9 March 2020 up until 8 February 2021. In total there have been 12 Executive meetings held during this period.
3. No Executive decisions have been called-in during the period to which this report relates, and two decision of Cabinet, within the approved budget and policy framework, have been deemed and resolved as an urgent decision.

Call-In

4. As Members will be aware, the call-in procedure is the mechanism by which the OSC can review or challenge decisions made by the Executive, but which are not yet implemented. Executive decisions are now published within three days of the meeting (following the move to evening Cabinet meetings under the new administration) and those decisions that are subject to the call-in procedure are contained within Part II of the minutes. The Executive minutes are published electronically via the website and email notification is sent to all Councillors.
5. Executive decisions come into force and may then be implemented following the expiry of five working days following publication of the minutes, unless the OSC objects to a decision and calls it in.
6. Any two non-Executive Members, one of whom must have been present at the Cabinet meeting, or the Chairman of the OSC can request that a matter be called in. Once a decision is called in, its implementation is held in abeyance until the call-in procedure has been exhausted.

7. Following a call-in request, the OSC is required to meet within five working days in accordance with the procedure. It is worth noting here that the date and time of the call-in meeting is set by the Head of Paid Service in consultation with the Chairman of the OSC and key service officers. Call-ins have been considered by both the calling of additional meetings and the scheduled meetings coinciding within the prescribed timescales.

Call-In and Urgency

8. Members will be aware that the call-in procedure does not apply to recommendations to Council nor Executive decisions that have been agreed as urgent by the Chairman of Council. Urgent decisions that are taken outside of the approved budget and policy framework are also excluded from the call-in arrangements. In agreeing any decision as urgent, the Chairman of Council must be satisfied that any delay in the implementation of that decision would seriously prejudice the Council's or the public's interest. The potential time delay between an Executive decision being made, called-in, meeting the requirements of the call-in procedure and finally being implemented could be significant, and, in a worst case scenario, could be as long as six weeks.
9. During the period covered in this report two Executive decisions inside the budget and policy framework had been designated and resolved as urgent and therefore outside the call-in arrangements. The decisions were in relation to the Government's Test and Trace Support Payments Discretionary Scheme, to allow the Council to implement the scheme in accordance with the Government's timescale, and in relation to the Council's representations on the Burwash Neighbourhood Plan, to allow the Council to respond by the deadline. The table below gives details of the numbers previously designated as urgent in the last two municipal years:

Period	Number of Decisions
March 2018 – February 2019	4
March 2019 – February 2020	1
March 2020 – February 2021	2

10. When preparing reports for the Executive, consideration is given by officers to whether the decision needs to be taken as a matter of urgency having regard to the possible delays that could occur in the implementation of that decision, if it were subject to the call-in procedure. In advance of the Executive Agenda publication, officers endeavour to identify any decision which needs to be taken as urgent, to seek the Chairman of Council's permission for this, and to include rationale for the decision being treated as urgent within the report itself.
11. All decisions that are deemed as urgent, and therefore outside the call-in procedure, are reported to full Council at the next available meeting.

Conclusions

12. The call-in procedure continues to operate well, therefore it is not considered necessary to amend the current procedure. Non-Executive Members should continue to have trust and confidence in the call-in process.

13. There have been two occasions, during the period to which this report relates, where it has been necessary to use the urgency provision.
14. It is not considered necessary to amend the call-in provisions and the OSC are recommended to note the report. Should Members wish to amend the procedure this would require a recommendation to Council, via Cabinet, as a change to the Council's Constitution and operating procedures.

Risk Management

15. Failure to monitor the operation of the provisions relating to call-in and urgency is in breach of the Constitution and could leave the Council open to criticism.

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

Chief Executive:	Malcolm Johnston
Report Contact Officer:	Lisa Cooper, Democratic Services Manager
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Appendices:	Appendix A – Call-in Procedures
Relevant previous Minutes:	N/A
Background Papers:	N/A
Reference Documents:	N/A

16. **CALL-IN**

- (a) When a decision is made by the Executive or a key decision is made by an officer with delegated authority from the Executive, or an area committee or under joint arrangements, the decision shall be published, including where possible by electronic means, and shall be available at the main offices of the Council normally within two working days of being made. The person responsible for publishing the decision will send all Members of the Council copies of the records of all such decisions within the same timescale.
- (b) That record of the decisions will bear the date on which it is published and will specify that the decision will come into force, and may then be implemented, on the expiry of five working days after the publication of the decision, unless the Overview and Scrutiny Committee or any two non-Executive Members objects to it and calls it in.
- (c) During that period, the Head of Paid Service shall call-in a decision for scrutiny by the Committee if so requested by the Chairman or any two non-Executive Members, one of whom must have been present at the Cabinet meeting and shall then notify the decision-taker of the call-in. The request for the call-in must state the reasons for the call-in. The Head of Paid Service shall call a meeting of the Scrutiny Committee on such date as he/she may determine, where possible after consultation with the Chairman of the Committee, and in any case within five working days of the decision to call-in.
- (d) If, having considered the decision, the Overview and Scrutiny Committee is still concerned about it, then it may refer it back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns or refer the matter to Council. If referred to the decision maker they shall then reconsider within a further 10 working days, amending the decision or not, before adopting a final decision.
- (e) If following an objection to the decision, the Overview and Scrutiny Committee does not meet in the period set out above, or does meet but does not refer the matter back to the decision making person or body, the decision shall take effect on the date of the Overview and Scrutiny meeting, or the expiry of that further five working day period, whichever is the earlier.
- (f) If the matter was referred to Council and the Council does not object to a decision which has been made, then no further action is necessary and the decision will be effective in accordance with the provision below. However, if the Council does object, it has no locus to make decisions in respect of an Executive decision unless it is contrary to the policy framework, or contrary to or not wholly consistent with the budget. Unless that is the case, the Council will refer any decision to which it objects back to the decision making person or body, together with the Council's views on the decision. That decision making body or person shall choose whether to amend the decision or not before reaching a final decision and implementing it. Where the decision was taken by the Executive as a whole, a meeting will be convened to reconsider within 5 working days of the Council request. Where the decision was made by an individual, the individual will reconsider within 5 working days of the Council request.

- (g) If the Council does not meet, or if it does but does not refer the decision back to the decision making body or person, the decision will become effective on the date of the Council meeting or expiry of the period in which the Council meeting should have been held, whichever is the earlier.

17. CALL-IN AND URGENCY

- (a) The call-in procedure set out above shall not apply where the decision being taken by the Executive is urgent. A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests. The record of the decision and notice by which it is made public shall state whether in the opinion of the decision making person or body, the decision is an urgent one, and therefore not subject to call-in. The Chairman of the Council must agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. In the absence of the Chairman, the Vice-Chairman's consent shall be required. In the absence of both, the Head of Paid Service or his/her nominee's consent shall be required. Decisions taken as a matter of urgency must be reported to the next available meeting of the Council, together with the reasons for urgency.
- (b) The operation of the provisions relating to call-in and urgency shall be monitored annually, and a report submitted, via the Overview and Scrutiny Committee, to Council with proposals for review if necessary.

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Rother District Council

Report to:	Overview and Scrutiny Committee
Date:	26 April 2021
Title:	Draft Annual Report to Council
Report of:	Chairman, Councillor Paul Osborne
Ward(s):	All
Purpose of Report:	To inform Members of the work of the Overview and Scrutiny Committee from April 2020 to March 2021.
Officer	
Recommendation(s):	It be RESOLVED : That the contents of the Overview and Scrutiny Committee Draft Annual Report to Council be considered and recommended as appropriate to Council.

Introduction

1. The Local Government Act 2000 states that where councils operate an executive style administration, there must be at least one committee that has the power to review or scrutinise decisions or actions which affect the authority's area or its residents. The Overview and Scrutiny Committee (OSC) acts as a critical friend to the Cabinet (Executive) and other local service providers, helping to monitor performance and develop policies. The OSC also has the power to hold the Cabinet to account by "calling in" decisions before or after they have been taken.
2. The OSC cannot make decisions or policies themselves, but they have the power of influence. They make recommendations informed by partner and public opinions, performance information, examples of best practice and professional advice.
3. In accordance with Article 6, paragraph 6.3. (d) of Rother District Council's (RDC) Constitution, the OSC must report annually to Council on their workings and make recommendations for future work programmes and amend working methods, if appropriate.
4. In compiling this report, consideration has been given to the terms of reference contained within Article 6 of the Constitution and how the OSC has fulfilled its role under these terms.
5. This report covers the period from April 2020 through to the end of March 2021; the report has been prepared before the last scheduled meeting of the OSC for the 2020/21 municipal year has been held.

Scrutiny at Rother

6. Currently, Rother District Council has 38 elected Members who represent the 21 wards within the boundaries of Rother. With 9 Cabinet Members, this enables 29 Members to have the opportunity to be involved in Scrutiny.
7. During the period of this report, 79% of non-Cabinet Members have been involved in Scrutiny either through membership of the Council's Scrutiny Committee or in the Task and Finish Group(s).

Structure of Scrutiny Committees

8. During the period of this report, two Task and Finish Groups have been in operation. In addition to Scrutiny meetings, the Council can have up to four active Task and Finish Groups in place at any one time provided that the same service officers are not being involved in more than one active group at any one time.
9. There are 12 Members appointed on the OSC and they meet formally eight times a year. The OSC is politically balanced in that its make-up reflects that of the Council as a whole and its Chairman and Vice-Chairman are elected annually from amongst its membership.

Overview and Scrutiny Committee

10. The following Members were appointed by Full Council to the OSC in June 2020:

P.N. Osborne (Chairman), Mrs V. Cook (Vice-Chairman), J. Barnes, J.J. Carroll, C.A. Clark, P.C. Courtel, B.J. Drayson (ex-officio), Mrs D.C. Earl-Williams, S.J. Errington, P.J. Gray, C.A. Madeley, C.R. Maynard and M. Mooney.
11. The following substitute Members were appointed to the OSC: S.J. Coleman (Labour), L.M. Langlands (Association of Independents), G.F. Stevens (Conservative) and R. Thomas (Liberal Democrat). In accordance with the system, a formal substitution has not been made during the period covered by this report.
12. The Committee has met remotely, due to the COVID-19 pandemic via the Microsoft Teams Software, seven times between April 2020 and the end of March 2021.
13. Attendance at meetings by Members appointed to the Committee has been good, with an average of 98% of the Committee attending the meetings during the period of this report.
14. The average number of reports on the agenda for each meeting was three and the average length of a meeting was 1 hour and 32 minutes. A total of 126 members of the public were in attendance via the YouTube live broadcast at the seven committee meetings held during the period of this report. Dependent on the business to be considered, the relevant Cabinet Portfolio Holders continued to be invited to attend meetings.

15. Between April 2020 and the end of March 2021, the OSC received reports on a number of issues including:
- Community Governance Review of Bexhill-on-Sea – Draft Final Recommendations
 - Community Grants Scheme – The Pelham Charitable Incorporated Organisation Update
 - Medium Term Financial Plan 2021/22 to 2025/26
 - Off-Street Car Parks Task and Finish Group
 - Progress on the Environment Strategy (2020)
 - Review of the Housing, Homelessness and Rough Sleeping Strategy (2019-2024)
 - Tourism Events Funding
 - Waste Collections, Street and Beach Cleansing Contract Review
16. Standing items reviewed by the Committee included:
- Annual Work Programme
 - Annual Report of the Rother Community Safety Partnership
 - Call-in and Urgency Procedures
 - Draft Annual Report to Council
 - Draft Revenue Budget
 - Key Performance Targets
 - Quarterly Progress Reports on the Annual Performance Plan
 - Revenue Budget and Capital Monitoring Programme

Informal Annual Work Programming Meeting

17. The Annual Scrutiny Work Programme meeting will once again not be held this year, but the Work Programme circulated by email to Members of the OSC, other non-Executive Members and the Corporate Management Team and examined alongside key work priorities of the Council for 2021/22. Ideas and suggestions for issues to be considered for inclusion in the Work Programme for the year as a result will be collated, given a priority rating of 1-3 (1 being the highest) by Members and attached to the Annual Work Programme report that will be received by the new OSC at its first meeting on 7 June.

Crime and Disorder Committee

18. In 2009, the Scrutiny Committee was designated as the Council's 'Crime and Disorder Committee' under section 19 of the Police and Justice Act 2006. This is not a separate working or steering group; it simply means that on an annual basis, as part of their regular Scrutiny business, the OSC reviews the work of the Safer Rother Partnership (SRP) as the Council's Crime and Disorder Committee.
- The opportunities and challenges for 2020/21 included: ASB and youth crime; rural crime; County Lines; acquisitive crime within retail (which had been stalled because of the closure of businesses under the COVID restrictions and the associated reductions in this type of crime); White Ribbon campaign; continued Community Safety Partnership (CSP) funding for the Seaview Outreach Service and partners to identify, engage and support rough sleepers in Rother; Operation Thornhill (supporting young

people onto a positive pathway); tackling modern slavery (project Discovery); ASB neighbour disputes; issues arising at beaches; safeguarding of both adults and children; COVID-19 compliance; and funded crime reduction equipment.

Scrutiny Reviews

September 2020

19. **Waste Collections, Street and Beach Cleansing Contract Review:** Members received the report of the Executive Director which updated the Committee on the performance over the first 12 months of the Joint Waste Contract within the Rother District Council area with Biffa.

Members recognised that Biffa were improving what was a failing contract under the previous contractor and noted the importance of continuing to support Biffa to improve performance.

November 2020

20. **Medium Term Financial Plan 2021/22 to 2025/26:** The OSC considered the report of the Assistant Director Resources, considered by Cabinet on 2 November 2020, detailing the latest forecast budget for 2021/22 and updated the Medium Term Financial Plan (MTFP) for the period 2021/22 to 2025/26. The report gave Members the latest view of the Council's likely finances over the five year period, ahead of confirmation of Government funding and a number of other factors that would affect the Council's finances.

The MTFP highlighted the challenges the Council continued to face due to the reduction in central Government support, the impact of COVID-19 and both lockdown periods. Motivation and reorganisation of resources were required to ensure the Council was focused on delivering the MTFP.

21. **Community Grants Scheme – The Pelham Charitable Incorporated Organisation Update:** Members received an update on the Rother Community Grant awarded to The Pelham, Bexhill-on-Sea which had, along with other grant funders, enabled the renovation and opening of the whole of the first floor of The Pelham as a Community Space. Due to the COVID-19 pandemic, The Pelham CIO were unable to open to the public between 17 March 2020 and 30 June 2020 but had been identified as one of the organisations that would be able to support the community and those who needed additional volunteers to support the COVID-19 response to the most vulnerable.

Members were pleased to note the work achieved since opening, along with the invaluable contribution The Pelham had made to the Bexhill Community during the COVID-19 pandemic.

22. The OSC also scrutinised the performance of services and the resources they use on a quarterly basis. In conjunction, the OSC looked into the wider, strategic implications for the district and the lives of residents that are represented by individual indicators and targets. Just some of the themes addressed over the period were:

- **Housing and Homelessness:** Members were advised that the impact of COVID-19 on housing completions across the district had been severe and, whilst it was hoped that figures would pick up due to the emphasis that central Government had given on keeping the housing development industry moving was welcomed, it was unknown whether housing completions would recover in the short-term. All targets were not being met, although there continued to be a decrease in the time people spent in temporary accommodation (TA); the result of a greater number of social housing tenancies becoming available following the early stages of the COVID-19 pandemic. However, the number of new cases entering TA continued to rise and there was a concern that once restrictions on evictions were lifted, cases could rise further. New properties for use as TA continued to be purchased and it was hoped that the Council would own 12 to 13 properties by the spring.
- **Waste and Recycling:** Members were pleased to note the decrease in the number of missed bins over the year and Biffa remained confident that this level of service would continue, providing that COVID-19 infections remained at a low level locally and were working diligently to mitigate infection risks. Waste re-used, composted and recycled was below target and officers had focused on increasing the number of garden waste subscribers, as the recycling rate was heavily influenced by garden waste volumes. Domestic waste tonnages remained at significantly high volumes, with continuing high levels of contamination of 'Bring sites' containers and fly tips, adding to the increased percentage of refuse and a knock-on reduction in recycling. Delays were also being experienced at ESCC Household Waste & Recycling Sites.
- **Asset Income:** Due to the impact of COVID-19 on the Council's revenue stream, it was predicted that there would be £120,000 of unpaid rent in the current financial year, and whilst some of this would be written off at a future point in time, officers would continue to work with tenants to recover this lost rental in the 2021/22 financial year once the longer-term effects of the pandemic were better understood. However, the loss of income represented less than 10% of the Council's investment income; this low figure was primarily due to the diverse and low risk nature of the Council's investment activity, its focus on local investment, and low reliance on specific sectors.
- **Other Income:** Car park income continued to be affected over the year by COVID-19 'stay at home' messages and 'lockdowns'. The income for garden waste was performing well against target, despite a £5 subscription reduction due to the COVID-19 service disruption given to customers who renewed by 15 July 2020. Planning income picked up later during the year but was still heavily dependent on how the economy would react to COVID-19 during the spring period, and how that impacted or stimulated the development and construction industry. Nevertheless, planning application income at year end was currently predicted to be very similar to 2019/20 (albeit down on budget).

Recommendations to Cabinet

23. During the period of the report a total of five recommendations were made to Cabinet, four of which were supported and at the time of writing the report, one to be considered by Cabinet at its meeting on Monday 24 May 2021. Details of all recommendations made to Cabinet by the OSC can be seen at Appendix 1.

Call-In

24. The OSC has not found it necessary to Call-In any decisions of the Cabinet for further scrutiny during the last year. The annual report on the Call-In and Urgency Procedures can be seen elsewhere on the Agenda for this meeting.

Task and Finish Groups

25. During the period of this report, the OSC established one new Task and Finish Group: Off-Street Car Parks Task and Finish Group (OSCP T&FG). The Anti-Poverty Task and Finish Group (AP T&FG) was established in January 2020 but did not meet for the first time until August 2020.
26. Members have previously requested that this Annual Report to Council incorporates a cumulative examination of the results of working groups, when they have concluded their work, to see if their recommendations and outcomes have delivered their set objectives. The AP T&FG are due to report to the OSC in June 2021 and the OSCP T&FG's final report and recommendations can be found elsewhere on this agenda.

Overview and Scrutiny Chairman's Statement

27. From the contents of this report it is evident that this has been another busy and productive year for the OSC. As Chairman, I am pleased with the progress that has been made in terms of improved scrutiny processes and comprehensive contributions from outside representatives. I would like to thank the Members of the Committee for their attendance and their input to the many debates that have taken place.
28. The Task and Finish Groups that we have established continue to do a lot of good work with regard to the individual tasks that they have been set. I would particularly like to thank the Members of these Task and Finish Groups, as well as outside representatives and officers for their time and input.
29. I would like to thank Councillor Vikki Cook, my Vice-Chairman and Democratic Services, in particular Louise Hollingsworth, for their continued support throughout the year.

Risk Management

30. Failure to produce this report would be in breach of Article 6, paragraph 6.3. (d) of the Constitution.

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

Chief Executive:	Malcolm Johnston
Report Contact Officer:	Louise Hollingsworth
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Appendices:	Appendix 1 – References to Cabinet
Relevant previous Minutes:	N/A
Background Papers:	N/A
Reference Documents:	N/A

REFERENCES TO CABINET

From April 2020 until March 2021, the Overview and Scrutiny Committee (OSC) referred the following reports to Cabinet:

20 JULY 2020

1. **COMMUNITY GOVERNANCE REVIEW OF BEXHILL-ON-SEA, DRAFT FINAL RECOMMENDATIONS:** Members received the report of the Executive Director on the Community Governance Review of Bexhill-on-Sea, which detailed the draft recommendations to Cabinet and on to Council for the establishment of a Parish Council for the whole of Bexhill-on-Sea. Members were happy to support the recommendations to Cabinet.

Cabinet was supportive of the OSC's recommendations submitted for onward recommendation to Council.

14 SEPTEMBER 2020

2. **TOURISM EVENTS FUNDING:** Members were requested to review the allocation of funding for visitor events in light of the impact of COVID-19 on the industry, whereby events planned for the year which would have otherwise received Council support had been cancelled. After some discussion, the OSC amended the recommendations to Cabinet detailed in the report.

Following the debate at OSC, further discussions were held with the Cabinet Portfolio Holder for Communities, Culture and Tourism and the recommendations to Cabinet from the Head of Acquisitions, Transformation and Regeneration revised. Cabinet noted the OSC's comments and agreed the revised recommendations submitted.

23 NOVEMBER 2020

3. **REVIEW OF THE HOUSING, HOMELESSNESS AND ROUGH SLEEPING STRATEGY (2019-2024):** The OSC considered the report of the Heads of Service which provided an update on the progress of the Improvement Delivery Plan of the Housing, Homelessness and Rough Sleeping Strategy (2019-2014), in particular the three strategic priorities: Increasing the Supply of Housing; Rough Sleeping, Homelessness and Meeting Housing Aspirations; and Improving the quality and suitability of existing housing and new build housing. Members were happy to support the recommendations submitted but added an additional one, to undertake investigations to identify sites on which pre-fabricated buildings could be installed to be used for Temporary Accommodation.

Cabinet considered the OSC's comments and were supportive of the recommendations submitted.

25 JANUARY 2021

4. **DRAFT REVENUE BUDGET 2021/22:** The OSC considered the draft Revenue Budget proposals which detailed the financial settlement figures for 2021/22 and made recommendations to Cabinet, to be considered at its meeting on 8 February 2021.

Cabinet noted the OSC's comments and agreed to increase Council Tax at Band D by £4.61 (2.5%) per annum and set at £188.71

15 MARCH 2021

5. **PROGRESS ON THE ENVIRONMENT STRATEGY (2020):** The OSC considered the report of the Environment and Policy Manager which outlined progress made on implementing the Environment Strategy since her appointment in August 2020 and the establishment of the Climate Change Steering Group by Cabinet in September 2019. Members requested Cabinet consider adding a review of the grounds maintenance contract to the work of the Climate Change Steering Group, which will be considered at their next meeting on 24 May 2021.

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OVERVIEW AND SCRUTINY COMMITTEE

WORK PROGRAMME 2020 – 2021		
DATE OF MEETING	SUBJECT – MAIN ITEM IN BOLD	Cabinet Portfolio Holder
26.04.21	<ul style="list-style-type: none"> • Recommendations of the Off-Street Car Parks Task and Finish Group • Call-in and Urgency Procedures • Draft Annual Report to Council • Key Performance Targets 2021/22 	Field Dixon
WORK PROGRAMME 2021 - 2022		
07.06.21	<ul style="list-style-type: none"> • Report of the Anti-Poverty Task and Finish Group • Performance Progress Report: Fourth Quarter 2020/21 • Annual Work Programme • Review of the Disabled Facilities Grant Policy 	
19.07.21	<ul style="list-style-type: none"> • Revenue Budget and Capital Programme Monitoring Quarter 4 2020/21 	
13.09.21	<ul style="list-style-type: none"> • Performance Progress Report: First Quarter 2021/22 • Revenue Budget and Capital Programme Monitoring – Quarter 1 2021/22 	
18.10.21	<ul style="list-style-type: none"> • Medium Term Financial Plan 2022/23 to 2026/27 	
22.11.21	<ul style="list-style-type: none"> • Performance Progress Report: Second Quarter 2021/22 • Revenue Budget and Capital Programme Monitoring – Quarter 2 2021/22 	
24.01.22	<ul style="list-style-type: none"> • Draft Revenue Budget Proposals 2022/23 	
14.03.22	<ul style="list-style-type: none"> • Crime and Disorder Committee: to receive a report from the Community Safety Partnership • Performance Progress Report: Third Quarter 2021/22 • Revenue Budget and Capital Programme Monitoring – Quarter 3 2021/22 	
25.04.22	<ul style="list-style-type: none"> • Call-in and Urgency Procedures • Draft Annual Report to Council 	
ITEMS FOR CONSIDERATION		
<ul style="list-style-type: none"> • Regeneration incl Leisure Centre, Fountains, Skate Park and Accessibility of Green Spaces across the district • Corporate Plan review – referred back by Cabinet • Review of the Tourism Strategy • Review of the Economic Regeneration Strategy • Peer Review • East Sussex County Council Nurseries in Bexhill • Post-COVID Recovery Plan 		

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