

Overview and Scrutiny Committee

Date and Time - **Monday 22 November 2021 – 6:30pm**

Venue - **Council Chamber, Town Hall, Bexhill-on-Sea**

Councillors appointed to the Committee:

P.N. Osborne (Chairman), Mrs V. Cook (Vice-Chairman), J. Barnes, J.J. Carroll, C.A. Clark, S.J. Coleman, 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: L.M. Langlands, G.F. Stevens and R.B. Thomas.

AGENDA

1. MINUTES

To authorise the Chairman to sign the minutes of the meeting of the Overview and Scrutiny Committee held on 18 October 2021 as a correct record of 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. **REVIEW OF THE HOUSING, HOMELESSNESS AND ROUGH SLEEPING STRATEGY (2019-2024)** (Pages 1 - 34)
6. **MEDIUM TERM FINANCIAL PLAN 2022/23 TO 2026/27 - TO FOLLOW**
7. **PERFORMANCE PROGRESS REPORT: SECOND QUARTER 2021/22** (Pages 35 - 52)
8. **REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING QUARTER 2 - 2021/22** (Pages 53 - 60)
9. **COUNCIL TAX REDUCTION SCHEME - OUTCOME OF CONSULTATION TO PROPOSED CHANGES** (Pages 61 - 76)
10. **CARBON BASELINE APPROACH FOR COUNCIL'S ACTIVITIES** (Pages 77 - 80)
11. **NEW COMMUNITY INFRASTRUCTURE LEVY GOVERNANCE AND THE PROPOSAL FOR APPORTIONMENT OF STRATEGIC COMMUNITY INFRASTRUCTURE LEVY FUNDS - TO FOLLOW**
12. **WORK PROGRAMME** (Pages 81 - 82)

Malcolm Johnston
Chief Executive

Agenda Despatch Date: 12 November 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: 22 November 2021

Title: Review of the Housing, Homelessness and Rough Sleeping Strategy (2019-2024)

Report of: Director - Place and Climate Change and the Head of Service Housing and Community

Ward(s): All

Purpose of Report: To update Members on progress of the Improvement Delivery Plan of the above strategy.

Officer Recommendation(s):

Recommendation: It be **RESOLVED:** That:

- 1) Cabinet be requested to agree that the 'targets achieved' as listed in Appendix B be removed from the Improvement Delivery Plan and replaced with the proposed new/amended targets at Appendix A with revised outcomes included; and
- 2) the progress made against the Housing, Homelessness and Rough Sleeping Strategy included in the Improvement Delivery Plan (Appendix A) be noted.

Introduction

1. The Housing, Homelessness and Rough Sleeping Strategy (The Strategy) and its action plan was developed in 2019 following an extensive research and consultation exercise, with key stakeholders and the public. Recommendations from a Member 'Task and Finish Group' were also used to shape three key priorities of the final Strategy, including the need to increase housing supply while improving measures to address homelessness and the quality of accommodation. The Council will continue to monitor the progress of the Strategy's action plan through annual consultation with its strategic partners from across Housing, Health, Social Care and voluntary sectors.
2. The aims and objectives of the Strategy are complemented by the stated aims of the Anti-Poverty Task and Finish Group that has made recommendations for the formation of an Anti-Poverty Strategy to be governed by the Local Strategic Partnership. The Anti-Poverty Strategy is in development and a draft will be put before Members in early 2022.
3. This report is intended to update Members on progress made towards achieving the Strategy's three strategic priorities. The outcome of the full review can be found in the updated Improvement Delivery Plan (Appendix A). A summary of all actions achieved so far is included in Appendix B below. The

remainder of this report will focus on some of the key highlights from the Improvement Delivery Plan achieved so far, during 2020/21.

PRIORITY 1: Increasing the Supply of Housing

Alliance Homes (Rother) Ltd

4. In December 2019, Council approved the establishment of a Local Housing Company, Alliance Homes (Rother) with the initial aim to complete 1,000 new homes by 2035 (Minute C19/59 refers). Alliance Homes was formally incorporated in August 2020 (Minute CB20/21 refers).
5. Despite issues resulting from the COVID-19 pandemic, significant progress has been made on Alliance Homes developments. An Alliance Homes board is now in place to oversee the activities of the Company and regular meetings are taking place. The Board currently includes Council Members and representatives of the Council (as sole Shareholder), as well as officers working for Alliance Homes. Recent authority has been approved to recruit external Board Members to grow the existing expertise and skills of the Board for robust governance.
6. Blackfriars is the most advanced scheme within the development programme and will be the first scheme to be delivered by Alliance Homes. The scheme will see the delivery of 200 towards the total delivery of 335 new homes committed to in the medium-term Business Plan. All the new homes have been designed to significantly reduce energy consumption and carbon emissions, whilst minimising energy costs for residents. The homes will take a fabric first approach to construction and will achieve Housing Quality Mark accreditation (minimum level 4 across the site). The Home Quality Mark (HQM) is the badge of a better home. It enables house builders to showcase the quality of their homes, and to distinguish them from other houses on the market. The scheme will deliver at least 70 affordable homes of mixed tenure to include affordable rent and shared ownership. The Reserved Matters application was approved in April this year. The Council has entered into contact with Breheny to undertake delivery of the neighbourhood road, required by Planning and funded through Homes England's Housing Infrastructure Fund (HIF) programme, to join the north end of the site (from Harrier Lane) to the south end (the Spinney). Subject to final sign-off of pre planning commencement conditions, the road will be starting on site this year. The scheme will be formally handing over to Alliance Homes upon the land being transferred to the company. Contracts are now well advanced for appointment of a lead contractor, and construction of the housing will begin early next year with the final homes currently expected to complete during 2023.
7. The ambitious headline target of delivering 1,000 homes across the district in this first 15 years of the Company's life is still in place and a review of the Business Plan is now underway to update the development programme towards achieving both medium and long-term targets set. Additionally, to provide detailed cashflow of schemes as they have progressed to more advanced stages of development. The Company will continue to prioritise delivery of Council owned sites in the early years, to make best use of sites already in the Council's control, as committed in the current Corporate Plan (2020-2027). The Company will also start to seek appropriate new development opportunities where sites are the right strategic fit for the company, to include

for example, delivery of stalled sites with planning permission, or sites allocated in the local plan (including Neighbourhood Plans) that have not yet come forward.

Affordable Housing Delivery

8. We are actively seeking to broaden the range of Registered Providers operating in Rother alongside the increased resource being put into Alliance Homes to deliver at least planning policy compliant levels of affordable Housing. Additional further resource has been allocated to increase delivery of Community Led Housing.
9. We have increased the number of Registered Providers (RP) who are expressing interest in s106 developments in the district. This is essential for keeping a good supply of Affordable Housing coming through, especially on smaller development sites. Currently, the majority of affordable housing units are being provided through Optivo, and while our strategic partnership with Optivo is of great value to our delivery programme we are actively seeking to broaden the number of active RPs in the district as current developments are being delivered by a relatively small number of RPs. There is a particular weighting towards those with whom we have a long-standing relationship but responding to the significant changes that have come through the sector at a national level, we are actively seeking to broaden our range of delivery partners. In order to continue to increase affordable housing supply on sites across the district, we are setting a target to increase the number of active RPs delivering within the District from three to six, as well as encouraging delivery through for-profit RPs such as Legal and General, Sage, and Heylo.
10. Despite the impact of Brexit and the COVID-19 Pandemic on the construction industry, we have continued to see a good rate of build-out on our schemes that are currently on-site. The larger developments at Rosewood Park and North East Bexhill in particular have progressed well. There have been three significant development schemes start on site this year at Darvel Down (Netherfield) Lily Bank (Battle) and Main Road (Icklesham). The Lily Bank development is a good example of a stalled site and one that showed little prospect of delivering affordable housing coming forward with good provision of on-site affordable housing as a result of strong partnership working and stakeholder management in the Council's development team.

Community Led Housing

11. We currently have one community led scheme delivering on site. The scheme in Icklesham is being led by the Icklesham Parish Community Land Trust with support from the Sussex Community Housing Hub (SCHH). This scheme will provide 15 homes for local people. The work of the SCHH has been instrumental in allowing this scheme to come forward.
12. Our service level agreement with Action in Rural Sussex (of which the SCHH is a part) commits them to delivering four community led schemes in the next five years. There are also targets set around the formation of community led housing groups. Through the work of the SCHH, we plan to have a minimum of 45 homes either delivered or in the delivery pipeline by 2024.

13. We have the Bexhill Community Land Trust that is looking at multiple sites for delivery in Bexhill. The SCHH have also been working with a community led housing group in Battle, alongside receiving enquiries from local groups in rural areas looking for assistance in setting up groups as well. Government have recently put further emphasis on the delivery of housing through community led schemes through the Community Led Housing Fund Revenue Programme. Our work with the SCHH and long-standing relationship with Action in Rural Sussex puts Rother in a strong position to take advantage of this.

Empty Homes Action Plan

14. The Empty Homes action plan has been finalised since March 2021. An officer group is now meeting twice yearly with two meetings having taken place in March and September 2021. The action plan is being delivered and monitored through these meetings. Visits and engagement with property owners is led by the Private Sector Housing team and supported by the wider Environmental Health service. This is underpinned by appropriate data sharing with our Council Tax team to identify long term empty properties. Promotion of the Empty Homes action plan and identification of partner agencies to bring properties back into use is undertaken through the Acquisition, Transformation and Regeneration team.

PRIORITY 2: Rough Sleeping, Homelessness and Meeting Housing Aspirations

Accommodation initiatives

15. We purchased 4 units of accommodation in February 2021 for use within the East Sussex-wide Housing First scheme. Through the Rough Sleeper Initiative (RSI) and the Next Steps Accommodation Programme (NSAP), we are providing Housing First accommodation to former rough sleepers. Housing First is recognised as best practice in settled accommodation for individuals with high level multiple and complex needs. The support is commissioned through Seaview.
16. We have identified through the RSI a gap in provision for vulnerable females, particularly in respect of female-only accommodation. This includes the findings of an earlier Safeguarding Adults Review (SAR) which noted a lack of accommodation options for women with multiple and complex needs. The proposal made by East Sussex Housing Officer Group (ESHOG) will deliver 12 respite rooms across East Sussex in a 12-month pilot. Accommodation will be provided by established emergency accommodation providers, who are experienced in supporting our homelessness services.
17. The RSI, housing authorities and community safety teams across Sussex have been working collaboratively to prepare for the implementation of the Domestic Abuse Act 2021. Independent Domestic Violence Advisors (IDVAs), hosted by Change Grow Live (CGL) will be co-located within the local authority housing teams to support the early identification of individuals who are experiencing domestic abuse and those at risk of it. The IDVAs will also upskill housing needs staff in providing more tailored support.
18. ESHOG's bid to the Ministry of Housing, Communities and Local Government's Accommodation for ex-Offenders (AFO) scheme was successful. The aim of the project is to improve access to the private rented sector for ex-offenders

who have left prison within the last 12 months. We have been awarded funding of £255,000 over 2021/22 and 2022/23. The AFO will provide funding for additional tenancy sustainment services (to be delivered through the Rapid Rehousing Pathway service) and dedicated tenancy sustainment and landlord incentive grants. This project will complement the work which is already underway through East Sussex Trailblazers and the RSI, as well as the new housing solutions role within the prison service which is jointly funded by the five local authorities.

Temporary Accommodation Purchases

19. We are currently undergoing a procurement process for a 6-month pilot to deliver support to client's in Rother-owned temporary accommodation, with an emphasis on accessing the private rented sector. We currently have 6 RDC owned properties (5x 3 bedroom and 1x 2 bedroom) and are in process of purchasing three other buildings consisting of 9 units of accommodation to complement our 4 Housing First units.

New support services

20. East Sussex County Council, in partnership with the five local housing authorities has identified a preferred provider for the new Housing Related Floating Support service. The contract has been awarded to [BHT Sussex](#) (formerly Brighton Housing Trust), who are an experienced local provider. The Evaluation Panel was impressed by the high quality of the bids tendered. The new service will begin on 23 November 2021 after an 11-week transition period. The service will offer a single, integrated model, providing support to all adults on a countywide basis. Information on any changes to the referral process will be circulated prior to the new service starting.
21. We have also re-commissioned the Bexhill & Rother Homelessness Unity Group (HUG) to deliver the Bexhill Safe Space at St Barnabus Church, Sea Road, Bexhill. HUG has remained active throughout the pandemic providing support, advice and assistance to rough sleepers and the wider street community and support the Council to reach and provide housing to some of our most vulnerable residents.

Multi-Agency work

22. East Sussex Housing Officers Group (ESHOG) is currently undergoing a restructure. The aim of the restructure is to develop a number of specialist sub-groups that facilitate greater partnership working across housing development and homelessness support services. The sub-groups will continue to be governed by the ESHOG Executive Group that will continue to lead in the strategic coordination of housing and homelessness services between wider sectors, with Rother being represented by the Head of Service Housing and Community.
23. ESHOG have developed a pan-Sussex bid to the Changing Futures Programme to review the network of services that support those experiencing multiple disadvantages, including homelessness and domestic abuse. Vulnerable females have been identified within our bid as high priority for the first phase of the programme. Through the Changing Futures programme we will review and improve the pan-Sussex governance and service structures that

exist. The Sussex proposal has received a grant allocation of £4,425,000 over three years to deliver this programme

24. The inaugural meeting of Rother Homelessness Strategy Group will be taking place in December 2021. The purpose of the group will be to bring together a range of partner services to feed into the content of this strategy action plan as we seek to continuously improve it through regular review and scrutiny. The group will also be an opportunity for strategic leads in Rother to share information and service updates; and support one another to coordinate our services effectively around shared objectives.

PRIORITY 3: Improving the quality and suitability of existing housing and new build housing

Improving Private Sector Accommodation

25. For the first quarter of this year, due to the pandemic, officers were unable to inspect properties and tenants were reluctant to allow builders to enter to carry out repairs. This led to higher complaints over the summer, which are traditionally quieter months. We are working to reduce waiting times and prioritising the most urgent cases.
26. In 2020/21 a total of 111 inspections under the Housing Health and Safety Rating System (HHSRS) were undertaken of residential properties across the district. As of the end of August 2021 there had been a further 25 inspections undertaken for 2021/22. These inspections have included 75 temporary accommodation dwellings
27. The Warm Home Check service provides energy efficiency advice and financial advice around heating. The scheme is run by East Sussex County Council and households are encouraged to self-refer to the scheme. This scheme is promoted and discussed during the HHSRS inspections. Numbers of households that self-refer are difficult to be certain of, but are believed to be around 119 for 2020/21

Conclusion

28. As a local authority with limited housing stock and no housing management services, we are dependent on a range of partner organisations to help us achieve the strategic housing priorities we set for the district. The progress and success of many of the achievements included in this report, is testament to the strength of partnership working in Rother and ongoing commitment from all stakeholders to improve the quality of life for our residents, notwithstanding the considerably challenging impact on services due to the COVID-19 pandemic.
29. The Strategy is now in the third year since adoption, and already a significant amount of progress has been achieved to date. To support the continued progress and achieve all three priorities included in The Strategy, it is recommended that the updates and changes included in the Implementation and Delivery Plan are agreed, and the annual review and reporting of the Strategy continues.

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Appendices:	A - Housing, Homelessness and Rough Sleeper Strategy, Improvement Delivery Plan B - Summary of Targets Achieved
Relevant previous Minutes:	C19/59
Background Papers:	Housing, Homelessness and Rough Sleeping Strategy 2019-2024 Housing-Homelessness-and-Rough-Sleeping-Strategy.pdf (rother.gov.uk)
Reference Documents:	None

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PRIORITY 1: INCREASING THE SUPPLY OF HOUSING					
Objective	Action	Outcome and Timeframe	Target	Head of Service/ Lead	November 2021 update
1.1 Increase the development of housing	<ul style="list-style-type: none"> Purchase land for development and/or develop new housing on Council owned surplus land (where feasible) for those in housing need; for market, private rent, affordable rent, low cost market options, including shared ownership Purchasing, developing and/or facilitating the delivery of 'stalled' sites that are vital to the delivery of affordable housing, using Compulsory Purchase Orders (CPO) as a last resort where other options have failed To acquire in partnership, or develop where appropriate, council owned temporary accommodation provision to meet the varied needs of homeless households in Rother To support ESCC and registered housing providers in meeting the needs of those requiring supported housing, for example older people, care leavers, people with mental health issues. Development and Site Allocations document (DaSA) Local Plan Review (2019-2034) To provide housing as required by the Local 	<u>Outcome 2:</u> Bring forward Blackfriars site and other suitable sites for housing.	<p>Start on Site to be achieved on at least 5 council owned sites by 2024</p> <p>To deliver at least 334 homes by the end of 2024/25</p>	ATR	<p>Action to achieve target in progress</p> <p>Blackfriars update; Outline planning consent achieved (October 19) HIF grant increased to £8.7 Million (December 19) Commission of architects complete to progress reserved matters application to be submitted in November 2020 Procurement of road contractors currently out to tender to appoint by January 2021 Land assembly of adjoining sites is underway Development of houses must begin onsite by 2021/22 in accordance with the HIF contractual milestones</p> <p>Cabinet authority granted to progress planning applications on two further council owned sites to include Cyprus Place, Rye and Old Lydd Road, Camber. Designs are now at pre planning stage Reserved matters application being progressed in respect of King Offa Way, Bexhill.</p> <p>Targets have been revised to align with the Alliance Homes (Rother)</p>

	<p>Housing Needs Assessment under the NPPF</p> <ul style="list-style-type: none"> Provide a monthly report to the Council's Scrutiny and Planning Committees, covering the number of planning approvals, and development compared to the Local Plan target. 				Limited Business Plan 2020 – 2023. Targets to be reviewed annually in line with the Alliance Homes (Rother) Ltd Business Plan and Development Programme
		<p><u>Outcome 3:</u> Increase provision of affordable housing through council led development on a year by year basis</p>	Indicative supply target for 2021-2022 totals 106 affordable homes	ATR and S&P	Working towards the following annual targets: To date 61 units have been delivered. The target for 2021/22 is still expected to be met unless further COVID restrictions or other unforeseen issues limit on-site activity
		<p><u>Outcome 5:</u> Increase supported housing options to meet identified needs</p>	<p>Work with partners to commission 100 units of supported accommodation for homeless households with support needs through acquisition and leasehold agreements by March 2024</p> <ul style="list-style-type: none"> March 2022 – 20 units 	H&C	<p>RDC has purchased 4 units of Housing First accommodation and we have been successful in securing funding to secure four more units.</p> <p>We currently have 6 RDC owned properties for use a temporary supported accommodation and are in process of purchasing 9 units of accommodation.</p> <p>Work with the Council's Large Scale Voluntary Transfer (LSVT) to</p>

Page 11			<ul style="list-style-type: none"> • March 2023 – 50 units • March 2024 – 100 units 		<p>deliver Housing First units, supported by the RSI.</p> <p>Total: 21 units</p> <p>ESCC accommodation-based support services have commissioned 20 units of accommodation for young people and those with mental health needs.</p>
		Outcome 7: Local Plan Annual Housing Target	484 dwellings per annum	S&P	<p>We are currently awaiting publication of the 2020/21 Housing Land Supply position statement. The latest figures available are still those from the position statement published in November 2020. The new statement is due for publication in November 2021</p>

1.2 Community led housing (CLH)	<ul style="list-style-type: none"> Continue working with the Sussex Community Housing Hub (SCHH), Parish and Town Councils and community groups in identifying suitable sites, including exception sites, and supporting the delivery of community led housing Service Level Agreement in place to secure services from Sussex Community Housing Hub for 4 years from October 2021 	<u>Outcome 1: Delivery of CLH housing</u>	<p>At least two community led schemes delivered by 2022/23</p> <p>A minimum of 45 community led homes across Rother delivered or in the pipeline of delivery by 2024</p>	ATR	<p>Action to achieve target in progress</p> <p>2 schemes in progress totalling up to 38 affordable dwellings to include Cemetery lodge Bexhill and Main Road Icklesham</p>
				ATR	<p>Action to achieve target in progress</p> <p>Authority given for officers to explore the use of a council owned site at Fairview as a community led development. A housing needs survey is now being commissioned. Other potential CLH schemes are being explored to include Blackfriars</p> <p>Guestling & Pett housing needs survey undertaken and initial meeting held with community to explore CLH in Guestling. This could be on the Fairview site</p> <p>Progress of community led schemes is limited to the willingness of volunteers to form a group and progress a project. Targets and target</p>

Page 13					dates have been amended to reflect current progress
		<u>Outcome 2:</u> An increase in the number of groups supported to deliver CLH	At least four groups established in the Rother District as CLH groups by the end of 2024	ATR	Action to achieve target in progress Two CLTs established in Rother to date. Ongoing advice and assistance provided by the Sussex Community Housing Hub to establish new groups delivered via the SLA. Further CLH group in development in Battle and initial meetings taken place in other areas to undertake CLH Establishment of community groups is limited to the willingness of volunteers to form a group and progress a scheme. Targets and target dates have been amended to reflect current progress
1.3 Improve development partnerships	<ul style="list-style-type: none"> Strengthen partnerships with registered providers development and planning partners to streamline the delivery of housing. 	<u>Outcome 1:</u> Joint protocol between Housing partners,	In place by April 2022	ATR	Action to achieve target in progress Draft protocol complete.

		Planning and legal teams			<p>This action is currently on hold and will be progressed in conjunction with the Peer Review of the Planning service.</p> <p>Target date amended accordingly.</p>
<p>1.4 Increase housing supply by bringing empty homes in the district back into use</p>	<ul style="list-style-type: none"> Put in place an action plan which would set out a number of methods for bringing into use empty homes, from contacting owners and offering incentives to increasing council tax on long term empty properties and the use of compulsory purchase orders (CPOs) 	<p><u>Outcome 2</u>: Delivery of action plan</p>	<p>Action taken against 5 empty properties a year from 2020/21</p>	<p>ESL&CS</p>	<p>Action to achieve target in progress</p> <p>Prosecution action taken against one property during 2020/21 so far.</p>

PRIORITY 2: ROUGH SLEEPING, HOMELESSNESS AND MEETING HOUSING ASPIRATIONS					
Objective	Action	Outcome and Timeframe	Target	Head of Service/Lead	November 2021 update
2.1 Reduce homelessness by improving the provision of housing related support	<ul style="list-style-type: none"> Design and deliver initiatives to improve the provision of employability and tenancy readiness support for people in housing difficulty and promote greater opportunities to sustain and access suitable long-term housing solutions (subject to funding availability). Work with specialist providers to enable the delivery of accommodation-based support services that meet the needs of vulnerable groups unable to access general needs accommodation. Work with commissioning and delivery partners to expand the provision of housing related floating support services to assist households to sustain existing accommodation or access new accommodation which meets their housing needs. 	<p><u>Outcome 5:</u> Increase the number of adaptations made to the homes of disabled people to support them to sustain their accommodation through the provision of DFGs.</p> <p><u>Outcome 6:</u> New RP managed supported temporary accommodation is delivered in Rother.</p> <p><u>Outcome 7:</u> <u>The present level of floating support in East Sussex is sustained or increased</u></p>	<p>By April 2022 – 150 DFGs completed annually</p> <p>Deliver 12 new supported temporary accommodation units by March 2023.</p> <p>The existing level of floating support available in Rother is increased.</p>	H&C	<p>Action to achieve target in progress</p> <p><u>2020/21</u> COVID has caused reduction of DFGs (only 87 DFGs were completed) due to no community clinics – these are re-opening.</p> <p><u>2021/22</u> April-October 2021 we have completed 57 grants, spent £700,000 and approved £1.2million spend.</p> <p>We have agreed a service specification with local RP and social investors to bring forward 12 units in Bexhill</p> <p>ESCC and local housing authorities have commissioned a new floating support provider to deliver the Home Works Service until 2031.</p>

<p>2.2 Reduce homelessness through closer joint working</p>	<ul style="list-style-type: none"> • Establish regular local multi-agency homelessness forum to design, deliver and monitor homelessness prevention measures • Restructure ESHOG to provide additional capacity to support partnership working across housing, development and homelessness services • Review eviction protocols and procedures with social landlords and private letting agents operating in Rother • RE-commissioned Homeless Unity Group (HUG) to improve community provision of rough sleeper support services • Work with Social Care and Health partners to develop a whole –system approach to supported housing delivery that meets the range of 	<p><u>Outcome 5:</u> Improve access to the PRS for ex-offenders and provide additional tenancy sustainment services</p> <p><u>Outcome 6</u> Levels of homelessness are minimised</p>	<p>By January 2022 Commission specialist service to work with ex-offenders</p> <p>Sustain the number of homeless applications at existing levels and reduce the number of TA placements</p>	<p>H&C</p>	<p>Action to achieve target in progress</p> <p>Working with county partners to commission a service to provide Accommodation for Ex-Offenders (AFO) who have recently left prison</p> <p>Number of TA placements is reducing; however, the longer-term impact of COVID19 on the number of homeless applications is emerging.</p>
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	<p>housing related support needs in across the county.</p> <ul style="list-style-type: none"> • Create systems change through a pan-Sussex governance structure (Changing Futures) • Deliver the Accommodation for Ex-Offenders (AFO) project to support people who are leaving prison, and those who are homeless after leaving prison within the last 12 months, access accommodation in the private rented sector. 	<p><u>Outcome 7:</u> Improve service level care pathways for all Changing Futures service users with Multiple Complex Needs</p> <p><u>Outcome 8:</u> New ESHOG structure to meet regularly to ensure that partners work closely together across sectors</p>	<p>25 successful engagements in Year 1</p> <p>Quarterly meetings to be held</p>		<p>Regular meetings led by Adult Social Care safeguarding team to review and develop support pathways for people with Multiple Complex Needs</p> <p>Initial ESHOG subgroups are being created</p>
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<p>2.3 Reduce Homelessness</p>	<ul style="list-style-type: none"> Review options that improve access to the private rented sector through closer partnership working with private landlords, to include: <ul style="list-style-type: none"> Guaranteed Rent Scheme Loans for rent in advance and deposit Leasing Improve the accessibility of the Housing Needs Service and its integration with related services through greater co-location, home visits and improved referral pathways under Duty to Refer Deliver effective social housing allocations through the implementation of a revised Housing Allocations Policy for Rother and by adjusting Rother Local Plan to prioritise the type of affordable housing delivered for those in Band A 	<p><u>Outcome 1:</u> Performance review of new prevention measures completed and recommendations for future initiatives made by Nov 2022</p> <p><u>Outcome 2</u> Homelessness prevention rates increase</p> <p><u>Outcome 3</u> New Allocations Policy is operational</p>	<p>To deliver 100 tenancies per annum increasing to 200 tenancies per annum by 2024.</p> <p>To prevent 500 evictions through positive interventions per annum</p> <p>Reduce the Rother Housing list from 1600 (as at December 2019) to 1200 by end 2023</p>	<p>H&C</p>	<p>Additional Targets to be monitored:</p> <p>A business case for leasing has been adopted by Council and the Rother Tenant Finder service continues to prevent homelessness despite COVID temporarily disrupting access to the private rented sector.</p> <p>We expect to achieve 50 tenancies this year due to COVID disruption</p> <p>The new Allocations Policy is on-track to be live in early 2022.</p>
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	<ul style="list-style-type: none"> Develop a mediation service to sustain tenancies 	<p><u>Outcome 4:</u> Home visits carried out post-COVID-19 March 2022</p> <p><u>Outcome 5:</u> New mediation service commissioned by November 2022</p>			<p>Home visits are undertaken within DFG, UKRS, RTF but capacity in Housing Needs service is too low presently.</p> <p>Consulting with partners to commission mediation service</p>
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2.4 Reduce rough sleeping through the development of a countywide rough sleeping accommodation pathway	<ul style="list-style-type: none"> Work with the voluntary sector to explore options for creating a street homelessness centre/hub in Bexhill, which improves the accessibility of services to rough sleepers, with outreach 	<u>Outcome 1:</u> Recommission Safe Space in April 2023	50 people with multiple complex needs accessing housing needs and assessments through the hub per year from 2021/22	H&C	<p>Recommissioned service so target to be monitored</p> <p>Each quarter approximately 30 individuals pass through the Safe Space</p>
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	<p>available to all areas of Rother</p> <ul style="list-style-type: none"> • Work across local authority boundaries with housing, health and social care partners to expand the East Sussex Rough Sleeping Initiative, delivering services targeted at those experiencing multiple complex needs who are rough sleeping or at high risk of rough sleeping 	<p><u>Outcome 2:</u> Secure 3 year funding agreement for the RSI from DLUHC April 2022</p>	<p>30 individuals prevented or relieved from rough sleeping during 2021/22 with the target reviewed annually relative to demand.</p>	<p>H&C</p>	<p>Target to be monitored annually</p> <p>38 former rough sleepers were accommodated during 2020/21 (Target was 30)</p> <p>32 former rough sleepers accommodated in the first half of 2021/22, four of which are in Housing First accommodation (1.1 Outcome 5)</p>
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2.5 Improve the delivery and accessibility of support and advice services to better meet housing needs.	<ul style="list-style-type: none"> • Improve staff training, to ensure front line officers, partners and Members are aware of the range of support available as part of the Anti-Poverty Strategy aim to improve the promotion of services. • • • • Continue to improve the triage of homeless applicants to enable greater levels of self-service and improve service accessibility • Put in place interventions that increase household incomes and improve tenancy access through raising the training and employment aspirations of those on low incomes - particularly those of young people and single parent households. • As part of the development of the Anti-Poverty Strategy development improve the accessibility of housing and homelessness advice services to local people. 	<u>Outcome 3:</u> The new Housing Needs triage service is operating within the customer service team March 2022	Ensure 100% of enquiries are processed and appropriate support given in line with legislation	H&C	Target to be monitored annually The housing needs team is now funding 1 FTE in the customer services team to triage and advise homeless cases
		<u>Outcome 4:</u> Review remote access pilots in The Pelham and Rye Food Bank March 2022	Have six remote access points in place by November 2022	H&C	Rye Foodbank pilot is in place with the Pelham to join shortly.
		<u>Outcome 5</u> Live, Work Thrive project continues to be funded by RDC via the CHART Programme <u>Outcome 6:</u>	40 people supported into employment and tenancy readiness per year	H&C	COVID19 has reduced the rate of referrals to the CHART scheme; however, we are now seeing an increase. Progressing towards being achieved:

		Develop an Anti-Poverty Strategy and deliver with LSP partners December 2022	Strategy presented to cabinet in June 2022		Inaugural meeting for planning the strategy with partners was held in November 2021 and an action plan is being developed with that group
2.6 Support households to meet their housing aspirations – in particular, home ownership	<ul style="list-style-type: none"> Put in place new initiatives which support households to access suitable and affordable housing, whether that be affordable rented, sub-market rent, shared ownership or other home ownership options 	<p><u>Outcome 1:</u> Research feasibility of provision of a mortgage scheme to assist households into home ownership</p> <p><u>Outcome 2:</u> Action plan setting out additional tenure access initiatives</p>	Action plan in place by November 2022	Assistant Director, Resources H&C	<p>Action to achieve target in progress</p> <p>COVID has delayed progress on this action and we will be setting up an internal working group to develop plan.</p> <p>Shared ownership continues to form part of the development objectives and s106 agreements</p> <p>Time of delivery has been adjusted.</p>

PRIORITY 3: IMPROVING THE QUALITY AND SUITABILITY OF EXISTING HOUSING AND NEWBUILD HOUSING					
Objective	Action	Outcome and Timeframe			November 2021
3.1 Reducing fuel poverty	<ul style="list-style-type: none"> Explore the opportunity of introducing affordable warmth methods of construction on any residential developments taken forward by the Council Working with registered providers to explore the opportunity for introducing affordable warmth methods of construction on all affordable housing 	<u>Outcome 1:</u> Modern Methods of Construction and high energy efficiency standards considered for all council led development, where possible	To incorporate Modern Methods of Construction (MMC) on all council led delivery where feasible from 2021 Aim to achieve Housing Quality Mark (HQM) level 3 minimum on all council led housing schemes where feasible from 2021	Head of Service: ATR	Action to achieve target in progress This is being actively progressed at the design stage of the Reserved Matters application for Blackfriars. MMC and HQS is under consideration for all council led housing projects being progressed under Priority 1 (Outcome 2) Outcome 1 and targets have been updated accordingly
		<u>Outcome 2:</u> Modern Methods of construction used for all housing provider developments of affordable housing (excluding s106 sites) where possible	Modern Methods of Construction (MMC) considered for all registered provider and community led housing developments from 2020-21 where feasible. To grant CHF for at least one community led	Head of Service: ATR	Action to achieve target in progress Through a Register Provider Forum (Wealden Rother & Hastings) RDC continues to explore opportunities (including new funding opportunities) to incorporate MMC and improved energy efficiency standards (with

			housing scheme per annum, where sustainable forms of construction and renewable energies are proposed		<p>the exception of s106 sites).</p> <p>The eligibility criteria for the councils Community Housing Fund (CHF) priorities new housing schemes where community groups are employing sustainable/modern methods of construction</p> <p>The Outcome and new targets have been updated accordingly</p>
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<p>3.2 Improving the quality of housing in the private rented sector</p>	<ul style="list-style-type: none"> Put in place measures which would target poor rented sector homes for improvement, particularly in wards of higher deprivation. 	<p><u>Outcome 2:</u> Deliver a range of measures to improve private sector property conditions in Rother</p>	<p>5 homes a year improved because of licensing or statutory notices being served</p> <p>A minimum of 5 properties will be assessed per annum under the HHSRS system, to include temporary accommodation where required</p> <p>At least 5 referrals per annum to ESCC Warm Home Check service</p>	<p>ESL&CS</p>	<p>These targets should be monitored each year</p> <p>In 2020/21 a total of 111 inspections under the Housing Health and Safety Rating System (HHSRS) were undertaken</p> <p>As of the end of August 2021 there had been a further 25 inspections undertaken for 2021/22</p>
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3.3 Modern methods of construction	<ul style="list-style-type: none"> Explore the opportunity to introduce modern methods of construction on any residential developments taken forward by the Council Working with registered providers to explore the opportunity to introduce modern methods of construction, for example timber framed kits, for all affordable housing developments 	<u>Outcome 2:</u> Modern methods of construction used for all registered provider developments (excluding s106 sites), where possible	from April 2020	ATR	<p>Action to achieve target in progress</p> <p>RDC continues to explore opportunities to work with RP's and community led housing groups to deliver sustainable forms of constructions on all schemes where it is feasible to do so (with the exception of s106 sites).</p> <p>Future monitoring of this Action will be included under Outcome 2</p>
3.4 Increase the number of affordable homes built to NDSS and accessible and adaptable standards	<ul style="list-style-type: none"> Implementation of new planning policy requirements (Policy DHG4 and Policy DHG3) from the emerging DASA 	<u>Outcome 1:</u>	2 homes built to wheelchair standards per year from April 2020	ATR	<p>Target needs top be continually monitored</p> <p>1 x 3 bed house at Preston Hall Farm</p>

		<p>All affordable homes to be built to the NDSS & M4 (2) ¹</p> <p><u>Outcome 2:</u> 5% of affordable housing to be built to M4 (3) Category 3, wheelchair accessible delivery¹</p>			<p>and 1 x 3 bed house at Banky Fields Ticehurst built to wheelchair standards during 2020.</p> <p>For noting. Schemes delivered onsite during 19/20 and 20/21 combine different standards before the adoption of the Development and Site Allocations Plan (DaSA) policies. To include homes built to Lifetime Homes (LTH) standards and the council's own wheelchair brief. These standards have now been abolished and superseded by Building Regulations, incorporated in the adopted DaSA as per the notes below.</p>
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¹ *NDSS – The Government introduced the ‘Technical housing standards – nationally described space standard’ in March 2015, which are nationally recognised space standards *M4 (2) Category 2 and M4 (3) Category 3 is included in The Building Regulations (2010) Approved

Document 'M'. This legislation relates to the accessibility and adaptability of new homes. M4 (3) specifically relates to reasonable provisions being made in the home for wheel chair users.

Key:

ATR	Acquisitions, Transformations & Regeneration
H&C	Housing & Communities
S&P	Strategy & Planning
ESL&CS	Environmental, Health, Licensing & Community Safety

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Table 1: Summary of Targets Achieved			
PRIORITY 1: INCREASING THE SUPPLY OF HOUSING			
Objective	Target Achieved	Date	Head of Service/Lead
1.1 Increase the development of housing	<u>Outcome 1:</u> Set up framework enabling purchasing or developing of new homes		ATR
	<u>Outcome 3:</u> Increase provision of affordable housing through council led development on a year by year basis		ATR & S&P
	<u>Outcome 4:</u> Increase in temporary accommodation within Rother District	20/21	H&C
	<u>Outcome 6:</u> Adoption of the Development and Site Allocations Plan (DaSA)		S&P
	<u>Outcome 8:</u> More effective monitoring of delivery against Local Plan targets		S&P
1.4 Increase housing supply by bringing empty homes in the district back into use	<u>Outcome 1:</u> Empty Homes Action Plan in place	20/21	ESL & CS
PRIORITY 2: ROUGH SLEEPING, HOMELESSNESS AND MEETING HOUSING ASPIRATIONS			
Objective	Target Achieved		Head of Service/Lead
2.1 Reduce homelessness by improving the provision of housing related support	<u>Outcome 1:</u> Relevant support services available to those in temporary accommodation	19/20	H&C
	<u>Outcome 2:</u> Employability and tenancy readiness initiatives set up and in place for those in temporary accommodation (subject to funding availability)	20/21	H&C
	<u>Outcome 3:</u> Work with ESCC to recommission appropriate floating housing support service	20/21	H&C
2.2 Reduce homelessness through closer joint working	<u>Outcome 1:</u> Local multi-agency forum	19/20	H&C

	in place with the objective of delivering and monitoring delivery of the strategy		
	<u>Outcome 2:</u> Rough sleeping support services in place (through Health & wellbeing centres and floating support where possible)	19/20	H&C
	<u>Outcome 3:</u> Revised countywide accommodation pathway delivered with ESHOG partners	19/20	H&C
	<u>Outcome 4:</u> Eviction protocols in place with main social landlords and lettings agents	19/20	H&C
2.3 Reduce Homelessness	<u>Outcome 1:</u> Social Lettings agency in place	19/20	H&C
	<u>Outcome 2:</u> Performance review of new prevention measures completed and recommendations for future initiatives made	20/21	H&C
	<u>Outcome 3:</u> Home visit procedure in place	20/21	H&C
	<u>Outcome 4:</u> Duty to refer protocol in place	19/20	H&C
	<u>Outcome 5:</u> Co-location options explored, and proposals agreed	20/21	H&C
2.4 Reduce rough sleeping through the development of a countywide rough sleeping	<u>Outcome 1:</u> Agree proposals for street homelessness hub	20/21	H&C
	<u>Outcome 2:</u> New rough sleeper pathway delivered with health and social care partners	19/20	H&C
2.5 Improve the delivery and accessibility of support and advice services to better meet housing needs.	<u>Outcome 1:</u> Communications plan in place	20/21	H&C
	<u>Outcome 2:</u> New self-service Housing Needs Service triage system in place June 2019	19/20	H&C

	<u>Outcome 3:</u> Project plan for 'raising aspirations' initiative agreed and funding agreed by March 2020.	20/21	H&C
PRIORITY 3: IMPROVING THE QUALITY AND SUITABILITY OF EXISTING HOUSING AND NEWBUILD HOUSING			
Objective	Target Achieved		Head of Service/Lead
3.2 Improving the quality of housing in the private rented sector	<u>Outcome 1:</u> Review of existing service provision completed		ESL&CS
	<u>Outcome 2:</u> Deliver a range of measures to improve private sector property conditions in Rother		SL&CS
3.3 Modern methods of construction	<u>Outcome 1:</u> Modern methods of construction used for all council led development, where possible		ATR
3.4 Increase the number of affordable homes built to NDSS and accessible and adaptable standards	<u>Outcome 1:</u> All affordable homes to be built to the NDSS & M4 (2)		ATR
	<u>Outcome 2:</u> 5% of affordable housing to be built to M4 (3) Category 3, wheelchair accessible delivery ¹		ATR

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Rother District Council

Report to:	Overview and Scrutiny Committee
Date:	22 November 2021
Title:	Performance Report: Second Quarter 2021/22
Report of:	Director - Place and Climate Change
Ward(s):	N/A
Purpose of Report:	To monitor the delivery of the Council's Key Performance Indicators.
Officer Recommendation(s):	It be RESOLVED : That Overview and Scrutiny Committee consider these findings and recommend any actions to Cabinet, as necessary.

Introduction

1. For the financial year 2021/22, Members of the Overview and Scrutiny Committee (OSC) and Cabinet selected a set of 13 key performance indicators (KPIs). These indicators stand as a barometer of the delivery of the Councils' Corporate Plan and those service areas that Members wish to scrutinise over the year, as agreed by Cabinet on 24 May 2021.
2. For the 2021/22 financial year, the focus has been set on five themes:
 - Housing and Communities: to monitor delivery of the Housing and Homelessness and Rough Sleeping Strategy.
 - Economic Development and Poverty: to monitor the impact of the pandemic on household incomes, council tax and business rates collection.
 - Waste Collection: to monitor the proportion of household waste collected that is sent for reuse, composting and recycling.
 - Additional Income: to monitor significant non-tax income as a part of the Council's revenue streams.
 - Planning processing: to monitor the processing times of applications.
3. This report is a summary of the Council's performance against the five themes at the end of the second financial quarter (1 July 2021 to 30 September 2021). The report gives Members an opportunity to scrutinise the progress towards the Council's stated aims, outcomes and actions in the Corporate Plan and makes any necessary recommendations to Cabinet for future service delivery.

Overview

4. A summary of the KPI performance is set out in the table below. Performance is compared to the previous quarter result and to the same quarter the previous year.

Housing & Communities	Status	Compared to same quarter previous year	Compared to previous measurement
Number of all households in temporary accommodation			
Average weeks in temporary accommodation			
Number of households on the housing register			
Net additional homes provided (supply target)			
Number of affordable homes delivered (gross) (supply target)			
Economic Development and Poverty	Status	Compared to same quarter previous year	Compared to previous measurement
Number of Council Tax reduction claimants			
Council Tax collection rates (income received as a % of collectable debit)			<i>Not comparable</i>
Business Rates collection rates (income received as a % of collectable debit)			<i>Not comparable</i>
Waste Collection	Status	Compared to same quarter previous year	Compared to previous measurement
ESCC Waste re-used, composted and recycled (reported one quarter in arrears)			
Additional Income	Status	Compared to same quarter previous year	Compared to previous measurement
Net income from all investment assets			
Additional income generation		<i>New indicator 2021/22</i>	
Planning Processing	Status	Compared to same quarter previous year	Compared to previous measurement
Major applications: days to process			
Minor applications: days to process			

PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change		No Change
	OK		Getting Worse		Getting Worse
	Unknown				

5. The tables of performance and explanation accompanying each of the five themes can be found at Appendices A, B, C, D and E.

Indicators by Exception

6. Members requested to have reported, by exception, any other performance that is doing significantly better or significantly worse than its target set. For this quarter there is nothing further to report.

Conclusion

7. This report sets our performance against the agreed key performance indicators for the five themes for the second quarter of 2021/22.
8. Members are requested to consider performance against targets or forecasts and pass any additional recommendations for action to Cabinet for consideration.

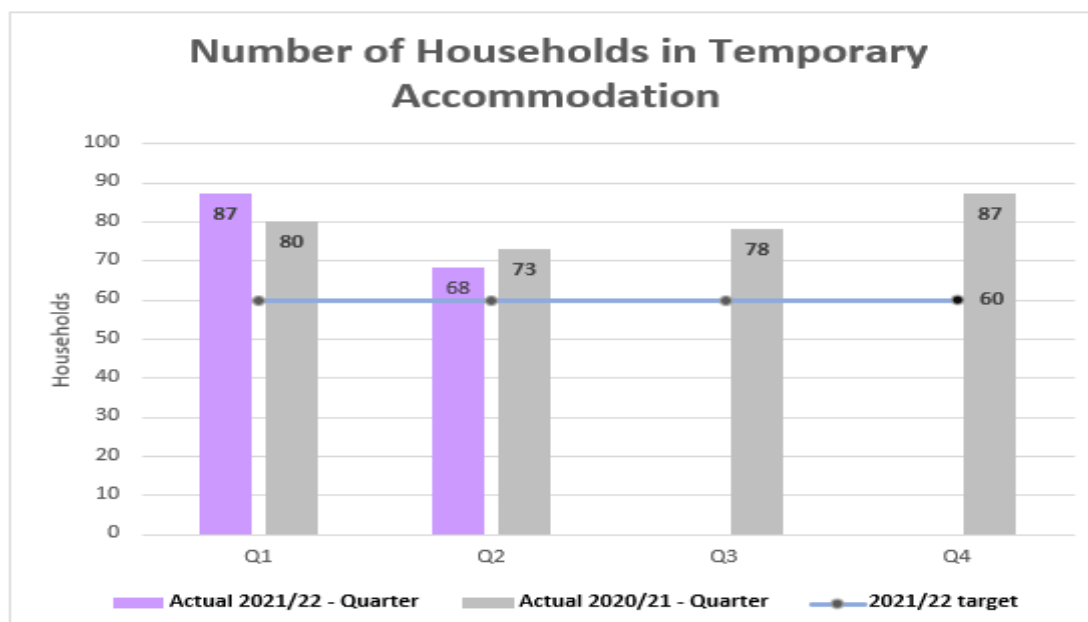
Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	Consultation	No
Environmental	No	Access to Information	No
Risk Management	Yes	Exempt from publication	No

Chief Executive:	Malcolm Johnston
Report Contact Officer:	Joanne Wright
e-mail address:	joanne.wright@rother.gov.uk
Appendices:	A – Housing & Homelessness B – Economic Development and Poverty C – Waste Collection D – Additional Income E – Planning Processing
Relevant previous Minutes:	CB21/7

HOUSING & COMMUNITIES

Number of all Households in Temporary Accommodation

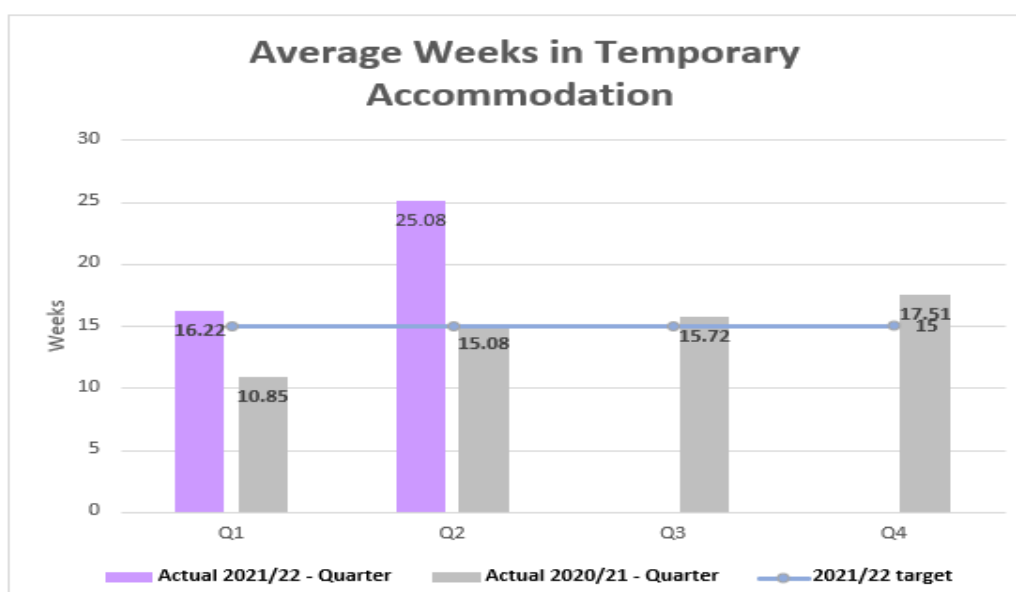
1. This measurement is the number of households that the Council has placed in temporary accommodation (TA) on the last day of the month. Mainly these are households either accepted as homeless and waiting for a home or are waiting for a decision on their application for homelessness.
2. The target for 2021/22 is 60 households.



Polarity: Lower is better

Average Weeks in Temporary Accommodation

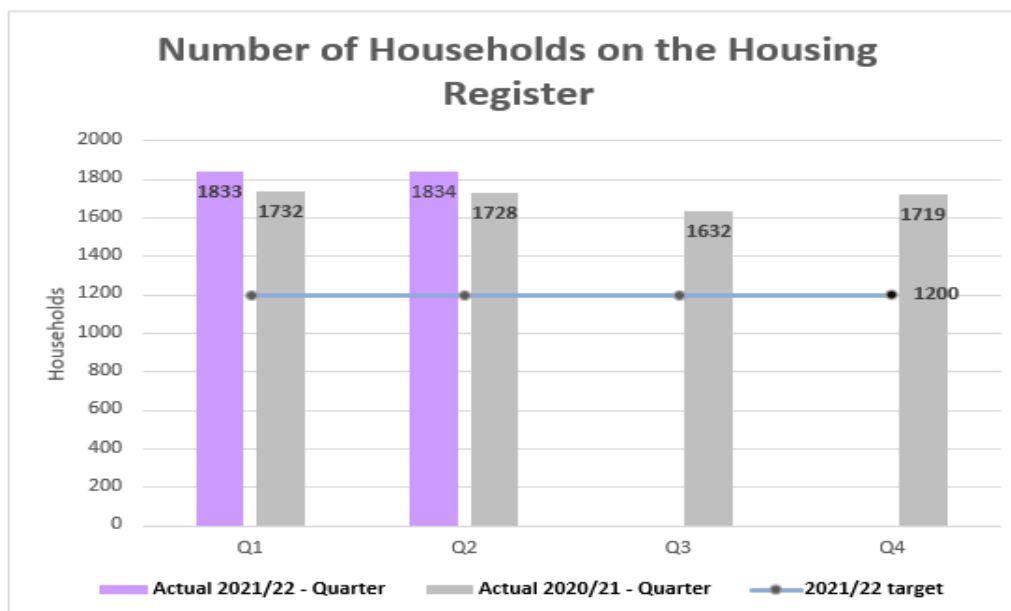
3. This measurement is the average number of weeks that households in TA have remained in TA. The target for 2021/22 is 15 weeks.



Polarity: Lower is better

Number of Households on the Housing Register

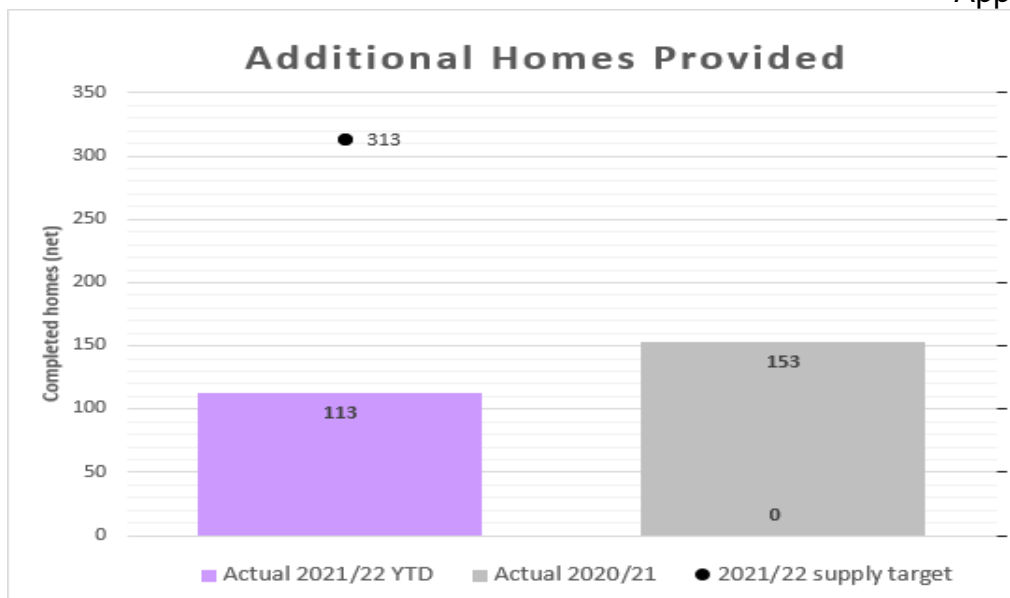
4. This measurement is the number of households on the housing register on the last day of the month when measured. This list covers all households who meet the criteria to be able to join the register.
5. The target for 2021/22 is 1,200 households.



Polarity: Lower is better

Additional Homes Provided

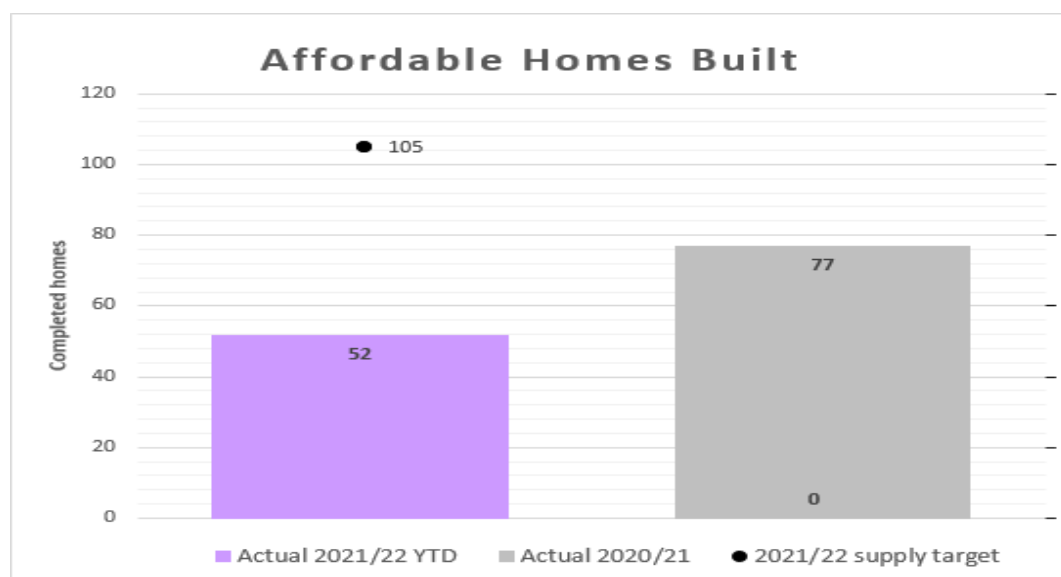
6. This measurement counts the number of all new homes in Rother, allowing for demolitions and change of use to give a net gain. This measurement monitors the delivery of the Corporate Plan outcomes to manage spatial development and the provision of affordable and decent housing stock.
7. This indicator has two targets: the supply target and the Local Plan target. The supply target is based on the projected delivery for the year, as set out in the April 2020 Housing Land Supply and Trajectory report. The supply target is 313 new homes for 21/22.
8. As the Core Strategy is now more than 5 years old, the Local Plan target is now based on the standard method for assessing Local Housing Need. As of April 2020, the annual Local Plan target is 736. It should be noted that this figure does not include the 20% buffer which is required to be included within the Council's five-year housing land supply position calculations.



Polarity: Higher is better

Affordable Homes Built

9. This measurement is the gross number of new affordable homes that have been completed in the district. By completed we mean that the home has been built and handed over from the developer to the provider for occupation by a tenant or purchaser. The home may not yet be occupied. This measurement monitors the delivery of the Corporate Plan outcome for affordable and decent housing stock, specifically the action to support the development of affordable accommodation.
10. The indicator has two targets: the supply target and the Local Plan target. The supply target is based on anticipated delivery from planned sites that we knew about at the time of setting the target. The supply target is 105 affordable new homes for 2021/22. The Local Plan target is based on local housing need set out in the Local Plan and is set at 121 new affordable homes by the end of 2021/22.



Polarity: Higher is better

Housing & Communities Summary

11. We have begun to see a reduction in TA placements. The reduction is an indicator of the success of improvements to internal processes as well as a renewed focus on staff training under a new management structure. The increased average length of stay in TA can be attributed to a lack of move on accommodation for our most difficult to house households. The situation is exacerbated by challenges associated with COVID-19, and a lack of move on accommodation both the private and social housing sectors.
12. We have seen an increase in property owners no longer willing to let their properties and wishing to sell to maximise their income in these uncertain times. We are continuing to engage local agents and small portfolio holders to adapt and adjust our landlord incentives within the Rother Tenant Finder. We have begun to see more successes as a result of this engagement, something that is reflected in the reduced number of TA placements. We also hope to begin leasing properties in the new year and provide more affordable accommodation that is safe and well managed.
13. We are continuing to have offers accepted on properties for our own TA following the additional investment approved by Cabinet in recent months; our TA ownership and Housing First properties currently stands at 10 properties.
14. Re-assessments for those on the Housing Register has commenced, with estimates of re-assessing all those who complete the paperwork within 20 weeks. It is expected that the new Allocations Policy will go live in the new year.
15. The net increase in homes in Rother is 113. This is an addition of 49 new homes on the second quarter alone. There were 64 new homes in the first quarter. This means that in the first two quarters we have 74% of the total new homes built over all of the previous financial year. Figures remain an estimate at this stage.
16. There were 29 affordable homes handed over during Q2 of 2021/22 compared to 23 in Q1. These were delivered across 3 sites in Bexhill and Battle and were made up of both affordable rent and shared ownership properties. A good range of property sizes were delivered in the previous quarter from 1 bedroom flats up to 4 bedroom houses. Of the 29 affordable homes handed over, 15 were for Affordable Rent and 14 were for Shared Ownership.
17. Breakdown of sites delivering during Q2 2021/22:

Mount View St, Bexhill: 10 units. All affordable rent. 5 x 1 bedroom, 5 x 2 bedrooms (Orbit).

Barnhorn Rd, Rosewood Park, Bexhill: 7 units. 5 affordable rent: 2 x 1 bedroom; 2 x 2 bedrooms; 1 x 4 bedrooms. 2 shared ownership: 2 x 2 bedrooms (Optivo).

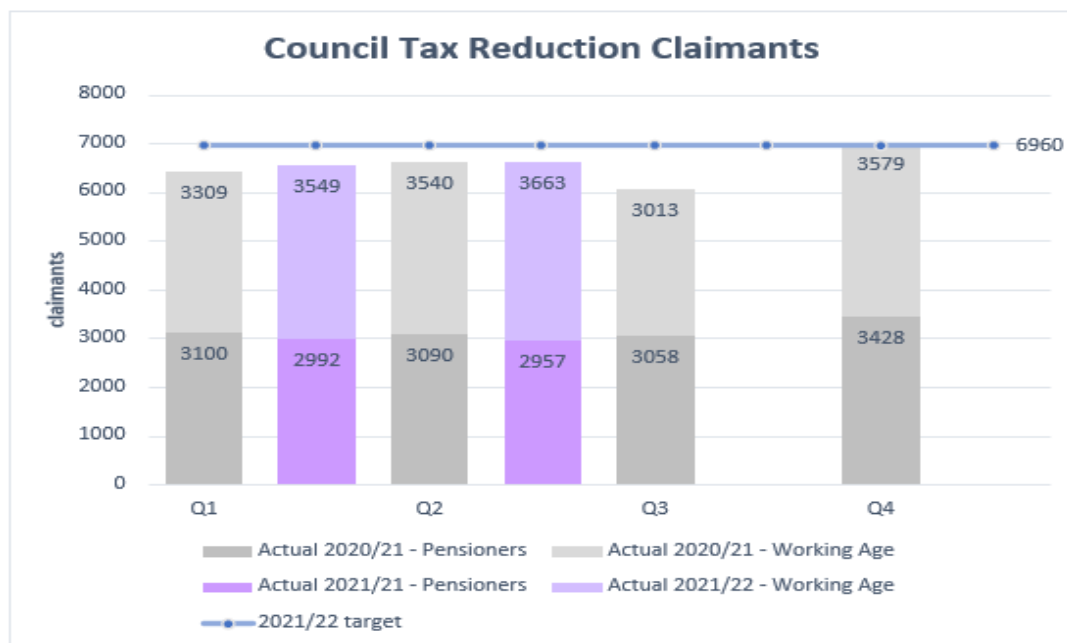
Tollgates, Battle: 12 units. All shared ownership: 3 x 2 bedrooms; 5 x 3 bedrooms; 4 x 4 bedrooms (Optivo).

18. We are also expecting further affordable housing completions at Preston Hall Farm, Bexhill during 2021/22.
19. Development is also underway on-site at Westfield Down (Optivo); Darvel Down, Netherfield (Optivo); Main Road, Icklesham (Hastoe) and Lilybank, Battle (Places for People).

ECONOMIC DEVELOPMENT and POVERTY

Number of Council Tax Reduction Claimants

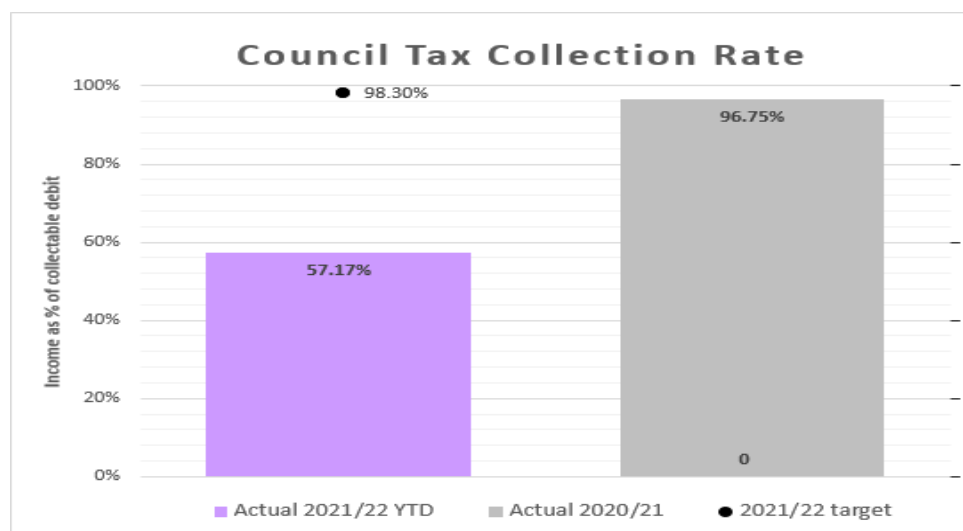
1. This measurement monitors the total number of council tax reduction claimants (working age and pensioner) in a receipt of a reduced council tax bill.
2. The measurement indicator has been set at 6,960 (3,919 working age, 3,041 pensionable age).



Polarity: Lower is better

Council Tax Collection Rates

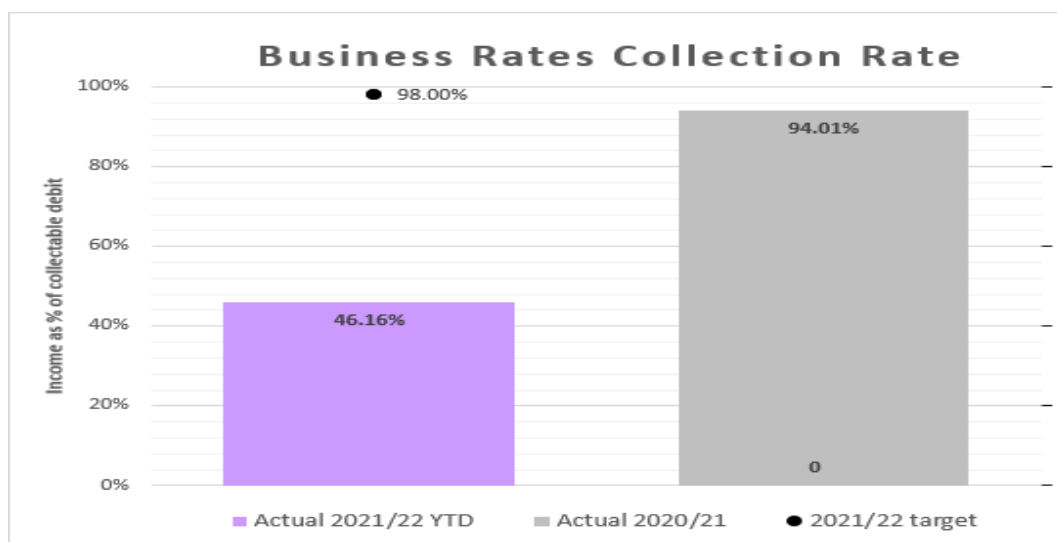
3. This measurement monitors the percentage of council tax estimated collectable debt in the year.
4. The target has been set at 98.30%.



Polarity: Higher is better

Business Rates Collection rates

1. This measurement monitors the percentage of business rates collected of the estimated collectable debt in the year.
2. The measurement indicator has been set at 98%



Polarity: Higher is better

Economic Development and Poverty Summary

3. The number of CTR claimants remains broadly similar to the previous year and below the total estimated claimants for the year. There was an expectation that the ending of the furlough scheme might result in a spike in the number of claimants, but so far that does not seem to have occurred. This will continue to be monitored closely and Members updated in future reports.
4. Council Tax collection rates for the current year as at the end of September are approximately 1.4% ahead of 2020/21 which were hit during the start of the pandemic. Arrears of Council Tax from prior years now stand at £3.5m of which £1.5m relates to 2020/21. A significant proportion of the outstanding debt is covered through a bad debt provision. However, this may need to be increased as year-end approaches and additional provision made. This will impact the 2022/23 financial year with the major preceptors meeting about 90% of any increase. To give Members an insight into the recovery action taking place, the following table shows the activity from first reminder through to post court arrangements. In addition, over 4,600 households have special payment arrangements in place.

Council Tax 2021/2022 Recovery

	Sept	Year to date
First Reminders issued	753	9,174
Final Notices	505	6,453
Summons issued	315	2,381
Liability Orders issued	226	1,565
Cases to Bailiff	707	722
Attachment of Earnings	3	9
Charging Orders	1	1
Attachment of Benefits	57	141

5. Business Rates collection rates are lower than previous years. This has been distorted by the additional rate relief the Government awarded for the first quarter of the year and the near 100% relief awarded in 2020/21. As at September the collection rate had increased to 46.68%. Arrears for previous years stand at £985,000 and again a substantial part is covered by bad debt provision. The wide scope of the rate relief has resulted in a low outstanding amount of £300,000 relating to 2020/21. As with Council Tax, recovery activities remain high as shown below:

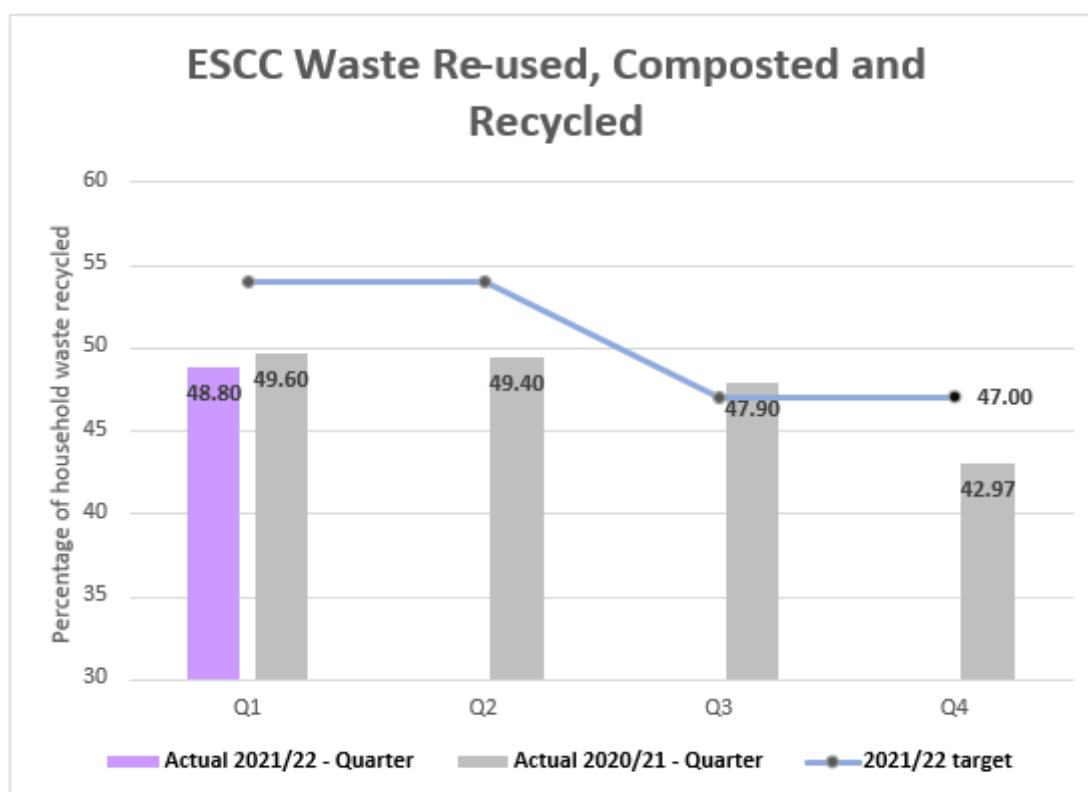
Business Rates 2021/2022 Recovery

	Sept	Year to date
First Reminders issued	168	852
Final Notices	111	608
Summons issued	13	129
Liability Orders issued	4	74
Cases to Bailiff	28	28

WASTE COLLECTION

Household waste Re-used, Composted and Recycled

1. This measurement is the percentage of collected household waste sent to be re-used, recycled and composted.
2. This is based on data reported by East Sussex County Council (ESCC) which includes all waste collection streams and is reported one quarter in arrears. The target for 2021/22 varies depending on the time of year leading to an average of 52%.



Polarity: Higher is better

Waste Collection Summary

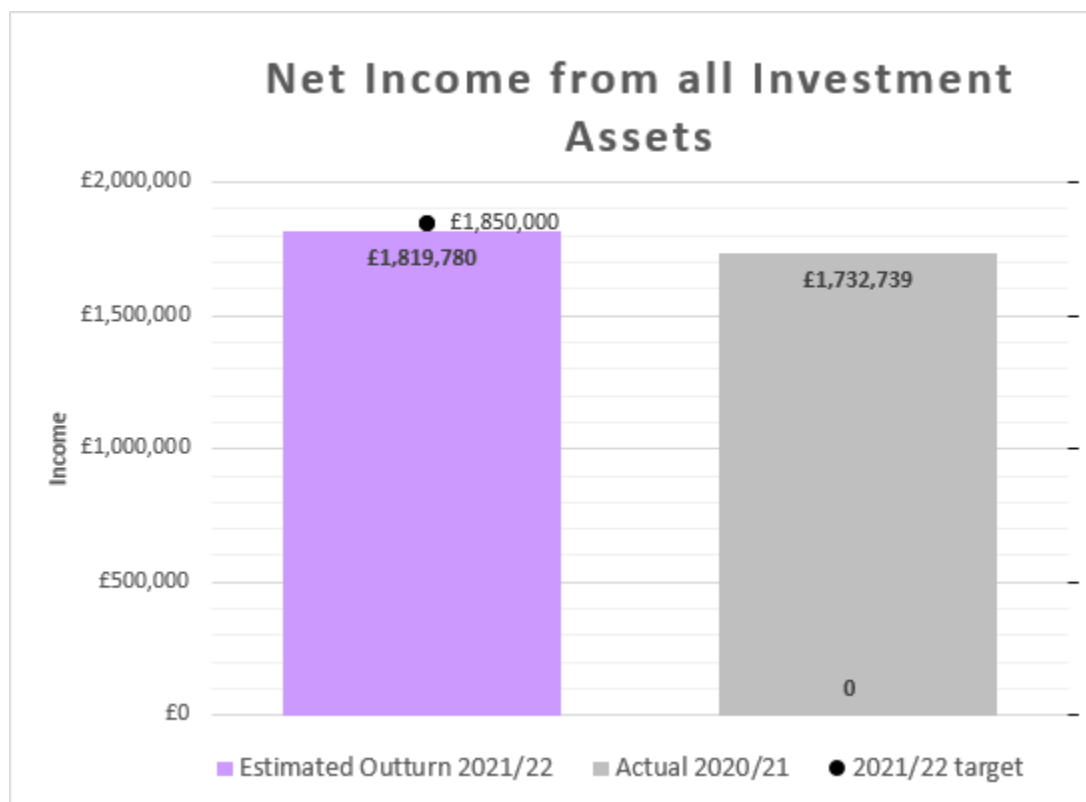
3. Please note, ESCC advise that the recycling rates for the districts and boroughs are currently under review due to discrepancies between ESCC figures and DEFRA's for some authorities and are subject to change. ESCC will provide an update on this in due course.
4. The overall recycling rate for quarter one is 48.8% according to Waste Data Flow. This is lower than targeted and lower than the previous first quarter, which was 49.6%.
5. The collection of recycling materials from 'Bring Sites' continues to be of poor quality, and it has been, and continues to be, necessary to collect much of these sites as refuse rather than recycling. This will have had a minor impact on the recycling percentage during 2020/2021 and in quarter 1 of 2021/2022.

6. Domestic waste tonnages remain high whilst people continue to work from home and the number of fly tips, according to Biffa data, remain high but are beginning to reduce slowly from a high of 134 in March 2021 to 74 in June 2021. It remains to be seen if this reduction continues.
7. ESCC Household Waste and Recycling sites have only just begun to operate normal opening times and site access procedures and this may support further reduction in the number of fly tips. A total of 16 'bring sites' have been closed and work is ongoing to monitor contamination levels.
8. Following a successful campaign in the Autumn, garden waste subscribers exceeded the target of 20,000 paid customers by 31 March 2021, and current confirmed paid subscribers was at 20,614 as at 29 October 2021.
9. UK Environment Bill – The latest update (28 October 2021 on the Government's website) is that it is at the consideration of amendments stage. It could be several months before it is known how waste and recycling will be impacted.

ADDITIONAL INCOME

Net Income from All Investment Assets

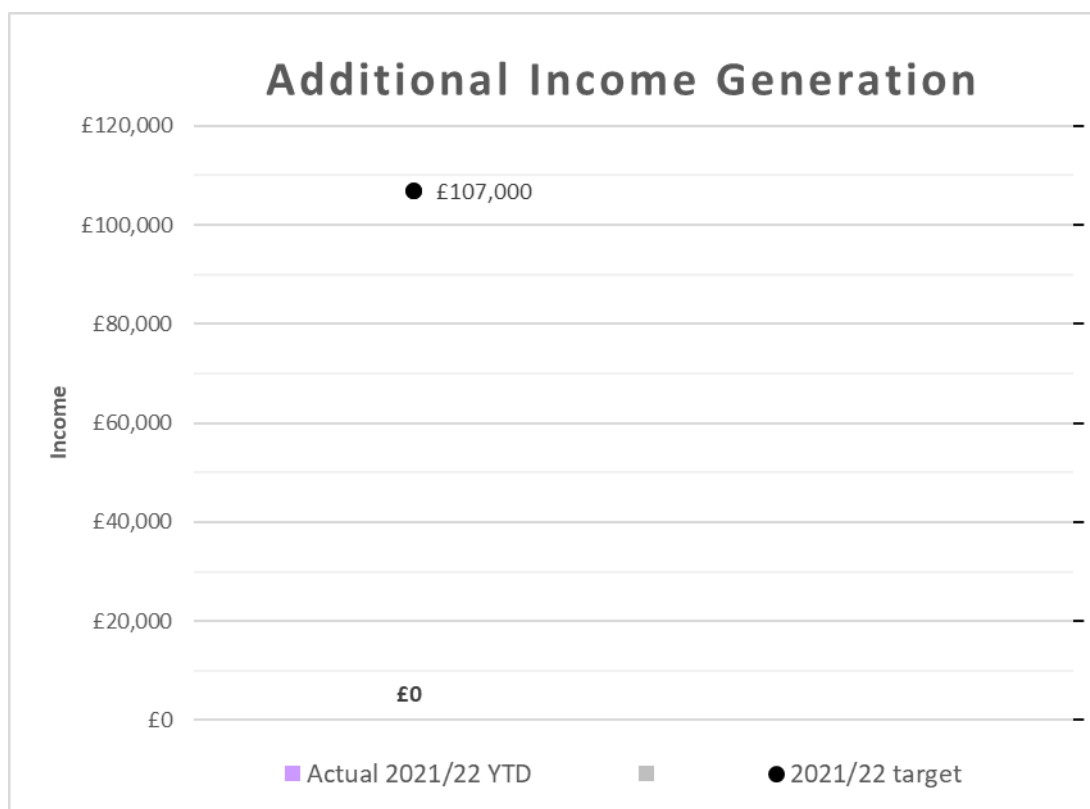
1. This measurement is forecast annual net income from investments calculated from gross income less expenditure excluding borrowing and interest payments.
2. The Asset Income total does not include 'community' assets which might also generate an income such as sports facilities, allotments etc.
3. The target for 2020/21 is £1,850,000. This does not include any provision for income from any new property purchases achieved in the year.



Polarity: Higher is better

Additional Income Generation

4. Additional income generation through increased or new fees for discretionary services.
5. The target for 2021/22 is £107,000.



Polarity: Higher is better

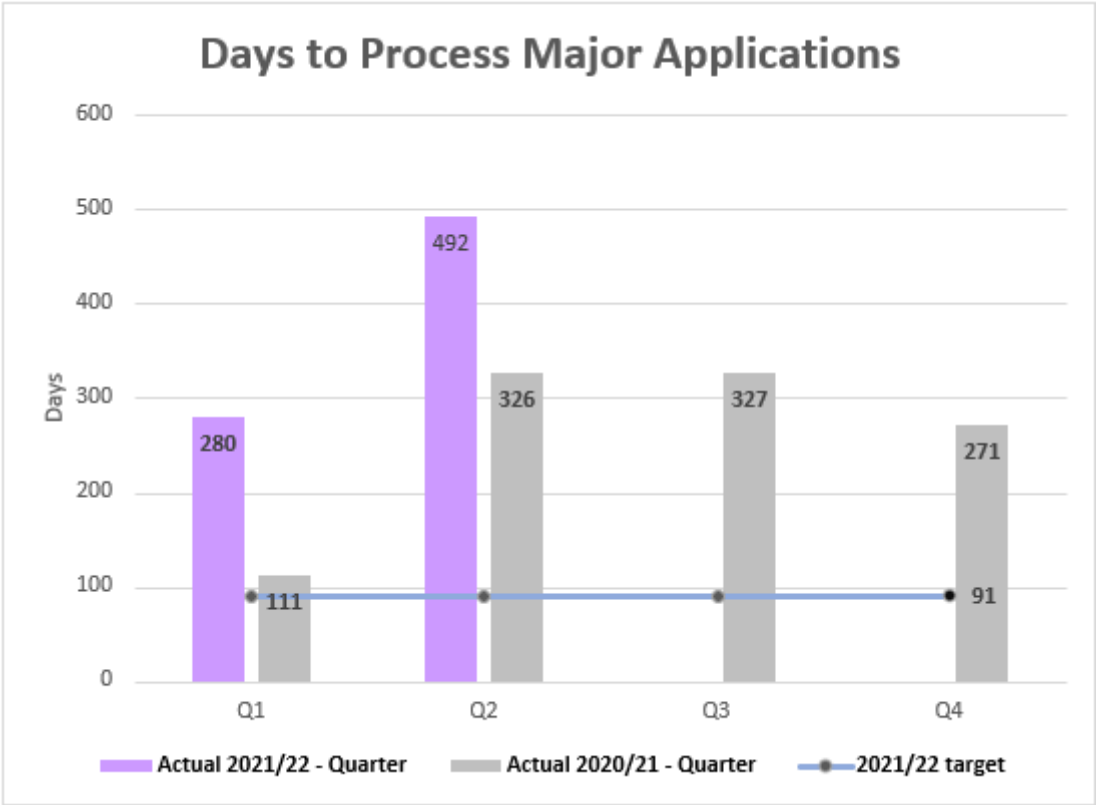
Additional Income Summary

6. There is a projected small shortfall of 1.6% or £30,000 in the projected 2021/22 outturn. The property team are actively looking to improve revenues from existing assets to bridge this gap. We have been successful in letting vacant space at Napier House, Peasmarsh units and elsewhere. We continue to pursue rent reviews where these are outstanding as well as collecting arrears. Longer term, we are focusing on maximising revenue opportunities at key regeneration and development sites we already own such as Beeching Road, Camber, and Barnhorn Green.
7. Delivering additional income is integral to the Financial Stability Programme. Work has commenced with Heads of Service to identify proposals that will be presented to the Financial Stability Programme Board in due course. As a result of the continuing pandemic, this work and the subsequent implementation of proposals is delayed and therefore it is unlikely that the target for 2021/22 will be met.

PLANNING PROCESSING

Days to Process Major Applications

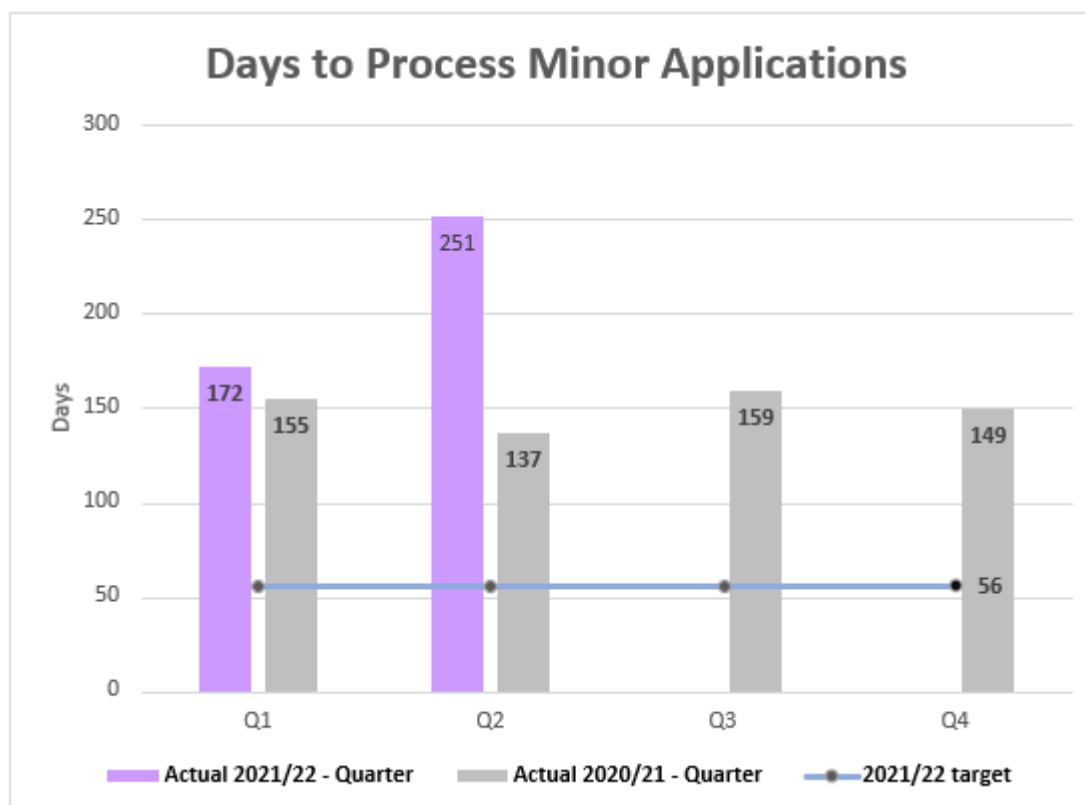
- 1. This measurement is the average number of calendar days to determine ‘major’ planning applications.
- 2. The target for 2021/22 is 91 days.



Polarity: Lower is better

Days to Process Minor Planning Applications

3. This measurement is the average number of calendar days to determine 'minor' planning applications.
4. The Target for 2021/22 is 56 days.



Polarity: Lower is better

Planning Processing Summary

5. The time taken to determine planning applications remains high and this is acknowledged by the Council.
6. Essentially, the causes centre around limited capacity in the service due to vacant posts, long-term sickness, significant upturn in workload and all the challenges faced with COVID-19 (home working, officer fatigue and limited technology etc.). Unfortunately, this has impacted on officers' ability to deal with all applications in a timely fashion with average determination times around 150 days from point of validation.
7. The Council has now invested in additional resources for a 6-month period to increase capacity in Development Management planning and validation. Looking forward to Q3 it is hoped that there will be a marked improvement on speed to decision on applications.

8. Provisional figures are encouraging with the validation backlog being reduced allowing a greater number of live applications to go through the system since August 2021 and the increased capacity has allowed a significant increase in decisions issued during August and September. Resulting in a gradual reduction in the overall live planning applications on hand.
9. At the same time, it is proposed to manage the older planning applications towards decision and reduce the 'backlog' of planning applications which is currently being experience. Whilst the average age of some of these cases results in the average time taken to increase, the reduction in the backlog will assist in the timely determination of newer planning applications.
10. Accordingly, it is anticipated that this will result in the average time taken to process a planning application to reduce over time. It is however too early in this stage to properly assess the degree of reduction but that this should be apparent by the time the next reporting of planning processing statistics is due to be put before the Overview and Scrutiny Committee.

Rother District Council

Report to:	Overview and Scrutiny Committee
Date:	22 November 2021
Title:	Revenue Budget and Capital Programme Monitoring Quarter 2 - 2021/22
Report of:	Antony Baden – Chief Finance Officer
Ward(s):	All
Purpose of Report:	To note the estimated financial out turn for 2021/22 based on expenditure and income to the end of Quarter 2, 30 September 2021
Decision Type:	Non-Key
Officer Recommendation(s):	It be RESOLVED : That the report be noted.
Reasons for Recommendation(s):	To update Members on the draft Quarter 2 2021/22 Outturn position.

Introduction

1. This report updates Members on the Council's finances as at 30 September 2021 and projects a provisional outturn for 2021/22. The Revenue Budget and Capital Programme positions are summarised in Appendices A and B, respectively. The impact of the forecast on the Council's reserves is summarised in Appendix C. The report also includes a brief update on the Collection Fund performance.
2. There have been no reportable virements since the previous financial update to Members.

Revenue Budget

3. The Revenue Budget forecast as at 30 September 2021 indicates a deficit of £93,000 against the approved budget drawdown from Reserves of £2.7m. The position is summarised in Appendix A and variances over £50,000 that have come to light since the last forecast are explained in paragraphs 4 to 12.

Corporate Core – Deficit £24,000

4. No large changes have been identified since the last forecast.

Environmental Services – Surplus £87,000

5. An underspend of £96,000 on salary costs is expected due to vacancies and the Government funding of costs from the Contain Outbreak Management

Fund (COMF) grant to help reduce the spread of COVID-19 and support local public health.

Strategy and Planning – Deficit £737,000

6. The forecast deficit has increased by £100,000 since the previous forecast mainly due to making provision for the costs of a potential judicial review (£75,000) of the Burwash Neighbourhood Plan. The Council could also be liable for the appellant's costs of £150,000; these would not be expected to fall in 2021/22 but have instead been provided for in the Medium-Term Financial Plan.

Acquisitions, Transformation & Regeneration – Surplus £49,000

7. The financial forecast shows a £99,000 improvement since the last report. This is mainly due to maintenance works (£54,000) no longer proceeding in 2021/22 and staff vacancies (£52,000).

Housing, Community & Neighbourhood Services – Surplus £7,000

8. The predicted shortfall in car parking income (£70,000) reported in the last forecast has improved dramatically since the relaxation of COVID-19 restrictions. However, the net cost of the Rough Sleeping Initiative has increased by £82,000, and therefore an overall surplus of £7,000 is predicted for the service area.

Resources – Deficit £217,000

9. The predicted deficit is mainly due to an overspend of £162,000 on staff costs to cover long term sickness and special projects plus a £60,000 reduction in the amount of housing benefit overpayments raised in year due to the ongoing improvement in claims processing times.

Net Financing Costs – Surplus £823,000

10. As previously reported the pace of the Council's capital investment programme slowed dramatically due to the ongoing impact of the pandemic. It is expected to accelerate but not as quickly as had been hoped, (see also paragraphs 13 to 15). Therefore, the financing costs forecast has reduced by a further £135,000.

Financial Stability Programme (FSP) – Deficit £474,000

11. No changes since the last forecast. Officers have developed a suite of high-level proposals, which were discussed and agreed by the FSP Board on 16 September 2021.

Income – Surplus £392,000

12. The Council is expecting to receive an additional £75,000 from the Department for Levelling Up, Housing & Communities (DLUHC) in relation to the sales, fees and charges compensation scheme for irrecoverable income losses suffered during the pandemic.

Capital Programme

13. The Capital Programme forecast spend as at 30 September 2021 is £9.223m, which is £53.519m lower than the approved revised budget. As previously reported, this is mainly due to the continued impact of the pandemic. The position is summarised in Appendix B.
14. The main changes are summarised below:
 - a. Housing Development schemes (£40.592m)
 - b. Property Investment Strategy (£4.946m)
 - c. Temporary Accommodation purchases (£4.314m)
15. Where schemes are forecast to underspend against the 21/22 budget, it is expected that they will be completed in future years. A revised programme to reflect up to date cashflow projections for the major projects will be finalised as part of the Medium Term Financial Plan forecast.

Impact of the revenue and capital forecasts on Reserves

16. The forecast impact on Reserves is a reduction of £3.395m against the planned use of £3.319m. This is a slight increase of £76,000 and is mainly due to the forecast revenue budget overspend explained in paragraphs 3 to 12 above.

Collection Fund

17. The Council Tax collection rate at the end of Quarter 2 was 57.17% of the collectable debit and 58.98% of the budgeted yield. Both figures are higher than the corresponding figures for 2020/21 by 1.41% and 3.11% respectively. Collection performance is shown below:

	2021/2022	Equivalent Period 2020/2021
Income Received	£82,275,069.21	£77,779,160.96
Income Received as a % of collectable debit	57.17%	55.76%
Budgeted yield (at 98.5% collection)	£79,751,694.59	£77,625,639.38
Income Received as a % of budgeted yield	58.98%	55.87%

18. The Business Rates collection rate at the end of Quarter 2 was 46.68% of the collectable debit, which is 6.3% lower than the corresponding figure in 2020/21. This is considerably lower and is possibly influenced by the extension of the business rate relief period to 30 June 2021. Collection performance is shown below.

	2021/2022	Equivalent Period 2020/2021
Collectable debit	£14,762,361.38	£8,306,922.03
Income Received	£6,891,431.29	£4,400,952.18
Income Received as a % of collectable debit	46.68%	52.98%
Amount outstanding for year	£7,870,930.09	£3,905,969.85

Conclusion

19. The revenue forecast for Quarter 2 shows a deficit of £2.793m, which is £93,000 greater than the approved planned use of Reserves. The Chief Finance Officer will continue to work closely with Heads of Services and Members to reduce the overspend and its impact on reserves.
20. The Council's Capital Programme is forecast to underspend by £53.519m in 2021/22, but this is due to timing differences and the approved five-year programme is still on target to be delivered.

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

Chief Executive	Malcolm Johnston
Report Contact Officer:	Antony Baden
e-mail address:	Antony.Baden@rother.gov.uk
Appendices:	Appendix A Revenue Budget Forecast Appendix B Capital Programme Forecast Appendix C Impact on Reserves
Relevant Previous Minutes:	None.
Background Papers:	None.
Reference Documents:	None.

Revenue Budget 2021/22 Forecast as at 30 September 2021

Line	Rother District Council General Fund Summary	Draft 2020/21 Actual £ (000)	Revised 2021/22 Budget £ (000)	2021/22 Estimated Outturn £ (000)	2021/22 Quarter 2 Variance £ (000)	Change in Previous Month Variance £ (000)
1	Corporate Core	2,117	1,998	2,022	24	(17)
2	Environmental Services	507	609	522	(87)	(4)
3	Strategy and Planning	1,030	1,043	1,780	737	100
4	Acquisitions, Transformation and Regeneration	(392)	(329)	(378)	(49)	(99)
5	Housing, Community & Neighbourhood Services	9,539	8,672	8,665	(7)	(99)
6	Resources	4,256	3,293	3,509	216	79
7	Total Cost of Services	17,057	15,286	16,120	834	(40)
8	Net Financing Costs	118	1,101	278	(823)	(37)
9	Salaries turnover	0	0	0	0	0
10	Financial Stability Programme - savings/cost reductions	0	(632)	(158)	474	0
11	Net Cost of Services	17,175	15,755	16,240	485	(77)
	Income					
12	Special Expenses	(687)	(692)	(692)	(0)	0
13	Net Business Rates & Section 31 Grants	(4,142)	(3,747)	(3,747)	0	0
14	Non-Specific Revenue Grants	(3,194)	(1,653)	(2,045)	(392)	(75)
15	Council Tax Requirement (Rother only)	(7,019)	(7,097)	(7,097)	(0)	0
	Other Financing					
16	Collection Fund (Surplus)/Deficit	(849)	134	134	(0)	0
17	Total Income	(15,891)	(13,054)	(13,447)	(393)	(75)
18	Contribution from Reserves/Funding Gap	1,284	2,700	2,793	93	(152)

Capital Programme 2021/22 Forecast as at 30 September 2021

	Actual to 30th Sept 2021 £ (000)	2021/22 Revised Budget £ (000)	2021/22 Estimated Outturn £ (000)	2021/22 Quarter 2 Variance £ (000)
Acquisitions, Transformation and Regeneration				
Other Schemes				
Community Grants	60	130	60	70
Cemetery Entrance	64	172	88	84
Rother Transformation ICT Investment	155	384	155	229
Corporate Document Image Processing System		435	36	399
1066 Pathways	20	66	20	46
Ravenside Roundabout		200	0	200
Development of Town Hall Bexhill	39	460	374	86
Installation of AV equipment in the Town Hall	0	70	82	(12)
Property Investment Strategy				
Office Development NE Bexhill		0	0	0
Mount View Street Development - Public/Commercial		964	0	964
PIS - Beeching Road/Wainwright Road	4	963	373	590
PIS - Barnhorn Road	156	3,402	343	3,059
PIS - Beeching Road 18-40	249	501	249	252
PIS - 35 Beeching Road		0	0	0
PIS - 64 Ninfield Road	19	100	100	0
Housing Development Schemes				
Community Led Housing Schemes		600	559	41
Blackfriars Housing Development	2,076	10,728	2,076	8,652
Mount View Street Development - Housing		6,940	0	6,940
Alliance Homes (Rother) Ltd		25,000	0	25,000
Alliance Homes share capital		100	100	0
King Offa Residential Development	21	21	21	0
Former Bexhill High School site - Housing		0		0
Housing and Community Services				
De La Warr Pavilion - Capital Grant	42	54	56	(2)
Sidley Sports and Recreation	28	811	341	470
Land Swap re Former High School Site		1,085	185	900
Bexhill Leisure Centre - site development		0		0
Bexhill Leisure Centre - refurbishment		140	0	140
Disabled Facilities Grant	584	1,625	584	1,041
New bins	152	125	157	(32)
Bexhill Promenade - Outflow pipe		100	100	0
Bexhill Promenade - Protective Barriers	45	47	50	(3)
Bexhill Promenade - Shelter 1		0	60	(60)
Fairlight Coastal Protection		0	18	(18)
Housing (purchases - temp accomodation)	301	7,300	2,986	4,314
Strategy & Planning				
Grants to Parishes - CIL	40	88	40	48
Executive Directors & Corporate Core				
Accommodation Strategy		0	0	0
Resources				
ICT Infrastructure – Ongoing Upgrade Programme	2	123	2	121
Development of Council Owned Sites	8	8	8	0
Total Capital Programme	4,065	62,742	9,223	53,519

Reserves

	Draft 2020/21 Actual £ (000)	Revised 2021/22 Budget £ (000)	2021/22 Estimated Outturn £ (000)	2021/22 Quarter 2 Variance £ (000)
Revenue Reserves and General Fund - Opening Balance	(14,970)	(13,209)	(13,209)	0
Use of Reserves to Fund Capital Expenditure	477	619	602	(17)
Use of Reserves to Balance Budget incl deficit	1,284	2,700	2,793	93
Balance 31/3/20	(13,209)	(9,890)	(9,814)	76

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Rother District Council

Report to: Overview and Scrutiny Committee

Date: 22 November 2021

Title: Council Tax Reduction Scheme – outcome of consultation to proposed changes

Report of: Chris Watchman – Revenues and Benefits Manager

Ward(s): All

Purpose of Report: To receive the outcome of the recent consultation on changes to the Council Tax Reduction Scheme for 2022/23 for recommendation to Cabinet and Full Council.

Officer

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

- 1) the outcome of the consultation be noted; and
- 2) Cabinet be requested to recommend to Council that the changes to the Council Tax Reduction Scheme as outlined in this report be approved and adopted with effect from 1 April 2022.

Introduction

1. Following the work and recommendations of the Anti-Poverty Task and Finish Group, Cabinet approved going out to consultation on changes to the Council's Council Tax Reduction Scheme (CTRS) to come into being from the 1 April 2022 (Minute CB21/18). The objective of the change is to improve access to the CTRS for self-employed people who are also carers and those self-employed residents who are registered disabled. The current CTRS reflects previous national benefits in assuming a minimum level of working and income. Experience has shown that the current scheme disadvantages those households where full-time work is not possible, and in particular where they are carers or where they are disabled. Appendix A replicates the information considered by Cabinet.
2. The Council is legally required to consult with the community and stakeholders on any substantive change to the CTRS and this report updates Members on its outcome and makes recommendations to implement the changes as proposed.

Consultation Response

3. The response rate to the consultation was very low. There were nine responses from the community plus the major preceptors also responded. Of the community responses, it appears that seven of the nine had some level of support to the proposed changes. Those that did not support the changes were more opposed on the grounds of the potential for fraud and misrepresentation

of income by self-employed applicants rather than the principles behind the changes. It must be stressed however, that this is a small and unrepresentative sample and cannot be said to reflect the views of CTRS applicants, the self-employed or the residents of Rother. Details of the responses are contained at Appendix B.

4. All the major preceptors have responded to the consultation. The Sussex Police and Crime Commissioner and East Sussex Fire Authority are in support of the changes, whereas East Sussex County Council (ESCC) are not. With regard to the ESCC comments, given the nature of the proposal, it is not possible to accurately predict the uptake and the ultimate cost of the changes. It is expected to have a relatively small impact on the total income derived from Council Tax, but will make an important difference to those households affected. The uptake and ultimate cost will be monitored through 2022/23 and will be considered when the CTRS is next reviewed. Copies of the responses are shown at Appendix C.

Conclusion

5. Whilst it is disappointing that the consultation response was small, given the limited nature of the proposed changes it is understandable. It is important to recognise the concerns of the major preceptors in protecting their income from Council Tax as to not have unintended consequences on their ability to continue to deliver essential services. It is, however, expected that the changes will not have a material impact on income but assurance will be given to the major preceptors that the cost of the changes will be monitored and will be considered at the next review of the CTRS. On this basis, it is proposed that Cabinet be asked to recommend to full Council the adoption of the changes to the CTRS for self-employed people who are also carers and those self-employed residents who are registered disabled.

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

Chief Executive	Malcolm Johnston
Report Contact Officer:	Chris Watchman
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Appendices:	Appendix A – Extract from Cabinet Report 28 June 2021 Appendix B – Consultation Responses Appendix C – Responses from Major Preceptors
Relevant Previous Minutes:	CB21/18
Background Papers:	None.
Reference Documents:	None.

Extract from Cabinet report - Council Tax Reduction Scheme

1. The CTR presentation in April 2021 illustrated that Rother is ahead of many local authority areas in having an income banded system in operation and that the level of financial support offered was typical. The income banded scheme had many advantages for the claimant and simplified the administration. Further work would be undertaken in time for any final decisions in June, to illustrate the impact of increasing the amount of help given. It was, however, clear that moving towards a 100% CTR scheme would have significant implications on the Council and other organisations who receive a share of council tax revenue.
2. The APT&FG did however agree three actions to recommend to the OSC:
 - a. that the current CTR Scheme Hardship Fund should be reviewed and a plan for better promoting the scheme in the community be developed. In addition it was suggested that the Council should establish a donations page on the Council website to supplement the Hardship Fund.
 - b. that Cabinet be requested to consider increasing the maximum support under the CTR Scheme above the current 80% when the Council achieves its financial stability ambition, as set out in the draft Corporate Plan
 - c. that Cabinet be requested to consult with the public and key stakeholders on improving access to CTR Scheme for self-employed people who are also carers and those self-employed residents who are registered disabled. The current scheme reflected previous national benefits in assuming a minimum level of working and income. Experience has shown that the current scheme disadvantages those households where full-time work is not possible, and in particular where they are carers or where they are disabled. Details of the current scheme and the proposed changes are shown at Appendix B.

Minimum Income Floor

The minimum income floor affects those claimants who are currently self-employed. Financial support is given for a start-up period of one year after which it would be assumed that the claimant is achieving a minimum level of income when assessing CTR. This would be based on 35 hours multiplied by the National Minimum Wage and this is in line with the approach taken under Universal Credit.

It is proposed to amend the Minimum Income Floor as follows:

- For self-employed applicants with caring responsibilities for a vulnerable person (excluding care for dependent children) the Council will have the discretion to reduce the assumed hours worked from 35 per week to take into account the care and support being provided.
- For self-employed applicants who are lone parents, the income from self-employment will be calculated using the greater of either their actual income taken from their profit and loss accounts or 16 hours at the national living wage.
- For self-employed applicants who also undertake PAYE employment the Council will have discretion to use the number of self-employed hours at the national living wage that, when combined with the hours worked during the PAYE employment, does not exceed 35 hours per week.

- For self-employed applicants in receipt of a disability benefit, the income from self-employment will be calculated using the greater of either their actual income taken from their profit and loss accounts or 16 hours at the national living wage.

Extract from the current Council Tax Reduction Scheme

20.0 Earnings of self-employed earners

- 20.1 Subject to paragraph 20.2, 'earnings', in the case of employment as a self-employed earner, means the gross income of the employment plus any allowance paid under section 2 of the 1973 Act or section 2 of the Enterprise and New Towns (Scotland) Act 1990 to the applicant for the purpose of assisting him in carrying on his business unless at the date of claim the allowance has been terminated.
- 20.2 'Earnings' shall not include any payment in respect of a person accommodated with the applicant under arrangements made by a local authority or voluntary organisation and payments made to the applicant by a health authority, local authority or voluntary organisation in respect of persons temporarily in the applicant's care) nor shall it include any sports award.
- 20.3 This paragraph applies to –
- a. royalties or other sums paid as a consideration for the use of, or the right to use, any copyright, design, patent or trade mark; or
 - b. any payment in respect of any
 - (i) book registered under the Public Lending Right Scheme 1982; or
 - (ii) work made under any international public lending right scheme that is analogous to the Public Lending Right Scheme 1982, where the applicant is the first owner of the copyright, design, patent or trade mark, or an original contributor to the book of work concerned.

21.0 Calculation of net profit of self-employed earners

- 21.1 For the purposes of the average weekly earnings (of self-employed earners) the earnings of an applicant to be taken into account shall be:
- a. in the case of a self-employed earner who is engaged in employment on his own account, the net profit derived from that employment;
 - b. in the case of a self-employed earner whose employment is carried on in partnership or is that of a share fisherman within the meaning of the Social Security (Mariners' Benefits) Regulations 1975, his share of the net profit derived from that employment, less-
 - 1. an amount in respect of income tax and of national insurance contributions payable under the Act; and
 - 11. one-half of the amount calculated in respect of any qualifying premium; and
 - 111. £25, this deduction shall apply once only irrespective of whether a person is also employed or self-employed in a number of occupations. For the avoidance of doubt a single £25 per week disregard shall be granted to any claim. Irrespective of the household composition, the number of employed persons within the household or the type or number of employment (s) or self-employment(s).
- 21.2 The net profit of the employment shall be calculated by taking into account the earnings of the employment over the assessment period less any expenses wholly and exclusively incurred in that period for the purposes of the employment.
- 21.3 Subject to paragraph 21.4 no deduction shall be made, in respect of -
- a. any capital expenditure;
 - b. the depreciation of any capital asset;
 - c. any sum employed or intended to be employed in the setting up or expansion of the employment;
 - d. any loss incurred before the beginning of the assessment period;
 - e. the repayment of capital on any loan taken out for the purposes of the employment;
 - f. any expenses incurred in providing business entertainment, and
 - g. any debts, except bad debts proved to be such, but this sub-paragraph shall not apply to any expenses incurred in the recovery of a debt.
- 21.4 The authority shall refuse to make deduction in respect of any expenses where it is not satisfied given the nature and the amount of the expense that it has been reasonably incurred.
- 21.5 For the avoidance of doubt deduction shall not be made in respect of any sum unless it has been expended for the purposes of the business;
- 21.6 Where an applicant is engaged in employment, as a child minder the net profit of the employment shall be one third of the earnings of that employment, less an amount in respect of
- a. income tax; and
 - b. national insurance contributions payable under the Act; and
 - c. one-half of the amount in respect of any qualifying contribution; and

- d. £25, this deduction shall apply once only irrespective of whether a person is also employed or self-employed in a number of occupations. For the avoidance of doubt a single £25 per week disregard shall be granted to any claim. Irrespective of the household composition, the number of employed persons within the household or the type or number of employments or self-employments.
- 21.7 For the avoidance of doubt where an applicant is engaged in employment as a self-employed earner and he is also engaged in one or more other employments as a self-employed or employed earner any loss incurred in any one of his employments shall not be offset against his earnings in any other of his employments.
- 21.8 The amount in respect of any qualifying premium shall be calculated by multiplying the daily amount of the qualifying premium by the number equal to the number of days in the assessment period; and for the purposes of this section the daily amount of the qualifying premium shall be determined
- a. where the qualifying premium is payable monthly, by multiplying the amount of the qualifying premium by 12 and divided the product by 365;
 - b. in any other case, by dividing the amount of the qualifying premium by the number equal to the number of days in the period to which the qualifying premium relates.
- 21.9 In this section, 'qualifying premium' means any premium which is payable periodically in respect of a personal pension scheme and is so payable on or after the date of claim.

22.0 Deduction of tax and contributions of self-employed earners

- 22.1 The amount to be deducted in respect of income tax under these sections shall be calculated on the basis of the amount of chargeable income and as if that income were assessable to income tax at the basic rate of tax applicable to the assessment period less only the personal relief to which the applicant is entitled under section 257(1) of the Income and Corporation Taxes Act 1988(personal allowances) as is appropriate to his circumstances; but, if the assessment period is less than a year, the earnings to which the basic rate of tax is to be applied and the amount of the personal reliefs deductible under this paragraph shall be calculated on a pro rata basis.
- 22.2 The amount to be deducted in respect of national insurance contributions under this part shall be the amount of Class 4 contributions (if any) which would be payable under section 15 of the Act (Class 4 contributions recoverable under the Income Tax Acts) at the percentage rate applicable to the assessment period on so much of the chargeable income as exceeds the lower limit but does not exceed the upper limit of profits and gains applicable for the tax year applicable to the assessment period; but if the assessment period is less than a year, those limits shall be reduced pro rata.
- 22.3 In this section 'chargeable income' means-
- a. except where sub-paragraph (b) applies, the earnings derived from the employment less any expenses deducted; or
 - b. in the case of employment as a child minder, one-third of the earnings of that employment.

23.0 Minimum Income Floor

- 23.1 Where no start up period (as defined within 23.2) applies to the applicant and the income from self-employment of the applicant or partner is less than an amount determined by the national living wage per hour multiplied by 35 hours per week (the Minimum Income Floor), the income used by the authority in the calculation of their award will be substituted to that appropriate amount. This amount shall not be less than 35 x the national living wage, or where higher the number of hours declared by the applicant multiplied by the national living wage. From that, the authority will deduct only an estimate for tax, national insurance and half a pension contribution (where a pension contribution is being made).
- 23.2 The authority shall determine an appropriate start up period for the employment activity being conducted by the claimant or partner. This will normally be one year from the date of claim, or one year from the date of commencement of the employment activity, whichever is sooner. During this period no Minimum Income Floor shall be applied. The start-up period ends where the person is no longer in gainful self-employment.
- 23.3 Where a claimant or partner holds a position in a company that is analogous to that of a sole owner or partner in the business of that company, he shall be treated as if he were such sole owner or partner and in such a case be subject to the Minimum Income Floor where appropriate.
- 23.4 Ordinarily, no start-up period may be applied in relation to a claimant where a start-up period has previously been applied, whether in relation to a current or previous award of a Council Tax Reduction. The authority may allow a subsequent employment to qualify for a start-up period based on the previous history of the claimant and an assessment of such evidence that would support a decision to allow for a subsequent start up period.
- 23.5 In order to establish whether to award a start-up period, or at its discretion a subsequent start up period, the claimant must satisfy the authority that the employment is:
- Genuine and effective. The authority must be satisfied that the employment activity is being conducted.
 - Taking up at least 35 hours per week
 - Being conducted with the intention of increasing the income received to the level that would be conducive with that form of employment.
- 23.6 For the purposes of determining whether a claimant is in gainful self-employment or meets the conditions for a start-up-period, the Council will require the claimant to provide such evidence or information that it reasonably requires to make that decision, the Council may also require the self-employed person to attend an interview for the purpose of establishing whether the employment is gainful or whether the conditions for a start-up period are met.

Public Consultation on Changes to Council Tax Reduction Scheme

Introduction and Methodology

1. This consultation on changes to the Council Tax Reduction Scheme ran for 6 weeks from Friday, 13 August to Monday, 27 September 2021.
2. A range of 26 local organisations, that support either low income households or the self-employed, were invited to take part in the consultation as were the town and parish councils. An invitation to consult was sent to the members of the Rother Citizens Panel. The opportunity to consult was promoted on social media, mainly Twitter, and in three MyAlerts email messages on 23 August, 6 September and 18 September 2021. An article on the Council's website provided the scope of the review, some background information and links to the current Council Tax Reduction Scheme. A text extract from the web article is in Appendix A.
3. The purpose of the consultation was to ask for views on the Council's proposal to make changes to the Council Tax Reduction Scheme (CTRS) that would make it possible for more residents to get a reduction on their Council Tax bill. These changes primarily affected some of the low-income self-employed whose circumstances would make it difficult to work full-time on their businesses.
4. The current scheme's regulations set out that all self-employed applicants are presumed to work at least 35 hours a week and earn at least the minimum wage. This is regardless of the number of hours currently worked by the applicant or how much they earn. The proposal was to reduce the threshold to assume at least 16 hours worked and earning at least minimum wage. This would apply to self-employed applicants who are also disabled or carers for the disabled, lone parents and those who also work for an employer under PAYE employment.

Response Rate

5. Respondents were asked to send in their comments by email or in writing. We received nine emails from members of the public. There have been no responses from local organisations save the statutory consultees.
6. This is a small number of responses therefore they cannot be considered representative of the wider population and therefore they are reported as given without drawing any conclusions. Respondents that would be personally affected can give some insight into the impact on an individual.

Changes to Response Text to Protect Respondents

7. Some respondents made references to their own circumstances that might tend to identify them. Therefore, some redactions have taken place in order to maintain anonymity and to focus the comments on the purpose of the consultation. Redactions are indicated in brackets in the text and any text substitutions to help the reader are provided in brackets. A small number of spelling and punctuation errors have been corrected in the text of submissions.

Responses in Opposition

8. The comments from those opposed to the changes were from two respondents who believed the self-employed were more likely to fraudulently represent their circumstances:
- a. I have had a lot of dealings with self-employed people over the last 20 years and feel the system is being so abused by these people. It is so set up in this way it has become the norm for them to declare no income or income but with more expenses than income. Many of these people never pay tax despite earning well and we are now advertising on the radio for self-employed to claim universal credit so not only do they get their earnings tax free they get the same benefits as an unemployed person and now you would like to allow them to not pay council tax too. Why should they really when you can just increase it and make people like me an employed person who doesn't get anything to pick up their share.
 - b. As Council Taxpayers in Rother we totally oppose any new or additional benefits for the self-employed/ disabled.
 - c. Being a self-employed (tradesman) is a choice with pitfalls but many extreme tax-free benefits, perks and freedoms. IT IS THEIR CHOICE! [Redacted sentences.]
 - d. True skilled tradesmen can operate profitably through CHECK A TRADE by telephone and the like, can be members of a trade union, have access to pension schemes, NI contributions like the rest of us. So why and whom are you helping? Are they a special case or is it the NO SKILL pretenders to being skilled tradesmen that you are helping that actually rip us off? [Further sentences redacted.]

Responses in Support

9. The comments from those in support of the changes were from four respondents who generally supported the changes. One of these respondents stated they might be directly affected.
- a. I would like to support the changes to the scheme.
 - b. I'm also delighted that there is no change to the minimum 20% payment as the Labour supporters wanted to happen.
 - c. I may be directly affected. I agree as it seems fair.
 - d. I have read the information in Rother alerts regarding CTR. It will not affect me, but I think any help that is given to people on low incomes is positive.
 - e. I have been aware in recent years of draconian measures taken against those who default on payments. While I understand it has to be paid hounding people with bailiffs and court summons is not necessarily the best way of managing the situation. If someone has nothing trying to take away even more is unhelpful and immoral. The charges racked up as they are chased for payment makes a bad situation much worse. I therefore support your current measure.

- f. I write specifically regarding the proposed changes being considered for self-employed carers.

What you are proposing implies each case will be looked at with no guarantee of any reduction and that is not good enough.

Carers, and I mean those in receipt of Carers Allowance, have their income/earnings already capped. They are not allowed, under the rules set by the government, to earn more than £128 per week. This is because by being awarded Carers Allowance the government has acknowledged that their main job is caring for a disabled person.

The disabled person will already have gone through the cruel and dehumanising process of claiming PIP, where they relive everything they cannot do for themselves in detail, both on paper and face to face with an assessor. The DWP involved in this process are all EO level or above. The face to face assessors all hold, in some form or another, a medical degree. It might be in nursing or physiotherapy, but they studied and qualified.

PIP is a passport benefit and unless the person being cared for is in receipt of it, the carer cannot claim Carers allowance.

With this in mind, what qualifications will your revenue staff have when making the decision proposed below -

"For self-employed applicants with caring responsibilities for a vulnerable person, the council will have the discretion to reduce the assumed hours worked from 35 on an individual basis and dependant on the level and amount of care being provided"

Let me suggest that for carers in receipt of Carers Allowance, this has already been done by people with a better medical understanding than unqualified revenues staff.

To qualify for Carers Allowance - (copied from <https://www.gov.uk/carers-allowance/eligibility>)

The type of care you provide

You need to spend at least 35 hours a week caring for someone. This can include: Helping with washing and cooking, taking the person you care for to a doctor's appointment, helping with household tasks, like managing bills and shopping. Your earnings are £128 or less a week after tax, National Insurance and expenses.

Might I suggest that your proposed changes must reflect the difference between people who have caring responsibilities and those carers in receipt of Carers Allowance.

Because people on Carers Allowance cannot work 35 hours a week. They already have an income cap. They do what is basically full time 24/7 caring for £67.50 per week.

So, to further put them, (and indirectly, the person they care for as they they are usually couples) through more stress and more hoops to jump through to justify tiny amounts earnt is just wrong.

For people who are self-employed carers who are in receipt of Carers Allowance you must make them exempt from everything. That is what UC does.

So no MIF and any earnings are exempt as they are under £128 per week anyway.

Show some common sense and compassion for once, for what will be a minute cost.

I speak as part of a couple in this situation. Where, now you have reintroduced the MIF for self-employed, the self-employed carer who occasionally earns £20 or £30 per week in casual work is now assumed to be working 35 hours for minimum wage. We had to end our claim for help and are worse off now. Because the carer in receipt of Carers Allowance for the disabled partner is prohibited from doing full time hours and cannot earn the minimum income floor levels.

Responses on Other Changes

10. There are three responses that are other responses that suggest improvements or changes they would like to see. One respondent is a self-employed single parent who believes they are above the income for eligibility. They appear to support the changes for self-employed single parents if there is no support from the other parent. However, it is more important to them to increase the eligibility requirements for low-income retired residents rather than the self-employed. The second response below is from a couple in retirement whose income has been reduced by the loss of Carers Allowance and who would also like more help for pensioner carers and disabled as well as the self-employed. The third respondent is in receipt of CTRS, consider the help to be too low, and would like Council Tax to be charged in line with a combination of income and the number of residents in a household.

- a. I am self-employed, work 18 hours a week and I am a full-time carer for my disabled [child] who is [in receipt of local care support and government disability allowances]. As I work, I do not receive or attempt to apply for the Carers Allowance.

I am also a lone parent but get adequate maintenance support in various forms from the [other parent] and tax credits due to my circumstances. It's plenty in my opinion and I manage to pay my council tax fine, with the 25% reduction.

[Redacted paragraph]

.... we also qualify for help from the Family Fund annually.

To recognise my situation and offer help at the district council level would be a new experience and welcomed I am sure but it also needs to be

recognised that people in my situation do receive a great deal of help already. However, I do also see that some lone parents are not adequately supported by the absent parent and I am lucky in that respect.

I wouldn't say no to a Council Tax reduction and less outgoings would obviously make my life easier. However, I live in [a rural village in Rother] and we have an awful lot of older people and I think that particular group is underfunded. [A local charity that supports older people] had to close recently due to lack of volunteers as just one example of where help is needed. The ageing population is a bigger worry and perhaps there is scope to help them by extending the hours of the bus pass or offering to pay their TV licence!

Self-employed people, generally, pay less tax and NI and already benefit from their employment status. I accept that we do not receive sick or holiday pay, workplace pensions etc., but the flexibility lends itself well to being a carer.

- b. I am an unpaid carer for my [partner], [redacted]. We are both on a state pension and [my partner] has got PIP for the next 10 years, [redacted]. Because we are now on a pension, we have lost my Carers Allowance and also now have to pay full Council Tax, it's as if we are being penalised for being elderly and that having worked, in our early lives, we don't count anymore. I still care for my [partner], just because I'm over 65 it doesn't mean [my partner] has suddenly gotten better and I don't look after [my partner] anymore. And suddenly we have to pay full council tax, which up until I became 65, we didn't have to pay, that now has to come out of our state pensions.

A reduction in Council Tax for ALL carers and their disabled partners/clients would be a tremendous relief for those of us on a low income and have to struggle even more now we have become elderly.

- c. Surely it is time to survey/administer each household (like the previous Rates system).

When residents paid according to how many people lived in a property?
IE: currently system is not fair when 1 or 2 people pay the same as a typical family of 4 and vice versa.

Also since COVID and before, Council Tax should be paid according to what people earn.

IE: my [partner] lost [their] job due to COVID affecting the travel industry, where [they] tried very hard to remain in [their] previous line of work [redacted], but could not due to constant and obvious age discrimination ([age over 55]), so is now a Care/Support Worker, but [their] rate of pay is very poor = we are down by £1,500 per month now compared to [their] previous salary. I am affected by a physical disability and do get/qualify for the reduced Council Tax Disability rate, but this too is still too low. Therefore, almost in every region/district there are enough rich/affluent

people who can afford to pay the full Council Tax rates, so surely now time to consider us non affluent and not rich people who are very much struggling please, and dis-regarding (not means-testing) any savings we need to keep for aging/retiring [redacted].

Conclusion

11. It appears that 7 of the 9 respondents had some level of support to the proposed changes. Those that did not support the changes were more opposed on the grounds of the potential for fraud and misrepresentation of income by self-employed applicants rather than the principles behind the changes. However, once again it must be stressed that this is a small and unrepresentative sample and cannot be said to reflect the views of CTRS applicants, the self-employed or the residents of Rother.

Programme Office & Policy Unit on behalf of the Revenues and Benefits Service,
Acquisitions, Transformation and Regeneration
Rother District Council

29 September 2021

Responses from Major Preceptors**East Sussex Fire Authority**

East Sussex Fire Authority recognises the impact that the Covid-19 pandemic has had on local communities, particularly, those who are vulnerable, both financially and for other reasons.

As you will be keenly aware, in common with other local authorities the Fire Authority already faces significant financial challenges due both to reductions in Government funding and the impact of Covid-19. Our current Medium Term Finance Plan identifies the potential need to make new savings of up to £2.5m over the next 5 years, in addition to £10.5m already delivered or planned.

Council Tax is our most important funding stream (70% in 2021/22). The Authority will need to take account of any further reduction in council taxbase on its income when considering options for achieving a balanced budget for 2022/23 and beyond. Given the scale of the financial challenge, which cannot be met by efficiencies alone, this may mean that the Authority has to revisit its Integrated Risk Management Plan 2020-25 and consider further changes to the service it provides across the communities of East Sussex and Brighton & Hove, including those who are most vulnerable.

The Fire Authority notes that the proposed changes to Rother DC's LCTRS are expected to result in only a minor reduction in income from council tax and improve the equity of the scheme. On this basis the Fire Authority would not oppose the proposed changes.

East Sussex County Council

East Sussex County Council recognises the impact that the Covid-19 pandemic has had on local communities, particularly, those who are vulnerable, both financially and for other reasons.

As you will be aware, in common with all local authorities, the County Council continues to face significant financial challenges in responding to day to day service demands and the ongoing impact of the pandemic. As we wait for the government to provide a multi-year financial settlement through the Spending Review 2021, plus the implications of the recently announced Adult Social Care Levy as the potential solution to the challenges faced by Adult Social Care, the authority's Medium Term Financial Plan (MTFP) presents a deficit position by 2024/25 of £18.4m. Any loss of income from Council Tax arising from these proposed changes would only serve to increase the deficit and consequently the potential need to make significant new savings to bridge the funding gap.

Council Tax is the County Council's most important funding stream (74% of net budget in 2021/22) and we rely on certainty of this income to enable us to effectively plan services for the future. The Council will need to take account of any further reduction in the tax base on its income when considering options for achieving a balanced budget for 2022/23 and beyond. Any reductions in income from Rother District residents will be felt across the whole of East Sussex and potentially impact on the services on which the most vulnerable in the whole rely.

Although only a minor change to the existing LTRS, little information has been presented for the authority to fully understand the impact, other than it will reduce the income received. On this basis, East Sussex County Council cannot support Rother District Council's proposals to change its LCTRS which could lead to a permanent reduction in its income from council tax.

Sussex Police and Crime Commissioner

Thank you for the opportunity to comment on your proposed changes to the Rother District Council Local Council Tax Reduction Scheme.

The Police and Crime Commissioner for Sussex (PCC) has reviewed the proposed changes to your LCTRS. As the changes are expected to result in only a minor reduction in the income receivable from council tax, and that it will improve the equity of the scheme, the PCC supports the proposed changes.

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Rother District Council

Report to: Overview and Scrutiny Committee

Date: 22 November 2021

Title: Carbon Baseline Approach for the Council's Activities

Report of: Director - Place and Climate Change

Ward(s): N/A

Purpose of Report: To update Members on the approach to be used to establish a Carbon Baseline for the Council's activities.

Officer

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

- 1) the report be noted; and
- 2) Cabinet be requested to agree that the carbon baseline data should be set from the 2019/20 financial year and that data related to scopes 1, 2, and where possible, 3 be included in the baseline set.

Introduction

1. In September 2020, the Rother Environment Strategy was adopted. One of the priorities is to become an 'Environmentally Friendly Council'. This report informs of the approach to be taken to establish a Carbon Baseline for the Council's activities to assist the Council in meeting its ambitious carbon zero target.

Type of Emissions – Scopes 1,2 and 3

2. The Greenhouse Gas Protocol (<https://ghgprotocol.org/>) identifies three types of emissions, referred to as Scopes 1, 2 and 3 and are reported as carbon dioxide equivalents:

Category	Description	Explanation
Scope 1	Direct emissions from sources owned or controlled by Rother District Council.	Emissions from boilers within Council buildings and vehicles. Councils have direct control over these emissions.
Scope 2	Indirect emissions from the generation of energy purchased by Rother District Council.	Emissions from purchased electricity.
Scope 3	Indirect emissions that result from the other activities that occur in the supply chain of the Council's activities.	Emissions are not something that we directly control, they occur when we buy a product or service and emissions are produced elsewhere. They can be more difficult to determine accurately.

Table 1: Emission category

3. It is proposed to use a framework for the calculation of greenhouse gas used by the Council, such as the one developed by Local Partnerships/Local Government Association ([Greenhouse Gas Accounting Tool - Local Partnerships](#)). The benefits of this include standardising how emissions are measured and reported to enable a consistent, sector-wide benchmark.
4. The reporting of carbon emissions is voluntary for public sector organisations. However, the ability to record, assess and report upon emissions will directly assist the Council in its transition to meeting its ambitious carbon zero target. Furthermore, a future change in regulations may mean compulsory reporting for all emission scope categories.

Council's Baseline

5. It is recommended to use 2019/20 as the baseline year. Collecting data, where possible of direct emissions generated from the Council's own operations from an assessment of electricity, gas and water usage and business travel. It is intended to include the outsourced services of leisure, waste collection and grounds maintenance services within Scope 3, however, this will depend on the data available.
6. Carbon emissions generated by the tenants of assets within Council ownership where the responsibility for the payment of the utility bills lies with the tenant will be excluded from our asset baselining. These are included within districtwide emission calculations and their inclusion would be double counting.
7. Our approach to improve the energy efficiency of our Asset portfolio, will be reviewed within our Asset Management Plan, due to be finalised by December 2022. This will also contribute to the landlord requirements to meeting the Minimum Energy Efficiency Standard (MEES) Energy Performance Certificate (EPC) in the future.
8. As noted in Table 1 above, Scope 3 emissions can be more difficult to calculate accurately. We will work to capture the data required from a review our activities within the Scope 3 categories and report on these emissions. As our data capture is refined and updated, we will amend our baseline where we can.
9. It is anticipated to have our baseline emissions for Scope 1, 2 and some Scope 3 activities no later than 31/03/2022. We intend to recruit a Climate Change Project Officer who will review the baseline data, further scope 3 activities, including data capture, and progress projects to reduce our carbon emissions.

Conclusion

10. The emissions will be calculated using the agreed framework on an annual basis and be reported through the Environment Strategy update to the Overview and Scrutiny Committee via our Climate Change Steering Group. It is important that the Council is aware of its own emissions to inform future policy decisions and to demonstrate progress towards carbon zero. Furthermore, it is imperative that the Council sets an example to the wider area by demonstrating what it is doing to achieve Net Zero.

11. This report sets our intended approach to be used to establish a Carbon Baseline for the Council's activities.
12. Members are requested to consider this approach and pass any recommendations for action to Cabinet for consideration.

Financial Implications

13. Costs to undertake an energy/carbon efficiency review of the Council's Asset portfolio may be required. Additional resource may be required for improvements to the energy/carbon efficiency of buildings, including the installation of innovative technology to improve performance and future projects identified.

Environmental Implications

14. Establishing a carbon baseline for the Council's activities will enable the Council to monitor progress against its ambitions to be carbon Net Zero by 2030.

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	No		

Chief Executive:	Malcolm Johnston
Report Contact Officer:	Nicola Mitchell
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Appendices:	None
Relevant previous Minutes:	C20/37: Consultation Report – Draft Rother District Council Environment Strategy (CB20/20).

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OVERVIEW AND SCRUTINY COMMITTEE

WORK PROGRAMME 2021 – 2022		
DATE OF MEETING	SUBJECT – MAIN ITEM IN BOLD	Cabinet Portfolio Holder
22.11.21	<ul style="list-style-type: none"> • Review of the Housing, Homelessness and Rough Sleeping Strategy (2019-2024) • Medium Term Financial Plan 2022/23 to 2026/27 • Performance Report: Second Quarter 2021/22 • Revenue Budget and Capital Programme Monitoring Quarter 2 - 2021/22 • Council Tax Reduction Scheme - Outcome of consultation to proposed changes • Carbon Baseline Approach for Council's Activities • Strategy Community Infrastructure Levy Apportionment Proposals 	Byrne Dixon Field Vine-Hall
24.01.22	<ul style="list-style-type: none"> • Draft Revenue Budget Proposals 2022/23 • Key Performance Targets 2022/23 • Report of the Off-Street Car Parks Task and Finish Group 	Dixon Field
14.03.22	<ul style="list-style-type: none"> • Crime and Disorder Committee: to receive a report from the Community Safety Partnership • Performance Report: Third Quarter 2021/22 • Revenue Budget and Capital Programme Monitoring – Quarter 3 2021/22 • Draft Anti-Poverty Strategy Proposals 	Dixon Byrne
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 Economic Regeneration Strategy • Peer Review • Draft Corporate Customer Services Strategy Proposals • Litter Strategy • Progress on the Environment Strategy • Review of the Tourism Strategy and the impact of Airbnbs – Spring 2022 • Impact of Airbnb and second homes in Rye/Winchelsea/Camber – Spring 2022 • Effectiveness of 'MyAlerts' 		

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