

Overview and Scrutiny Committee

Date and Time - **Monday 12 September 2022 – 6:30pm**

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

Councillors appointed to the Committee:

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

Substitute Members: Mrs M.L. Barnes, L.M. Langlands and R.B. Thomas.

AGENDA

1. MINUTES

To authorise the Chair to sign the Minutes of the meeting of the Overview and Scrutiny Committee held on 18 July 2022 as a correct record of proceedings.

2. APOLOGIES AND SUBSTITUTES

The Chair 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 Chair 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.

5. TECHNICAL ADVICE NOTES – FIRST HOMES AND 100% AFFORDABLE HOUSING (Pages 3 - 58)

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Rother District Council putting residents at the heart of everything we do.

6. **HEALTH AND WELLBEING TASK AND FINISH GROUP** (Pages 59 - 62)
7. **WORK PROGRAMME** (Pages 63 - 64)

Malcolm Johnston
Chief Executive

Agenda Despatch Date: 2 September 2022

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Report to: Overview and Scrutiny Committee

Date: 12 September 2022

Title: Technical Advice Notes – First Homes and 100% Affordable Housing

Report of: Ben Hook, Director – Place and Climate Change

Ward(s): All

Purpose of Report: To advise of the publication of Technical Advice Notes (TANs) to support the Adopted Development Plan (Core Strategy 2011-2028; Development and Site Allocations Plan; and made Neighbourhood Plans) and consider TANs relating to First Homes; 100% Affordable Housing; and Bexhill Town Centre Conservation Area.

Officer

Recommendation(s): It be **RESOLVED**: That it be recommended to Cabinet and Council that:

- 1) amendments to the Planning Committee scheme of delegation, to enable proposed increases in affordable housing to be delegated to the Director – Place and Climate Change and determined in accordance with adopted planning policy, as detailed in the 100% Affordable Housing Technical Advice Note, be approved;
- 2) the publication of Technical Advice Notes, to support the Adopted Development Plan be agreed; and
- 3) the Technical Advice Notes relating to First Homes, 100% Affordable Housing and Windows in Bexhill Town Centre be supported.

Introduction

1. The Adopted Development Plan consists of the Core Strategy 2011-2028; the Development and Site Allocations Plan (DaSA); and made Neighbourhood Plans. Under Section 38(6) of the Planning & Compulsory Purchase Act 2004, planning decisions should be made in accordance with the Development Plan unless material considerations indicate otherwise.
2. Technical Advice Notes (TANs) can provide technical advice to developers and decision-makers (planning officers and the Planning Committee). They are not adopted policy documents and cannot set policy. However, they can be used to explain how existing adopted policy should be interpreted in specific scenarios.
3. Three TANs have been drafted to respond to specific policy issues:

- First Homes – government policy direction
- 100% Affordable Housing – recent planning applications
- Windows in Bexhill Town Centre

TAN 1 – First Homes

4. The concept of First Homes was introduced by the Government through publication of a Written Ministerial Statement to set out plans for the delivery of “First Homes” on 24 May 2021. It also set out changes to planning policy. These changes came into effect on 28 June 2021. For further details, please refer to the [Written Ministerial Statement](#)¹ and [Planning Practice Guidance](#)².
5. First Homes are a specific kind of discounted market sale housing which meet the definition of ‘affordable housing’ for planning purposes. First Homes are the Government’s preferred discounted market tenure and are now required to account for at least 25% of all affordable housing units delivered by developers through planning obligations (i.e. Section 106 agreements)³.
6. The First Homes requirements apply regardless of local planning policy and it is not necessary for a local planning authority to publish guidance. However, in order to provide clarity on how First Homes will be applied by Rother District Council and to assist understanding by developers, officers and our community, a TAN is proposed.
7. The TAN explains what First Homes are; explains the eligibility criteria; and the requirements for developers, including exemptions. This is a summary of the national position, set out in the Written Ministerial Statement, paragraph 65 of the National Planning Policy Framework (NPPF) and the Planning Practice Guidance.
8. It then sets out and comments on our relevant adopted local plan policy (DaSA Policy DHG1: Affordable Housing and Core Strategy Policy LHN1: Achieving Mixed and Balanced Communities) and how these policies are applied in relation to First Homes. Working examples are provided to aid understanding.

TAN 2 – 100% Affordable Housing

9. The Government’s Affordable Homes funding is awarded by Homes England to qualified investment partners, including registered providers of social housing⁴. However, it does not fund affordable homes secured through developer contributions (Section 106) – the anticipated mechanism of achieving affordable housing anticipated by the NPPF and Rother’s Local Plan. As a result, registered providers are seeking to develop wholly affordable housing on major housing development sites in Rother. This is a shift from the expectation that affordable housing will be secured as a percentage requirement through DaSA Policy DHG1.

¹ <https://questions-statements.parliament.uk/written-statements/detail/2021-05-24/hlws48>

² <https://www.gov.uk/guidance/first-homes>

³ Planning Practice Guidance Paragraph: 001 Reference ID: 70-001-20210524

⁴ Registered providers (often called RPs) are providers of social housing registered with the Regulator of Social Housing (RSH) - [List of registered providers – 14 June 2022 \(accessible version\) - GOV.UK \(www.gov.uk\)](#)

10. The TAN responds to this situation by summarising relevant adopted local plan policy and guidance in the NPPF; summarising the findings of the joint Hastings and Rother Housing and Economic Development Needs Assessment (HEDNA), August 2020; highlighting the Corporate Plan's commitment to delivering affordable housing; commenting on the role of the Community Infrastructure Levy; and explaining how local plan policy is applied in circumstances where up to 100% affordable housing is proposed on a site.
11. The TAN advises that where proposals come forward for greater levels of affordable housing than the minimum percentages set out in Policy DHG1 (up to 100%), such proposals may be supported in principle. It also notes that the HEDNA 2020 provides evidence that affordable housing need has significantly increased in recent years. It concludes that, whether or not specific schemes for up to 100% affordable housing can be supported will come down to their compliance with the adopted policies of the Development Plan as a whole.

TAN 3 – Windows in Bexhill Town Centre

12. This TAN provides advice on how the Council's adopted planning policies should be applied to planning applications for alterations to, or replacement of, windows and doors within the distinctive special character of the designated Bexhill Town Centre Conservation Area following a number of recent planning applications.
13. It explains the legislative background and summarises relevant planning policy and Historic England guidance. It highlights the Council's declaration of a Climate Emergency. It then provides a summary of the character and appearance of the Bexhill Town Centre Conservation Area. Information on the environmental impact of uPVC windows is also provided, in an appendix.
14. The TAN then discusses three scenarios. In short, these are:
 - Works affecting historic timber windows – where the Council will seek to retain them or, where the window is in such a deteriorated condition as to require replacement, require a like-for-like timber reproduction.
 - Works affecting existing modern timber windows – where the Council will seek to preserve good quality modern timber windows and seek timber sliding timber windows where an inferior timber window is present. In these circumstances, a sliding slash uPVC window will be considered where significant justification is provided.
 - Works affecting existing uPVC windows – where timber or uPVC sliding slash windows of suitable appearance, proportionality and opening method will be supported.

Amendment to planning scheme of delegation

15. Currently, procedures require all applications proposing variations to affordable housing are reported to the Planning Committee for approval. This process was put in place so that applications for reduced levels of affordable housing were considered by the Planning Committee. Applications for a proposed uplift in affordable housing were not envisaged when these procedures were put in place. The delegation of such applications to the Director – Place and Climate Change, will speed up the determination of such

applications and give confidence to affordable housing providers seeking to take on sites.

Conclusion

16. The introduction of Technical Advice Notes (TANs) can assist understanding by applicants, officers, Councillors and our community of how planning decisions are made under our adopted planning policy.
17. It is recommended Cabinet be recommended to agree the publication of Technical Advice Notes (TANs), to support the Adopted Development Plan.
18. It is recommended that Cabinet be recommended to support the TANs relating to First Homes, 100% Affordable Housing and Windows in Bexhill Town Centre.
19. It is recommended that Cabinet be recommended to agree changes to Planning Committee procedures so that applications which seek to vary planning permissions to enable a proposed uplift in affordable housing be delegated to and determined in accordance with adopted planning policy, as detailed in the 100% Affordable Housing Technical Advice Note.

Financial Implications

20. There are minor production costs of creating Technical Advice Notes, but it is considered that these outweighed by the benefits of their provision.

Legal Implications

21. None – TANs reflect adopted Local Plan policy and do not affect the planning permission application decision process.

Environmental Implications

22. None - TANs reflect adopted Local Plan policy and do not affect the planning permission application decision process.

Human Resources Implications

23. There are minor resource implications of creating Technical Advice Notes, which fall on the planning policy team, but it is considered that these outweighed by the benefits of their provision.

Risk Management

24. While TANs reflect adopted Local Plan policy and text within each document would make clear that no new policy is introduced, it is possible that the documents could be challenged.

Equalities and Diversity Implications

25. Having regard to the Council's duty under Section 149 of the Equality Act 2010, there is not considered to be any implications for those with protected characteristics arising from the proposal.

Consultation

26. No consultation is proposed for the TANs, because they reflect adopted Local Plan policy.

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

Report Contact Officer:	Jeff Pyrah Planning Policy Manager
e-mail address:	jeff.pyrah@rother.gov.uk
Appendices:	Appendix 1: TAN1 Appendix 2: TAN2 Appendix 3: TAN3
Relevant Previous Minutes:	None
Background Papers:	None
Reference Documents:	None

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Rother District Council

FIRST HOMES

Technical Advice Note 1

Overview and Scrutiny version - 12 September 2022

This information can be made available in large print, audio or in another language upon request.

Please telephone **01424 787668** or email **planning.strategy@rother.gov.uk**

Technical Advice Notes (TANs)

1. We have produced a series of Technical Advice Notes (TAN) to support the Adopted Development Plan (Core Strategy 2011-2028; Development and Site Allocations Plan; and made Neighbourhood Plans). TANs provide technical advice to developers and decision-makers but are not adopted policy documents and should not be read as such. TANs do not set out new planning policy. The TANs may be updated from time to time to reflect changing circumstances or best practice.

Introduction

2. This Technical Advice Note (TAN) sets out the key information relating to First Homes and how the requirement impacts on the implementation of relevant policies of the adopted Local Plan, that is:
 - Policy DHG1 (Affordable Housing) of the Rother District Development and Site Allocations (DaSA) Local Plan (2019)¹;
 - Policy LHN1 (Achieving Mixed and Balanced Communities) of the Rother Local Plan Core Strategy (2014); and
 - Relevant policies of the made Neighbourhood Plans.
3. This Technical Advice Note responds to changes in Government policy, pending the adoption of the new Rother Local Plan, which is currently being prepared by the Council, with the initial round of public consultation planned for early 2023.

Background

4. On 24 May 2021, the Government published a Written Ministerial Statement to set out plans for the delivery of “First Homes”. It also set out changes to planning policy. These changes came into effect on 28 June 2021. For further details, please refer to the [Written Ministerial Statement](https://questions-statements.parliament.uk/written-statements/detail/2021-05-24/hlws48)² and [Planning Practice Guidance](https://www.gov.uk/guidance/first-homes)³.

¹ Policy DHG1 supersedes Core Strategy Policy LHN2

² <https://questions-statements.parliament.uk/written-statements/detail/2021-05-24/hlws48>

³ <https://www.gov.uk/guidance/first-homes>

First Homes Definition

5. First Homes are a specific kind of discounted market sale housing which meet the definition of 'affordable housing' for planning purposes. First Homes are the government's preferred discounted market tenure and are now required to account for at least 25% of all affordable housing units delivered by developers through planning obligations (i.e., S106 agreements)⁴.
6. Specifically, First Homes are discounted market sale units which:
 - a) must be discounted by a minimum of 30% against the market value;
 - b) are sold to a person or persons meeting the First Homes eligibility criteria (see below);
 - c) on their first sale, will have a restriction registered on the title at HM Land Registry to ensure this discount (as a percentage of current market value) and certain other restrictions are passed on at each subsequent title transfer; and,
 - d) after the discount has been applied, the first sale must be at a price no higher than £250,000.
7. Local authorities and neighbourhood planning groups have the discretion to set a lower price cap than £250,000 for the first sale price if they can demonstrate a need for this. Any local price caps should be determined through the plan-making process with regard to local income levels, related to local house prices and mortgage requirements.⁵ The ability to set a lower price cap is being explored through the emerging Local Plan process and, if justified, would be introduced in the new plan.
8. Local authorities and neighbourhood planning groups also have the discretion to require a higher minimum discount of either 40% or 50% if they can demonstrate a need for this. A decision to increase the minimum discount should be informed by a housing need assessment undertaken as part of the plan-making process, to enable an evidence-based planning judgement to be made about the need for a higher minimum discount level in the area, and how it can meet the needs of different demographic and social groups.⁶ As above, if the evidence justifies it, a higher minimum discount would be introduced through the new plan.

⁴ Planning Practice Guidance Paragraph: 001 Reference ID: 70-001-20210524

⁵ Planning Practice Guidance Paragraph: 005 Reference ID: 70-005-20210524

⁶ Planning Practice Guidance Paragraph: 004 Reference ID: 70-004-20210524

First Homes Eligibility Criteria

9. First Homes must be prioritised for first-time buyers⁷ and not be sold to any household with a combined annual income in excess of £80,000. A purchaser of a First Home should have a mortgage or home purchase plan (if required to comply with Islamic law) to fund a minimum of 50% of the discounted purchase price.
10. These national standard criteria should also apply at all future sales of a First Home.⁸
11. Through a section 106 agreement, local authorities or neighbourhood planning groups can apply eligibility criteria in addition to the national criteria described above. This may involve lower income caps (if this can be justified with reference to local average first-time buyer incomes), a local connection test, or criteria based on employment status (for example, to prioritise key workers). Any local eligibility criteria will apply for a maximum of 3 months from when a home is first marketed. If a suitable buyer has not reserved a home after 3 months, the eligibility criteria (including income caps) will revert to the national criteria set out above, to widen the consumer base. Local eligibility requirements will not apply to members of the armed forces.
12. A lower income cap will not be applied at this time. However, the Council is reviewing available evidence and may introduce a lower income cap in advance of the new Local Plan.
13. A local connection requirement will be included in section 106 agreements, consistent with that required for other low cost home ownership products regarded as affordable housing in planning terms (ie shared ownership). This requires owner occupiers to live, work or have family in the Rother area.
14. The Council may set an employment status criterion through section 106 agreements on a case by case basis where there is an identified local need: for example, for specific key worker professions, as allowed for by the Government's Planning Practice Guidance (PPG).

⁷ As defined in paragraph 6 of schedule 6ZA of the Finance Act 2003 for the purposes of Stamp Duty Relief for first-time buyers

⁸ Planning Practice Guidance Paragraph: 007 Reference ID: 70-007-20210524

Setting developer contributions for First Homes

15. A minimum of 25% of all affordable housing units secured through developer contributions should be First Homes. It is expected that First Homes (and the mechanism securing the discount in perpetuity) will be secured through section 106 planning obligations.
16. In accordance with paragraph 62 of the National Planning Policy Framework (NPPF), affordable housing is expected to be delivered on-site unless off-site provision or a financial contribution in lieu can be robustly justified, and the agreed approach contributes to the objective of creating mixed and balanced communities.
17. Where cash contributions for affordable housing are secured instead of on-site units, a minimum of 25% of these contributions should be used to secure First Homes. This could be achieved, for example, by acquiring additional First Homes from market development, paying the developer a sum to offset the discount from market price, and securing the tenure through section 106 planning obligations.
18. Where a mixture of cash contributions towards affordable housing and on-site units are secured, 25% of the overall value of affordable housing contributions should be applied to First Homes.⁹

How should the remaining 75% of affordable housing be secured through developer contributions?

19. Once a minimum of 25% of First Homes has been accounted for, social rent should be delivered in the same percentage as set out in the local plan. The remainder of the affordable housing tenures should be delivered in line with the proportions set out in the local plan policy.

⁹ Planning Practice Guidance Paragraph: 012 Reference ID: 70-012-20210524

21. For example, if a local plan policy requires an affordable housing mix of 20% shared ownership units, 40% affordable rent units and 40% social rent units, a planning application compliant with national policy would deliver an affordable housing tenure mix of 25% First Homes and 40% social rent. The remainder (35%) would be split in line with the ratio set out in the local plan policy, which is 40% affordable rent to 20% shared ownership, or 2:1. 35% split in this way results in 12% shared ownership; and 23% affordable rent.
22. In another example, if a local plan policy requires 80% of units to be shared ownership and 20% to be social rent, a policy compliant application would deliver 25% First Homes units, 20% social rent and 55% shared ownership.
23. If a local authority has an up-to-date policy on cash contributions in lieu of onsite contributions, then a planning application compliant with national policy will align with this approach.¹⁰

Is there a transition period for decision making?

24. The transition period for decision making has now passed, meaning the First Homes policy requirement now applies to all applications for full or outline planning permission except in areas where local and neighbourhood plans are adopted/made under the transitional arrangements¹¹. In these areas, the First Homes requirements will not need to be applied when considering planning applications in the plan area until such time as the requirements are introduced through a subsequent update.¹²
25. This means that within Rother, the First Homes requirements will not apply to planning applications within Battle¹³ or Burwash¹⁴ parishes until such time as the requirements are introduced through a subsequent update to those Plans.

¹⁰ Planning Practice Guidance Paragraph: 015 Reference ID: 70-015-20210524

¹¹ Local plans and neighbourhood plans submitted for examination before 28 June 2021, or that have reached publication stage by 28 June 2021 and subsequently submitted for examination by 28 December 2021, will not be required to reflect the First Homes policy requirement.

¹² Planning Practice Guidance Paragraph: 019 Reference ID: 70-019-20210524

¹³ Battle NP: submitted for examination Nov 2020, made Nov 2021.

¹⁴ Burwash NP: submitted for examination August 2020, anticipated to be made June 2022 (subject to referendum on 16 June 2022)

26. The First Homes policy requirement does not apply to applications made under section 73 of the Town and Country Planning Act 1990, to amend or vary an existing planning permission, unless the amendment or variation in question relates to the proposed quantity or tenure mix of affordable housing for that development.¹⁵

Are there exemptions to the requirement for First Homes?

27. The [Written Ministerial Statement](#)¹⁶ confirms that Paragraph 65 of the NPPF sets out that for major development involving the provision of housing, 10% of all homes on site should be affordable home ownership products, unless one of the exceptions applies. First Homes are an affordable home ownership product. Where specific developments are exempt from delivering affordable home ownership products under paragraph 65 of the NPPF, they shall also be exempt from the requirement to deliver First Homes. Those exemptions are where the site or proposed development:
- a) provides solely for Build to Rent homes;
 - b) provides specialist accommodation for a group of people with specific needs (such as purpose-built accommodation for the elderly or students);
 - c) is proposed to be developed by people who wish to build or commission their own homes; or
 - d) is exclusively for affordable housing, an entry-level exception site or a rural exception site.

Relevant Local Plan Policies

Policy DHG1: Affordable Housing

28. On housing sites or mixed-use developments, this policy in the adopted DaSA Local Plan (2019) requires the following percentages of affordable housing within the district:
- i. In Bexhill and Hastings Fringes, 30% on-site affordable housing on schemes of 15 or more dwellings (or 0.5 hectares or more);*

¹⁵ Planning Practice Guidance Paragraph: 022 Reference ID: 70-022-20210524

¹⁶ <https://questions-statements.parliament.uk/written-statements/detail/2021-05-24/hlws48>

- ii. *In Rye, 30% on-site affordable housing on schemes of 10 or more dwellings (or 0.3 hectares or more);*
 - iii. *In Battle, 35% on-site affordable housing on schemes of 10 or more dwellings (or 0.3 hectares or more);*
 - iv. *In the Rural Areas:*
 - a) *In the High Weald Area of Outstanding Natural Beauty, 40% on site affordable housing on schemes of 6 dwellings or more (or 0.2 hectares or more); or*
 - b) *Elsewhere, 40% on-site affordable housing on schemes of 10 or more dwellings (or 0.3 hectares or more).*
29. The supporting text to Policy DHG1 confirms that to meet this policy requirement, where the affordable housing requirement results in a number of units which is not a whole number, the number of units required on-site will be rounded down to the nearest whole figure. The 'unmet' proportion of a unit will be funded through an in-lieu contribution equivalent to the cost of providing that part unit on-site.¹⁷
30. The tenure mix for affordable housing is set out in Policy LHN1 of the Rother District Local Plan Core Strategy (2014):
- Policy LHN1: Achieving Mixed and Balanced Communities
31. In order to support mixed, balanced and sustainable communities, this policy states that housing developments should (inter alia):
- v. *In relation to affordable housing, contribute to an overall balance of 65% social/affordable rented and 35% intermediate affordable housing;*
 - vi. *Ensure that affordable housing is integrated with market housing, where practical.*
32. The supporting text to Policy LHN1 confirms that the evidence for the 65%/35% split comes from the Strategic Housing Market Assessment (SHMA, 2010), which recommends this broad split, although indicates there should be flexibility in this split. The supporting text also notes that in some rural areas, it may be appropriate to seek all affordable housing as 100% social/ affordable rented accommodation given the shortage of social rented homes in these areas.¹⁸

¹⁷ Paragraph 4.17

¹⁸ Paragraph 15.15

33. The introduction of the First Homes policy means that 25% of affordable housing provision should be for First Homes, with 75% remaining for other tenures. The Written Ministerial Statement and Planning Practice Guidance state that once a minimum of 25% First Homes has been accounted for, social rent should be delivered in the same percentage as set out in the local plan. 65% social rent is normally required, in line with Policy LHN1 of the Core Strategy.
34. Therefore, from 28th June 2021 the tenure mix for affordable housing under Policy LHN1 is:
- 25% First Homes
 - 65% Social Rented Housing
 - 10% Intermediate Affordable Housing.
35. The National Planning Policy Framework (NPPF)¹⁹ sets a requirement that where major development is proposed, at least 10% of homes should be available for affordable home ownership. First Homes can make up or contribute to this 10%. Planning Practice Guidance advises: “If a planning application for a major housing site in which 25% of the affordable homes are First Homes does not deliver enough First Homes to meet the 10% affordable home ownership expectation in the NPPF, additional affordable home ownership homes may be provided on top of the First Homes provision, in order to meet this expectation”.²⁰
36. Where additional affordable home ownership homes are needed to meet the 10% NPPF requirement, then applicants should provide additional affordable home ownership products such as ‘shared ownership’ homes to enable those in housing need to access an alternative affordable home ownership model.

¹⁹ Paragraph 65

²⁰ Planning Practice Guidance: Paragraph: 023 Reference ID: 70-023-20210524

Example 1: A scheme for 25 dwellings in Bexhill

37. METHOD RESULT: 30% affordable housing requirement through Policy DHG1: $25 \times 30\% = 7.5$ (7 affordable homes, with the remaining value of 0.5 dwellings secured as a financial contribution). A tenure mix of 25% First Homes, 65% social rented and 10% intermediate affordable = 1.75 First Homes (2 rounded up), 4.55 social rented (4 rounded down, to ensure the 10% NPPF requirement for affordable home ownership is met), 1 intermediate. This equals 3 affordable home ownership homes, which meets the 10% NPPF requirement.

Example 2: A scheme for 10 dwellings in Rye

38. METHOD RESULT: 30% affordable housing requirement through Policy DHG1: $10 \times 30\% = 3$ affordable homes. A tenure mix of 25% First Homes, 65% social rented and 10% intermediate affordable = 0.75 First Homes (1 rounded up), 1.95 social rented (2 rounded up), 0.3 intermediate (0 rounded down). This equals 1 affordable home ownership home, which meets the 10% NPPF requirement.

Example 3: A scheme for 15 dwellings in Battle

39. METHOD RESULT: 35% affordable housing requirement through Policy DHG1: $15 \times 35\% = 5.25$ (5 affordable homes with the remaining value of 0.25 dwellings secured as a financial contribution). A tenure mix of 25% First Homes, 65% social rented and 10% intermediate affordable = 1.25 First Homes (2 rounded up, to ensure the total % is not less than 25%), 3.25 social rented (3 rounded down), 0.5 intermediate affordable (0 rounded down). This equals 2 affordable home ownership homes, which meets the 10% NPPF requirement.

Example 4: A scheme for 20 dwellings in the Rural Areas

40. METHOD RESULT: 40% affordable housing requirement through Policy DHG1: $20 \times 40\% = 8$ affordable homes. A tenure mix of 25% First Homes, 65% social rented and 10% intermediate affordable = 2 First Homes, 5.2 social rented (5 rounded down), 0.8 intermediate affordable (1 rounded up). This equals 3 affordable home ownership home, which meets the 10% NPPF requirement.

Exception Sites

41. Policy DHG2 of the DaSA Local Plan (Rural Exception Sites) provides for the granting of planning permission, in exceptional circumstances, for small scale residential development outside development boundaries in order to meet a local need for affordable housing in rural areas. The policy includes a number of criteria which such schemes must meet. The 25% requirement for First Homes also requires to Rural Exception Sites permitted under this policy.
42. In addition, the Written Ministerial Statement provides for First Home Exception Sites, that is, a housing development that comes forward outside of local or neighbourhood plan allocations to deliver affordable housing, that delivers primarily First Homes. First Homes exception sites cannot come forward in designated rural areas as defined in Annex 2 of the National Planning Policy Framework, which includes Areas of Outstanding Natural Beauty (AONBs).²¹

Further Sources of Information

[Written Ministerial Statement](#)²² 24 May 2021

[Planning Practice Guidance](#)²³ First Homes

Please contact planning.strategy@rother.gov.uk should you require any further information.

²¹ Planning Practice Guidance Paragraph: 025 Reference ID: 70-025-20210524.

²² <https://questions-statements.parliament.uk/written-statements/detail/2021-05-24/hlws48>

²³ <https://www.gov.uk/guidance/first-homes>

Rother District Council

100% AFFORDABLE HOUSING

Technical Advice Note 2

Overview and Scrutiny version - 12 September 2022

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Please telephone **01424 787668** or email **planning.strategy@rother.gov.uk**

Technical Advice Notes (TANs)

1. We have produced a series of Technical Advice Notes (TAN) to support the Adopted Development Plan (Core Strategy 2011-2028; Development and Site Allocations Plan; and made Neighbourhood Plans). TANs provide technical advice to developers and decision-makers but are not adopted policy documents and should not be read as such. TANs do not set out new planning policy. The TANs may be updated from time to time to reflect changing circumstances or best practice.

Introduction

2. This Technical Advice Note explains how adopted Development Plan policy will be applied in situations where applications for 100% affordable housing are submitted. Relevant policies include:
 - Policy DHG1 (Affordable Housing) of the Rother Development and Site Allocations (DaSA) Local Plan (2019)¹; and
 - Policy LHN1 (Achieving Mixed and Balanced Communities) of the Rother Local Plan Core Strategy (2014), together with;
 - Relevant policies of the made Neighbourhood Plans.
3. This Technical Advice Note responds to the following changing circumstances:
 - The Government's Affordable Homes Programme 2021 to 2026 does not fund affordable homes secured through developer contributions (section 106), leading to registered providers of social housing² seeking to develop wholly affordable housing on major housing development sites.
 - The joint Rother DC and Hastings BC HEDNA (2020)³ sets out that the need for affordable housing, and socially rented housing in particular, has significantly increased in recent years due to the widening affordability gap between local income levels and the costs of renting or buying housing. This means the affordable housing need in Rother exceeds total housing delivery.

¹ Policy DHG1 supersedes Core Strategy Policy LHN2

² Registered providers (often called RPs) are providers of social housing registered with the Regulator of Social Housing (RSH) - [List of registered providers – 14 June 2022 \(accessible version\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/list-of-registered-providers-14-june-2022-accessible-version)

³ Hastings and Rother Housing and Economic Development Needs Assessment (HEDNA), August 2020

- Rother's Corporate Plan 2020 – 2027 which aims to increase the supply of affordable homes throughout the district.

National Planning Policy Framework

4. Annex 2 (Glossary) of the National Planning Policy Framework ("the Framework") defines Affordable Housing as:

Housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following definitions (which are each further detailed in the Glossary):

- (a) Affordable housing for rent
 - (b) Starter homes
 - (c) Discounted market sales housing
 - (d) Other affordable routes to home ownership (including shared ownership, relevant equity loans, other low cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy).⁴
5. Affordable housing therefore covers a wide-range of types of housing, designed to provide homes both for those who cannot afford to rent on the open market (affordable rent) and those who can afford to rent, but cannot afford to buy on the open market (including starter homes, discounted market sales such as First Homes and shared ownership).

Local Plan Policy

6. When making planning decisions, the local planning authority will consider the Local Plan as a whole, as well as any material planning considerations. However, to explain how proposals for 100% affordable housing are considered under current policy, the following parts of the Local Plan are highlighted:

⁴ Additionally, a Written Ministerial Statement published in May 2021 introduced an additional form of affordable housing, "First Homes", a route to home ownership for first time buyers.

Rother Local Plan Core Strategy

7. Policy LHN2 (Affordable Housing), which has been superseded by DaSA Policy DHG1, set percentage requirements for affordable housing. These are not maximum figures and paragraph 15.28 highlights that lower figures have been applied in Bexhill, Battle and Rye given the need for regeneration and job creation i.e., they are designed to be achievable and attractive figures so that private housebuilders will develop sites, not represent the maximum amount of affordable housing that is needed.
8. Policy LHN1 (Achieving Mixed and Balanced Communities) sets out criteria that all housing developments should meet, in order to support mixed, balanced and sustainable communities. Criterion (v) requires housing developments to contribute to an overall balance of 65% social/affordable rented and 35% intermediate affordable housing. However, paragraph 15.15 advises that *'in some rural areas, it may be appropriate to seek all affordable housing as 100% social affordable rented accommodation given the shortage of social rented homes in these areas'*.

Rother Development and Site Allocations (DaSA) Local Plan

9. Policy DHG1 (Affordable Housing) slightly amends the threshold for affordable housing in the rural areas, previously set by the Core Strategy, to meet revised NPPF (2019) guidance, which requires a minimum size threshold of 10 dwellings, except in designated rural areas (like the AONB). Paragraph 4.12 advises that given the relatively poor affordability for households on lower incomes and the focus on non-major developments in the AONB, a lower threshold of 6+ dwellings is appropriate. On-site affordable housing requirements across the District are: in Bexhill, 30% for 15+ dwellings or 0.5 hectares or more; in Battle, 35% for 10+ dwellings or 0.3 hectares or more; in Rye, 30% for 10+ dwellings and, in rural villages; 40% for 6+ dwellings or 0.2 hectares or more in the AONB and 10+ dwellings or 0.3 hectares or more outside the AONB.
10. Paragraph 4.20 advises that successfully integrating the affordable rented and shared ownership units provides a sustainable, balanced and mixed community which brings many social and economic benefits.

11. Policy DHG2 (Rural Exception Sites) supports small scale residential development outside development boundaries, in exceptional circumstances, to meet a local need for affordable housing in rural areas, subject to specific criteria. This policy updates the approach previously set by the Core Strategy (Policy LHN3) by allowing a modest amount of enabling open market housing on rural exception sites where viability evidence shows this is necessary for the delivery of affordable housing.
12. Paragraph 4.21 advises that delivery of affordable housing in rural areas has been low over recent years generally because housing development opportunities are limited in these areas.

Affordable Housing Funding

13. The Government's Affordable Homes Programme 2021 to 2026 provides £7.39 billion to deliver up to 130,000 affordable homes for rent or sale across England (but outside of London) by March 2026. This funding is awarded by Homes England to qualified investment partners, including registered providers of social housing⁵. The funding is geared towards whole site 100% affordable housing development and does not fund affordable homes secured through developer contributions (section 106) – the anticipated mechanism of achieving affordable housing anticipated by the NPPF and Rother's Local Plan.
14. As a result, registered providers are seeking to develop wholly affordable housing on major housing development sites in Rother. This is a shift from the expectation that affordable housing will be secured as a percentage requirement through DaSA Policy DHG1.

Hastings and Rother Housing and Economic Development Needs Assessment (HEDNA), August 2020

15. The HEDNA assesses future development needs for housing (both market and affordable) and employment across the Hastings and Rother area. The study was commissioned to inform the preparation of the emerging Local Plans.

⁵ Registered providers (often called RPs) are providers of social housing registered with the Regulator of Social Housing (RSH) - [List of registered providers – 14 June 2022 \(accessible version\)](https://www.gov.uk/government/publications/list-of-registered-providers-14-june-2022-accessible-version) - GOV.UK (www.gov.uk)

16. The HEDNA looks at affordable housing need. To assess affordability, two different measures are used; firstly, what income levels are likely to be needed to access private rented housing (this establishes those households in need of social/affordable rented housing) and secondly what income level is needed to access owner-occupation. It advises that:
- Based on entry level costs to buy a home and lower quartile costs to rent, around 38.7% of households can afford to buy and 61.9% can afford to rent (privately).
 - There are around 700 single-person households on the housing register in Rother and 1,000 families requiring affordable rented housing (there were 1,536 households on the register in 2013).
17. In terms of meeting the need on the housing register, only around 200 homes become vacant each year. Changes to benefits and increasing unaffordability in the area are reasons why more accommodation is being sought each year. There is a relatively aged stock of homes regardless of size and tenure.
- The most recent data from the end of 2021 paints a similar picture to that set out in the HEDNA albeit there has been a slight increase in housing register demand and a slight decrease in the number of affordable properties coming available to let through Registered Providers.

Affordable Dwellings to Rent

18. The HEDNA identifies an annual net need of 295 affordable dwellings to rent across Rother. This is for subsidised housing at a cost below that to access the private rented sector (i.e., for households unable to access any form of market housing without some form of subsidy).
19. Paragraph 12.14 (page 213) advises that:

The Councils are therefore justified in seeking to secure as much additional affordable housing need as viability allows. It is of note that these requirements [i.e., 295 affordable dwellings per annum for Rother] exceed the total rate of recent housing delivery in the authorities.

Affordable Home Ownership

20. The HEDNA advises that shared ownership properties and discounted market sales provide routes for the greatest number of people to own their own house, and shared ownership also provides for much lower levels of deposits.

21. The HEDNA finds that there is a need for around 203 affordable home ownership homes (priced for households able to afford to rent but not buy) in Rother per annum.
22. The HEDNA does advise that the number of lower quartile homes that are available to buy exceeds the total gross need by around 40 dwellings per annum, i.e., there is actually a surplus. However, the location and type of lower cost open market homes tend not to meet the needs of those households seeking the buy their first home.
23. Notwithstanding the potential surplus, the HEDNA identifies that 23% of households currently living in the private rental sector cannot afford to buy and suggests that for many households, barriers to accessing owner-occupation are less about income/the cost of housing and more about other factors.
24. These factors include the lack of a deposit; difficulties obtaining a mortgage due to a poor credit rating or insecure employment; or the desire for the more flexible rental option.

Housing Delivery

25. Since 2011, only 516 affordable rented dwellings have been built, which averages 52 dwellings/year (contrasting strongly with the need, identified in the HEDNA 2020, for 295 affordable rent properties to be built each year). The long-term average is reflected in the most recent years, with 67 affordable rent dwellings completed in 2020/21 and 50 in 2021/22.
26. 232 shared ownership properties have been built since 2011, an average of only 23 dwellings/year (again contrasting with the HEDNA 2020, which identifies a need for 203 affordable home ownership properties per year). 35 shared ownership dwellings were completed in 2020/21 and 62 dwellings in 2021/22.

Corporate Plan 2020-2027

27. The Council is strongly committed to providing everyone with the opportunity of a decent home and to providing affordable housing which meets demonstrated local needs. The Corporate Plan aims to deliver 400 affordable rent homes by the end of 2023.

Community Infrastructure Levy

28. The Council became a Community Infrastructure Levy (CIL) charging authority in 2016. Different CIL rates apply to residential and retail development in Bexhill and the rural areas. One benefit of CIL is that it is collected from all new housing completions, however it is not payable on new affordable housing (nor self-build developments).
29. Rother's Infrastructure Funding Statement 2020/21, published in December 2021 sets out that since April 2016, £3,533,287.41 has been retained, with £1,875,478.54 collected in the funding year 2020/21.
30. The Strategic CIL, which is retained by Rother (Local CIL is transferred to the relevant Parish or Town Council where the development is taking place) contributes to the funding of infrastructure needed to support new homes and businesses.
31. The Community Infrastructure Levy (CIL) is a non-negotiable levy. To ensure that the Community Infrastructure Levy (CIL) would not threaten the viability of the Local Plan as a whole, a viability assessment - the [Rother Local Plan Viability Assessment \(2018\)](#)⁶ was commissioned.
32. The 2018 Assessment found that, based on the broad spectrum of likely sites to come forward, the DaSA policy requirements are deliverable.
33. However, under DaSA Policy DHG1 (and in accordance with national planning guidance), where it can be demonstrated that the affordable housing percentage requirements would render otherwise suitable development unviable, a lower, but maximum percentage of affordable housing which can be contributed without undermining viability, may be accepted.
34. This has led to the Local Planning Authority, on a number of housing developments, granting planning permission which contributes less than the policy requirement level of affordable housing. On such schemes, however, where a higher proportion of market housing is achieved, a consequence is that, the local planning authority gains more CIL (as the CIL is payable on all non-affordable new homes).

⁶ https://www.rother.gov.uk/wp-content/uploads/2020/01/12_Rother_Local_Plan_Viability_Final_Report.pdf

35. This situation lessens any impact of “losing” CIL payments on those schemes where higher proportions of affordable housing (and therefore less CIL) is achieved. To put this another way, while 100% affordable housing developments would not pay CIL, this loss is counterbalanced by the additional CIL liable on other sites.

Implementing Local Plan policy

36. As summarised above, Local Plan policy recognises the need for affordable housing and seeks to maximise its delivery through the affordable housing requirement thresholds applicable to market housing sites, and through support for rural exception sites. The need for socially rented housing is particularly recognised. The minimum percentage requirements for on-site affordable housing set out in Policy DHG1 of the DaSA Local Plan seek to ensure that:
- (i) housing developments contribute to meeting the overall affordable housing need in the district but also
 - (ii) developments remain viable, and private housebuilders are not discouraged from developing sites.
37. More recent evidence within the HEDNA (2020) highlights that the need for affordable housing, and socially rented housing in particular has significantly increased, due to the widening gap between local income levels and the costs of renting or buying housing. The affordable housing need exceeds total housing delivery in Rother. Furthermore, the Council’s Corporate Plan supports the provision of affordable housing which meets demonstrated local needs.
38. Where proposals come forward for greater levels of affordable housing than the minimum percentages set out in Policy DHG1 (up to 100%), the applications should be supported in principle. Such proposals would not conflict with Policy DHG1 of the DaSA Local Plan, which sets out minimum (not maximum) percentage requirements for affordable housing. In relation to integration with market housing, while affordable ownership meets the definition of affordable housing in planning terms, it is also a form of market tenure, particularly through the introduction of First Homes. Where 100% affordable housing schemes are proposed, a mix of tenures, in accordance with Policy DHG1’s criteria regarding mixed and balanced communities should be complied with.

39. Consequently, whether or not specific schemes for up to 100% affordable housing can be supported will come down to their compliance with the adopted policies of the Development Plan as a whole. The loss of CIL money will be a financial consideration in any proposal but should be balanced with the additional CIL gained through other permissions as set out above.
40. In summary, planning applications for 100% affordable housing should be supported where they meet the Local Plan's adopted policies in all other respects and the affordable housing secured through a S106 legal agreement.

Further Sources of Information

41. The adopted policies under which planning applications will be decided are set out in the Council's Local Plan and in made Neighbourhood Plans. Please contact planning.strategy@rother.gov.uk should you require any further information.

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Rother District Council

WINDOWS IN BEXHILL TOWN CENTRE CONSERVATION AREA

Technical Advice Note 3

Overview and Scrutiny version - 12 September 2022

This information can be made available in large print, audio or in another language upon request.

Please telephone **01424 787668** or email **planning.strategy@rother.gov.uk**

Technical Advice Notes (TANs)

1. We have produced a series of Technical Advice Notes (TAN) to support the Adopted Development Plan (Core Strategy 2011-2028; Development and Site Allocations Plan; and made Neighbourhood Plans). TANs provide technical advice to developers and decision-makers but are not adopted policy documents and should not be read as such. TANs do not set out new planning policy. The TANs may be updated from time to time to reflect changing circumstances or best practice.
2. This guide should not be referred to for works to buildings outside of the Bexhill Town Centre Conservation Area or to Statutorily Listed Buildings.

Introduction

3. This Technical Advice Note explains how adopted Development Plan policy will be applied in situations where applications to alter or replace windows in the Bexhill Town Centre Conservation Area are submitted. Relevant policies are:
 - Policy DHG9 of the Rother Development and Site Allocations (DaSA) Local Plan (2019); and
 - Policies BX2, EN2, EN3, SRM1 and OSS4 of the Rother Local Plan Core Strategy (2014);
4. This Technical Advice Note has been prepared to provide advice on how the Council's adopted planning policies should be applied to planning applications for alterations to, or replacement of, windows within the distinctive special character of the designated Bexhill Town Centre Conservation Area.

When planning permission is required

5. Repairs, maintenance, and minor improvements to windows and doors, such as repainting, do not normally require planning permission. For dwelling houses, the insertion of replacement windows of a similar appearance is often permitted development¹, but homeowners are advised to seek advice and a formal decision as to whether planning permission is required, to submit an application for a [Certificate of Lawful Development – Proposed](#)².
6. Flats and maisonettes, as well as commercial buildings, do not benefit from permitted development and therefore replacements of, or alterations to, windows and doors require planning permission.

Legislative and Policy Framework

Planning (Listed Building & Conservation Areas) Act 1990

7. Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 confers a statutory duty to local planning authorities when exercising planning functions, to pay special attention to the desirability of preserving or enhancing the character or appearance of that area.

National Planning Policy Framework

8. The National Planning Policy Framework³ is a national policy document which sets out the criteria for making planning decisions in conjunction with local policies. Though not exhaustive, paragraphs 8, 130 and the entirety of Section 16 which relates to conserving and enhancing the historic environment are relevant to planning applications for replacement doors and windows in Conservation Areas.

¹ The legislation is set out in the Town and Country Planning (General Permitted Development) (England) Order 2015 (“the Order”) as amended. The Order and subsequent amendments can be found at: <http://www.legislation.gov.uk/ukxi/2015/596>

² <http://www.rother.gov.uk/article/8714/Submit-to-the-Council-an-application-for-a-Lawful-Development-Certificate-for-a-proposed-use-or-development>

³ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1005759/NPPF_July_2021.pdf

Local Plan Policy

9. When making planning decisions, the local planning authority will consider the Local Plan as a whole, as well as any material planning considerations. However, to explain how proposals for alterations to windows and doors in the Bexhill Town Centre Conservation Area are considered under current policy, the following parts of the Local Plan are highlighted:

Rother Local Plan Core Strategy⁴

- Policy BX2 (Bexhill Town Centre)
- Policy EN2 (Stewardship of the Historic Built Environment)
- Policy EN3: Design Quality
- Policy SRM1: Towards a low carbon future
- Policy OSS4: General Development Considerations

Rother Development and Site Allocations (DaSA) Local Plan⁵

- Policy DHG9

Other policies

10. Rother District Council has also adopted other strategies and policies that are considered to be relevant to this technical advice note.

Rother Environment Strategy 2020-2030

11. Rother District Council declared a Climate Emergency in September 2019 and pledged to be carbon neutral by 2030. In September 2020, the Rother Environment Strategy 2020-2030 was adopted. It defines priority areas and sets pledges to meet its target and these include:
- Green economy – working with partners to encourage retraining and reskilling in retrofit, insulation and environmentally friendly industries;

⁴ https://www.rother.gov.uk/wp-content/uploads/2020/01/Adopted_Core_Strategy_September_2014.pdf

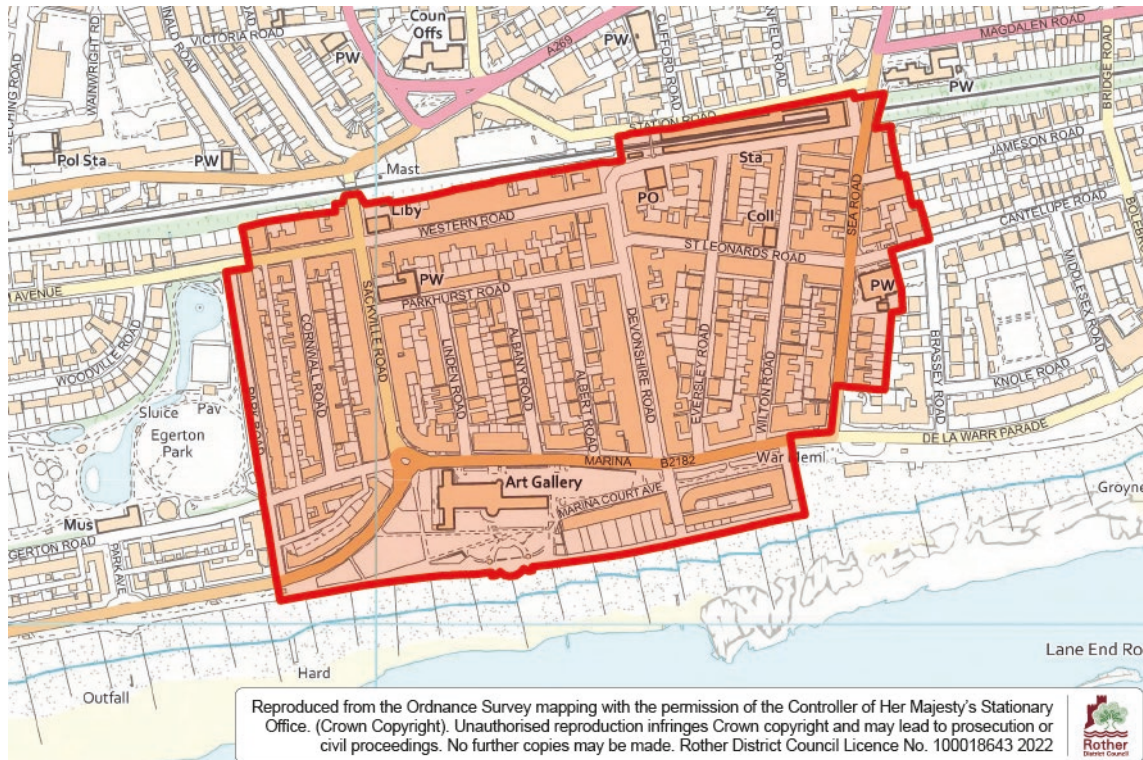
⁵ https://www.rother.gov.uk/wp-content/uploads/2020/01/DaSA_Adopted_December_2019_Web.pdf

- Sustainable waste management – encouraging a focus on preventing waste through the use of less materials, re-use and less hazardous materials and preparing for re-use through cleaning, repairing, refurbishing and repairing.
 - Construction and existing buildings – seeking funding to support retrofitting existing housing throughout the district.
12. The Council is a member of the UK Green Building Council, which seeks to radically improve the sustainability of the built environment, by transforming the way it is planned, designed, constructed, maintained and operated.

Bexhill Town Centre Conservation Area

13. Bexhill-on-Sea Town Centre provides a fine example of an unusually complete Edwardian townscape built principally between 1880 and 1905 under the patronage of the 7th and 8th Earls De La Warr, who pursued a vision of creating a fashionable seaside resort.
14. The flat land to the south west of the Old Town of Bexhill, between the railway line and the beach, was made suitable for development by the construction of the sea wall, and the town was planned with a grid pattern of streets which mainly lie either at right angles or parallel to the shore. The wide Devonshire Road was laid out as the principal shopping street, running north-south, as does Sackville Road, while Western Road and St Leonard's Road run east-west. These formed the main commercial streets, and continue to do so to this day, while in between run north-south subsidiary residential streets. This well-integrated mix of uses is a key part of the character of the town.
15. Bexhill town centre was designated a Conservation Area in 1992, in recognition of its architectural and historic significance, and reviewed in 2003. The Conservation Area Appraisal, adopted on 24 February 2004, highlights the unique plan form of the town, its architectural styles, detailing and ornamentation and its building materials, as well the role played by open spaces, trees and vistas, including the Seafront and Devonshire Square.

Figure 1: Bexhill Town Centre Conservation Area



16. The character of the Conservation Area is greatly informed by the short period of construction of most of the buildings in the town centre resulting in a particularly homogenous architecture, with a variety of examples of competent late Victorian/Edwardian architecture including lavish ornamentation and elaborate detailing. These buildings are typically three or four storeys high along the commercial streets, with residential upper storeys and ground floor shop frontages of various degrees of historic value and condition of repair, while in the wholly residential streets a more domestic scale storeys prevails.
17. The rich heritage of this architecture, imposing in scale and ornate in detailing, plays an important role in defining the local character and street scene. Numerous features contribute to the elevational appearance of the late Victorian/Edwardian buildings within the conservation area, including top floor open pediments or ornate Dutch gables, projecting bays at first and second floor, fenestration patterns and sash windows, balconies with wrought iron balustrading, and the use of decorative pilasters, corbels, string courses, quoins and keystones. Collectively these features impart much of the historical character and distinctive appearance of the Conservation Area. The cohesive appearance of the Conservation Area is promoted through semi-detached visual pairs and full terraces that adopt a clear symmetry and rhythm within the street scenes across the Conservation Area and conveys a sense of architectural integrity and strength.

Figure 2: Photo of Devonshire Road, 1900



Figure 3: Photo of Park Road, 1895



Why is the Conservation Area important?

18. Conservation Area designation allows consideration to be given to preserving or enhancing the character and appearance of the conservation area in any development that requires planning permission.
19. Nationally, properties within conservation areas are typically worth 23% more than a comparable property elsewhere⁶.
20. If well maintained and presented, conservation areas provide a social and cultural appeal to the area, subsequently boosting economic performance, quality of life and desirability.⁷
21. Maintaining and strengthening the character and appearance of the Edwardian core of the Conservation Area has underpinned many of the Council's successful economic regeneration initiatives, including:
 - A Heritage Economic Regeneration Scheme, supported by Historic England, which awarded shopfront repair and replacement grants to 28 shops in Bexhill town centre, bringing a number of vacant shops back into use at the time.
 - The securing of European funding through the Interreg programme to install heritage style lampposts in Sackville Road.
 - The Next Wave West Parade Scheme; a major investment in the public realm⁸ by RDC, supported by the then Commission for Architecture & the Built Environment, which aimed to support the core section of Bexhill's seafront to become a high-quality destination for both residents and visitors, with consequential regeneration benefits for the whole town.
 - Securing East Sussex County Council highways and public realm improvement works to Devonshire Square, Devonshire Road, and Marina, with the aims of enhancing economic vitality and appearance in the town centre and improving the pedestrian experience.

⁶ <https://historicengland.org.uk/images-books/publications/traditional-windows-care-repair-upgrading/heag039-traditional-windows-revfeb17/>

⁷ <https://historicengland.org.uk/images-books/publications/heritage-works/>

⁸ https://www.rother.gov.uk/wp-content/uploads/2020/01/Consultation_Draft_RDC_Public_Realm_Strategic_Framework_3.pdf

22. These initiatives have sought to increase footfall and spending power in the town centre to encourage private sector investment to build on the successful improvements to the visual appearance and quality of this area initiated by the public sector investment projects and strengthen the Conservation Area's special architectural and historic character.
23. However, despite considerable investment, the conservation area does not realise its full aesthetic potential. One reason for this is that the architectural consistency and strength of form is diluted by unsympathetic windows - to the detriment of the area.
24. To build upon the successful schemes already undertaken, this document advises homeowners, landlords and built environment professionals of appropriate approaches to window restoration, and where necessary replacement, that will enhance the character and appearance of the conservation area.

Why Windows Matter

25. Historic England is an executive non-departmental public body sponsored by the Department for Digital, Culture, Media and Sport (DCMS). It carries out a range of functions that help people care for, enjoy and celebrate England's historic environment, including carrying out a range of specialist research and publishing a wide range of advice, including technical guidance, advice on caring for heritage, and heritage in the planning system.
26. Historic England has carried out a large number of research programmes, focussing on understanding and improving the energy performance of historic buildings and the effects of measures to increase energy efficiency. This research has underpinned the range of guidance and advice that they have produced, particularly with regard to windows in the historic environment.
27. Historic England provides the following advice on its website:

"Traditional windows make an important contribution to the visual character and heritage significance of historic buildings and areas. They are integral to the design of older buildings and can be important artefacts

in their own right, made with great skill and ingenuity from high quality materials not generally available today. When contemplating improvements to save energy and reduce fuel bills, owners and residents of historic buildings often think first about replacement windows.

Many traditional windows have been lost because old windows are thought to be burdensome to maintain and not energy efficient. But research carried out by Historic England has shown that they can be made to meet current thermal performance requirements economically and with minimal harm to significance. Furthermore, they are durable, functional and repairable and if properly maintained will last longer than many types of replacement. Therefore, this 'repair not replace' approach makes good social, economic and environmental sense."

Heritage & Sustainability

28. Generally speaking, improving the energy efficiency of unlisted buildings in conservation areas means reducing heat losses wherever possible without damaging the special character and appearance of the conservation area.
29. Historic England's overarching guidance [Energy Efficiency and Historic Buildings: How to Improve Energy Efficiency](https://historicengland.org.uk/images-books/publications/eehb-how-to-improve-energy-efficiency/heag094-how-to-improve-energy-efficiency/)⁹ sets out their holistic 'whole building approach' which considers:
 - Context;
 - Construction;
 - Condition;
 - Historic significance;
 - An understanding of all the factors that affect energy use; and
 - How to devise an energy efficiency strategy for any building.

⁹ <https://historicengland.org.uk/images-books/publications/eehb-how-to-improve-energy-efficiency/heag094-how-to-improve-energy-efficiency/>

30. The 'whole building' approach recognises that the thermal efficiency of historic buildings can be greatly improved without replacing windows that contribute to their significance. Rather than focusing entirely on windows, it is better to consider energy conservation measures that address the thermal efficiency of the whole of the building. In this way, the aim should be to strike an appropriate balance between energy conservation and building conservation. Adopting a 'whole building' approach can help in understanding where energy goes and identifying less harmful options to achieve energy savings.
31. With specific regard to works to windows, Historic England's website contains extensive guidance and research on this subject.
- [Traditional Windows: their care, repair and upgrading](https://historicengland.org.uk/images-books/publications/traditional-windows-care-repair-upgrading/)¹⁰
 - [Modifying Historic Windows as Part of Retrofitting Energy-Saving Measures](https://historicengland.org.uk/whats-new/features/climate-change/modifying-historic-windows-as-part-of-retrofitting-energy-saving-measures/)¹¹
32. While not solely a Conservation Area issue, environmental concerns regarding PVCu windows are relevant given the Council's Environment Strategy and because applicants often seek to argue the energy efficiency benefits of installing double-glazed PVCu rather than retaining timber windows. The council acknowledge that double glazing is beneficial, but this can be achieved, often more cheaply, by retrofitting double-glazing into existing timber frames, as discussed under scenario 1 below
33. In carbon emission terms, the impact of the material used is also important. Commentary regarding the environmental impact of PVCu windows is provided, in Appendix 1.

PVCu windows in Bexhill Town Centre Conservation Area

Visual Appearance

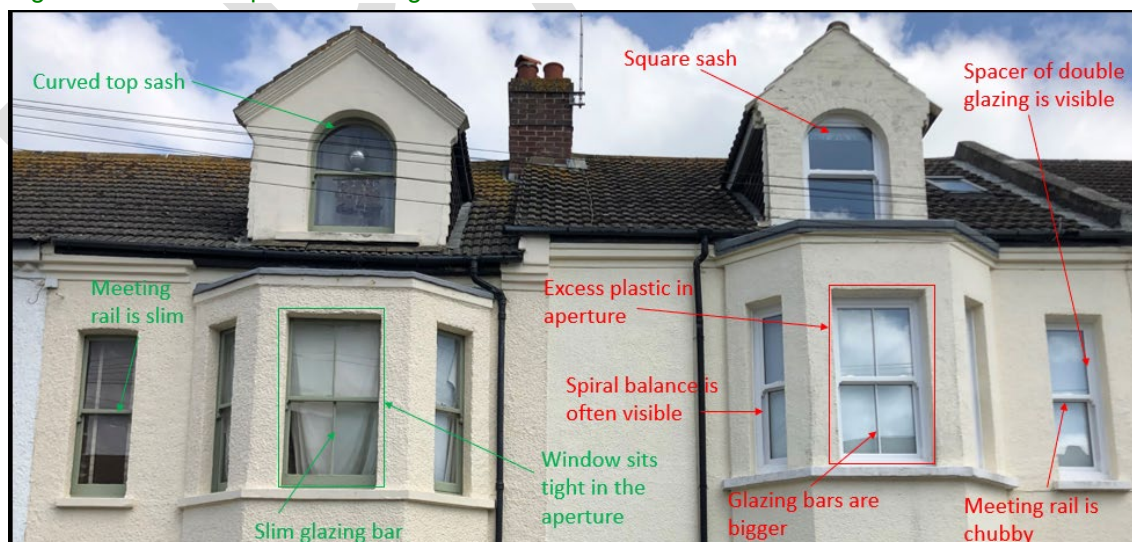
34. Prior to designation as a conservation area, many properties had inappropriate PVCu casement windows installed, which has caused significant detriment to the character and appearance of the conservation area.

¹⁰ <https://historicengland.org.uk/images-books/publications/traditional-windows-care-repair-upgrading/>

¹¹ <https://historicengland.org.uk/whats-new/features/climate-change/modifying-historic-windows-as-part-of-retrofitting-energy-saving-measures/>

35. While the range and design of plastic windows has increased over the years, to include sliding sash PVCu ones as well as the older 'tilt and turn' casement style units, nevertheless these PVCu sash windows still have clear failings in terms of appearance.
- The bulbous and chunky characteristics of the new PVCu windows harm appearance.
 - Significant amounts of glazed area are lost, this distorts proportions and overall appearance.
 - They usually adopt a spiral balance opening mechanism which can be seen and do not always faithfully reproduce the appearance of original windows.
 - The finish of PVCu windows is overly smooth, attracts dirt and often yellows over time.
 - Finer details such as curved sashes and sash horns are often omitted
36. Appendix 2 provides an annotated diagram setting out the key components of a timber sash window.
37. The annotated photo below shows the variation between timber windows on the left and PVCu sash windows on the right.

Figure 4: Annotated photo showing variation between timber and PVCu windows



38. The photo below shows three bay windows in PVCu and one bay in timber clearly showing the variation in proportionality.

Figure 5: Photo example of timber and PVCu variation in proportionality



Implementing National & Local Plan Policy in Bexhill Town Centre

39. In assessing applications for works to windows and doors in the Bexhill Town Centre Conservation Area, and with regard to discharging our duties under Section 72 of the Planning (Listed Buildings & Conservation Areas) Act 1990, and implementing national and local planning policy, the local planning authority would generally follow Historic England advice regarding looking to retain, repair and thermally upgrade existing historic windows, or where an original window is beyond repair, then replacing with timber double glazed windows that closely match the original, which are longer-lasting and less carbon-costly than PVCu equivalents. This approach is expanded for specific scenarios over the following pages.
40. In doing so, the local planning authority are supporting the Historic England strategy to:
- Maintain and repair sympathetically with appropriate materials and techniques (since this approach is usually more sustainable than replacement.)

- **Consider window improvements in the context of a ‘whole building approach’ to energy efficiency.** This approach considers all the factors affecting energy use, to allow for the best balance between saving energy, maintaining a healthy indoor environment and sustaining heritage significance.
- **Think about the whole-life carbon costs** of alterations, not just the potential saving in operational energy and carbon. Some alterations can cost more in energy and carbon than they save during their service life.
- **Recognise it is possible to make houses more energy efficient and sustainable without harming their heritage significance.** The amount of heat lost through windows may be a relatively small proportion of the total, depending on the number and size of the windows. Therefore, improvements beyond repair and draught sealing may not be cost-effective in either financial or carbon terms.

Scenarios

41. This section presents a series of scenarios to increase understanding of how planning applications would be considered in the generic situations described. Note that each individual planning application proposal will be unique in terms of its detailed proposals and the existing context and each application will be determined in accordance with the adopted Local Plan unless material considerations indicate otherwise.¹²

Scenario 1: Works affecting historic timber windows

42. The presence of traditional timber sliding sash windows within the Bexhill Town Centre Conservation Area makes a significant contribution to the character and appearance of the conservation area in terms of form, proportion, opening method, opening mechanism and overall appearance. Having regard to Section 72 of the Planning (Listed Buildings and Conservation Areas) Act, in all cases the council will seek to retain traditional historic timber windows.

¹² Section 38(6) of the Planning and Compulsory Purchase Act 2004

43. The quality of wood used to create original timber windows was excellent and has proven to be long lasting. Therefore, their replacement should be a last resort and will only be acceptable if repair and restoration is not possible. Repair is also most likely to be the cheapest option and provides an opportunity to meet modern requirements of energy efficiency and enhanced comfort. While not typically associated with traditional windows, these aspects can be achieved through retrofitting existing timber windows, as explained in the 'Retrofitting Existing Windows' section.
44. However, should an original window be in such a deteriorated condition as to require replacement, then a faithful, 'like for like', good quality timber reproduction is required in terms of proportion and dimension of framing members, appearance, opening method, opening mechanism and glazing bar pattern. Additional features such as modern glazing and draught proofing will be accepted if in accordance with the details outlined in the retrofitting section below.

Retrofitting Existing Windows

It is acknowledged that energy efficient windows do contribute to comfort levels for residents and will reduce energy consumption which will not only reduce living costs but also potentially assist in tackling climate change. The retrofitting of original windows with draft excluders or energy efficient glazing can usually enable residents to realise all of these advantages without window replacement or adversely affecting the historic environment.

There are a number of retrofitting and upgrading measures that can help address the issues around heat loss and energy efficiency.

Draught exclusion

Draught exclusion rubber strips and brush pile strips can be added to both the sash, the parting bead, and staff bead. According to Historic England, this relatively low cost retrofit can reduce draughts by up to 80%.¹³

¹³ <https://historicengland.org.uk/images-books/publications/traditional-windows-care-repair-upgrading/heag039-traditional-windows-revfeb17/>



Secondary Glazing

The use of secondary glazing will allow the appearance and originality of the windows to be retained. Secondary glazing, if well installed and to the correct specification, will provide thermal efficiency to the equivalent of a PVCu double glazed window.¹⁴ This should be considered specifically where you have leaded light or stained glass windows.

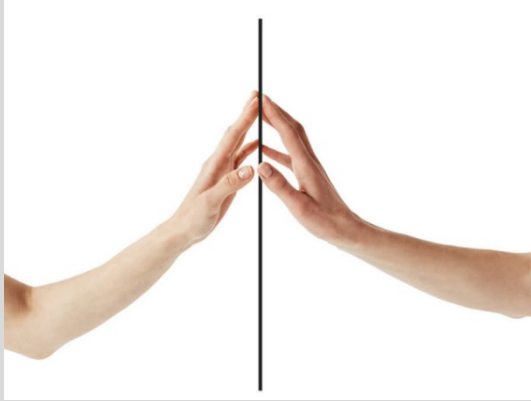


Vacuum Glazing

This glazing is a form of double glazing but with only a 0.1mm gap between the 2 panes of glass, it can return efficiencies similar to 44mm Triple Glazing and is far superior in relation to double glazing. Some minor adaptation of the sash will be required, such as the rebate will need to

¹⁴ <https://historicengland.org.uk/images-books/publications/traditional-windows-care-repair-upgrading/heag039-traditional-windows-revfeb17/>

increase in depth by approximately 4mm and the counterweights will need to be increased. Linseed oil putty can be used. This type of glass cannot be used on windows less than 200mm x 200mm or on stained glass or leaded light windows.



12mm 'Slimlite' Double Glazing

This type of double glazing can be retrofitted into existing sash windows. Some minor adaption of the sash will be required, such as the rebate will need to increase in depth by approximately 8mm. The additional weight of the glass and separating frame will mean a significant increase in the counterweight required.

Some models do not accept linseed oil putty and warranties are limited. This type of glass cannot be used on stained glass or leaded light windows. 22mm and 28mm double glazed units, and 44mm triple glazed units cannot be used as they will not fit within the framing dimensions of a traditional sash window.



Scenario 2: Works affecting existing modern timber windows

45. Some buildings have good quality replacement windows installed, that successfully replicate the features and detailing (in the majority of cases sliding-sash) of original windows, but others have only imitated certain features, or the quality and overall appearance of the replacement is not satisfactory (introducing casement opening for example).
46. The quality of the existing modern window, in terms of appearance, will be a significant factor in the approach the council will take. A good quality reproduction may have preserved the character and appearance of the conservation area, but a poor reproduction may be detrimental.

A good quality modern timber window

47. A good quality reproduction is considered to be faithful to original windows in terms of proportionality, appearance, opening method and opening mechanism. Modern timber windows can be retrofitted in the same manner as a historic timber window (see previous page) as they make a valuable contribution to preserving and enhancing the character of the conservation area. In accordance with Section 72 of the Planning (Listed Buildings and Conservation Areas) Act, the council will seek to preserve these windows as this form of window is considered to be a faithful reproduction of the original fittings that contributes to preserving the character and appearance of the conservation area.
48. However, should a good quality timber window (in the majority of cases, this will be sliding sash) be in such a deteriorated condition as to require replacement, then a faithful, 'like for like', good quality timber reproduction is required in terms of proportion and dimension of framing members, appearance, opening method, opening mechanism and glazing bar pattern. Additional features such as modern glazing and draught proofing will be accepted if in accordance with the details outlined in the retrofitting section within scenario 1 above.

A poor quality modern timber window

49. A poor-quality timber window is considered to be a window that lacks suitable proportionality, appearance, opening method and opening mechanisms that cannot be simply rectified. For example, a casement window where the original would have been sliding-sash. In accordance with Section 72 of the Planning (Listed Buildings and Conservation Areas) Act, the council will seek to enhance the character and appearance of the conservation area, by allowing the installation of timber sliding sash windows where an inferior timber window was previously present.
50. A PVCu sliding sash window will be considered but the proposal must be consistent with other window materials upon the elevation both in the immediate and wider street scene and significant justification should be given as to why a PVCu window is being proposed as the desired proportionality cannot be achieved. Particular attention shall also be paid to the section sizing, siting and opening method of the PVCu replacement.

Scenario 3: Works affecting existing PVCu windows

51. The installation of casement and tilt and turn PVCu windows has caused significant detriment to the character and appearance of the conservation area. The poor proportionality, lack of reference to original design or opening method has caused significant harm.
52. This inappropriate fenestration has not only eroded the sense of place and quality of the area but has, according to a Historic England national survey, also devalues conservation areas in monetary terms.

Figure 6: Photo of inappropriate PVCu casement windows



53. In accordance with Section 72 of the Planning (Listed Buildings and Conservation Areas) Act, the council will seek to enhance the character and appearance of the conservation area. New tilt and turn or casement windows will not be supported as this particular form of window fails to preserve and harms the character and appearance of the conservation area. Timber or PVCu sliding sash windows of suitable appearance, proportionality and opening method will be supported as they will, in both cases, enhance the character and appearance when compared to the existing window.

Summary of Scenarios

54. To aid understanding, the following table summarises the scenarios discussed. Neither the table nor the scenarios are a decision-making guide but aim to aid understanding as explained in paragraph 38.

Scenario	Repair	Retrofit energy efficiency	Timber replacement	PVCu replacement
1 – original timber window	Yes. This is supported. It is often the cheapest option. Planning permission normally not required ¹⁵ .	Yes. This is supported. Draught excluders, secondary glazing, vacuum glass and slimline double glazing can be retrofitted. Planning permission normally not required	Only as a last resort if the existing window is in such a deteriorated condition (the planning application would need to demonstrate this). Replacement timber must meet the original design. Normally requires planning permission.	No. The introduction of PVCu would harm the character and appearance of the conservation area.
2 – good quality modern timber window	Yes. This is supported. It is often the cheapest option. Planning permission normally not required.	Yes. This is supported. Draught excluders, secondary glazing, vacuum glass and slimline double glazing can be retrofitted. Planning permission not normally required	Only as a last resort if the existing window is in such a deteriorated condition (the planning application would need to demonstrate this). Replacement timber must meet the original design. Normally requires planning permission.	No. The introduction of PVCu would harm the character and appearance of the conservation area.

¹⁵ It is recommended that a Lawful Development Certificate for a Proposed Development is granted to formally confirm whether planning permission is required - [Application for a Lawful Development Certificate – Rother District Council](#)

Scenario	Repair	Retrofit energy efficiency	Timber replacement	PVCu replacement
2 - poor quality modern timber window	While a replacement good quality timber window would be an enhancement, repair would preserve the conservation area. Planning permission normally not required.	Yes. This is supported. Draught excluders, secondary glazing, vacuum glass and slimline double glazing. Planning permission not normally required	Yes. Encouraged. A good quality modern timber window (a sliding-sash) would enhance the character and appearance of the conservation area. Normally requires planning permission.	A PVCu sliding sash window will be considered but significant justification as to why a PVCu window is appropriate will be required.
3 - PVCu	Repair often not possible.	Retrofitting often not possible.	Yes. Encouraged. A good quality modern timber window (a sliding-sash) would enhance the conservation area. Normally requires planning permission.	Yes. A replacement PVCu window would enhance the conservation area where it is a sliding sash style.

Further Sources of Information

Pre-application advice

55. We encourage applicants to use our pre-application advice service for comments on proposals before a formal application is submitted. More information is available at: [Pre-application advice – Rother District Council](#)¹⁶

Other advice

56. Historic England produce much useful advice available on their website via the following links:
- [Energy Efficiency and Historic Buildings: Draught-proofing windows and doors](#)¹⁷
 - [Energy Efficiency and Historic Buildings: Secondary glazing for windows](#)¹⁸
 - [Traditional Windows: their care, repair and upgrading](#)¹⁹

¹⁶ <https://www.rother.gov.uk/planning-and-building-control/pre-application-advice-and-fees/>

¹⁷ <https://historicengland.org.uk/images-books/publications/eehb-draught-proofing-windows-doors/>

¹⁸ <https://historicengland.org.uk/images-books/publications/eehb-secondary-glazing-windows/>

¹⁹ <https://historicengland.org.uk/images-books/publications/traditional-windows-care-repair-upgrading/>

- [Heritage at Risk Conservation Areas](#)²⁰
- [Modifying Historic Windows as Part of Retrofitting Energy-Saving Measures](#)²¹
- [Research into the Thermal Performance of Traditional Windows: Timber sash windows](#)²²
- [Heritage at Risk Conservation Areas Booklet](#)²³

²⁰ <https://historicengland.org.uk/images-books/publications/local-authority-guidance-conservation-area-management/caar-acc/>

²¹ <https://historicengland.org.uk/whats-new/features/climate-change/modifying-historic-windows-as-part-of-retrofitting-energy-saving-measures/>

²² <https://historicengland.org.uk/research/results/reports/109-2009>

²³ https://historicengland.org.uk/images-books/publications/conservation_areas_at_risk/caar-booklet-acc/

Appendix 1 - Environmental impact of PVCu windows

1. PVCu replacement windows comes from a desire to improvement energy efficiency and environment impact. However, in this regard it is important to consider the wider environmental impact of PVCu in each of three phases; production, use (longevity), and disposal. The use of timber carries significant environmental benefits over that of PVCu.

Production

2. PVCu is created from oil, through a chemical and industrial manufacturing process utilising approximately 4% of the total petrochemical industry's resource²⁴.
3. Timber is naturally grown, the period of growth is a significant period of time, usually between 40-150 years depending on the species²⁵, during that period the tree sequesters (takes out of the atmosphere) carbon dioxide and provides shade, cooling and habitats promoting bio-diversity. Harvesting of timber does cause some carbon generation but is low and schemes such as FSC ensures that felled trees are replaced and woodlands responsibly managed.^{26 27}

Longevity

4. The Buildings Research Establishment (BRE) concluded that PVCu windows have a typical life span of no more than 35 years. PVCu windows are also seldomly repairable in the event of failure leading to wholesale replacement and in turn increasing levels of waste.
5. Conversely, the Whole Life Analysis of timber, modified timber and aluminium-clad timber windows: Service Life Planning (SLP), Whole Life Costing (WLC) and Life Cycle Assessment (LCA) conducted by the Institute for Building and Urban Design concluded that a standard new timber window would have a life expectancy of 65 years, modified timber windows a life expectancy of 68 – 80 years, and Aluminium clad timber windows a life of 71 – 83 years.²⁸

²⁴ https://asbp.org.uk/wp-content/uploads/2017/06/A-clear-choice-WWA_WWF-10.5.17.pdf

²⁵ <https://www.forestryengland.uk/timber-uses-of-wood#:~:text=These%20trees%20take%20around%2040,they%20are%20ready%20to%20harvest.>

²⁶ <https://www.forestresearch.gov.uk/tools-and-resources/statistics/forestry-statistics/>

²⁷ <https://uk.fsc.org/>

²⁸ https://pure.hw.ac.uk/ws/portalfiles/portal/4378394/Final_report_SLP_WLC_and_LCA.pdf

6. It should also be considered that if original windows are still present, they are now approximately 120 years old. The widespread use of heartwood as opposed to sap wood from slow grown, mature trees in previous periods is why the original windows have such good longevity.²⁹

Disposal

7. Both the WWF and the Alliance for Sustainable Building Products (ASBP) have published significant studies regarding the environmental impacts of PVCu and the benefits of the use of timber. According to WWF, 83% of UPVC waste goes to landfill, and although can be recycled, that process is energy intensive and occurs in approximately 3% of disposed PVCu windows.^{30 31}
8. The recycling of timber is more widespread and leads to the production of manmade timber products such as OSB and MDF. However, timber is a natural material and will naturally decompose if sent to landfill which only occurs to 1% of the total timber disposed of in the UK.³²

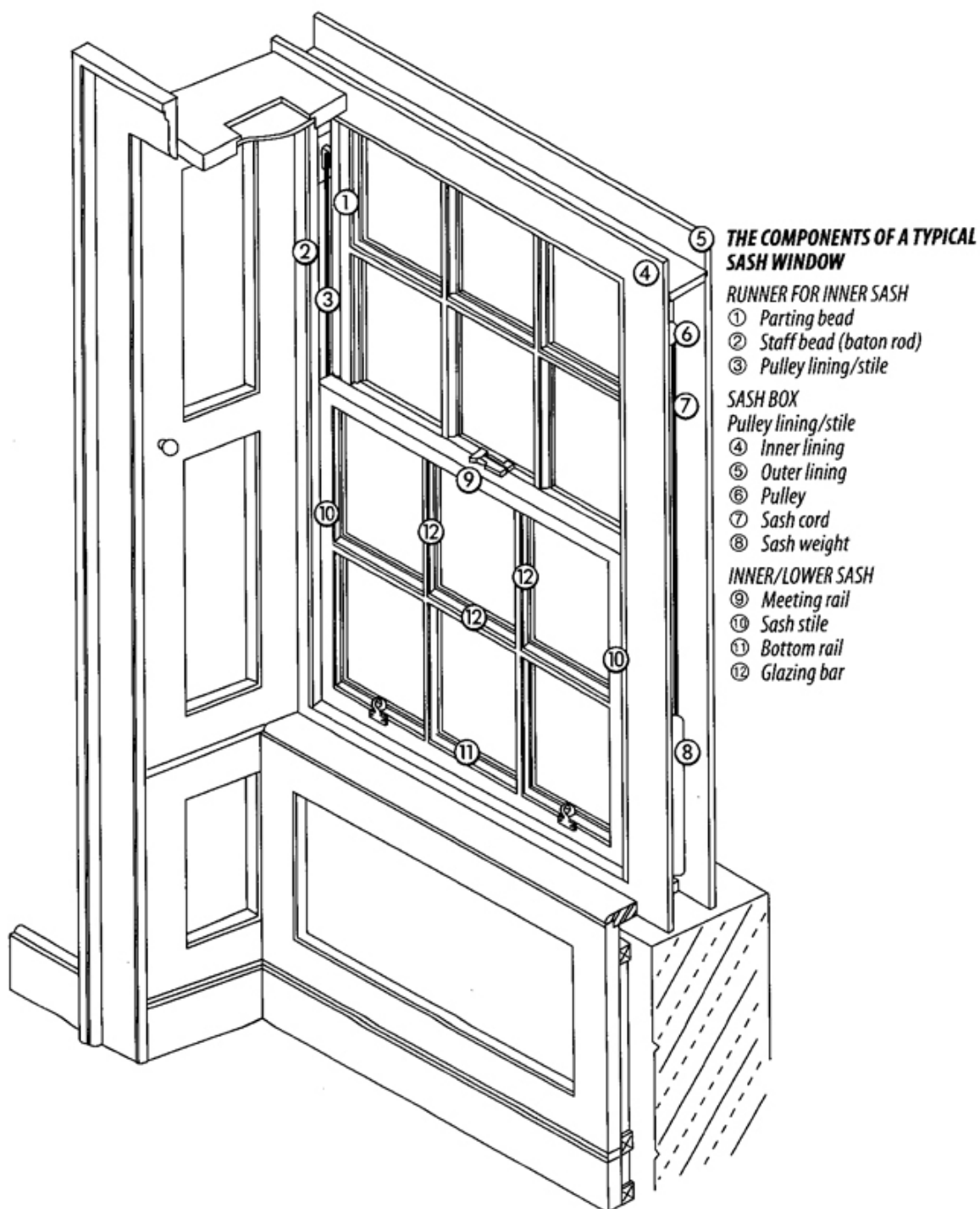
²⁹ <https://historicengland.org.uk/advice/technical-advice/buildings/practical-building-conservation/>

³⁰ https://www.wwf.org.uk/sites/default/files/2017-06/windows_0305.pdf

³¹ <https://asbp.org.uk/briefing-paper/whats-in-my-upvc-window>

³² https://www.trada.co.uk/media/12780/wis-2_3-59-recovering-and-minimising-waste-wood-150520.pdf

Appendix 2: Typical sash window construction



Rother District Council

Report to: Overview and Scrutiny Committee

Date: 12 September 2022

Title: Health and Wellbeing Task and Finish Group

Report of: Ben Hook, Director – Place and Climate Change

Ward(s): All

Officer

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

- 1) a Health and Wellbeing Task and Finish Group be established, comprising five non-Executive Members, to explore the role that the Council plays in the overall health and wellbeing of residents;
 - 2) the Terms of Reference at Appendix A and appointments to the Group be approved; and
 - 3) any recommendations from the Task and Finish Group be considered by the Committee following the production of a final report.
-

Background

1. In July 2022, this Committee, during its consideration of its annual work programme, agreed that a Health and Wellbeing Task and Finish Group (HWT&FG) should be established (Minute OSC22/08 refers).
2. This Task and Finish Group will examine the role that the Council takes, through its policies, strategies, and operations support to promote the health and wellbeing of its residents.

Terms of Reference

3. The draft Terms of Reference for the HWT&FG can be found at Appendix A.

Conclusion

4. The HWT&FG will consider the impact of the emerging local plan on healthy living and identify opportunities for new or amended policies that improve the overall health and wellbeing of residents.
5. The Group will examine the current physical infrastructure throughout the district, including the Council's own leisure assets and the proposed strategy for leisure facilities. This will also include a review of wider physical infrastructure that promotes healthy living such as those owned and operated by parish/town councils and other education or community groups.
6. Finally, there will be a review of how the current leisure provider supports and promotes the work of the local CCG and Public Health East Sussex. They will

also examine the wider impact of public health policy and how the Council could seek to better align its policies and operations to support this work.

7. The Group will then formulate a series of recommendations to the Committee for consideration and potential escalation to Cabinet and Council.

Human Resources Implications

8. The Task and Finish Group, led by the Director – Place and Climate Change, will be resourced from within the Neighbourhood Services and Plan Policy Team.

Equalities and Diversity

9. Inequalities in overall health and wellbeing often determine both the average life expectancy as well as life quality of socio-economic groups. Identifying ways to minimise these inequalities will be part of the remit of the group.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	Yes
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:	Ben Hook
e-mail address:	ben.hook@rother.gov.uk
Appendices:	A – Health and Wellbeing Task and Finish Group: proposed Terms of Reference
Relevant previous Minutes:	OSCS22/08
Background Papers:	None
Reference Documents:	None

HEALTH AND WELLBEING TASK AND FINISH GROUP

Terms of Reference

- Aims and Origin**
- The Corporate Plan 2020 – 2027 identifies the link between economic inequality and health and wellbeing within socio-economic groups. The Overview and Scrutiny Committee (OSC) in their deliberations on their annual work programme identified this topic as one for further investigation. Rother District Council, through its operations, strategies, and partnerships, has the ability to influence, to varying degrees the health and wellbeing of residents. It is the ambition of this task and finish group to identify opportunities for promoting healthier, more active lifestyles, and how Council operations and strategies might be better aligned to improve health and wellbeing outcomes for residents.
- Scope**
- a) Existing Built Facilities and Active Rother.
 - b) Local Plan – Emerging Policy and Spatial Strategy.
 - c) Public Health Strategic Alignment.
 - d) The Role of Parish and Town Councils.
 - e) Environment Strategy.
- Approach**
- a) Review current activity.
 - b) Determine priorities for further work.
 - c) Interview stakeholder representatives and collect evidence.
 - d) In line with research findings, draw up a draft strategic report with recommendations for improvement to the provision of leisure, health and wellbeing services in the district.
- Desired Outcomes**
- a) Achieve a comprehensive understanding and analysis of Health and Wellbeing issues in the Rother district.
 - b) Present a forward looking and solution-focused report to Cabinet incorporating innovative ways of addressing health and wellbeing issues in the Rother District.
- Timescale**
- Preliminary meeting and review – October 2022
 - Three themed meetings – Winter 2022/23
 - Analysis, report writing and recommendations – Winter 2022/23
 - Report back to OSC – March 2023

- | | |
|---------------------|------------------------------------------------------------------------------------------------------|
| Membership | - Five Non-Executive Councillors as nominated by the Committee (not necessarily Members of the OSC). |
| Officer Lead | - Ben Hook, Director – Place and Climate Change |

OVERVIEW AND SCRUTINY COMMITTEE

WORK PROGRAMME 2022 – 2023		
DATE OF MEETING	SUBJECT – MAIN ITEM IN BOLD	Cabinet Portfolio Holder
12.09.22	<ul style="list-style-type: none"> Healthy Living Task and Finish Group Technical Advice Notes – First Homes and 100% Affordable Housing 	Vine-Hall
17.10.22	<ul style="list-style-type: none"> Medium Term Financial Plan 2023/24 to 2027/28 Built Leisure Facilities Strategy First Draft Annual Review of the Housing, Homelessness and Rough Sleeping Strategy (2019-2024) East Sussex Temporary Accommodation Policy Package of Policies for Council-owned Accommodation 	Timpe Jeeawon Byrne
18.10.22	<ul style="list-style-type: none"> Town Hall Renaissance Project 	Oliver
21.11.22	<ul style="list-style-type: none"> Final Built Leisure Facilities Strategy Performance Report: Second Quarter 2022/23 Revenue Budget and Capital Programme Monitoring – Quarter 2 2022/23 	Timpe Jeeawon
23.01.23	<ul style="list-style-type: none"> Draft Revenue Budget Proposals 2023/24 Key Performance Targets 2023/24 	Jeeawon
13.03.23	<ul style="list-style-type: none"> Crime and Disorder Committee: to receive a report from the Community Safety Partnership Performance Report: Third Quarter 2022/23 Revenue Budget and Capital Programme Monitoring – Quarter 3 2022/23 	Jeeawon
24.04.23	<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 inc. Leisure Centre, Fountains, Skate Park and Accessibility of Green Spaces across the district Review of the Economic Regeneration Strategy Peer Review Draft Corporate Customer Services Strategy Proposals Litter Strategy Review of the Tourism Strategy and the impact of Airbnbs – date TBC Impact of Airbnb and second homes in Rye/Winchelsea/Camber Effectiveness of 'MyAlerts' Update report from the Local Strategic Partnership Update report from the Health and Wellbeing Board Corporate Plan review – to be referred back by Cabinet – date TBC Two six-monthly reviews of the Environment Strategy – date TBC Review of the Financial Stability Programme – date TBC A review of Mental Health across the district – date TBC 		

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