

Full Council

22 February 2021



Quorum: 11

Published: Friday, 12 February 2021



To the Members of the Council

You are summoned to attend the meeting of the Council to be held as a via Microsoft Teams on 22 February 2021 at 6.00 pm to transact the following business.

PLEASE NOTE: This will be a 'virtual meeting', held on Microsoft Teams remotely in accordance with section 78 of the Coronavirus Act 2020 and section 13 of the related regulations.

Members of the press and public can view the meeting by clicking on the link provided on the agenda page on the Council's website or calling the number provided.

Instructions on how to join the meeting have been circulated separately for members of the Council and Officers participating.

Agenda

- 1 Welcome**
- 2 Introductions and apologies for absence**
- 3 Declarations of interest**

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.

4 Minutes of the meeting held on 23 November 2020. (Pages 7 - 14)

To confirm and sign the minutes of the meeting of the Council dated 23 November 2020.

5 Announcements

To receive any announcements from the Chair of the Council, Leader of the Council, Members of the Cabinet or the Chief Executive. A list of the Chair of the Council's engagements since the previous meeting is enclosed.

6 Urgent items

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.

7 Questions from members of the public

To deal with questions which members of the public may wish to put to members of the Cabinet in accordance with Council Procedure Rule 11 (if any).

8 Petitions

To receive petitions from councillors or members of the public in accordance with Council Procedure Rule 13 (if any).

9 Urgent decisions taken by the Cabinet or Cabinet members (Pages 15 - 22)

In accordance with Policy and Performance Committee Procedure Rule 17, to receive details of any urgent decisions taken by the Cabinet or Cabinet members since the previous meeting. Copies of the decision-notices of three decisions by the Leader of the Council are attached to this agenda relating to:

- [Local Restrictions Support Grants](#) – 16 November 2020
- [Additional Restrictions Grant Scheme](#) – 19 November 2020
- [Local Restrictions Support Grant 'Open'](#) - 2 December onwards – 24 December 2020

10 Recommendations from Cabinet

(a) Council Budget and Setting of the Council Tax 2020/21 (Pages 23 - 50)

Report of Councillor Nicholson on behalf of the Cabinet. Referred from Cabinet on 2 February 2021, incorporating the recommendations from the Cabinet reports on:

- General Fund Revenue Budget 2020/21 and Capital Programme
- Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2020/21 and HRA Capital Programme 2019-23
- Treasury Management and Prudential Indicators 2020/21, Capital Strategy and Investment Strategy

Please note that the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 requires named votes to be taken and recorded when setting the annual budget and council tax, including on substantive motions and any amendments.

11 Recommendation from Committees and Other Council Bodies

(a) Approval of Licensing Fees (Pages 51 - 58)

Report of Councillor Macleod on behalf of the Licensing Committee.
Referred from the meeting of Licensing Committee held on 17 December 2020.

12 Notices of motion.

(a) Motion 1 - To support proportional representation (Pages 59 - 60)

To consider a motion to be moved by Councillor Robinson and seconded by Councillor Denis.

(b) Motion 2 - To support the Climate and Ecological Emergency Bill (Pages 61 - 62)

To consider a motion to be proposed by Councillor Bird and seconded by Councillor Brett.

(c) Motion 3 - To support ExcludedUK and those excluded from Covid Support Schemes (Pages 63 - 64)

To consider a motion to be proposed by Councillor Makepeace and seconded by Councillor Banks.

13 Calendar of Meetings 2021-22 (Pages 65 - 66)

To agree the proposed Calendar of Meetings for 2021/22.

Please note: The Council dates will be subject to final approval at the annual meeting of the Council, in accordance with legislation.

14 Written questions from Councillors

To deal with written questions which councillors may wish to put to the Chair of the Council, a Lead Councillor on the Cabinet or the Chair of any committee or sub-committee in accordance with Council Procedure Rule 12 (if any). Any such questions notified to the Head of Democratic Services by 5 pm on 16 February will be circulated in an agenda supplement.

15 Questions to the Leader of the Council

To deal with questions (if any) which Councillors may wish to put to the Leader of the Council. It will be at the Leader's discretion to re-direct questions to relevant Members of the Cabinet. A Councillor wishing to raise a question must notify the Chair of the Council by email of the text of the question by **4.45 pm** prior to the commencement of the meeting.

(Note - This item is limited to a maximum of 5 questions, with no more than 1 question being asked per councillor. If a question requires a detailed or technical response, the Leader may decide that a written response is more appropriate).

16 Ward issues

To deal with ward issues which Councillors wish to raise (if any), as notified by 5 pm on 16 February 2020.

17 Reporting back on meetings of outside bodies (Pages 67 - 78)

To receive any reports from the Council's representatives who serve on outside bodies in respect of meetings they have attended.

18 Date of next meeting

The next meeting of Full Council is scheduled to take place on 27 May 2021 at 6 pm.



Robert Cottrill
Chief Executive

Information for the public

Accessibility:

This agenda and accompanying reports are published on the Council's website in PDF format which means you can use the "read out loud" facility of Adobe Acrobat Reader.

Public participation:

Up to 30 minutes will be allowed at ordinary meetings of the Council during which members of the public may ask questions of Cabinet members. Questions must be received by midday 3 working days before the day of the meeting and include the name and address of the questioner and the organisation they represent (if applicable), email and/or telephone number, and the name of the Cabinet member to whom it is to be put. No more than 3 questions are allowed but person or per organisation. Please contact: Democratic Services (see end of agenda) for further information. At remote meetings, any questions will be read out at the meeting by the Chair or an Officer.

Information for Councillors

Disclosure of interests:

Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

Email: committees@lewes-eastbourne.gov.uk

Telephone: 01323 415023.

Council website: <https://www.lewes-eastbourne.gov.uk/>

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Full Council

Minutes of meeting held remotely on 23 November 2020 at 6.00 pm.

Present:

Councillor Adrian Ross (Chair).
Councillors Christine Brett (Vice-Chair), Sam Adeniji, Robert Banks, Nancy Bikson, Matthew Bird, Liz Boorman, Roy Burman, Julie Carr, Roy Clay, Chris Collier, Phil Davis, Sharon Davy, Johnny Denis, Lynda Duhigg, Stephen Gauntlett, Tom Jones, Christoph von Kurthy, Isabelle Linington, Jim Lord, Sylvia Lord, James MacCleary, Sean MacLeod, Imogen Makepeace, Ron Maskell, William Meyer, Joe Miller, Zoe Nicholson, Emily O'Brien, Laurence O'Connor, Ruth O'Keeffe, Nicola Papanicolaou, Julian Peterson, Keira Rigden, Christine Robinson, Geoff Rutland and Steve Saunders.

Officers in attendance:

Robert Cottrill (Chief Executive), Oliver Dixon (Head of Legal Services), Simon Russell (Head of Democratic Services) and Sarah Lawrence (Senior Committee Officer).

Also in attendance:

Catherine Knight (Former Assistant Director - Legal and Democratic Services and Monitoring Officer).

32 Welcome

The Chair of the Council advised that the meeting was being held remotely on Microsoft Teams in accordance with published Government regulations.

33 Period of Silence

Prior to the start of the formal business, the Chair of the Council invited members to hold a short period of silence in respect of the two fishermen who were missing, now presumed to have lost their lives, off the coast at Newhaven, and also to recognise the bravery and dedication of the life boat service, coast-guard and local people who participated in and supported the search.

34 Introductions and Apologies for absence

The Chair of the Council invited members to introduce themselves for those watching and listening to the meeting.

Apologies for absence were received from Councillor Amy and Councillor Manley.

35 Declarations of interest

Councillors Bank declared a personal and non-prejudicial interest in respect of Item 14b 'Motion 2 – Government Changes to our Planning System', as an employee of the LGA whose figures he intended to quote in his pre-amble to the motion. He remained in the meeting and took a full part in the discussion and vote.

36 Minutes of the meeting held on 17 September 2020.

Resolved – To approve as a correct record the minutes of the meeting held on 17 September 2020.

37 Announcements.

1. The Chair advised that a list of his engagements as Chair of the Council since the last meeting were set out in the agenda, and these were noted.
2. The Leader of the Council provided an update on what the Council had been doing in response to the second lockdown to provide support to the local community, reopening the community hub helpline, liaising with local and voluntary groups who could offer support, working closely with East Sussex County Council, and administering business support grant distribution. He paid tribute to the continued hard work of Council staff, and members of the local community. He noted that the numbers of cases in Lewes were currently fairly low in comparison to other areas (92 per 100,000), a tribute to the way in which the community had responded.

38 Urgent items

There were no items to be considered as a matter of urgency.

39 Questions from members of the public

No questions had been received from members of the public.

40 Petitions

No petitions had been received.

41 Urgent decisions taken by the Cabinet or Cabinet members

No urgent decisions had been taken by Cabinet or Cabinet Members.

42 Designation of Monitoring Officer

Councillor MacCleary moved and Councillor Linington seconded the recommendations set out in the report for the appointment of Oliver Dixon as the Council's statutory monitoring officer.

In moving the recommendation, Councillor MacCleary paid tribute to Catherine

Knight the former Assistant Director – Legal and Democratic Services and Monitoring Officer for her service to the Council over 27 years, as an invaluable source of advice and support, and to whom the Council owed a huge amount of gratitude and he wished her well for the future.

Councillor Linington, in seconding the recommendation, congratulated Oliver Dixon in this new role, but also extended her thanks to Catherine Knight for her assistance over many years, her advice, calm manner, ability to find the perfect wording, and the scrupulously fair, firm and kind way in which she had advised Councillors. Councillor Linington said that Catherine would be thoroughly missed and wished her a long and happy retirement.

Catherine Knight responded and thanked Councillors for their kind words and support over many years and advised that it had been a pleasure to work with them.

The recommendations were put to the Council and agreed.

Resolved – That the Council designates Oliver Dixon, Head of Legal Services, to be its statutory Monitoring Officer with immediate effect.

43 Review of Polling Districts and Polling Places 2020.

Councillor Denis moved and Councillor Collier seconded the recommendations set out in the report, arising from a consultation process on polling districts and places.

The recommendations were put to the Council and agreed.

Resolved –

- 1) To consider and note the result of the consultation process;
- 2) To approve the Returning Officer's proposals for Polling Places and Polling Districts as set out in Appendix 1 to the report; and
- 3) That the Head of Elections, on behalf of the Returning Officer and Electoral Registration Officer, be authorised to implement the Council's decisions in respect of the review.

44 Members allowances scheme - Independent Remuneration Panel report.

The Council received for consideration the report by an Independent Remuneration Panel (IRP) making recommendations in respect of the Members Allowance Scheme, and the report of the Head of Democratic Services setting out the options available to the Council.

Councillor MacCleary moved and Councillor Linington seconded a proposal set out in an addendum circulated in advance of the meeting, to reject the Panel's recommendations in relation to the basic and special responsibility allowances at this time due to the current financial climate, but to agree other recommendations and to review the allowances recommendations again in 2022.

The proposal was put to the Council and agreed.

Resolved -

- 1) Having considered the recommendations of the Independent Remuneration Panel (IRP) as set out at Appendix 1 to the report, the Council is grateful to the Panel for its work and recognises the logic of the recommendations put forward, but is unable to accept them in full in light of the current financial challenges facing the Council whilst responding to the Covid 19 pandemic;
- 2) The Council resolves as follows in relation to each of the recommendations:
 - a) To set the basic allowance payable to all members of Lewes District Council at the current level of £3,260 per annum for April 2021 onwards, and to review the IRP's report again in February 2022 to consider if it would be possible to adopt the higher level of basic allowance recommended from April 2022 subject to any future indexation that may apply;
 - b) To accept the recommendation that no Councillor shall be entitled to receive at any time more than one Special Responsibility Allowance and that this One SRA Only Rule be adopted into the Scheme of Allowances;
 - c) To retain the current levels of remuneration for all Special Responsibility Allowances, and to review the IRP's report again in February 2022 to consider if it would be possible to adopt the IRP's recommendations in relation to the Special Responsibility Allowances from April 2022 subject to any future indexation that may apply;
 - d) That further to c) above, to retain the existing allowance for the Scrutiny Committee Chair and attribute it to the Chair of the Policy, Performance and Advisory Committee and retain the existing allowance for Employment Committee and attribute it the Chair of the Joint Staff Advisory Committee in the years in which this Joint Committee is chaired by a Lewes District Councillor;
 - e) To accept the recommendation that travelling and subsistence allowances should continue to be payable to Councillors and any co-opted members in connection with any approved duties in accordance with the current scheme of allowances;
 - f) To accept the recommendation that the Dependants Carers' Allowance should be based on two criteria. Rate one for Childcare should be at the market rate, reimbursed upon production of receipts, with no monthly maximum claim. Rate two should be for specialist care based at cost upon production of receipts and requiring medical evidence that this type of care is required. There should also be no monthly maximum claim;
 - g) To accept the recommendation that no change should be made to the current eligibility conditions for receipt of the Dependants Carers' Allowance, except that the duties for which this allowance is payable should be in accordance with the list of approved Councillor duties. The Council should also actively promote the allowance to prospective and new Councillors both before and following an election;
 - h) To accept the recommendation that the recommended duties for which

Dependants' Carers' Allowance and Travelling and Subsistence Allowance should be payable should be in accordance with the Approved Councillor Duties;

- i) To accept the recommendation in relation to the approach to be adopted as a policy to support parental leave for Councillors;
 - j) To accept the recommendation that an IT Allowance for Councillors of £429 per annum be introduced from April 2021, subject to any future indexation that may apply and subject to it being reviewed again at the same time as the Council is scheduled to revisit the question of Councillor allowances overall in February 2022;
 - k) To accept the recommendation that the level at which the Council sets the basic allowance, each of the SRAs and the IT allowance, be increased on 1 April annually in line with the percentage increase in staff salaries up until 2024; and
 - l) To agree that the changes made to the allowances scheme will be implemented with effect from the beginning of the 2021-22 financial year, and to revoke the current scheme of allowances from the same date.
- 3) That the Head of Democratic Services be authorised to make the necessary amendments (if approved) to the Council's Members' Allowances Scheme; and
 - 4) That thanks be conveyed to the Panel for the work undertaken and report produced.

45 Recommendations from Cabinet and other council bodies

45a Annual treasury management report.

Councillor Nicholson moved and Councillor Peterson seconded the recommendation referred from the Cabinet meeting held on 24 September 2020, to approve the Annual Treasury Management report for 2019/20 and to approve the 2019/20 prudential and treasury indicators.

The proposal was put to the Council and agreed.

Resolved –

- 1) To agree the Annual Treasury Management report for 2019/20; and
- 2) To approve the 2019/20 prudential and treasury indicators included in the Cabinet Report to the meeting on 18 November 2020.

46 Notices of motion.

46a Motion 1 - To ensure no resident of Lewes District is prevented from voting by any new Voter ID legislation.

Councillor Collier moved and Councillor Denis seconded the motion set out on the agenda, in respect of voter ID.

The matter was debated by the Council members. The motion was put to the vote and approved by majority.

Resolved - We call on the Council to request that legal officers produce a report to Cabinet detailing the implications of Voter ID on residents in the district once the draft legislation and guidance for Voter ID has been published with the aim of identifying the mitigations that could be practically implemented to prevent the loss on any individual's democratic right and ensure that elections within Lewes District are free for all once the legislation comes into force.

46b Motion 2 - Government changes to our planning system.

Councillor Banks moved and Councillor Makepeace seconded the motion set out on the agenda, in respect of the next steps the Council can take in relation to the Government White paper on planning changes.

The matter of was debated by the Council members. The motion was put to the vote and approved by majority.

Resolved - This Council resolves to use the existing comments submitted by Lewes District Council:

1. To ask the Leader or Portfolio Holder for Planning and Infrastructure to write to and lobby both of our Members of Parliament, urging them to oppose the Government proposals; and
2. For the Council to continue to make representations against the proposals as already submitted by the Council and highlight those concerns with local residents.

47 Written questions from Councillors

A written question was received from Councillor Burman to Councillor Peterson, Chair of the Audit and Standards Committee as follows:

“Recognising the audit delays experienced by many Councils across the country, please can the Chair of the Audit and Standards Committee provide the Council with an update on the audit of the accounts for 2018-19 and 2019-20. Can he provide us with an update on any matters which could help to address the delays and on how to avoid them in future?”

Councillor Peterson responded in full, setting out the steps that had been taken, and concerns raised by the Committee. It was noted that there had been an agreement with the auditors to delay the completion of the 2018-19 from July to November 2019, in order to ensure they were thorough and supported by sound working papers. However, subsequently Deloitte has found difficulty in reallocating staff resources to complete the work given its commitments to other clients. It was recognised that this was an issue experienced by many other Councils nationally, which had resulted in the Government commissioning Sir Tony Redmond to undertake an independent review of the effectiveness of local audit and transparency of local authority

financial reporting. The Council had also raised its concerns to the Public Sector Audit Appointments company.

Officers had advised that despite many months of effort to work with Deloitte, there was still no clear path to resolution of when the External Audit for 2018/19 would be completed, a situation that was now putting at risk the audit of 2019/20 accounts and beyond. The Committee at its meeting on 16 November had received an update from Deloitte and agreed to schedule a special meeting within the next few weeks for Deloitte to provide an update and for the Committee to receive a log of all outstanding actions on both sides.

Councillor Burman asked a supplementary question as to whether all Councillors could attend the additional Audit and Standards Committee on this matter and what it was hoped to achieve.

Councillor Peterson responded that he would encourage all Councillors to attend and advised that it was hoped that the meeting would set out a clear way forward for the completion of the statement of accounts.

48 Questions to the Leader of the Council

No questions to the Leader of the Council had been submitted.

49 Ward issues

Councillor Gauntlett raised a ward issue, set out in full in the agenda, in respect of the scaffolding erected five years ago to facilitate the work required in respect of Talland Parade, High Street, Seaford (Planning Application LW/11/1321 etc), and which still remained in place. He requested that:

1. The Council writes to the developer in the strongest possible terms expressing the anger and frustration of Seaford residents.
2. It be noted that Lewes District Council Officers are engaging with the developer to understand the current stage they are at with the building works and the likely end date, including when the scaffolding will be taken down.
3. It be noted that Officers can only work within current legislation and any information supplied by the developer in relation to these points cannot be binding and prosecution for non-adherence is not possible.
4. Lewes District Council write to the Secretary of State for Housing, Communities and Local Government requesting urgent attention to this area of the Law to enable Planning Enforcement Officers to require developers to carry out work within agreed timescales on behalf of local communities.

Councillor Brett and Councillor Jim Lord as neighbouring ward councillors both spoke in support of the concerns raised.

Councillor O'Brien as Cabinet Member for Planning and Infrastructure responded that Officers would continue to work to address the issues on site, including the actions requested in relation to writing to the developer. Officers

had given assurances that the site was subject to regular inspections and was up to date with building control safety standards. However, she confirmed she would write to the Government to request the additional powers required for councils to take enforcement action in these circumstances, and advised that the Chief Executive would report back to a future Cabinet meeting on the actions taken.

50 Reporting back on meetings of outside bodies

Councillors had provided reports on the outside bodies to which they were appointed by Full Council as follows:

Councillor Johnny Denis – Police and Crime Panel

Councillor Christine Brett – Impact Seaford and Seaford Head Nature Reserve Committee.

A request was made for additional outside body updates to be made at the next meeting.

51 Date of the next meeting

It was noted that the next meeting of Full Council was scheduled to take place on 22 February 2021 at 6 pm.

The meeting ended at 8.01 pm

Councillor Adrian Ross (Chair)



Executive decision taken by Leader/Cabinet portfolio holder

Decision taken by:

Councillor James MacCleary

Date of decision:

16 November 2020

Subject of report:

On 31st October the Government announced a further national lockdown effective from 5th November to 2nd December which requires certain businesses to legally close due to restrictions being put in place to manage coronavirus and save lives. The announcement included a grant funding package and schemes that will operate to support businesses within the business rates system.

The funding is aimed at those businesses in rateable premises that are mandated to close during any national lockdown period imposed by Central Government.

It is essential that the Council develop robust policies which will adequately deal with the impositions placed on certain businesses whilst at the same time working within budget and ensuring support to those that have to close.

Exempt matter (if any as given under Schedule 12A of the Local Government Act 1972):

No

Key decision:

Yes

Open summary of decision made:

The Leader of the Council approves the Local Restriction Grants Schemes ('Closed' & 'Sector') and grants the Director of Service Delivery delegated authority, to

implement, and if necessary, amend each Policy (in consultation with the Leader). Such delegated authority will include any measures necessary for or incidental to its management and administration.

In accordance with section 17 of the Council's Policy and Performance Advisory Committee Procedure Rules, the call-in procedure shall not apply to this decision given its urgency. A decision is urgent if, in the view of the decision maker, any delay likely to be caused by the call-in process would, for example, seriously prejudice the Council's or the public's interests.

In accordance with this section, it is the opinion of the decision maker that this decision is an urgent one and therefore exempt from call-in.

Reason(s) for decision:

These are new schemes which need to be implemented as a matter of urgency and so executive approval for the scheme is being sought from the Leader. The Leader is being asked to authorise the Director of Service Delivery to implement and administer the scheme as there is no existing officer delegation in place.

Alternative options considered:

This additional funding has been made available by Government as an emergency measure to support businesses mandated to close under national restrictions. Time does not permit alternative options.

Was an executive councillor(s) consulted before decision was taken? If so, what was the result of this consultation?

Councillor MacCleary and Nicholson

Does the proposal involve any unplanned expenditure? If so, please confirm that you have consulted with the Chief Finance officer and include the date of consultation

The cost of the schemes are being met by Central Government and any additional expenditure will be met through the New Burdens Funding it is expected the Department for Business, Energy and Industrial Strategy are expected to provide Council's to administer the schemes.

Date of consultation: Not applicable

Signed:

Councillor James MacCleary, Leader of the Council

Leader/Cabinet portfolio holder

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Executive decision taken by Leader/Cabinet portfolio holder



Decision taken by:

Councillor James MacCleary

Date of decision:

19 November 2020

Subject of report:

On 31st October the Government announced a further national lockdown effective from 5th November to 2nd December which requires certain businesses to legally close due to restrictions being put in place to manage coronavirus and save lives. The announcement included a grant funding package and schemes that will operate to support businesses within the business rates system.

The funding is aimed at those businesses in rateable premises that are mandated to close during any national lockdown period imposed by Central Government.

It is essential that the Council develop robust policies which will adequately deal with the impositions placed on certain businesses whilst at the same time working within budget and ensuring support to those that have to close.

Exempt matter (if any as given under Schedule 12A of the Local Government Act 1972):

No

Key decision:

Yes

Open summary of decision made:

The Leader of the Council approves the Additional Restrictions Supports Grants Scheme and grants the Director of Service Delivery delegated authority, to

implement, and if necessary, amend each Policy (in consultation with the Leader). Such delegated authority will include any measures necessary for or incidental to its management and administration.

In accordance with section 17 of the Council's Policy and Performance Advisory Committee Procedure Rules, the call-in procedure shall not apply to this decision given its urgency. A decision is urgent if, in the view of the decision maker, any delay likely to be caused by the call-in process would, for example, seriously prejudice the Council's or the public's interests.

In accordance with this section, it is the opinion of the decision maker that this decision is an urgent one and therefore exempt from call-in.

Reason(s) for decision:

These are new schemes which need to be implemented as a matter of urgency and so executive approval for the scheme is being sought from the Leader. The Leader is being asked to authorise the Director of Service Delivery to implement and administer the scheme as there is no existing officer delegation in place.

Alternative options considered:

This additional funding has been made available by Government as an emergency measure to support businesses mandated to close under national restrictions. Time does not permit alternative options.

Was an executive councillor(s) consulted before decision was taken? If so, what was the result of this consultation?

Councillor MacCleary and Nicholson

Does the proposal involve any unplanned expenditure? If so, please confirm that you have consulted with the Chief Finance officer and include the date of consultation

The cost of the schemes are being met by Central Government and any additional expenditure will be met through the New Burdens Funding the Department for Business, Energy and Industrial Strategy are expected to provide Council's to administer the schemes.

Date of consultation: Not applicable

Signed:

Councillor MacCleary, Leader of the Council

Executive decision taken by Leader/Cabinet portfolio holder



Decision taken by:

Councillor James MacCleary

Date of decision:

24 December 2020

Subject of report:

On 22 October the Government announced a scheme whereby a grant payment may be made by the Council to hospitality, hotel, B&B and leisure businesses that are not legally required to close, but which are severely impacted by local restrictions to manage the pandemic.

The scheme applies where localised restrictions either under LCAL2 (High) or LCAL3 (Very High) are put in place and was revised after the second national lockdown ended on 02 December.

It is essential that the Council develops a robust policy which will adequately deal with the impositions placed on certain businesses whilst at the same time working within budget and ensuring support to those most impacted by the pandemic.

Exempt matter (if any as given under Schedule 12A of the Local Government Act 1972):

No

Key decision:

Yes

Open summary of decision made:

The Leader of the Council has approved the Local Restriction Grants Schemes 'Open' scheme and granted the Director of Service Delivery delegated authority, to

implement, and if necessary, amend each Policy (in consultation with the Leader). Such delegated authority will include any measures necessary for or incidental to its management and administration.

In accordance with section 17 of the Council's Policy and Performance Advisory Committee Procedure Rules, the call-in procedure shall not apply to this decision given its urgency. A decision is urgent if, in the view of the decision maker, any delay likely to be caused by the call-in process would, for example, seriously prejudice the Council's or the public's interests.

In accordance with this section, it is the opinion of the decision maker that this decision is an urgent one and therefore exempt from call-in.

Reason(s) for decision:

These are new schemes which need to be implemented as a matter of urgency and so executive approval for the scheme is being sought from the Leader. The Leader is being asked to authorise the Director of Service Delivery to implement and administer the scheme as there is no existing officer delegation in place.

Alternative options considered:

This additional funding has been made available by Government as an emergency measure to support businesses that continue to be impacted by local restrictions. Time does not permit alternative options.

Was an executive councillor(s) consulted before decision was taken? If so, what was the result of this consultation?

None

Does the proposal involve any unplanned expenditure? If so, please confirm that you have consulted with the Chief Finance officer and include the date of consultation

The cost of the schemes are being met by Central Government and any additional expenditure will be met through the New Burdens Funding it is expected the Department for Business, Energy and Industrial Strategy are expected to provide Council's to administer the schemes.

Date of consultation: Not applicable

Signed:

Councillor James MacCleary, Leader of the Council

Leader/Cabinet portfolio holder

Meeting: COUNCIL

Date: Monday 22 February 2021

Subject: COUNCIL BUDGET AND SETTING OF THE COUNCIL TAX FOR 2021/22

Report of: Councillor Zoe Nicholson (Deputy Leader and Portfolio Holder for Finance and Assets)

The Council is asked to consider the reports to Cabinet and also the Cabinet minutes and resolutions from the meeting held on 04 February 2021.

The budget book 2021/22 will be circulated to all Members of the Council in March, once the budget has been formally adopted. A copy will be on the Council's website for public inspection purposes.

The reports may also be viewed on the Council's website at:
<https://democracy.lewes-eastbourne.gov.uk/ieListDocuments.aspx?CId=417&MId=3184>
(This is the listing for the Cabinet meeting held on 04 February 2021)

Please contact Democratic Services (see below for contact details) in the first instance if you require a printed copy of any of the reports.

In order to comply with Section 25 of the Local Government Act 2003; the Authority's Chief Finance Officer is required to report on the robustness of the estimates made for the purposes of the budget calculations and the adequacy of the proposed reserves. A statement covering this requirement is attached at Appendix 1.

The resolutions in this report, which must include the requirements of all precepting authorities, are based on the budgets approved by the East Sussex County Council, East Sussex Fire Authority and the Police and Crime Commissioner for Sussex.

A summary of the demand on the Collection Fund is as follows:

Authority	Precept/Demand		2021/22 Band D Council Tax	Change over 2020/21	
	£	%	£	£	%
Lewes District Council:					
Council Tax Requirement (incl Special Expenses*)	7,875,697	9.80%	214.53	5.00	2.39%
Town and Parish Councils	4,343,466	5.40%	118.31	4.27	3.75%
Total Lewes District Council	12,219,163	15.20%	332.84	9.27	6.13%
East Sussex County Council	56,683,870	70.53%	1,544.04	52.02	3.49%
The Police and Crime Commissioner for Sussex	7,889,647	9.82%	214.91	15.00	7.50%
East Sussex Fire Authority	3,576,792	4.45%	97.43	1.90	1.99%
Total	80,369,472	100.00%	2,189.22	78.19	3.70%

*Special Expenses					
LDC Council Tax Requirement	7,875,697	-	214.53	5.00	2.39%
Less Total amount to be charged as Special Expenses	(640,614)	-	(17.45)	-	0.00%
Council Tax to be levied on all LDC taxpayers	7,235,083	-	197.08	5.00	2.60%

The Council has adopted a system of 'Special Expenses' in respect of the cost of General Fund Open Spaces. In setting the basic amount of the Council Tax for 2021/22, it is necessary for the Council to determine the costs which are to be its Special Expenses for the year, with all other costs being charged as its 'General Expenses'.

After consideration of the foregoing, the Council is asked to approve the following:

Recommendations:

1. The recommendations as detailed in the reports from the Chief Finance Officer and the Director of Service Delivery to Cabinet on 04 February 2021 as summarised below:
 - (i) The General Fund budget for 2020/21 (Revised) and 2021/22 (Original).
 - (ii) An increase in the Council Tax for Lewes District Council of £5 resulting in a Band D charge for general expenses of £197.08 for 2021/22.
 - (iii) The revised General Fund capital programme 2021/22.
 - (iv) That Cabinet endorse the continuation of the Flexible use of Capital Receipts.
 - (v) Approve the Treasury Management Strategy and Annual Investment Strategy for 2021/22.
 - (vi) Approve the Minimum Revenue Provision Policy Statement for 2021/22.
 - (v) Approve the Prudential and Treasury Indicators for 2021/22 to 2023/24.
 - (vi) Approve the Capital Strategy.

(viii) Housing Revenue Account (HRA) income and expenditure proposals, including revised HRA budget for 2020/21 and the budget for 2021/22, rents and service charges and the HRA Capital Programme.

2. That delegated authority is given to the Chief Finance Officer to amend the budget for any presentational changes ensuring the Council Tax Requirement remains unchanged.
3. That it be noted, that since the Cabinet meeting on 04 February the Business Rates return to the Government (NDR1) has been finalised. As a result of the latest Business Rates position, it has been possible to add £384K to the General Fund reserve. This will subsequently be allocated to the specific reserves set out below, which were identified in the budget report, once the exact allocations have been determined.
 - The creation of a capital programme acceleration reserve.
 - The creation of a commercial asset resilience planning reserve.
 - To top up those reserves used to fund Covid-19 reserve.
4. That the expenses incurred by the Council set out below be approved as Special Expenses chargeable to the residents of each of the Town/Parish areas indicated and that any other expenses (excluding local precepts) incurred by the Council be approved as general expenditure for the purposes of Section 35 of the Local Government Finance Act 1992.

Town/Parish Area	Special Expense 2021/22 £
Lewes	340,114
Newhaven	135,210
Telscombe	56,790
Seaford	61,350
Peacehaven	41,360
Chailey	1,270
Ringmer	4,520
Total	640,614

5. That consequent upon a General Fund budget of £13,530,290 and other matters, the basic amount (Band D) of Council Tax for the Borough Council's functions will be £214.53 calculated as follows:

	General Expenses only	Total including special items
	£000's	£000's
Gross Expenditure:		
General Fund	54,624	
HRA	16,746	
Business Rates payable to Government	7,805	
Contributions to Reserves	1,478	
	80,653	80,653
Special expenses		641
Less Income:		
Service Income	(59,131)	
Other Government Grants	(3,168)	
Business Rates income	(10,997)	
Collection Fund Surplus (Council Tax)	(122)	
	(73,418)	(73,418)
COUNCIL TAX REQUIREMENT	7,235	7,876
Band D Council Tax	£197.08	£214.53

The statutory resolutions relating to this matter are given at paragraphs 5 and 6 below.

6. That it be noted that at its meeting on 04 February 2021 Cabinet approved the following calculations for the year 2021/22, being made in accordance with regulations made under Sections 31(B)(4) and 34(4) of the Local Government Act 1992, as amended:-
- (a) 36,711.4 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of the Council Tax Base) Regulations 1992, as amended, as its Council Tax Base for the year) Item T in the formula in Section 31B of the Local Government Finance Act 1992).

(b)

<u>Part of the Council's Area</u>	<u>Tax Base</u>
Parish of Barcombe	635.50
Parish of Beddingham and Glynde	186.00
Parish of Chailey	1,292.70
Parish of Ditchling	1,113.10
Parish of East Chiltington	191.10
Parish of Falmer	66.70
Parish of Firle	125.00
Parish of Hamsey	274.30
Parish of Iford	89.90
Parish of Kingston	421.30
Town of Lewes	6,078.60
Town of Newhaven	3,697.90
Parish of Newick	1,101.30
Town of Peacehaven	4,805.00
Parish of Piddinghoe	129.00
Parish of Plumpton	664.40
Parish of Ringmer	1,883.30
Parish of Rodmell	213.50
Parish of St Ann Without	40.00
Parish of St John Without	25.70
Town of Seaford	9,457.90
Parish of Southease	22.60
Parish of South Heighton	266.70
Parish of Streat	79.50
Parish of Tarring Neville	9.20
Town of Telscombe	2,493.50
Parish of Westmeston	159.00
Parish of Wivelsfield	1,188.70

Being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as amended, as the amounts of its Council Tax base for the year for dwelling in those parts of its area to which one or more special items relate.

7. That the following amounts be now calculated by the Council for the year 2021/22 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended:

(a)	£85,636,736	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.
(b)	£73,417,570	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	£12,219,166	being the amount by which the aggregate at 5(a) above exceeds the aggregate at 5(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).

(d)	£332.84	being the amount at 6(c) above (Item R), all divided by Item T (5 above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including local precepts).			
(e)	£4,984,080	being the aggregate amount of all special items referred to in Section 34(1) of the Act.			
(f)	£197.08	being the amount at 6(d) above less the result given by dividing the amount at 6(e) above by the amount at 4(a) above (Item T), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates,			
(g)	Parts of the Council's area				
		Barcombe	247.23	Piddinghoe	282.10
		Beddingham and Glynde	258.95	Plumpton	290.66
		Chailey	250.97	Ringmer	269.00
		Ditchling	285.94	Rodmell	266.40
		East Chiltington	235.86	St Ann Without	197.08
		Falmer	204.58	St John Without	197.08
		Firle	277.45	Seaford	307.62
		Hamsey	263.48	Southease	197.08
		Iford	199.86	South Heighton	245.81
		Kingston	315.76	Streat	255.26
		Lewes	452.72	Tarring Neville	197.08
		Newhaven	379.70	Telscombe	319.61
		Newick	259.00	Westmeston	278.84
		Peacehaven	339.03	Wivelsfield	282.18
		Being the amounts given by adding the amount at 5(f) above, the amounts of the special items or items relating to dwelling in those parts of the Council's area mentioned above divided in each case by the amount at 5(B) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.			

(h) Parts of the Council's area

Council Tax Valuation Bands								
	A 6/9 £	B 7/9 £	C 8/9 £	D 9/9 £	E 11/9 £	F 13/9 £	G 15/9 £	H 18/9 £
Barcombe	164.82	192.29	219.76	247.23	302.17	357.11	412.05	494.46
Beddingham and Glynde	172.63	201.41	230.18	258.95	316.49	374.04	431.58	517.90
Chailey	167.31	195.20	223.08	250.97	306.74	362.51	418.28	501.94
Ditchling	190.63	222.40	254.17	285.94	349.48	413.02	476.57	571.88
East Chiltington	157.24	183.45	209.65	235.86	288.27	340.69	393.10	471.72
Falmer	136.39	159.12	181.85	204.58	250.04	295.50	340.97	409.16
Firle	184.97	215.79	246.62	277.45	339.11	400.76	462.42	554.90
Hamsey	175.65	204.93	234.20	263.48	322.03	380.58	439.13	526.96
Iford	133.24	155.45	177.65	199.86	244.27	288.69	333.10	399.72
Kingston	210.51	245.59	280.68	315.76	385.93	456.10	526.27	631.52
Lewes	301.81	352.12	402.42	452.72	553.32	653.93	754.53	905.44
Newhaven	253.13	295.32	337.51	379.70	464.08	548.46	632.83	759.40
Newick	172.67	201.44	230.22	259.00	316.56	374.11	431.67	518.00
Peacehaven	226.02	263.69	301.36	339.03	414.37	489.71	565.05	678.06
Piddinghoe	188.07	219.41	250.76	282.10	344.79	407.48	470.17	564.20
Plumpton	193.77	226.07	258.36	290.66	355.25	419.84	484.43	581.32
Ringmer	179.33	209.22	239.11	269.00	328.78	388.56	448.33	538.00
Rodmell	177.60	207.20	236.80	266.40	325.60	384.80	444.00	532.80
St Ann Without	131.39	153.28	175.18	197.08	240.88	284.67	328.47	394.16
St John Without	131.39	153.28	175.18	197.08	240.88	284.67	328.47	394.16
Seaford	205.08	239.26	273.44	307.62	375.98	444.34	512.70	615.24
Southeast	131.39	153.28	175.18	197.08	240.88	284.67	328.47	394.16
South Heighton	163.87	191.19	218.50	245.81	300.43	355.06	409.68	491.62
Streat	170.17	198.54	226.90	255.26	311.98	368.71	425.43	510.52
Tarring Neville	131.39	153.28	175.18	197.08	240.88	284.67	328.47	394.16
Telscombe	213.07	248.59	284.10	319.61	390.63	461.66	532.68	639.22
Westmeston	185.89	216.88	247.86	278.84	340.80	402.77	464.73	557.68
Wivelsfield	188.12	219.47	250.83	282.18	344.89	407.59	470.30	564.36

Being the amounts given by multiplying the amounts at 6(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

8. To note that East Sussex County Council, East Sussex Fire and Rescue Authority and Police and Crime Commissioner for Sussex have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, as amended, for each category of dwellings in the Council's area as indicated in the table below.

Council Tax Valuation Bands								
	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Precepting Authorities								
East Sussex County Council	1,029.36	1,200.92	1,372.48	1,544.04	1,887.16	2,230.28	2,573.40	3,088.08
Sussex Police Authority	143.27	167.15	191.03	214.91	262.67	310.43	358.18	429.82
East Sussex Fire Authority	64.95	75.78	86.60	97.43	119.08	140.73	162.38	194.86
Aggregate of Council Tax Requirements								
	1,237.59	1,443.85	1,650.12	1,856.38	2,268.91	2,681.43	3,093.98	3,712.76

9. That having calculated the aggregate in each case of the amounts at 6(h) and 7 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2021/22 for each of the categories of dwellings shown below:

Council Tax Valuation Bands								
	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Barcombe	1,402.40	1,636.14	1,869.87	2,103.61	2,571.08	3,038.55	3,506.01	4,207.22
Beddingham and Glynde	1,410.21	1,645.26	1,880.29	2,115.33	2,585.40	3,055.48	3,525.54	4,230.66
Chailey	1,404.89	1,639.05	1,873.19	2,107.35	2,575.65	3,043.95	3,512.24	4,214.70
Ditchling	1,428.21	1,666.25	1,904.28	2,142.32	2,618.39	3,094.46	3,570.53	4,284.64
East Chiltington	1,394.82	1,627.30	1,859.76	2,092.24	2,557.18	3,022.13	3,487.06	4,184.48
Falmer	1,373.97	1,602.97	1,831.96	2,060.96	2,518.95	2,976.94	3,434.93	4,121.92
Firle	1,422.55	1,659.64	1,896.73	2,133.83	2,608.02	3,082.20	3,556.38	4,267.66
Hamsey	1,413.23	1,648.78	1,884.31	2,119.86	2,590.94	3,062.02	3,533.09	4,239.72
Iford	1,370.82	1,599.30	1,827.76	2,056.24	2,513.18	2,970.13	3,427.06	4,112.48
Kingston	1,448.09	1,689.44	1,930.79	2,172.14	2,654.84	3,137.54	3,620.23	4,344.28
Lewes	1,539.39	1,795.97	2,052.53	2,309.10	2,822.23	3,335.37	3,848.49	4,618.20
Newhaven	1,490.71	1,739.17	1,987.62	2,236.08	2,732.99	3,229.90	3,726.79	4,472.16
Newick	1,410.25	1,645.29	1,880.33	2,115.38	2,585.47	3,055.55	3,525.63	4,230.76
Peacehaven	1,463.60	1,707.54	1,951.47	2,195.41	2,683.28	3,171.15	3,659.01	4,390.82
Piddlinghoe	1,425.65	1,663.26	1,900.87	2,138.48	2,613.70	3,088.92	3,564.13	4,276.96
Plumpton	1,431.35	1,669.92	1,908.47	2,147.04	2,624.16	3,101.28	3,578.39	4,294.08
Ringmer	1,416.91	1,653.07	1,889.22	2,125.38	2,597.69	3,070.00	3,542.29	4,250.76
Rodmell	1,415.18	1,651.05	1,886.91	2,122.78	2,594.51	3,066.24	3,537.96	4,245.56
St Ann Without	1,368.97	1,597.13	1,825.29	2,053.46	2,509.79	2,966.11	3,422.43	4,106.92
St John Without	1,368.97	1,597.13	1,825.29	2,053.46	2,509.79	2,966.11	3,422.43	4,106.92
Seaford	1,442.66	1,683.11	1,923.55	2,164.00	2,644.89	3,125.78	3,606.66	4,328.00
Southeast	1,368.97	1,597.13	1,825.29	2,053.46	2,509.79	2,966.11	3,422.43	4,106.92
South Heighton	1,401.45	1,635.04	1,868.61	2,102.19	2,569.34	3,036.50	3,503.64	4,204.38
Streat	1,407.75	1,642.39	1,877.01	2,111.64	2,580.89	3,050.15	3,519.39	4,223.28
Tarring Neville	1,368.97	1,597.13	1,825.29	2,053.46	2,509.79	2,966.11	3,422.43	4,106.92
Telscombe	1,450.65	1,692.44	1,934.21	2,175.99	2,659.54	3,143.10	3,626.64	4,351.98
Westmeston	1,423.47	1,660.73	1,897.97	2,135.22	2,609.71	3,084.21	3,558.69	4,270.44
Wivelsfield	1,425.70	1,663.32	1,900.94	2,138.56	2,613.80	3,089.03	3,564.26	4,277.12

10. Determine that the Council's basic amount of Council Tax for 2021/22 is not excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992, as amended.

As the billing authority, the Council has **not** been notified by a major precepting authority that its relevant basic amount of Council Tax for 2021/22 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992, as amended.

For a copy of the report please contact Democratic Services at 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415021.

E-mail: committees@lewes-eastbourne.gov.uk

For further information please contact Homira Javadi, Chief Finance Officer - Tel. (01323) 415149

Appendices:

Appendix 1 - Section 25 Statement of the Chief Finance Officer.

Appendix 2 - Detail Town/Parish Precept, Tax Base and Band D analysis.

Appendix 3 - Draft Cabinet Minute Extract, 04 February 2021, General Fund Budget 2021/22 and Capital Programme.

Appendix 4 – Draft Cabinet Minute Extract, 04 February 2021, Treasury Management and Prudential Indicators 2021/22, Capital Strategy and Investment Strategy.

Appendix 4 – Draft Cabinet Minute Extract, 04 February 2021, Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2021/22 and HRA Capital Programme 2020-24.

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Statement from the Chief Financial Officer under s25 of the Local Government Act 2003

Introduction

The Local Government Act 2003 (Section 25) places a statutory duty on the Chief Financial Officer to report to the authority, at the time the budget is considered and the council tax is set, on the robustness of the budget estimates and the adequacy of the financial reserves. The Act requires the Council to have regard to the report in making its decisions at its budget and council tax setting meetings.

In expressing this opinion, I have considered the financial management arrangements of the Council, the overall financial and economic environment, the financial risk facing the Council, the budget assumptions, the level of reserves, and the Council's overall financial standing.

Financial Management Arrangements

The Council has a sound system of budget monitoring and financial control in place, with regular reporting both at Executive and Scrutiny level, via the Audit & Standard Committee (year-end review), Policy and Performance Advisory Committee and Cabinet. Where budget variances have arisen, management actions are identified to minimise any adverse effect and enable early corrective action to be put in place where relevant.

The budget process for 2021/22 included informal discussions and review sessions with Cabinet Members in order to ascertain the priorities for the budget, and to understand cost drivers, demand pressures and the underlying assumptions contained within the budget, such as inflation, interest rates and the cost of borrowing.

Since last year, Cabinet Members have also applied an additional layer of budget challenge to the process, through meetings with the Corporate Management Team, to explore opportunities for efficiencies, cost reduction or income generation. The Council's Management Team has reviewed and challenged the budget at various stages throughout its construction, including the reasonableness of the key budget assumptions, such as estimates of inflationary and corporate financial pressures, realism of income targets and the extent to which known trends and liabilities are provided for.

The budget has been prepared within the terms of the Medium-Term Financial Strategy and in consideration of the key financial risks identified.

In recent years, there has been a growing trend to increase the range of tools available to councils to assess, and where necessary, improve their financial management. The Chartered Institute for Public Finance and Accountancy (CIPFA) has developed a Financial Management Code, designed to support good practice in financial management by setting out a series of principles supported by specific standards and statements of good practice. The Council will carry out a self-

assessment against the new Code and create an action plan if required to meet the over-arching principles.

CIPFA also produce an annual Resilience Index which allows authorities to view their position in respect of a range of indicators of financial risk. While such tools can be blunt instruments, which do not take account of local circumstance, they are nevertheless a useful starting point for provoking internal challenge.

The Council continues to meet requirements to produce what has now become a suite of financial management reporting, including the budget report, Medium-Term Financial Strategy (MTFS), Treasury Management and Investment Strategies and Capital Strategy, which form the framework for financial decision-making. In addition, the Council has due regard to both statutory and non-statutory guidance including the Prudential Code for Capital Finance in Local Authorities and related MHCLG Investment Guidance.

Due to the financial effects of Covid-19 on the Council's budget, additional reporting has been undertaken during the year, including a financial briefings to all Members in the early months of the crisis, and both a September MTFS to ensure early budget actions were captured and progressed in a timely manner. In addition, there have been regular opportunities for Members to raise queries in briefings from the Chief Executive and his Corporate Management Team.

Reporting against the financial framework is undertaken via the budget monitoring process referred to earlier in this section and is supported by the Performance review work of the Policy and Performance Advisory Committee and the Audit and Standards Committee.

The external review of the Authority's financial statements and its arrangements to secure economy, efficiency and effectiveness in its use of resources (value for money conclusion) is provided by Deloitte who are the Council's external auditors. At the time of setting this budget, this Council's accounts for the years 2018/19 and 2019/20 remained unaudited and presenting an additional risk to the budget and some of its assumptions. However, this risk has been mitigated by building additional contingencies into the budgetary assumptions and undertaking additional stress tests. Considering the Council's available reserves, I consider this risk to be within its financial tolerance and available resources.

I consider the financial management arrangements of the Council to be sufficiently robust to maintain adequate and effective control of the budget for 2021/22.

Financial and Economic Environment, Risks and Assumptions

Lewes has received additional (but one-off) funds from the Provisional Local Government Finance Settlement and associated emergency funding for Covid-19 pressures. Without this additional Covid-19-related funding, the Council would have had to draw considerably higher amounts from its reserves to plug the temporary gap in its budget, while waiting for income streams to recover over time. This would have left the Council with a severely reduced buffer to deal with unpredicted

spending (such as future unknown events related to Covid or anything else or to compensate for any falls in major income streams).

The Government has a headline figure of “core spending power” (CSP), which is meant to represent the overall revenue funding available for local authority services. For 2021/22 this will rise by 4.5% across England. However, this assumes maximum Council Tax increases and growth in the number of homes paying Council Tax. This would not hold true for many authorities, including Lewes, who are likely to experience lower than average Council Tax base growth, due to slow down in development. There could be a further fall in Council Tax income from an increasing caseload for local council tax support.

For Lewes, core spending power for 2021/22 as measured by Government, is in fact retained at its 2020/21 level i.e. zero growth. The major reduction in New Homes Bonus, due to removal of legacy payments from 2020/21, meant that an overall reduction in resources would have been experienced. To combat this, the Government introduced a floor mechanism, for 2021/22 only, so that the new Lower Tier Services grant was topped up by an additional £96k to avoid a reduction in overall CSP.

Core Spending Power		
	2020-21 £ millions	2021-22 £ millions
Settlement Funding Assessment	2.243	2.243
Compensation for under-indexing the business rates multiplier	0.090	0.117
Council Tax Requirement excluding parish precepts	7.713	7.952
New Homes Bonus	0.439	0.141
Lower Tier Services Grant	0.000	0.096
Core Spending Power	10.485	10.549

The risks inherent in the funding announcement are multi-fold. First and foremost is the continued uncertainty provided by a single-year Settlement, exacerbated by the lack of information on progress with the Fair Funding review, rescheduled for introduction in 2022/23, which could see seismic shifts in the redistribution of funding between authorities, based on a major overhaul of the mechanism for assessing their relative needs. While the 2021/22 Settlement removed the threat of negative Revenue Support Grant and provided the funding floor mechanism described above, there is no guarantee that this will not unwind under a new allocation mechanism, leaving the Council worse off. The expectation would be that any major redistributive effects would have some sort of transition arrangements attached, to allow Councils time to respond, however, this is simply speculation at this point.

The remodelling of the Business Rates Retention Scheme has also been deferred, with one of the major factors at play being whether the baselines for business rates growth will be reset within the system, potentially wiping out gains to date. The New Homes Bonus Scheme is also set for review, with both the 2020/21 and 2021/22

allocations being announced for a single year payment instead of being payable for 4 years as per previous allocations. Outside of core spending power, funding streams for homelessness support and prevention have been increased but, once again, are for a single year with no certainty as to future allocations or mechanisms for distribution.

During 2020/21, much of the financial focus has been on the effect of the coronavirus pandemic on the Council's income streams, with parking, commercial rents and other income streams being badly hit. For 2021/22, and beyond, assumptions have been made in the budget as to how quickly, and to what extent, these income streams will recover. While compensation has been announced for some losses in the first three months of the new financial year, some effects may be longer lasting. It remains to be seen, for example, whether the demand for parking returns to previous levels as High Streets take time to recover, businesses look for premises in new locations and people work from home more often than before the pandemic.

The economic climate may also have an effect on income received for other services offered by the Council, on the collection rates for both Council tax and Business Rates, and on the level of bad debts experienced by the Council. The efficacy of Test and Trace and the speedy roll-out of vaccines will be essential in supporting a return to a more stable economic future. These are all key considerations in assessing the robustness of the estimates contained within the budget report and the adequacy of the Council's reserves. There is interplay between the two, as the more certain we can be about the estimates, the lower the level of "just in case" reserves we need to keep and vice versa. The 2021/22 budget will contain a great deal of uncertainty and risk, and while the estimates are the best that can be produced under the current circumstances, it is vital that sufficient reserves are held to guard against changes to these estimates.

The Council continues to seek other forms of funding and has an excellent track record in securing grant from a variety of sources such as:

Homes England (Housing Infrastructure Fund), Future High Street Fund, MHCLG (Rough Sleeper Initiatives, DEFRA funding for Air Quality and Newhaven Heath Authority, Arts Council (Culture Recovery Fund), National Lottery Heritage Fund and many others.

However, it is important that any one-off funding is used to provide additional services over and above that provided by core delivery or to provide one-off enhancements to assets, rather than to form any part of funding for on-going service delivery.

Financial Risk within the budget has been mitigated by building contingencies and using capital receipts to support any additional capital spend. In addition, sums have been set aside previously to support a number of corporate initiatives such as Recovery and Reset Programme. The R&RP is expected to deliver on-going revenue savings or efficiencies in service delivery, once costs are paid back to the reserve, adding to the financial sustainability of the Council moving forward.

Risk is further mitigated by holding back income from the Business Rates Retention Scheme until it is certain and not building it into base budgets at the start of the year. Business Rates income can be volatile and heavily affected by national and local economic conditions and assumptions around appeals against business rates, which can take years to unwind and require the Council to set aside sums to settle current and future appeals. At this stage, it is unknown whether businesses will be able to appeal their business rate valuations due to the effect of Covid-19, under what is known as a Material Change of Circumstances. The Valuation Office Agency (VOA) are currently considering this matter which could have far-reaching consequences for business rates income.

Complex assumptions are incorporated into the estimates for Business Rates income and the provision for appeals, as well as provision for bad debts across wider service areas including Council Tax and Benefits. Other assumptions within the budget include pay assumptions, pension valuations, inflation assumptions and interest rate assumptions. These are based on expert knowledge both within and outside of the Council, using experts where necessary and incorporating data from the Bank of England, central government statistics and other sources. Assumptions around demand levels are based on the professional expertise and local knowledge of service managers, within the local economic and demographic context, and take account of the potential growth of the District area. Income budgets are set having due regard to demand constraints, affordability, cost inflation pressures, trend analysis and strategic aims. Further detail on the assumptions used in the budget are set out in Section 3 of the budget report.

I consider that these budget proposals take due regard to risk, including the financial and economic environment, that the assumptions within the budget are reasonable and the estimates used are robust.

Level of Reserves and overall Financial Standing

In the wake of Covid-19, we have seen a number of Councils reportedly considering issuance of a section 114 notice, as they struggle to balance their budgets. A s114 notice stops all non-essential spending and provides for a 21-day period for the Council to consider the report and what action it may take as a result. A further notice must be issued if the budget remains unbalanced.

Cipfa amended their guidance on issuing s114 notices, so that Councils could hold off issuing them if they were in talks with Government about funding. This has likely reduced the number of s114 reports that would otherwise have been issued in response to the effects of Covid-19. In November, Croydon Council became only the second authority in 20 years to issue a s114 notice, due to a reported potential budget gap for 2020/21 of some £66m, a significant part of which was non-Covid-19 related, with the Council requiring Government support to enable it to return to financial sustainability.

Whilst having robust estimates that are adhered to, is critical to balancing any budget, so is the level of reserves held to support any movement in the estimates for longer-term sustainability. In past years, councils have been criticised for holding too

high a level of reserves but more recently, given the increased awareness of the potential for local government failure, there has been greater emphasis on financial sustainability, which requires holding a “reasonable” level of reserves. What is reasonable will be dependent on local circumstances and there is no mandated minimum level set by regulators.

The Council’s Medium-Term Financial Strategy previously set a target for its unallocated reserves (General Fund and Contingency) of 15% of its net revenue expenditure (around £2m) whilst recognising that the level held will fluctuate over time as it adjusts to short-term pressures in the revenue budget. The latest Strategy contains a recommendation to increase this target level to £3m- £4m.) This will provide some additional capacity to cope with variations in the estimates. This is vital in the current circumstances, particularly given the volatility of the Council’s income streams and housing need during the pandemic and the increased difficulty of projecting how these additional costs and income streams will respond in the future. These will be affected by the level of restrictions imposed by Government, the progress of vaccination, the economic landscape and the level of any further Government funding.

We have seen during 2020/21, that Lewes’s levels of reserves could have been inadequate to balance the budget without Government support and measures taken internally to divert funds that would otherwise have been used for other initiatives and commitments. Lewes has also fared poorly in comparison of its reserves with other authorities (Cipfa Resilience index), although care must be taken when considering such indices, as local circumstance is not always fed into the calculations.

The high-level forecast set out in Section 7 shows a potential budget gap of £1.8m in 2022/23 reducing to £1.5m by 2024/25. The report has already highlighted the potential risks in this forecast, not least from the unknown changes that may occur in Government funding from 2022/23, and reserves need to be at a level to support these future risks.

The Council will need to continue to identify further savings to ensure a balanced budget moving forward and will continue to look for innovation and efficiency in its use of resources. The economic climate however may curtail some forms of income generation as commercial rents are squeezed, business rates income falls, or other income streams do not recover as predicted. In addition, the regulatory framework continues to change with tighter restrictions on borrowing from the Public Works Loan Board effectively ruling out commercial investment predominantly for return (this is set out in more detail in the Council’s Investment Strategy) and an expected tightening of the Prudential Code that sets out the framework for Capital financing by local authorities.

After many years as a debt-free authority, the Council is requiring to borrow to support the Capital programme. The estimates contained in the budget make assumptions about the level of borrowing and the costs of carrying debt (provision for repayment (MRP) and interest costs). The Capital budget assumes some capital receipts during the programme timescale and some projects will only be delivered if

they are financially self-sufficient (no need to undertake additional borrowing). Previously the Council made revenue contributions to the Asset Replacement Reserve to support capital expenditure, but these contributions have been ceased in order to balance the budget and are replaced in part by revenue cost of debt as described above. This approach is supported by the MTFS.

Changes to timing of project delivery and/or the timing or level of capital receipts or external funding will affect the level of borrowing required and the impact on the revenue account. While the Capital Programme over the medium-term is an ambitious one, the cost of any borrowing to fund this programme is affordable within the terms of the Prudential Code and can be met from the revenue budget as set out in the report. As decisions made now can affect the Council for many years to come, in terms of interest payment and provision for repayment of borrowing, it is important to ensure that the on-going effect of borrowing is affordable in future years. The potential variability, however, again highlights the need for sufficient reserves to be maintained to be able to respond to any changes in costs and timing.

In addition to un-earmarked reserves, the Council holds a number of earmarked reserves to provide for future expenditure such as Business rate equalisation, to guard against specific risk such as the proposed new reserve to support revenue costs to accelerate delivery and fund any potential abortive cost. Further detail on these reserves is contained in Section 8 of the report.

The Council has a good track record for delivering its budget commitments and making prudent financial provision against risk and for future expected spending plans.

I consider the level of reserves presented in the budget estimates to be adequate to support the on-going financial sustainability of the Council. However, early identification of future net savings (cost reductions or increased income generation) is essential to support the sound financial standing of the Council.

Conclusions

Taking all of the above into account, as the Council's Chief Financial Officer, I am satisfied that the budget proposals set out in this report are robust and sustainable and that the level of reserves is adequate to address the financial risk facing the Council.

Homira Javadi (CPFA, FCCA, ACCA) -Chief Financial Officer

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Appendix 2

Please find below additional information on the parish precept, to support the Council Tax Resolutions report.

TOWN AND PARISH COUNCILS

2020/21 COUNCIL TAX PRECEPT £	2020/21 BAND D TAX BASE £	2020/21 BAND D COUNCIL TAX £	TOWN/PARISH	2021/22 COUNCIL TAX PRECEPT £	2021/22 BAND D TAX BASE £	2021/22 BAND D COUNCIL TAX £
31,973	637.6	50.15	Barcombe	31,872	635.5	50.15
11,283	184.0	61.32	Beddingham and Glynde	11,508	186.0	61.87
66,720	1,299.6	51.34	Chailey	68,388	1,292.7	52.90
98,905	1,122.0	88.15	Ditchling	98,905	1,113.1	88.86
6,612	192.9	34.28	East Chiltington	7,411	191.1	38.78
500	65.8	7.60	Falmer	500	66.7	7.50
10,046	124.8	80.50	Firle	10,046	125.0	80.37
18,506	271.5	68.16	Hamsey	18,213	274.3	66.40
1,000	90.7	11.03	Iford	250	89.9	2.78
50,000	428.1	116.80	Kingston	50,000	421.3	118.68
1,213,829	6,137.9	197.76	Lewes	1,213,829	6,078.6	199.69
539,506	3,693.8	146.06	Newhaven	540,118	3,697.9	146.06
66,000	1,106.3	59.66	Newick	68,196	1,101.3	61.92
644,160	4,800.9	134.17	Peacehaven	640,705	4,805.0	133.34
9,970	123.6	80.66	Piddinghoe	10,967	129.0	85.02
60,953	665.4	91.60	Plumpton	62,172	664.4	93.58
128,638	1,876.3	68.56	Ringmer	130,924	1,883.3	69.52
14,800	208.2	71.09	Rodmell	14,800	213.5	69.32
-	39.6	0.00	St Ann Without	-	40.0	0.00
-	23.6	0.00	St John Without	-	25.7	0.00
872,023	9,495.7	91.83	Seaford	984,150	9,457.9	104.06
-	22.8	0.00	Southease	-	22.6	0.00
12,377	277.6	44.59	South Heighton	12,996	266.7	48.73
3,600	81.2	44.33	Streat	4,625	79.5	58.18
-	8.6	0.00	Tarring Neville	-	9.2	0.00
239,943	2,533.6	94.70	Telscombe	248,733	2,493.5	99.75
13,000	153.2	84.86	Westmeston	13,000	159.0	81.76
83,787	1,146.2	73.10	Wivelsfield	101,158	1,188.7	85.10
4,198,131	36,811.5	114.04		4,343,466	36,711.4	118.31
(Average)				(Average)		

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Meeting:	Council
Date:	22 February 2021
Subject:	General Fund Revenue Budget 2021/22 and Capital Programme
Report of:	Councillor Nicholson on behalf of the Cabinet

The Council is asked to consider the draft minute and resolution of the Cabinet meeting held on **4 February 2021** as set out below.

The Council is recommended to agree the following:

- (1) The General Fund budget for 2020/21 (Revised) and 2021/22 (original).**
 - (2) An increase in the Council Tax for Lewes District Council of £5 (per annum) resulting in a Band D charge for general expenses of £197.08 (per annum) for 2021/22.**
 - (3) The revised General Fund capital programme 2021/22 as set out at appendix 3 to the Cabinet report.**
 - (4) That Cabinet endorses the continuation of the Flexible use of Capital Receipts and refers on to Council for approval.**
 - (5) To note the section 151 Officer's sign off as outlined in the report.**
-

**Draft minute extract
Cabinet – 4 February 2021**

The Cabinet considered the report of the Chief Finance Officer, regarding the updated General Fund budget and updated Medium Term Financial Strategy, together with the updated Capital Programme position.

Councillor Nicholson proposed two additional resolutions, to support those in financial distress. This was unanimously agreed by Cabinet and detailed at resolutions (6) and (7) below.

The Policy and Performance Advisory Committee, at its meeting on 25 January 2021, made the following recommendation to Cabinet:

To support the recommendations in the report subject to the following amendment being considered by the Cabinet:

Recommendation ii) in the Cabinet report be amended to read.... 'Zero increase in the Council Tax for Lewes District Council for 2021/22'.

The recommendation from the Policy and Performance Advisory Committee (PPAC), was presented by Councillor Burman, member of PPAC and considered by Cabinet during their discussions. Visiting member, Councillor Linington, also spoke in support of the PPAC recommendation.

Councillors MacCleary, Meyer and Nicholson declared a prejudicial interest in the second set of officer recommendations for this item as members of the AHLLP Executive Committee. They withdrew from the meeting whilst this section of the item was discussed. Councillor Collier was nominated to Chair the meeting for the duration of this section.

Recommended to Full Council (Budget and policy framework):

Members recommended the following proposals to Full Council:

- (1) The General Fund budget for 2020/21 (Revised) and 2021/22 (original).
- (2) An increase in the Council Tax for Lewes District Council of £5 (per annum) resulting in a Band D charge for general expenses of £197.08 (per annum) for 2021/22.
- (3) The revised General Fund capital programme 2021/22 as set out at appendix 3 to the report.
- (4) That Cabinet endorses the continuation of the Flexible use of Capital Receipts and refers on to Council for approval.
- (5) To note the section 151 Officer's sign off as outlined in the report.

Resolved (Key decision):

- (6) That as soon as practicable officers bring to Cabinet a report on the statutory process for amending the Council Tax Reduction Scheme for 2022/23 and which sets out the financial and other implications of providing a 100% discount to qualifying persons.
- (7) That, in order to maximise the assistance to working age residents in financial distress, officers combine the remaining Council Tax Hardship Scheme funds (as previously agreed at Cabinet on 10 December 2020) with the council tax relief grant made available under the recent Spending Review, to provide a lump sum payment in 2021/22 to qualifying persons, which in certain cases would – taking into account the council tax reduction awarded – equal 100% of their council tax liability.
- (8) To approve, as a Restricted Matter under the LLP Agreement with Eastbourne Borough Council, the making of a loan facility [of up to £10m] by Eastbourne Borough Council (pursuant to an Eastbourne Borough Council Cabinet decision of February 2021) to AHLLP for the purpose of enabling the partnership to purchase and develop

residential accommodation and other property. Also, to delegate authority to the Chief Finance Officer in consultation with the Lead Member for Finance to agree the terms of that loan facility and any associated documentation and to authorise the execution of any related documentation.

(9) To authorise the Chief Finance Officer to ensure that a new “Deed of Entrustment” and the appropriate Funding Agreements are entered into by AHLLP with Eastbourne Borough Council to ensure that:

(a) loans and other funding follow the new Subsidy Control regime which applies from 1 January 2021; and

(b) Right to Buy receipts are appropriated in accordance with legislative requirements and the retention agreement with Government in relation to “social housing”.

(10) To delegate authority to the Chief Finance Officer to determine the terms of such agreements.

Reason for decisions:

The Cabinet has to recommend to Full Council the setting of a revenue budget and associated council tax for the forthcoming financial year by law.

For a copy of the report please contact Democratic Services:

Tel. (01273) 471600.

E-mail: committees@lewes-eastbourne.gov.uk

A copy may be downloaded on the Council's website by following the link below:

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Meeting: Council

Date: 22 February 2021

Subject: Treasury Management and Prudential Indicators 2021/22,
Capital Strategy and Investment Strategy.

Report of: Councillor Nicholson on behalf of the Cabinet

The Council is asked to consider the draft minute and resolution of the Cabinet meeting held on **4 February 2021** as set out below.

The Council is recommended:

- (1) To approve the Treasury Management Strategy and Annual Investment Strategy for 2021/22 as set out at appendix A to the Cabinet report.
 - (2) To approve the Minimum Revenue Provision Policy Statement 2021/22 as set out at paragraph 8 in the Cabinet report.
 - (3) To approve the Prudential and Treasury Indicators 2021/22 to 2023/24, as set out at paragraph 6 in the Cabinet report.
 - (4) To approve the Capital Strategy set out at appendix E to the Cabinet report.
-

Draft minute extract
Cabinet – 4 February 2021

The Cabinet considered the report of the Chief Finance Officer, seeking approval of the Council's Annual Treasury Management Strategy, Capital Strategy, and Investment Strategy, together with the Treasury and Prudential Indicators for the next financial year.

Policy and Performance Advisory Committee (PPAC), held on 25 January 2021, considered the report and were supportive of the recommendations in full. Councillor Burman was in attendance to present PPAC's discussion. Visiting member, Councillor Peterson also addressed the Cabinet and expressed thanks to officers.

Recommended to Full Council (Budget and policy framework):

- (1) To approve the Treasury Management Strategy and Annual Investment Strategy for 2021/22 as set out at appendix A to the report.

(2) To approve the Minimum Revenue Provision Policy Statement 2021/22 as set out at paragraph 8 in the report.

(3) To approve the Prudential and Treasury Indicators 2021/22 to 2023/24, as set out at paragraph 6 in the report.

(4) To approve the Capital Strategy set out at appendix E to the report.

Reason for decisions:

It is a requirement of the budget setting process for the Council to review and approve the Prudential and Treasury indicators, Treasury Strategy, Capital Strategy and Investment Strategy.

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Meeting: Council

Date: 22 February 2021

Subject: Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2021/22 and HRA Capital Programme 2020-24

Report of: Councillor Nicholson on behalf of the Cabinet

The Council is asked to consider the draft minute and resolution of the Cabinet meeting held on **4 February 2021** as set out below.

The Council is recommended to agree the following:

- (1) The HRA budget for 2021/22 and revised 2020/21 budget as set out at appendix 1 to the Cabinet report.**
 - (2) That social and affordable rents (including Shared Ownership) are increased by 1.5% in line with government policy.**
 - (3) That private sector leased property rents are increased by 2.1% (RPI+1%).**
 - (4) That the revised service charges are implemented.**
 - (5) That garage rents are increased by 2.1% (RPI+1%).**
 - (6) The HRA Capital Programme as set out at appendix 2 to the Cabinet report.**
-

Draft minute extract
Cabinet – 4 February 2021

The Cabinet considered the report of the Chief Finance Officer, regarding the detailed Housing Revenue Account (HRA) budget proposals, rent levels, service charges for 2021/22, and the HRA Capital Programme for 2020-2024.

Policy and Performance Advisory Committee (PPAC), held on 25 January 2021, considered the report and were supportive of the recommendations in full. Councillor Burman was in attendance to present PPAC's discussion.

Recommended to Full Council (Budget and policy framework):

- (1) The HRA budget for 2021/22 and revised 2020/21 budget as set out at appendix 1 to the report.**

(2) That social and affordable rents (including Shared Ownership) are increased by 1.5% in line with government policy.

(3) That private sector leased property rents are increased by 2.1% (RPI+1%).

(4) That the revised service charges are implemented.

(5) That garage rents are increased by 2.1% (RPI+1%).

(6) The HRA Capital Programme as set out at appendix 2 to the report.

Reason for decisions:

The Cabinet has to recommend to Full Council the setting of the HRA revenue and capital budget and the level of social and affordable housing rents for the forthcoming year.

For a copy of the report please contact Democratic Services:

Tel. (01273) 471600.

E-mail: committees@lewes-eastbourne.gov.uk

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Lewes District Council

Meeting: Full Council
Date: 22 February 2021
Subject: Approval of Licensing fees
Report of: Director of Service Delivery

The Council is asked to consider the minute and resolution of the Licensing Committee held on 17 December 2020 as set out below.

Minute extract

Licensing Committee – 17 December 2020

18. Approval of Licensing Fees

The Committee considered the report which sought approval of the scale of Licensing fees proposed within Appendix 1 to apply from 1 April 2021.

The Functional Lead - Quality Environment (FLQE) presented the report and its findings.

The Committee queried the reason for the variation in pricing for different fees and charges as set out in Appendix 1. The FLQE clarified that the variation in pricing took into account the length of time it took officers to process each type of service.

Resolved:

- 1) That the scale of Licensing fees proposed within Appendix 1 of the report to apply from 1 April 2021, be endorsed; and
- 2) That Full Council be recommended to formally ratify the scale of Licensing fees proposed within Appendix 1 of the report.

For a copy of the report please contact Democratic Services.

Tel. (01273) 471600

E-mail: committees@lewes-eastbourne.gov.uk

A copy may be downloaded on the Council's website by following the link below:

<https://democracy.lewes-eastbourne.gov.uk/ieListDocuments.aspx?CId=429&MId=3253&Ver=4>

Appendix 1 – Proposed Licensing Fees and Charges 2021/22

Lewes District Council Licensing Fees and Charges Proposals 2021/2022

LICENSING

1 Street Trading Consents (Lewes and Newhaven Precincts)

Individual Traders

Application Fee

2 Daily Rate

3 Weekly Rate

4 Monthly Rate

5 3 Monthly Rate

6 6 Months Rate

7

8 Annual Rate

9 Market Operators

Annual Rate

Total Estimated Annual Income (Street Trading Consents)

10 Concessions

Event by a charity (inc street collections)

11

12

2020/2021	2021/2022				
Current	Proposed				
charge	charge		Increase	Increase	
£pence	£pence	VAT	in pence	%	
£25.00	£25.00	e	-	0.00%	
£10.00	£10.00	e	-	0.00%	
£75.00	£75.00	e	-	0.00%	
£150.00	Remove	e	Nil	0.00%	
£275.00	Remove	e	Nil	0.00%	
£475.00	Remove	e	Nil	0.00%	
			-		
£600.00	£475.00	e	125.00	-20.83%	
			-		
£430.00	£475.00	e	- 45.00	10.47%	
£3,000.00	£4,000.00			33.33%	
			-		
Free upon					
approval from					
Licensing Officer					
			-		
			-		

Appendix 1 – Proposed Licensing Fees and Charges 2021/22

Lewes District Council Licensing Fees and Charges Proposals 2021/2022

TAXI LICENSING

13	Knowledge Test Hackney Carriage	
14	Knowledge Test Private Hire	
15	Dual Knowledge Test Additional Test	
16	CSE, Safeguarding test	To be sourced
17	Drivers License Application Fee	
18	Additional DBS fee	
19	Hackney Carriage/Private Hire/Dual Driver's Licence (Renewal)	1 Year
20	Hackney Carriage / Private Hire Vehicle Licence	3 Years
21		1 Year

22	Private Hire Operator Licence Application	
23	Private Hire Operator Licence 1 Year up to 5 Vehicles	
24	Private Hire Operator Licence 1 Year 6 - 10 Vehicles	
25	Private Hire Operator Licence 1 Year 11 - 20 Vehicles	
26	Private Hire Operator Licence 1 Year 21 - 40 Vehicles	
27	Private Hire Operator Licence 1 Year 41 - 80 Vehicles	
28	Private Hire Operator Licence 1 Year 81+ Vehicles	
29	Private Hire Operator Licence 5 Year up to 5 Vehicles	
30	Private Hire Operator Licence 5 Year 6 - 10 Vehicles	
31	Private Hire Operator Licence 5 Year 11 - 20 Vehicles	
32	Private Hire Operator Licence 5 Year 21 - 40 Vehicles	
33	Private Hire Operator Licence 5 Year 41 - 80 Vehicles	
34	Private Hire Operator Licence 5 Year 81-100 Vehicles	
35	Private Hire Operator Licence 5 Year 101+ Vehicles	

36	Replacement of Lost /Damaged Licence Plates	
37	Replacement of Lost /Damaged Door Signs	
38	Replacement of Driver's Badge	
39	Transfer of Licence Plate to Different Vehicle	
40	Temporary Transfer of Vehicle Licence (Inc. Test and Seal)	
41	Transfer of Ownership	
42	Vehicle Change of Use	From Private Hire to Hackney Carriage and vice versa
43	Driver's Licence - Change of Use as Above	
44	Change of Address	
45	Missed Appointment	

Total Estimated Annual Income (Taxi Licensing)

Licensing Act 2003

48	Premises Licence and Club Premises Certificates	Statutory fees apply as shown below
49	(Licence fees are linked to non-domestic rateable value of the premises)	
50	Application Fee	
51	Band A	
52	Band B	
53	Band C	
54	Band D	
55	Band E	
56	Annual Charge	
	Band A	
	Band B	

2020/2021 Current charge	2021/2022 Proposed charge		Increase	Increase
			-	
£55.00	Remove	e	Nil	
£45.00	Remove	e	Nil	
New	£45.00			New
TBD				
£130.00	£130.00	e	-	0.00%
£44.00	£44.00	e	-	0.00%
£115.00	£77.00	e	38.00	-33.04%
£300.00	£200.00	e	100.00	-33.33%
£160.00	£107.00	e	53.00	-33.13%
£150.00	Remove	e	Remove	Remove
£155.00	Remove	e	Remove	Remove
£185.00	Remove	e	Remove	Remove
£235.00	Remove	e	Remove	Remove
£345.00	Remove	e	Remove	Remove
£565.00	Remove	e	Remove	Remove
£675.00	Remove	e	Remove	Remove
£490.00	£441.00	e	49.00	-10.00%
£625.00	£562.50	e	62.50	-10.00%
£895.00	£805.50	e	89.50	-10.00%
£1,440.00	£1,296.00	e	144.00	-10.00%
£2,530.00	£2,277.00	e	253.00	-10.00%
£3,070.00	£2,763.00	e	307.00	-10.00%
New	£3,500.00	e	-	
			-	
£40.00	£40.00	e	-	0.00%
New	£10.00	e		New
£10.00	£10.00	e	-	0.00%
£50.00	£50.00	e	-	0.00%
£90.00	£90.00	e	-	0.00%
£30.00	£30.00	e	-	0.00%
£50.00	£50.00	e	-	0.00%
£40.00	£40.00	e	-	0.00%
£10.00	£10.00	e	-	0.00%
£10.00	£10.00	e	-	0.00%
£150,000.00	£100,000.00		50,000.00	-33.33%
			-	
			-	
			-	
			-	
			-	
£100.00	100.00	e	-	0.00%
£190.00	190.00	e	-	0.00%
£315.00	315.00	e	-	0.00%
£450.00	450.00	e	-	0.00%
£635.00	635.00	e	-	0.00%
			-	
£70.00	70.00	e	-	0.00%
£180.00	180.00	e	-	0.00%

Appendix 1 – Proposed Licensing Fees and Charges 2021/22

Lewes District Council Licensing Fees and Charges Proposals 2021/2022

			2020/2021 Current charge	2021/2022 Proposed charge		Increase	Increase
57	Band C		£295.00	295.00	e	-	0.00%
58	Band D		£320.00	320.00	e	-	0.00%
59	Band E		£350.00	350.00	e	-	0.00%
60						-	
61	Minor variation application		£89.00	89.00	e	-	0.00%
	Dis Application DPS		£23.00	23.00	e	-	0.00%
62	Personal Licence		£37.00	37.00	e	-	0.00%
63	Temporary Event Notice		£21.00	21.00	e	-	0.00%
64	Theft, loss etc of premises licence summary		£10.50	10.50	e	-	0.00%
65	Application for a provisional statement where premises being built etc.		£315.00	315.00	e	-	0.00%
66	Notice of change of name or address		£10.50	10.50	e	-	0.00%
67	Application to vary a licence to specify individual as Designated Premises Supervisor		£23.00	23.00	e	-	0.00%
68	Application for transfer of Premises Licence		£23.00	23.00	e	-	0.00%
69	Interim authority notice following death etc. of licence holder		£23.00	23.00	e	-	0.00%
70	Theft, loss etc. of certificate or summary		£10.50	10.50	e	-	0.00%
71	Notification of change of name or alteration of rules of club		£10.50	10.50	e	-	0.00%
72	Change of relevant registered address of club		£10.50	10.50	e	-	0.00%
73	Theft, loss etc. of Temporary Event Notice		£10.50	10.50	e	-	0.00%
74	Theft, loss etc. of Personal Licence		£10.50	10.50	e	-	0.00%
75	Duty to notify of change of name or address		£10.50	10.50	e	-	0.00%
76	Right of freeholder etc. to be notified of licensing matters		£21.00	21.00	e	-	0.00%
77						-	
78	Premises Licences Additional Fees	Where the number of people that the applicant allows on the premises at any one time is 5,000 or more an additional fee will be charged				-	
79	Total Estimated Annual Income (Licensing Act 2003)		£82,000.00	£68,000.00		14,000.00	-17.07%
80	ENVIRONMENTAL HEALTH LICENSING					-	
	Acupuncture, tattooing ear piercing and electrolysis		£140.00	Remove	e		
81	Register premises only			£93.00			new
82	Register a person			£41.50			new
85	Register a person and premises			£135.00			new
86	Amendment to registered premises			£0.00			new
87	Replacement Certificate			£0.00			new
88							
89	Zoo Licensing Act 1981	Vet Fee +	£590.00	£590.00	e		0.00%
	Guard Dogs Act 1975		£145.00	£145.00	e		0.00%
90	Dangerous Wild Animals Act 1976	Vet fee +	£180.00	£180.00	e		0.00%
91	Application for a boat hire licence		£85.00	Remove	e		Nil
92	Application to change a boat hire licence		£85.00	Remove	e		Nil
93							
94	Stage Hypnotism		£65.00	£65.00	e		0.00%
95	Sex Establishments	Initial Grant of Licence	£3,250.00	£3,250.00	e		0.00%
		Annual Renewal	£1,750.00	£1,750.00	e		0.00%
96		Variation	£1,750.00	£1,750.00	e		0.00%
97							
98	Scrap Metal Dealers Act 2013	Site Licence - New	£375.00	£375.00	e	-	0.00%
		Site Licence - Renewal	£375.00	£375.00	e	-	0.00%
99		Collector - New	£255.00	£255.00	e	-	0.00%
100		Collector - Renewal	£255.00	£255.00	e	-	0.00%
101		Licence Variation	£75.00	£75.00	e	-	0.00%

VAT charge types: i = inclusive of VAT @ 20%, e = non-business or exempt from VAT, s = standard plus VAT @ 20%

Appendix 1 – Proposed Licensing Fees and Charges 2021/22

Lewes District Council Licensing Fees and Charges Proposals 2021/2022

102 **Total Estimated Annual Income (Env Health)**

103

104 **ANIMAL WELFARE**

Animal Welfare Regs 2018 Dog Day Care

Animal Welfare Regs 2018 Sale of animals

	2020/2021	2021/2022			
	Current	Proposed			
	charge	charge		Increase	Increase
	£2,000.00	£1,600.00		400.00	-20.00%
	£225.00	£225.00	e		0.00%
	£250.00	£250.00	e		0.00%

Appendix 1 – Proposed Licensing Fees and Charges 2021/22

Lewes District Council Licensing Fees and Charges Proposals 2021/2022

105	Animal Welfare Regs 2018 Breeding Dogs	Vet Fee + 1st inspection only
106	Animal Welfare Regs 2018 Cat and Dog Home Boarding	
107	Animal Welfare Regs 2018 Horses (upto 10)	Vet Fee +
108	Animal Welfare Regs 2018 Horses (between 11and 20)	Vet Fee +
108	Animal Welfare Regs 2018 Horses (More than 20)	Vet Fee +
109	Animal Wefare Regs 2018 Keeping or training animals	
110	Animal Welfare Regs 2018 Dog Day Care ADDITIONAL ACTIVITY	
111	Animal Welfare Regs 2018 Sale of animals ADDITIONAL ACTIVITY	
112	Animal Welfare Regs 2018 Breeding Dogs ADDITIONAL ACTIVITY	
113	Animal Welfare Regs 2018 Cat and Dog Home Boarding ADDITIONAL ACTIVITY	
114	Animal Welfare Regs 2018 Horses (upto 10) ADDITIONAL ACTIVITY	
115	Animal Welfare Regs 2018 Horses (between 11and 20) ADDITONAL ACTIVITY	
116	Animal Welfare Regs 2018 Horses (More than 20) ADDITIONAL ACTIVITY	
117	Animal Wefare Regs 2018 Keeping or training animals ADDITIONAL ACTIVITY	
118	Animal Welfare Regs 2018 Dog Day Care PLV	
119	Animal Welfare Regs 2018 Sale of animals PLV	
120	Animal Welfare Regs 2018 Breeding Dogs PLV	
121	Animal Welfare Regs 2018 Cat and Dog Home Boarding PLV	
122	Animal Welfare Regs 2018 Horses (upto 10) PLV	
123	Animal Welfare Regs 2018 Horses (between 11and 20) PLV	
124	Animal Welfare Regs 2018 Horses (More than 20) PLV	
125	Animal Wefare Regs 2018 Keeping or training animals PLV	
126	Animal Welfare Regs 2018 Dog Day Care RESCORE	
127	Animal Welfare Regs 2018 Sale of animals RESCORE	
128	Animal Welfare Regs 2018 Breeding Dogs RESCORE	
129	Animal Welfare Regs 2018 Cat and Dog Home Boarding RESCORE	
130	Animal Welfare Regs 2018 Horses (upto 10) RESCORE	
131	Animal Welfare Regs 2018 Horses (between 11and 20) RESCORE	
132	Animal Welfare Regs 2018 Horses (More than 20) RESCORE	
133	Animal Wefare Regs 2018 Keeping or training animals RESCORE	
134	Animal Welfare Regs 2018 Dog Day Care APPEAL	
135	Animal Welfare Regs 2018 Sale of animals APPEAL	
136	Animal Welfare Regs 2018 Breeding Dogs APPEAL	
137	Animal Welfare Regs 2018 Cat and Dog Home Boarding APPEAL	
138	Animal Welfare Regs 2018 Horses (upto 10) APPEAL	
139	Animal Welfare Regs 2018 Horses (between 11and 20) APPEAL	
140	Animal Welfare Regs 2018 Horses (More than 20) APPEAL	
141	Animal Wefare Regs 2018 Keeping or training animals APPEAL	
142		
143	Total Estimated Annual Income (Animal Welfare Licensing)	

2020/2021	2021/2022		Increase	Increase
Current	Proposed			
charge	charge			
£250.00	£250.00	e		0.00%
£225.00	£225.00	e		0.00%
£225.00	£225.00	e		0.00%
£316.00	£316.00	e		0.00%
£415.00	£415.00	e		0.00%
£145.00	£145.00	e		0.00%
£69.00	£69.00	e		0.00%
£91.00	£91.00	e		0.00%
£101.00	£101.00	e		0.00%
£59.00	£59.00	e		0.00%
£107.00	£107.00	e		0.00%
£123.00	£123.00	e		0.00%
£251.00	£251.00	e		0.00%
£46.00	£46.00	e		0.00%
£138.00	£138.00	e		0.00%
£144.00	£144.00	e		0.00%
£156.00	£156.00	e		0.00%
£113.00	£113.00	e		0.00%
£162.00	£162.00	e		0.00%
£177.00	£177.00	e		0.00%
£305.00	£305.00	e		0.00%
£145.00	£145.00	e		0.00%
£115.00	£115.00	e		0.00%
£101.00	£101.00	e		0.00%
£111.00	£111.00	e		0.00%
£90.00	£90.00	e		0.00%
£117.00	£117.00	e		0.00%
£133.00	£133.00	e		0.00%
£261.00	£261.00	e		0.00%
£0.00	£0.00			0.00%
£82.00	£82.00	e		0.00%
£71.00	£71.00	e		0.00%
£82.00	£82.00	e		0.00%
£60.00	£60.00	e		0.00%
£87.00	£87.00	e		0.00%
£103.00	£103.00	e		0.00%
£231.00	£231.00	e		0.00%
£0.00	£0.00	e		0.00%
£6,000.00	£2,300.00			-61.67%

Appendix 1 – Proposed Licensing Fees and Charges 2021/22

Lewes District Council Licensing Fees and Charges Proposals 2021/2022

144	Gambling Act 2003	
	<u>Lotteries (Statutory Fee)</u>	Initial
145		Renewal
146		
147	<u>Gaming Machines (Licensed Premises - Licensing Act 2003)</u>	Statutory Fees
	Notify Licensing Authority of intention to provide a maximum of 2 gaming machines - category C and/or D	
148	New licensed premises gaming permit	
149	Vary an existing licensed premises gaming permit	
150	Transfer an existing licensed premises gaming permit	
151	Annual Fee (Permits over 2 machines)	
152		
153	<u>Bingo Premises Licence</u>	Statutory Fees
	Annual Fee	
154	Application to vary a licence	
155	Application to transfer a licence	
156	Application for reinstatement of a licence	
157	Application for provisional statement	
158	Application for a new premises licence	
159	Application for a new premises licence (Provisional Statement Holder)	
160		
161	<u>Adult gaming centre premises licence</u>	Statutory Fees
	Annual Fee	
162	Application to vary a licence	
163	Application to transfer a licence	
164	Application for reinstatement of a licence	
165	Application for provisional statement	
166	Application for a new premises licence	
167	Application for a new premises licence (Provisional Statement Holder)	
168		
169	<u>Club Gaming/Machine Permit</u>	Statutory Fees
	Application for a new permit	
170	Application for a permit (Club Premises Certificate Holder)	
171	Application for a permit (Existing Operator))	
172	Application to vary a permit	
173	Renewal	
174	Renewal (Club Premises Certificate Holder)	
175	Annual Fee	
176	Copy of Permit	
177		
178	<u>Betting premises (Track licence)</u>	Statutory Fees
	Annual Fee	
179	Application to vary a licence	
180	Application to transfer a licence	
181	Application for reinstatement of a licence	
182	Application for provisional statement	
183	Application for a new premises licence	
184	Application for a new premises licence (Provisional Statement Holder)	
185		
186	<u>Betting premises (other) licence</u>	Statutory Fees
	Annual Fee	
187	Application to vary a licence	

2020/2021 Current charge	2021/2022 Proposed charge		Increase	Increase
£40.00	£40.00	e		0.00%
£20.00	£20.00	e		0.00%
£50.00	£50.00	e		0.00%
£150.00	£150.00	e		0.00%
£100.00	£100.00	e		0.00%
£25.00	£25.00	e		0.00%
£50.00	£50.00	e		0.00%
£800.00	£800.00	e		0.00%
£1,500.00	£1,500.00	e		0.00%
£1,000.00	£1,000.00	e		0.00%
£1,000.00	£1,000.00	e		0.00%
£2,700.00	£2,700.00	e		0.00%
£2,700.00	£2,700.00	e		0.00%
£1,000.00	£1,000.00	e		0.00%
£800.00	£800.00	e		0.00%
£800.00	800.00	e		0.00%
£1,000.00	1,000.00	e		0.00%
£1,000.00	1,000.00	e		0.00%
£1,500.00	1,500.00	e		0.00%
£1,500.00	1,500.00	e		0.00%
£1,500.00	1,500.00	e		0.00%
£200.00	200.00	e		0.00%
£100.00	100.00	e		0.00%
£100.00	100.00	e		0.00%
£100.00	100.00	e		0.00%
£200.00	200.00	e		0.00%
£100.00	100.00	e		0.00%
£50.00	50.00	e		0.00%
£15.00	15.00	e		0.00%
£800.00	800.00	e		0.00%
£1,000.00	1,000.00	e		0.00%
£800.00	800.00	e		0.00%
£800.00	800.00	e		0.00%
£2,000.00	2,000.00	e		0.00%
£2,000.00	2,000.00	e		0.00%
£800.00	800.00	e		0.00%
£500.00	500.00	e		0.00%
£1,200.00	1,200.00	e		0.00%

Appendix 1 – Proposed Licensing Fees and Charges 2021/22

Lewes District Council Licensing Fees and Charges Proposals 2021/2022

- 188 Application to transfer a licence
 189 Application for reinstatement of a licence
 190 Application for provisional statement
 191 Application for a new premises licence
 192 Application for a new premises licence (Provisional Statement Holder)
 193
 194 Temporary use notice

195 Family entertainment centre premises licence Statutory Fees

- Annual Fee
 196 Application to vary a licence
 197 Application to transfer a licence
 198 Application for reinstatement of a licence
 199 Application for provisional statement
 200 Application for a new premises licence
 201 Application for a new premises licence (Provisional Statement Holder)
 202

203 Family Entertainment Centre Gaming Machine Permit Statutory Fees

- Application for a new permit
 204 Renewal
 205 Application to Substitute name
 206 Copy of permit
 207

208 **Total Estimated Annual Income (Gambling Act 2003)**

209

TOTAL ESTIMATED ANNUAL INCOME FOR ALL LICENSING SERVICES

2020/2021	2021/2022		Increase	Increase
Current	Proposed			
charge	charge			
£1,000.00	1,000.00	e		0.00%
£1,000.00	1,000.00	e		0.00%
£2,300.00	2,300.00	e		0.00%
£2,300.00	2,300.00	e		0.00%
£1,000.00	1,000.00	e		0.00%
£250.00	£250.00	e		0.00%
£600.00	600.00	e		0.00%
£800.00	800.00	e		0.00%
£800.00	800.00	e		0.00%
£800.00	800.00	e		0.00%
£1,500.00	1,500.00	e		0.00%
£1,500.00	1,500.00	e		0.00%
£800.00	800.00	e		0.00%
£300.00	300.00	e		0.00%
£300.00	300.00	e		0.00%
£25.00	25.00	e		0.00%
£15.00	15.00	e		0.00%
£5,000.00	£5,000.00			
£248,000.00	£180,900.00			

Motion 1 - Motion to reject First Past the Post, the voting system currently used for local and general elections in the United Kingdom, and to support the introduction of a form of Proportional Representation in which all votes count equally and seats match votes.

To be moved by Councillor Robinson and seconded by Councillor Denis.

Preamble:

The electoral system used for local elections in England and Wales, First Past the Post (FPTP), is not a fair system, because it means that votes do not have equal weight and many votes are wasted. This leads to voter apathy and a feeling of disconnection from local democracy. Many seats are not even contested, and certain parties are over-represented. Across the county this may vary between the two larger parties, leaving those who have cast their vote for one of the other parties unrepresented – even when receiving support in large numbers.

The alternative to FPTP is a system of proportional representation (PR), where votes cast for parties translates more or less directly into seats won. There are many variants of PR. The Single Transferable Vote system (STV) variant of PR is already in use for local elections in Scotland and Northern Ireland.

The recently passed Local Government and Elections (Wales) Act 2021 introduced by the coalition government in Wales will introduce votes at 16, greater diversity in local government, and the ability for councils to choose their voting system between FPTP and STV.

Proposed Motion:

We call on the Council to agree:

That a move to the use of proportional representation for local elections would boost turn-out, make the Council more representative of the political make-up of its residents, and improve the quality of its decision-making, thereby benefiting all Lewes District residents.

This Council therefore asks the Chief Executive:

- To write to the Government to request that it changes electoral law to permit such a move; and
- To contact the Local Government Association asking them to assess the Welsh policy and investigate the legal options for improving democracy and participation in local government in England.

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Motion 2 – To Support the Climate and Ecological Emergency (CEE) Bill

To be moved by Councillor Bird and seconded by Councillor Brett.

Preamble:

Many Councils have declared climate emergencies in response to a special report by the Intergovernmental Panel on Climate Change pointing out that ambitious action is needed to keep temperatures within 1.5°C.

The Environment Bill and other supporting legislation provides the context for government action on climate change but it has been delayed for a third time and will not now pass through Parliament until at least Autumn 2021. This is unacceptable given the urgency of tackling climate change.

In August 2020, the CEE Bill Alliance launched the campaign for the CEE Bill and presented it to Parliament.

The Bill sets out an emergency path for the UK to follow. It suggests the creation of a Citizens' Assembly that will contribute to the work of the Government in delivering a climate and ecological emergency strategy. Objectives of the Bill are to:

Ensure that the UK plays its fair and proper role in limiting global temperatures to 1.5°C by:

- taking account of the UK's entire greenhouse gas footprint domestically and internationally, necessitating real action on emissions reductions; and
- circumscribing any proposed reliance on speculative future carbon capture technologies.

Actively conserve the natural world by:

- protecting and restoring the UK's ecosystems, with a focus on biodiversity, soils and natural carbon sinks;
- mitigating the damage to nature caused by supply chains, domestically and internationally; and
- accounting for the UK's ecological footprint.

This Council facilitated a Citizen's Assembly in the form of the Community Climate Action Forum. This will hold the Council to account on actions and proposals outlined in Lewes District Council's Sustainability and Climate Change Strategy.

This Council did not declare an Ecological Emergency in July 2019; supporting the CEE Bill gives the Council the opportunity to publicly declare that it recognise the threats facing nature.

Motion:

We call on the Council to:

Lend its support to the Climate and Ecological Emergency Bill that was presented to Government on the 2 September 2020 as follows:

1. To welcome and supports the Bill and ask the Leader of the Council to write to all local MPs asking them to support the CEE Bill in Parliament and in public.
2. Where not already happening, to seek to align the Council's strategies (when new or reviewed) with the aims and goals of the CEE Bill.

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Motion 3 – Support for ExcludedUK and those excluded from Covid support schemes.

To be proposed by Councillor Makepeace and seconded by Councillor Banks:

Preamble:

Three million people across the UK have missed out on Government financial support schemes set up in the pandemic ('the excluded') due to technicalities such as:

- recently changing job;
- being a director of a limited company;
- earning less than half their income through self-employment;

Campaigns such as ExcludedUK have asked that the Government to close the gaps in its financial support schemes and to explore options to retroactively compensate people and businesses that were ineligible for the Government's financial support.

Supporting information -

ExcludedUK is a grassroots volunteer-run not-for-profit organisation working towards bringing about an end to the exclusions in the UK Government's Covid-19 financial support measures across all employment statuses, circumstances, professions and industries. [EXCLUDED UK article -](https://www.excludeduk.org/en/newsroom/excluding-millions-is-huge-injustice)

<https://www.excludeduk.org/en/newsroom/excluding-millions-is-huge-injustice>

Proposed Motion:

We call on the Council to:

- Support the 'Excluded UK' campaign and its efforts to support 'the excluded';
- Ask the Leader on behalf of the Council to sign ExcludedUK's open letter to the Chancellor that calls for such consideration, calling on the Government to address the disparities in support, to ensure that all can receive support they need at this time; and
- Continue to promote the support available from organisations focused on financial inclusion and support in the District including by:
 - Requesting the Cabinet to consider what additional practical steps the Council can offer to support and advise whenever possible those affected; and.
 - Continuing to promote the Council's community hub that can assist with such matters as help with any support needs.

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Calendar of Meetings

May 2021 - May 2022



Lewes District Council

MEETING:	Day	Time	May 2021	June	July	Aug	Sept	Oct	Nov	Dec	Jan 2022	Feb	Mar	Apr	May
Annual Council	M	6pm	27												23
Council	M	6pm	27		15		20		22			21			23
Cabinet	Th	2.30pm		10	8		23		11	9		3	24		
Policy and Performance Advisory Committee	Th	3.30pm		3	1		16		4	2	27		17		
Planning Applications Committee*	W	4pm*		9	7	4	8	6	10	8	12	16	9	6, 27	
Licensing Committee	Th	10.30am		24				7		16			3		
Audit and Standards Committee	M	10am			26		13		15		17		14		
Devolution Committee**	Ad hoc														
Joint Staff Advisory Committee***	M (L) / W (E)	2.30pm		14(M)			22(W)			6(M)			2(W)		
Bank Holidays			3, 31			30				27, 28	3			15, 18	2, 30
Elections+			6 (PCC) (ESCC)												
Other				LGA Ann. Conf. 29 - 30	LGA Ann. Conf.1										

Notes:

*Meeting frequency and start time will be kept under review during 2021/22.

**The dates of other Committees, Sub-Committees and Panels which do not meet regularly will be announced as and when.

***Meetings of Joint Staff Advisory Committee will alternate venues and days between Lewes (L) and Eastbourne (E).

+ Scheduled Elections during 2021/22 – Police and Crime Commissioner (PCC) and East Sussex County Council (ESCC) May 2021.

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Outside Bodies – Reports from Councillors

The following updates have been received from Councillors since the last meeting in relation to the outside bodies to which they have been appointed by Full Council.

	Outside Body	Councillors	Update
1	Team East Sussex (TES)	James MacCleary (Cllr Nicholson attended as sub)	<p>Date of meeting: 25 January 2021</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • Disruption and delays resulting from leaving the EU. • Towns Fund updates. • Flexible working. • TES sub-groups. • SELEP update. • Impact of lockdown on equalities and minority groups. <p>Decisions made: Chair to investigate equalities issues, everyone to continue updating on Brexit impacts.</p>
2	Aspiration Homes	James MacCleary and Zoe Nicholson	<p>Date of meeting: 11 December 2020</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • Presentation on new flexibilities for Aspiration Homes as a housing provider to us capital receipts more flexibly. • Annual Report/Financial accounts and reports received and signed off. <p>Decisions made: Signed off accounts.</p>
3	LHICL (Lewes Homes Investment Company Ltd)	James MacCleary and Zoe Nicholson	<p>Date of meeting: 11 December 2020</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • Minutes of last meeting. • Dormant Accounts. <p>Decisions made: Agreed dormant accounts.</p>
4	Greater Brighton Economic Board	Zoe Nicholson	<p>Date of meeting 26 January 2021</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • One Public Space annual report • Investment programme proposal • University of Brighton Innovation Programme • Hydrogen Hub update • Sustainable Recovery Plan update <p>Decisions made: investment desk creation subject to no other funding being available.</p>

	Outside Body	Councillors	Update
5	Health and Wellbeing Board	Zoe Nicholson	<p>Date of meeting: 8 December 2020</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • Covid19 Outbreak management plan update. • Response to Govt consultation on Integrated Care System reform. • Safeguarding Annual Report. • Integration Update report. • Joint Needs Assessment. • Winter Planning.
6	East Sussex Strategic Planning Group	Emily O'Brien	<p>Date of meeting: 21 September 2020</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • Meeting to discuss reinstating group after long absence– duty to cooperate proposed for abolition under govt reform but joint working considered important regardless. • Great concern over govt planning reforms including from National Park. <p>Decisions made:</p> <ul style="list-style-type: none"> • reinstating group but with representation only from East Sussex Authorities (not wider). <p>Date of meeting: 22 January 2021</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • Lewes were hosts/chair (rotating). • Progress updates on local plans – many have similar timescales, concern over PINs capacity to get them through inspection before the end of Dec 2023 deadline. • Continuing concern over unrealistic govt housing targets. • Concern over Class E changes - all were putting strong objection into the consultation. <p>Decisions made: Rother to host next meeting.</p>
7	South East England Councils	Emily O'Brien	<p>Date of meeting: 29 January 2021</p> <p># Business discussed:</p> <ul style="list-style-type: none"> • AGM plus Meeting with Government Deputy Chief planner to hear from SE council representatives. • Shared concerns over planning reform and unrealistic govt housing targets,

	Outside Body	Councillors	Update
			<p>including knock on from London (London Plan agreed)</p> <ul style="list-style-type: none"> I challenged over the way Govt have approached planning reform and the unacceptable impact on LDC, as reported in Municipal Journal and Local Government Chronicle <p>Decisions made: n/a</p>
8	Seaford to Brighton Steering Group	Emily O'Brien	<p>Date of meeting: 23 September 2020</p> <p>Business discussed:</p> <ul style="list-style-type: none"> Community activity to enhance now stations back on track Discussion on ensuring Covid safe train travel <p>Decisions made: n/a</p> <p>Date of meeting: 2 December 2020</p> <p>Business discussed:</p> <ul style="list-style-type: none"> Reports on activity to enhance Seaford, Bishopstone Newhaven and Lewes stations Tide Mills footbridge construction due to start Sep 21 (plans on SDNP website). <p>Decisions made: n/a</p>
9	West Sussex and Greater Brighton Strategic Planning Board	Emily O'Brien	<p>Date of meeting: 9 October 2020</p> <p>Business discussed:</p> <ul style="list-style-type: none"> Much Concern over govt planning reforms including white paper Update on joint planning issues going forward including jointly commissioned evidence – need to this to include climate change issues. <p>Decisions made:</p> <ul style="list-style-type: none"> Joint submissions focussed on cross-border strategic issues – responses to both consultations sent on behalf of group.
10	Impact Seaford	Christine Brett	<p>Date of meeting: 18 January 2021</p> <p>New Town Clerk Adam Chugg welcomed the Forum and Youth Forum Members.</p> <p>Business discussed:</p> <ul style="list-style-type: none"> New Economic pan reviewed V 10 and additions suggested. Changes to local demographics.

	Outside Body	Councillors	Update
			<ul style="list-style-type: none"> • Martello toilets and Entertainment areas- funding being sought. • Walking and Cycling projects in light of ESCC current strategy. • YF has introduced a business support scheme the Use it or Lose it card. • YF explained about a proposed Pedestrianisation project/ markets for Place Lane and publicising TIC which they not aware of. • Climate change initiatives. STC to get report on 28th. Will be circulated after <p>Decisions made:</p> <ul style="list-style-type: none"> a) Final review of Economic plan to be done at April meeting. b) SDNP Rep to be invited to the board. c) Request to Tourism team re. TIC for more publicity. d) Explore establishing regular business briefing. e) Martello Tower Toilet Facilities and Entertainment Area – Review project proposals and source alternative funding streams. Proposals to be discussed at April Board meeting for ratification in final Economic Plan. f) Walking and Cycling Projects – Review ESCC strategy and submit possible project proposals for incorporation in final Economic Plan. g) Business Survey on demand for Hotel Accommodation – To be undertaken Autumn 2021. Item to be retained as ongoing action. h) Ongoing Safeguarding Policy to be submitted to Impact Seaford Board by CoC and ESCC. i) Next meeting 19 April 2021.
11	Health Overview Scrutiny Committee (HOSC) East Sussex County Council	Stephen Gauntlett	<p>Date of meeting: 10 December 2020.</p> <p>Business Discussed and decisions made:</p> <ol style="list-style-type: none"> 1. Debate and resolution concerning closure of walk in medical centre on Eastbourne Station. (Will close in due course). 2. Progress reports from Public Health, Clinical Commissioning Group and East Sussex Hospitals Trust on Covid-19 vaccination roll-out and hospital capacity.

	Outside Body	Councillors	Update
			(All information subsequently released into public domain).
12	Wave Leisure Trust	Laurence O'Connor	<p>Date of meeting: 8th February 2021</p> <p>Business discussed: Grant applications, operational changes due to lockdown three, plans for Newhaven Fort, three year recovery plan.</p> <p>Decisions made:</p> <ul style="list-style-type: none"> • Terms & conditions for the acceptance of LDC's £500,000 loan agreed. • Applications for various funding applications noted and agreed. • Plans for Newhaven Fort re-opening agreed . • Three year financial plans updated and agreed. Restart, Rebuild & Recover noted and agreed. <p>Additional information on current projects and finances set out at Appendix 1.</p>
13	Joint Action Group	Sean Macleod	<p>Date of meeting: 4/11/2021 (unable to attend due to paternity leave but received update by email).</p> <p>Key matters</p> <ul style="list-style-type: none"> • Sussex Police concerns regarding suicides in the Lewes District. Received update via email and the report been shared with specific officers for discussion and I have requested that the report is discussed at the next Joint Action Group meeting. The report contains sensitive information so will not be being shared publicly unless the police decide to do it themselves. • Concerns raised regarding drug supply also in the area and several drug supply routes have been targeted especially in Seahaven area and Ringmer.
14	Mental Health Champion	Sean Macleod	<p>Date of meeting: NA</p> <p>Update on work:</p> <ul style="list-style-type: none"> • Following the last update myself and our staff champion have not met, the officer is very busy regarding covid19 and our internal work has been hindered by the covid19 restrictions.

	Outside Body	Councillors	Update
			<ul style="list-style-type: none"> • I have attended a number of online conferences regarding mental health and local authority and when the world allows will be holding meetings with relevant officers going forward. • The Council continues to share important contact information regarding mental health and is installing Samaritans' signs in the relevant areas as some are in the SDNP its complicated by the need for planning permission. • I would hope when time allows, we can look back at the plans myself and the staff champion originally looked which was an internal review of staff and moral which was focussing on the change off council and become a combined authority, an internal review might be more important as we come out of the covid19 crisis and see as a council if we can do more but this is a discussion to have with the staff champion when time allows, and to work with the local bus company to promote mental health services on their buses that serve our coastline.
15	Citizens Advice Bureau	Imogen Makepeace	<p>Note - A meeting between myself and an Officer for me to better understand the financial assessment process is in the pipeline. I will be able to report on that at a later date.</p> <p>Date of Trustees Board – 11 February 2021</p> <p>Key Issues –</p> <ul style="list-style-type: none"> • The excellent service from Lewes CAB continues. • New volunteers have been recruited, new telephone systems and computers installed. • In spite of the difficulties of the past year with the need to change working practices to accommodate COVID safety measures: <ul style="list-style-type: none"> ○ 822 people have been helped, giving back more than £300,000 of benefits to the community in the last quarter alone (Oct/Nov/Dec). ○ 64% of clients seeking benefits advice since the start of the

	Outside Body	Councillors	Update
			<p>pandemic have never needed support before.</p> <ul style="list-style-type: none"> ○ 115% increase in residents of Lewes District claiming Universal Credit since the start of the pandemic. ○ The most vulnerable are falling off the radar due to lack of face 2 face contact. ○ Warning that the future holds more challenges as many people receiving support from various govt schemes, such as furlough and restriction on evictions etc. when that melts away the impact will be severe. • These issues have impacted on staff and volunteers, as clients present with multiple, complex and sometimes harrowing needs. The WellBeing service is welcome, less formal meetings, as well as informal “check-in”s help to reduce stress. • There is a possibility that the DWP will not continue to fund the Help to Claim Service beyond 2022 <p><u>The Voluntary Sector Support Policy Review</u> has caused considerable concern.</p> <ul style="list-style-type: none"> • Competitive bidding for funding every three years will have the following consequences: <ol style="list-style-type: none"> 1. Budget plans for the possibility of zero funding will need to be drawn up. 2. Plans for the transfer of assets, equipment, personnel etc will need to be made. 3. In a time when advice is needed more than ever, management time and attention to the above will be diverted from responding to the needs of the community. • It was noted that the time frame between submission of bid and decision is very short- resulting in too little time for appropriate handover, winding-down, dispersal of assets etc. • The lack of security in funding affects the organisation in the following ways:

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			<ol style="list-style-type: none"> 1. Contracts from suppliers, for instance telephone providers give better deals for 2 – 3 year contracts than for one. The Newhaven and Lewes telephone contract is up for renewal this year and short term contract will have to be negotiated. 2. Employed staff are anxious and upset. They have lost job security. The best may leave. <ul style="list-style-type: none"> • With reference to the tendering process, these suggestions are offered: <ol style="list-style-type: none"> 1. that the scheduling of the process is reconsidered to allow a longer time frame, giving more notice. 2. that well trained, and well-supported volunteers add value and cost nothing. 3. that Citizens Advice has Advice Quality Standard accreditation which is the “Michelin Star” of the advisory sector. • An observation was made that the work of the CAB supports all vulnerable residents in the District, and that many people in the worst circumstances are in private rented accommodation.
16	South Downs National Park (Planning Meetings)	William Meyer	<p>Date of meetings: Monthly to January 2021</p> <p>Business discussed: Planning applications from across the whole area of the SDNPA Park Authority as referred to the Planning Committee by Director of Planning / Park Officers.</p> <p>Decisions made regarding each application and any other business dealt with by the Planning Committee is easily accessed from the individually recorded sessions available on the SDNPA Website, this includes full policy discussions by the Committee also all held online since May 2020 and all recorded.</p>

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17	South Downs National Park Authority Meetings	William Meyer	<p>Date of meeting: December 2020</p> <p>Business discussed: As with the above the full record (including agenda and outcomes) is held on the public on SDNPA website.</p> <p>General Summary of SDNPA Membership 2020:</p> <ul style="list-style-type: none"> Active Membership of the Park Authority during 2020 has proved challenging for many Members as the Park has adjusted to new ways of remote working. With the main offices in Midhurst predominately closed since March 2020, it has been harder to build and maintain close personal relations between Members and Senior Staff. Personal relations acquired during the pre-Covid period (June 2019 to March 2020) have been key to sustaining my current excellent personal relationships. However, despite my best efforts via Zoom, Members WhatsApp groups and other online meeting platforms it has been hard to compensate for the informal contacts that were so key to building day to day trust and knowledge between all Members and key individuals in former times. Much has been lost as a result of moving activities online and whilst no different in process from the situation at LDC or other areas of local and national government, the nature of the Park's Membership has made matters especially challenging. Park Members are drawn from across 17 diverse Districts; three County Councils including Hampshire, West and East Sussex; 6 are representatives from the numerous Parish Councils from across the Park and several are new Secretary of State appointments. In addition, personal contact, even in normal times, was limited due to 100 miles of the Park's East / West geography. It has been ever more necessary therefore to have confidence in those Members of the Authority who form the key Members group (there is no Cabinet) and this includes not only the Chairman and his Deputy but other Committee

	Outside Body	Councillors	Update
			<p>heads including Policy and Planning. This group is responsible for overseeing and working with Senior Officers with regard to the day to day business of the Authority. I believe all Members have full confidence in the new Chairman and Deputy Chairman and the Senior Management Team. All Member have continued to focus on their areas of responsibility be it Planning, Policy or some other activities.</p> <ul style="list-style-type: none"> • From January 2021, I have agreed to relinquish my Planning Committee responsibilities in favour of taking up a new role (with two other Authority Members including the Deputy Chairman Vanessa Rowlands) as a Director of the new wholly owned trading company, South Downs Commercial Operations Ltd. It is the intention of the Authority that this company will, during the course of 2021, take charge of the iconic Seven Sisters County Park. This major landholding is currently being transferred from East Sussex County Council to the SDNPA and these arrangements will be completed later this year. I remain closely in touch with Planning Officers but in addition I am now attending the Policy and Resources Committee of the SDNPA. My local replacement on the Planning Committee is to be Councillor Richard Waring. (who is a serving Lewes Town Councillor and a Parish Member of the SDNPA) and who for many years has been an active volunteer Park Ranger. This timely change represents an opportunity for an elected representative of Lewes Town Council - the largest Town of any National Park - to have a representative on the SDNPA Planning Committee. I believe that this will be particularly helpful when matters as significant as Old Malling Farm, NSQ and other Lewes planning matters are considered in 2021.

Wave Leisure Trust Ltd – Additional Information on Outside Body

Build back Better

Funding and the Fort

Build back better is Wave's approach to providing leisure and gym services for local residents during and after the Covid 19 pandemic. Whilst things haven't gone quite as planned due to Lockdowns two and three, rebuilding is well underway.

This has involved looking at funding sources to support the Trust. The first to come forward was Lewes District Council itself with a loan of £500,000. This has now been finalised and trustees have expressed their very great thanks to the Council for this. The support provided continues the long and positive approach that exists between the Council and Wave in their partnership.

Another source of funding has been the Governments Heritage and Culture Recovery Fund Grant of £850,000 to help Newhaven Fort to review and implement social distancing measures. This will also be used to ensure safe routes to view exhibitions and support the Fort's recovery following closure during the pandemic. Exciting plans are being worked on for the re-opening. These include cussing interest upon the "hidden fort". There will be an immersive audio and video experience in the Grand Magazine with large scale projections creating a virtual "room set". This will vividly introduce areas of the fort that have been closed for years or are inaccessible because of the COVID restrictions. This funding together with LDC's pledge to build a replacement bridge at the Fort will be key in revitalising this historic venue. One final point about the Fort is that It is included within Lewes District's "Towns Fund" application which, if successful will see further significant investment which would go some way to dealing with several core restoration challenges.

In all, to date Wave has successfully applied for £962,310 worth of grant funding with a further £519,000 pending decision, a potential total of £1,760,310, all of which being invested in Council assets, Wave Staff or local health focused initiatives.

Operational challenges and an opportunity

Operationally COVID-19 and the lockdowns have challenged Wave to redesign and streamline how it works day-to-day. Coming out of Lockdown three they will be:

- Increasing participation through a safe, enhanced customer experience.
- Driving membership sales and retention.
- Building swim school memberships sales, retention and quality of tuition.
- Engaging with clubs and outside organisations

In the meantime, some low cost, medium impact maintenance and redecoration is taking place using two staff members.

Wave consider that there is an opportunity to build on their previous approach to health improvement and rehabilitation services supporting those in greatest need with physical, emotional, and mental health conditions, many of which have been exacerbated by the Covid-19 pandemic. As such they are planning provide a range

of new services to ensure that they deliver on their vision; *“to be at heart of the improvement of health and wellbeing in our community”*.

Finance

Difficult decisions had to be made by the Chief Executive, his team and the Wave Board in relation to the furloughing of staff. A small team remains keeping in touch with their furloughed colleagues and maintaining the business until the situation improves.

As part of the “Build back Better” strategy, Wave has produced a three-year financial model illustrating the Trust moving from a position of significant loss in 2020/21 to a small surplus by the end of the 2022/23 financial year based on:

- **2020/21 “Restart” stripped model based on re-opening 25 July 2020.**
- **2021/22 “Rebuild” based on 50% of pre-lockdown non-membership income.**
- **2022/23 “Recover” return to 2020/21 pre lockdown non-membership activity.**

The financial model also includes targets for membership to increase over a period of time, which commenced in July 2020 when Wave re-opened after the first period of lockdown. The good news is that actual growth was in line with the financial model before it went into the third lockdown in January. The model being used is constantly under review to reflect the changing situation.

Summary

I hope that Councillors consider that Wave, its staff and all involved are doing much to ensure that Wave recovers from the impact of the pandemic. It continues to look forward to providing the community with active living, health improvement and rehabilitation services which align to our health and wellbeing needs post Covid.

Cllr Laurence O'Connor

East Saltdean & Telscombe Cliffs (Labour)

February 2021