

# Decisions taken by the Cabinet on 3 February 2022



Lewes District Council

## Notice dated: 07 February 2022

Issued to the chairman, members of the Policy and Performance Advisory Committee and other Councillors for information.

**Key decisions will be implemented after the expiry of 3 working days from the date of this notice unless “called-in” under the provisions of the council’s policy and performance advisory procedure rules (see end of document for call-in procedure) or implemented sooner by reason of urgency.**

Please refer to the relevant cabinet agenda and reports when reading this notice. The minutes of the meeting of the cabinet containing a full record of the proceedings will be published in due course. To view on-line follow this link to the relevant pages on the council’s website:- <https://democracy.lewes-eastbourne.gov.uk/mgCommitteeDetails.aspx?ID=417>

## **DECISIONS:**

<b>Item No</b>	<b>Matter:</b>	<b>Decision:</b>	<b>Reasons for decision:</b>
8	Recovery and Reset	<b>(Non-key decision):</b>  (1) To note the progress made with the Recovery and Reset Programme.  (2) To agree that future Recovery and Reset progress reports are provided through the scheduled updates on the council’s performance and financial position and the work of the Recovery and Reset member Board is ended.	The Recovery and Reset Programme provides a structured and accountable approach for delivering the level of significant organisational change needed to respond to current and future challenges. This work is sufficiently developed for its management and oversight to now form part of the council’s business as usual activity.

<p>9</p>	<p>General Fund Revenue Budget 2022/23 and Capital Programme</p>	<p><b>Recommended to Full Council (Budget and policy framework):</b></p> <p>(1) The General Fund budget for 2021/22 (Revised) and 2022/23 (original).</p> <p>(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 £202.08 (per annum) for 2022/23.</p> <p>(3) The revised General Fund capital programme 2022/23 as set out in Appendix 3.</p> <p>(4) That Cabinet endorses the continuation of the Flexible use of Capital Receipts and refers on to Council for approval.</p> <p>(5) To note the section 151 Officer's sign off as outlined in the report.</p> <p>(6) To earmark £350k from the GF reserves to create a Hardship fund to support households with their energy and cost of living pressures</p> <p>(7) To give delegated authority to Chief Finance Officer, in consultation with the Cabinet member for finance and assets to make the necessary changes to the report following the final financial settlement announcement.</p>	<p>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.</p>
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<p><b>10</b></p>	<p>Treasury Management and Prudential Indicators 2022/23, Capital Strategy &amp; Investment Strategy</p>	<p><b>Recommended to Full Council (Budget and policy framework):</b></p> <p>(1) To approve the Treasury Management Strategy and Annual Investment Strategy for 2022/23 as set out at Appendix A to the report.</p> <p>(2) To approve the Minimum Revenue Provision Policy Statement 2022/23 as set out at paragraph 8 in the report.</p> <p>(3) To approve the Prudential and Treasury Indicators 2022/23 to 2024/25, as set out at paragraph 6 in the report.</p> <p>(4) To approve the Capital Strategy set out at Appendix E to the report.</p>	<p>It is a requirement within the budget setting process for the Council to review and approve the Prudential and Treasury indicators, Treasury Strategy, Capital Strategy and Investment Strategy.</p>
<p><b>11</b></p>	<p>Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2022/2 and HRA Capital Programme 2021-25</p>	<p><b>Recommended to Full Council (Budget and policy framework):</b></p> <p>(1) The HRA budget for 2022/23 and revised 2021/22 budget as set out at Appendix 1 to the report.</p> <p>(2) That social and affordable rents (including Shared Ownership) are increased by 4.1% in line with government policy.</p> <p>(3) That private sector leased property rents are increased by 4.1% (CPI+1%).</p> <p>(4) That the revised service charges are implemented</p> <p>(5) That garage rents are increased by 4.86% (RPI).</p>	<p>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.</p>

		<p>(6) The HRA Capital Programme as set out at Appendix 2 to the report.</p> <p>(7) To earmark £150k from the HRA reserve to create a Hardship fund to support households with their energy and cost of living pressures.</p>	
12	Annual Review of Fees and Charges	<p><b>(Key decision):</b></p> <p>(1) To approve the scale of Fees and Charges proposed at Appendix 1 to the report, to apply from 1 April 2022.</p> <p>(2) To implement changes to statutory fees and charges for services shown at Appendix 1 to the report as and when notified by Government.</p>	The Council's Constitution requires that all fees and charges, including nil charges, be reviewed at least annually and agreed by Cabinet.
13	Community Grants Programme	<p><b>(Key decision):</b></p> <p>To agree the proposed funding allocations set out at Appendix 1 to the report.</p>	The recommendations outlined in the report will enable the council to support a broad range of voluntary sector groups, therefore reaching a larger number of residents.
14	Levelling Up Fund	<p><b>(Key decision):</b></p> <p>(1) To note the successful bid to the Levelling Up Fund, which has secured £12,686,307 towards the regeneration of Newhaven.</p> <p>(2) To approve an allocation of up to £12.7m in the General Fund Capital Programme, to be financed in full by the grant funding secured as per the recommendation above.</p> <p>(3) To authorise the Director of Regeneration and Planning</p>	<p>(1) A funding offer of £12,686,307 for Newhaven was announced on 27 October.</p> <p>(2) There is a need to move at pace since the Levelling Up Fund award must be spent by March 2024 in line with Government guidance.</p> <p>(3) To enable Officers to deliver in an effective and timely manner, the necessary delegations to Lead</p>

		<p>to enter into the Funding Agreement that will set out the commercial terms associated with the grant award, including use, access, and ongoing monitoring.</p> <p>(4) To authorise the Director of Regeneration and Planning, in consultation with the Chief Finance Officer, Lead Member for Finance and Assets and the Lead Member for Regeneration and Prosperity, to carry out all necessary actions to facilitate the recommendations and deliver the programme of works including entry into appropriate legal agreements with delivery partners, feasibility, financing, appointment of professional services, development, contract award(s), lettings, and determining the terms of, and authorising the execution of, all necessary documentation, in accordance with the funding parameters.</p> <p>(5) To authorise the Director of Regeneration and Planning, in consultation with the Chief Finance Officer, Lead Member for Finance and Assets and the Lead Member for Regeneration and Prosperity to take all necessary steps to conclude the acquisition of Unit 7, Oak Estate, Newhaven.</p>	<p>Members and Executive Officers are required to ensure that the Council can deliver the programme within the context of the timeframe.</p>
15	Asset Management	<p><b>(Key decision):</b></p> <p>(1) That Cabinet approves the proposals set out in paragraph 2.6.1 to 2.8.1 of the report regarding the Council’s wider office estate.</p> <p>(2) That the Director of Regeneration and Planning, in consultation with the Leader and Cabinet member for tourism and devolution be given delegated authority to:</p>	<p>The pandemic has resulted in a fundamental shift in the location of where staff work and how customers access the Council and resolve queries. Southover House is no longer the nearest office space for most staff and customer visits have reduced by 50% as residents are resolving more queries via online services. As a result, Southover House is under-</p>

		<ul style="list-style-type: none"> <li>- conclude negotiations for the grant of a lease of Southover House to Charleston; and</li> <li>- enter into a lease of Southover House on the terms agreed, including all ancillary documents.</li> </ul> <p>(3) That the Director of Regeneration and Planning, in consultation with the Leader and Cabinet member for communities and customers, be given delegated authority to:</p> <ul style="list-style-type: none"> <li>- conclude negotiations for the taking of a lease by the Council of premises at County Hall for temporary office and reception space; and</li> <li>- enter into a lease of premises at County Hall on the terms agreed, including all ancillary documents.</li> </ul> <p>(4) That in respect of the proposed granting of a lease to Charleston, Cabinet waives compliance with the Council's Contract Procedure Rules in the event that the agreed rent exceeds £25,000 per annum, for the reasons set out in paragraph 2.4.2 to 2.4.9 of this report.</p> <p>(5) That questions raised by Policy and Performance Advisory Committee, at its meeting on 27 January 2022, be addressed through Strategic Property Board and communicated to members where possible.</p>	<p>utilised.</p> <p>It is prudent for the Council to consider options for its future office space and customer reception functions to make best use of the Council's assets, meet the needs of customers, reduce costs, increase flexibility for the organisation, and support the Council's net zero carbon 2030 commitment.</p>
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16	Litter and Fly-tipping Reduction Strategy 2022 - 2027	<p><b>(Key decision):</b></p> <p>(1) To approve the Litter and Fly-tipping Reduction Strategy 2022-2027, as set out at Appendix 1 to the report.</p> <p>(2) To approve the associated Action Plan, as set out at Appendix 2 to the report.</p> <p>(3) To add a short section to the associated Action Plan “to consider ways to reduce the volume and impact of litter”.</p>	To reduce littering across the district, with the majority of residents viewing it as totally unacceptable. Volunteer litter picking groups feel supported by the council and all residents value the council’s work to tackle litter, dog fouling, fly-tipping and graffiti.
17	Eastbourne & Lewes Community Safety Partnership - Annual Report (Lewes)	<p><b>(Non-key decision):</b></p> <p>To note the achievements and activities of the Eastbourne and Lewes Community Safety Partnership in 2020/21.</p>	For Cabinet to consider progress on delivery of the current Community Safety Plan.
18	A Coastal Concordat for England	<p><b>(Key decision):</b></p> <p>(1) To adopt the Coastal Concordat (as December 2019)</p> <p>(2) That authority be given to the Cabinet member for planning and infrastructure to sign a letter to the Department for Environment, Food and Rural Affairs confirming Lewes District Council’s adoption of the Coastal Concordat.</p>	To enable benefit to be gained from a streamlined planning system in relation to coastal applications.

## Call-in procedure

Call-in is the procedure whereby a decision of the Cabinet, the Leader or a portfolio holder, or a member or officer with delegated authority (an executive decision), taken but not implemented, may be examined by the Policy and Performance Advisory Committee prior to implementation.

Any Councillor is entitled to submit a request by email setting out the reason why he/she wishes any such decision to be called in by the Policy and Performance Advisory Committee for consideration by a Call-In Panel. The request must be submitted to Democratic Services within three working days of the date of this notice.

Should any request by a councillor be submitted, the Cabinet Officer will then email all members of the Policy and Performance Advisory Committee, advising them of the request for a review.

Members of the Policy and Performance Advisory Committee must decide within two working days if they support the request and if they do, they should email a response to the Committee and Civic Services Manager accordingly. If at least six members of the Committee are in favour of calling in the decision the Chair of the Policy and Performance Advisory Committee will call a Call-In Panel of the Committee within five working days where possible. The number of councillors to serve on a Panel (which shall be politically proportionate except that either the Leader of a political group may decide to offer one of their Group's places to another Group or an Independent member) shall be determined by the Chair with the councillors being nominated by the respective Group Leaders.

The decision of the Cabinet will not be implemented until:

- The time period for call-in has expired and six members of the Policy and Performance Advisory Committee have not stated they are in favour of calling in the decision; or
- A Call-In Panel of the Policy and Performance Advisory Committee considers the matter and resolves not to intervene in the decision of Cabinet; or
- A Call-In Panel of the Policy and Performance Advisory Committee resolves to refer the matter back to Cabinet for further consideration and to take account of any recommendation of the Panel, in which case the Cabinet will reconsider the decision as soon as is reasonably practicable; or
- In the case of any question relating to the budget or policy framework, a Call-In Panel of the Policy and Performance Advisory Committee has reported to the meeting of the Council that will consider the budget or policy framework or any component part of it (if there is insufficient time for the matter to be referred back to the Cabinet).

Once a decision of the Cabinet has been referred to a Call-In Panel of the Policy and Performance Advisory Committee it shall not be subject to further consideration by a Call-In Panel or the Committee itself and shall not again be referred by any individual councillor.

## **Democratic Services**

For any further queries regarding this document or you require any further information please contact Democratic Services.

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