

Full Council

23 May 2022

Quorum: 11

Published: Friday, 13 May 2022



To the Members of the Council

You are summoned to attend the annual meeting of the Council to be held in the Council Chamber, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE on 23 May 2022 at 6.00 pm to transact the following business.

Note: At the commencement of the meeting the Chair will ask for a period of silence to enable councillors to focus their thoughts on the meeting or to pray silently.

Agenda

1 Election of the Chair of the Council

Two nominations have been received for the office of the Chair of the Council as follows:

Councillor Adrian Ross
Councillor Linda Wallraven

These nominations will be voted upon. Following the election of the Chair of the Council, the person elected shall make a Declaration of Acceptance of Office.

2 Appointment of the Vice-Chair of the Council

Two nominations have been received for the office of Vice-Chair of the Council as follows:

Councillor Graham Amy
Councillor Richard Turner

These nominations will be voted upon. Following the appointment of Vice-Chair of

the Council, the person appointed shall make a Declaration of Acceptance of Office.

3 Apologies for absence

4 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.

5 Minutes (Pages 5 - 20)

To confirm and sign the minutes of the meeting of the Council dated 21 February 2022.

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 Announcements (Pages 21 - 26)

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 engagements carried out during the last year by Councillor Brett as Chair of the Council are attached.
- Councillor Gauntlett (Cabinet Member for Planning and Regeneration) will provide a verbal update on the local plan.

8 Result of the District Council By-Election 2022

To receive the following results of the District Council By-Election held on 12 May 2022 and welcome the new Councillor:

Peacehaven West - Councillor Ciarron Clarkson (Labour Party)

9 Appointments Report. (Pages 27 - 40)

- a) To note any changes to the Leader of the Council's appointments to Cabinet, the individual areas of responsibility allocated to the Cabinet and the allocation of those areas of responsibility to the members of the Cabinet (to be reported verbally by the Leader at the meeting); and
- b) To consider and determine proposals set out in the report of the Head of Democratic Services.

10 Annual Pay Policy Statement. (Pages 41 - 46)

Report of the Assistant Director of Human Resources and Transformation.

11 Notices of motion.

- (a) **Motion - To protect our local rivers and sea by taking into account the cumulative impact of sewage discharge.** (Pages 47 - 50)

Motion submitted by Councillor O'Brien.

12 Calendar of meetings 2022/23 (Pages 51 - 52)

The calendar of meetings for 2022/23 is attached for ratification.

13 Urgent decisions taken by the Cabinet or Cabinet members (Pages 53 - 54)

In accordance with Policy and Performance Procedure Rule 17, to receive details of any urgent decisions taken by the Cabinet or Cabinet members since the previous meeting. One decision was been made by the Leader on 28 February 2022 as follows and a copy of the Decision Notice is attached for information.


[2022/23 Retail, Hospitality and Leisure Relief scheme and the extension of Transitional Relief and Supporting Small Business relief scheme](#)

14 Reporting back on meetings of outside bodies (Pages 55 - 64)

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

15 Date of Next Meeting

The next meeting of Full Council is scheduled to take place at 6 pm on Thursday 15 July 2021.



Robert Cottrill
Chief Executive

Information for the public

Accessibility: Please note that the venue for this meeting is wheelchair accessible and has an induction loop to help people who are hearing impaired. 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.

Filming/Recording: This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

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 410000

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

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Full Council

Minutes of meeting held in Council Chamber, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE on 21 February 2022 at 6.00 pm.

Present:

Councillor Christine Brett (Chair).

Councillors Adrian Ross (Vice-Chair), Sam Adeniji, Graham Amy, Robert Banks, Nancy Bikson, Matthew Bird, Liz Boorman, Roy Burman, Julie Carr, Roy Clay, Chris Collier, Sharon Davy, Johnny Denis, Lynda Duhigg, Stephen Gauntlett, Isabelle Linington, Jim Lord, Sylvia Lord, James MacCleary, Sean MacLeod, Imogen Makepeace, Milly Manley, 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, Richard Turner, Steve Saunders, Christoph von Kurthy and Linda Wallraven.

Officers in attendance:

Robert Cottrill (Chief Executive), Homira Javadi (Chief Finance Officer), Simon Russell (Head of Democratic Services), Joanne Stone (Solicitor, Planning), Sarah Lawrence (Senior Committee Officer) and Ola Owolabi (Deputy Chief Finance Officer (Corporate Finance)).

66 Minutes of the meeting held on 22 November 2021

RESOLVED – To approve the minutes of the meeting held on 22 November 2021.

67 Apologies for absence

Apologies for absence were received from Councillor Davis, Jones and Rutland.

Councillor Peterson had indicated that he needed to leave the meeting after agenda Item 9c and gave apologies for the remainder of the meeting.

Councillor Adeniji and O'Keeffe had advised that they would arrive slightly late.

68 Declarations of interest

There were no declarations of interest made.

69 Announcements

The Chair advised that a list of her engagements as Chair of the Council held since the last meeting were set out in the agenda. She advised that the last item listed 'Opening of Landport Community Café had had to be cancelled.

70 Urgent items

There were no urgent items to consider.

71 Questions from members of the public

No questions had been received from members of the public.

72 Petitions

No petitions had been received.

73 Urgent decisions taken by the Cabinet or Cabinet members

In accordance with the Policy and Performance Procedure Rule 17, the Council received details of two decisions which had been taken by the Leader of the Council under special urgency procedures, the 'Omicron Hospitality and Leisure Grant Scheme' on 14 January 2022 and the 'Covid-19 Additional Relief Fund Scheme' on 31 January 2022.

74 Recommendations from Cabinet, Committees and Other Council bodies**74a Council Budget and Setting of the Council Tax 2022/23**

Councillor Nicholson moved and Councillor MacCleary seconded the recommendations set out in the agenda, in relation to the Council Budget and setting of the Council Tax for 2022/23. This incorporated recommendations from Cabinet on 3 February 2022 regarding the General Fund Revenue Budget 2022/23 and Capital Programme, Treasury Management and Prudential Indicators 2022/23, Capital Strategy and Investment Strategy and Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2022/23 and HRA Capital Programme 2021-25.

Councillor Linington moved and Councillor Turner seconded the following amendment as set out in an addendum tabled at the meeting:

"To allocate funds from the Regeneration and Planning budget to employ an additional Enforcement Officer. The post to be initially for two years with a view to making it a permanent post, subject to a review of effectiveness and availability of funding. The timing of appointment and source of funding to be at the discretion of the Director of Regeneration and Planning in consultation with the Chief Finance Officer."

Councillor Nicholson then spoke to the budget proposals. She reflected on the impact on the impact of Covid 19, the energy crisis, and the cost of living crisis on the community and on the Council. She thanked Council directors and managers for their hard work in delivering on savings plans and continuing to provide excellent services to residents in extraordinary times and confirmed that this was a balanced budget. Councillor Nicholson highlighted how the budget

was focused on supporting the most vulnerable in the community, on community wellbeing, on improving green spaces and play spaces, improving biodiversity, and on a green recovery. She confirmed that she was happy to support the opposition amendment for the employment of an additional enforcement officer.

Councillor Linington responded on behalf of the opposition to the budget and her amendment. She highlighted the importance of funding an additional enforcement officer. She highlighted that although there was a lot in the budget the opposition group could support, there was much that they could not. In particular, it was felt that it would be better to have had a zero Council Tax rise which would be to the benefit of all, rather than supporting a smaller number of people through the Council Tax Reduction Scheme.

The Council then debated the budget and amendment together. The Council received advice from the Council Solicitor that the first vote would be on the budget with the amendment and would be a named vote in accordance with legislation, and if carried there was no need for a further vote in accordance with the Council Procedure Rules.

Prior to moving the vote, Councillor Nicholson was given the opportunity to sum up.

The motion with the amendment was then put to a recorded vote and declared carried by 20 votes to 0 with 16 abstentions.

RESOLVED:

1. To approve the recommendations as detailed in the reports from the Chief Finance Officer to Cabinet on 3 February 2022 as summarised below:
 - (i) To approve the General Fund budget for 2021/22 (Revised) and 2022/23 (Original). An increase in the Council Tax for Lewes District Council of £5 resulting in a Band D charge for general expenses of £202.08 for 2022/23.
 - (ii) To approve the revised General Fund capital programme 2022/23.
 - (iii) To endorse the continuation of the Flexible use of Capital Receipts.
 - (iv) To note the Section 151 Officer's sign off as outlined in the Cabinet Report and at Appendix 1.
 - (v) To endorse Cabinet's agreement for £350k being earmarked from General Fund reserves to create a Hardship Fund to support households with the energy and cost of living pressures.
 - (vi) To approve the Treasury Management Strategy and Annual Investment Strategy for 2022/23.
 - (vii) To approve the Minimum Revenue Provision Policy Statement for 2022/23.

- (viii) To approve the Prudential and Treasury Indicators for 2022/23 to 2024/25.
- (ix) To approve the Capital Strategy.
- (x) To approve the Housing Revenue Account (HRA) income and expenditure proposals, including revised HRA budget for 2021/22 and the budget for 2022/23, rents and service charges and the HRA Capital Programme, including:
- That social and affordable rents (including Shared Ownership) be increased by 4.1% in line with Government policy;
 - That private sector leased property rents are increased by 4.1% (CPI+1%);
 - That garage rents are increased by 4.86% (RPI); and
 - That £150k be earmarked from the HRA reserve to create a Hardship fund to support households with their energy and cost of living pressures.
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 3 February the Business Rates return to the Government (NNDR1) 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 2022/23 £
Lewes	343,000
Newhaven	134,940
Telscombe	57,720
Seaford	58,590
Peacehaven	41,100
Chailey	1,120
Ringmer	4,410
Total	640,880

5. That consequent upon a General Fund budget of £8,062,598 and other matters, the basic amount (Band D) of Council Tax for the Borough Council's functions will be £219.53 calculated as follows:

	General Expenses only	Total including special items
	£000's	£000's
Gross Expenditure:		
General Fund	56,437	
HRA	18,090	
Business Rates payable to Government	7,805	
Contributions to Reserves	80	
	82,412	82,412
Special expenses		641
Less Income:		
Service Income	(59,147)	
Other Government Grants	(3,378)	
Business Rates income	(12,017)	
Collection Fund Surplus (Council Tax)	(448)	
	(74,990)	(74,990)
COUNCIL TAX REQUIREMENT	7,422	8,063
Band D Council Tax	£202.08	£219.53

The statutory resolutions relating to this matter are given at paragraphs 6 and 7 below.

6. That it be noted that at its meeting on 3 February 2022 Cabinet approved the following calculations for the year 2022/23, being made in accordance with regulations made under Sections 31(B)(4) and 34(4) of the Local Government Act 1992, as amended:
- (a) 36,726.6 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	634.40
Parish of Beddingham and Glynde	182.30
Parish of Chailey	1,385.10
Parish of Ditchling	1120.20
Parish of East Chiltington	196.50
Parish of Falmer	67.60
Parish of Firle	124.30
Parish of Hamsey	279.10
Parish of Iford	89.60
Parish of Kingston	424.60
Town of Lewes	6049.60
Town of Newhaven	3638.40
Parish of Newick	1103.60
Town of Peacehaven	4752.60
Parish of Piddinghoe	126.10
Parish of Plumpton	677.70
Parish of Ringmer	1950.40
Parish of Rodmell	214.20
Parish of St Ann Without	39.60
Parish of St John Without	27.10
Town of Seaford	9406.70
Parish of Southease	22.90
Parish of South Highton	255.40
Parish of Streat	80.20
Parish of Tarring Neville	9.70
Town of Telscombe	2498.80
Parish of Westmeston	160.50
Parish of Wivelsfield	1,209.40

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 2022/23 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended:
- (a) £87,617,418 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.
- (b) £74,990,302 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.

- (c) £12,627,116 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) £343.81 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) £5,205,398 being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- (f) £202.08 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 area:
- | | | | |
|-----------------------|--------|-----------------|--------|
| Barcombe | 252.82 | Piddinghoe | 289.05 |
| Beddingham and Glynde | 267.10 | Plumpton | 296.35 |
| Chailey | 252.26 | Ringmer | 271.47 |
| Ditchling | 300.42 | Rodmell | 271.17 |
| East Chiltington | 242.39 | St Ann Without | 202.08 |
| Falmer | 209.48 | St John Without | 202.08 |
| Firle | 286.55 | Seaford | 319.40 |
| Hamsey | 267.34 | Southeast | 202.08 |
| Iford | 204.87 | South Heighton | 255.51 |
| Kingston | 319.84 | Streat | 269.60 |
| Lewes | 467.02 | Tarring Neville | 202.08 |
| Newhaven | 398.37 | Telscombe | 329.82 |
| Newick | 263.87 | Westmeston | 283.08 |
| Peacehaven | 355.30 | Wivelsfield | 285.72 |

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 area:

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	168.55	196.64	224.73	252.82	309.00	365.18	421.37	505.64
Beddingham and Glynde	178.07	207.74	237.42	267.10	326.46	385.81	445.17	534.20
Chailey	168.17	196.20	224.23	252.26	308.32	364.38	420.43	504.52
Ditchling	200.28	233.66	267.04	300.42	367.18	433.94	500.70	600.84
East Chiltington	161.59	188.53	215.46	242.39	296.25	350.12	403.98	484.78
Falmer	139.65	162.93	186.20	209.48	256.03	302.58	349.13	418.96
Firle	191.03	222.87	254.71	286.55	350.23	413.91	477.58	573.10
Hamsey	178.23	207.93	237.64	267.34	326.75	386.16	445.57	534.68
Iford	136.58	159.34	182.11	204.87	250.40	295.92	341.45	409.74
Kingston	213.23	248.76	284.30	319.84	390.92	461.99	533.07	639.68
Lewes	311.35	363.24	415.13	467.02	570.80	674.58	778.37	934.04
Newhaven	265.58	309.84	354.11	398.37	486.90	575.42	663.95	796.74
Newick	175.91	205.23	234.55	263.87	322.51	381.15	439.78	527.74
Peacehaven	236.87	276.34	315.82	355.30	434.26	513.21	592.17	710.60
Piddinghoe	192.70	224.82	256.93	289.05	353.28	417.52	481.75	578.10
Plumpton	197.57	230.49	263.42	296.35	362.21	428.06	493.92	592.70
Ringmer	180.98	211.14	241.31	271.47	331.80	392.12	452.45	542.94
Rodmell	180.78	210.91	241.04	271.17	331.43	391.69	451.95	542.34
St Ann Without	134.72	157.17	179.63	202.08	246.99	291.89	336.80	404.16
St John Without	134.72	157.17	179.63	202.08	246.99	291.89	336.80	404.16
Seaford	212.93	248.42	283.91	319.40	390.38	461.36	532.33	638.80
Southeast	134.72	157.17	179.63	202.08	246.99	291.89	336.80	404.16
South Heighton	170.34	198.73	227.12	255.51	312.29	369.07	425.85	511.02
Streat	179.73	209.69	239.64	269.60	329.51	389.42	449.33	539.20
Tarring Neville	134.72	157.17	179.63	202.08	246.99	291.89	336.80	404.16
Telscombe	219.88	256.53	293.17	329.82	403.11	476.41	549.70	659.64
Westmeston	188.72	220.17	251.63	283.08	345.99	408.89	471.80	566.16
Wivelsfield	190.48	222.23	253.97	285.72	349.21	412.71	476.20	571.44

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.

- 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.

2022-23 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	1,075.56	1,254.82	1,434.08	1,613.34	1,971.86	2,330.38	2,688.90	3,226.68
Sussex Police Authority	149.94	174.93	199.92	224.91	274.89	324.87	374.85	449.82
East Sussex Fire Authority	66.25	77.29	88.33	99.37	121.45	143.53	165.62	198.74
Aggregate of Council Tax Requirements	1,291.75	1,507.04	1,722.33	1,937.62	2,368.20	2,798.77	3,229.38	3,875.24

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	1,460.30	1,703.68	1,947.06	2,190.44	2,677.20	3,163.96	3,650.74	4,380.88
Beddingham and Glynde	1,469.82	1,714.78	1,959.75	2,204.72	2,694.66	3,184.59	3,674.54	4,409.44
Chailey	1,459.92	1,703.24	1,946.56	2,189.88	2,676.52	3,163.16	3,649.80	4,379.76
Ditchling	1,492.03	1,740.70	1,989.37	2,238.04	2,735.38	3,232.72	3,730.07	4,476.08
East Chiltington	1,453.34	1,695.57	1,937.79	2,180.01	2,664.45	3,148.90	3,633.35	4,360.02
Falmer	1,431.40	1,669.97	1,908.53	2,147.10	2,624.23	3,101.36	3,578.50	4,294.20
Firle	1,482.78	1,729.91	1,977.04	2,224.17	2,718.43	3,212.69	3,706.95	4,448.34
Hamsey	1,469.98	1,714.97	1,959.97	2,204.96	2,694.95	3,184.94	3,674.94	4,409.92
Iford	1,428.33	1,666.38	1,904.44	2,142.49	2,618.60	3,094.70	3,570.82	4,284.98
Kingston	1,504.98	1,755.80	2,006.63	2,257.46	2,759.12	3,260.77	3,762.44	4,514.92
Lewes	1,603.10	1,870.28	2,137.46	2,404.64	2,939.00	3,473.36	4,007.74	4,809.28
Newhaven	1,557.33	1,816.88	2,076.44	2,335.99	2,855.10	3,374.20	3,893.32	4,671.98
Newick	1,467.66	1,712.27	1,956.88	2,201.49	2,690.71	3,179.93	3,669.15	4,402.98
Peacehaven	1,528.62	1,783.38	2,038.15	2,292.92	2,802.46	3,311.99	3,821.54	4,585.84
Piddinghoe	1,484.45	1,731.86	1,979.26	2,226.67	2,721.48	3,216.30	3,711.12	4,453.34
Plumpton	1,489.32	1,737.53	1,985.75	2,233.97	2,730.41	3,226.84	3,723.29	4,467.94
Ringmer	1,472.73	1,718.18	1,963.64	2,209.09	2,700.00	3,190.90	3,681.82	4,418.18
Rodmell	1,472.53	1,717.95	1,963.37	2,208.79	2,699.63	3,190.47	3,681.32	4,417.58
St Ann Without	1,426.47	1,664.21	1,901.96	2,139.70	2,615.19	3,090.67	3,566.17	4,279.40
St John Without	1,426.47	1,664.21	1,901.96	2,139.70	2,615.19	3,090.67	3,566.17	4,279.40
Seaford	1,504.68	1,755.46	2,006.24	2,257.02	2,758.58	3,260.14	3,761.70	4,514.04
Southeast	1,426.47	1,664.21	1,901.96	2,139.70	2,615.19	3,090.67	3,566.17	4,279.40
South Highton	1,462.09	1,705.77	1,949.45	2,193.13	2,680.49	3,167.85	3,655.22	4,386.26
Streat	1,471.48	1,716.73	1,961.97	2,207.22	2,697.71	3,188.20	3,678.70	4,414.44
Tarring Neville	1,426.47	1,664.21	1,901.96	2,139.70	2,615.19	3,090.67	3,566.17	4,279.40
Telscombe	1,511.63	1,763.57	2,015.50	2,267.44	2,771.31	3,275.19	3,779.07	4,534.88
Westmeston	1,480.47	1,727.21	1,973.96	2,220.70	2,714.19	3,207.67	3,701.17	4,441.40
Wivelsfield	1,482.23	1,729.27	1,976.30	2,223.34	2,717.41	3,211.49	3,705.57	4,446.68

10. To determine that the Council's basic amount of Council Tax for 2022/23 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.

11. To allocate funds from the Regeneration and Planning budget to employ an additional Enforcement Officer. The post to be initially for two years with a view to making it a permanent post, subject to a review of effectiveness and availability of funding. The timing of appointment and source of funding to be at the discretion of the Director of Regeneration and Planning in consultation with the Chief Finance Officer.

Recorded vote:

For: Councillors Amy, Banks, Bird, Brett, Clay, Collier, Denis, Gauntlett, Von Kurthy, MacCleary, Macleod, Makepeace, Manley, Meyer, Nicholson, O'Brien, O'Connor, Robinson, Ross and Saunders (20)

Against: None

Abstain: Councillor Adeniji, Bikson, Boorman, Burman, Davy, Duhigg, Linington, S. Lord, J. Lord, Maskell, Miller, Papanicolaou, Peterson, Rigden, Turner and Wallraven (16).

(**Note:** Councillor Adeniji arrived in the meeting at the start of this item and was therefore able to participate in the vote. Councillor Carr and O'Keeffe arrived at 18.52 and 18.59 respectively the end of the discussion and did not take part in the discussion or vote.)

74b Council Tax Reduction Scheme for the Working Age 2022/23

Councillor Nicholson moved and Councillor MacCleary seconded the recommendation on the Council Tax Reduction Scheme for the Working Age 2022/23, subject to an additional recommendation circulated from the Director of Service Delivery on an agenda supplement. This amendment was required as a result of regulations made on 10 February 2022 under the Energy Rebate Scheme 2022, which required all local council tax support schemes to disregard Energy Rebate Scheme payments in determining a person's eligibility for a council tax reduction and the amount of any such reduction with effect from 1 April 2022.

The recommendations were debated by the Council in full and then put to a vote by show of hands and declared carried.

RESOLVED:

1. To agree the revised Local Council Tax Reduction (LCTR) Scheme for the working age for 2022/23, comprising the features proposed at paragraph 2.1 of the Cabinet report, to:
 - Calculate LCTR on 100% of a claimant's council tax liability.

- Not apply the minimum-income floor to self-employed claimants.
 - Not have a minimum award below which a claimant does not receive a reduction.
2. To continue the Exceptional Hardship Scheme in 2022/23; and
 3. To delegate authority to the Director of Service Delivery, in consultation with the Cabinet Member For Finance And Assets, to add provisions to the 2022/23 scheme, to comply with the Council Tax (Demand Notices and Reduction Schemes) (England) (Amendment) Regulations 2022.

74c Arrangements for Appointing External Auditors

Councillor Peterson moved and Councillor Ross seconded the recommendation of the report of the Chief Finance Officer, to opt in to Public Sector Audit Appointments (PSAA) national scheme for the appointment of the Council's External Audit arrangements post for the 2023/24 financial year onwards, in line with the recommendations of the Audit and Standards Committee.

In making these recommendations, as Chair and Vice-Chair of the Audit and Standards Committee, Councillor Peterson and Ross expressed their disappointment that this was the only real option available to the Council due to the risks and anticipated costs involved in procuring an auditor directly. They confirmed that the Audit and Standards Committee had asked officers to write to the Secretary of State with concerns around the lack of a real choice in the current process, to continue to raise concerns with the PSAA over external audit delay and timeliness, and seek assurance that capacity, standards and quality would be managed through the procurement and contract management process. In addition, it was being requested that the Council would not be allocated the same auditor in future, but this was not guaranteed. They thanked the Chief Finance Officer and Deputy CFO for their work with Members on this matter.

The recommendations were debated, put to a vote and declared carried.

RESOLVED -

1. That the Council approves the Audit and Standards Committee's recommendation to accept the Public Sector Audit Appointments' (PSAA's) opt-in invitation into the sector-led option for the appointment of external auditors from 1st April 2023; and
2. That delegated authority be given to the Section 151 Officer to complete and submit the 'opt in' form (Appendix B) to PSAA by the deadline of the 11 March 2022.

(Note – Councillor Peterson left the meeting at the end of this item at 19:32)

74d Approval of Licensing Fees 2022/23

Councillor Macleod moved and Councillor Robinson seconded the recommendation of the Licensing Committee of 21 February 2022, to approve the licensing fees to apply from 1 April 2022. The fees were set out in Appendix 1 to the referral report, which had been updated to include an additional fee for

new taxi drivers in relation to English Language, disability and safeguarding training. Councillor Macleod confirmed the costs of training for existing drivers could be funded from ring-fenced licensing reserves, along with a new IT system. The proposals would keep the level of reserves to minimum operating levels.

The Council considered the recommendation, and it was put to a vote and declared carried.

RESOLVED:

To approve the licensing fees proposed within revised Appendix 1 to apply from 1 April 2022.

75 Notices of motion.

There were no motions notified.

76 Members' Allowances Scheme

The Council considered a report of the Head of Democratic Services, which recommended that the Council revisited the Independent Remuneration Panel's recommended changes to the Council's Allowances Scheme, in particular in relation to basic, special and IT allowances, as agreed in the Full Council resolution in November 2020. All other aspects of the report had been determined in November 2020.

Cllr Nicholson moved and Cllr MacCleary seconded a proposal set down on the agenda supplement as follows:

- “(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) Further to (1), that all allowances to Members including Basic, Special Responsibility and IT allowances continue at the current levels subject to indexation in line with percentage increase in staff salaries up until 2024.
- (3) That the Head of Democratic Services be authorised to make any necessary amendments to the Council's Members' Allowances Scheme each year in line with indexation changes backdated to 1 April 2021 when the percentage increase in staff salaries is known.”

Members discussed the recommendation and there was support across the Council for the allowances to remain unchanged given the current economic climate and financial pressures. However, there was broad support for an increase in allowances to be considered when next reviewed by an Independent Remuneration Panel, in recognition that the current levels of allowances were low compared to other similar sized Councils, and that an

uplift would be needed to attract a diversity of Councillors to the role.

The proposal was put to a vote and declared carried.

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. Further to (1), that all allowances to Members including Basic, Special Responsibility and IT allowances continue at the current levels subject to indexation in line with percentage increase in staff salaries up until 2024; and
3. That the Head of Democratic Services be authorised to make any necessary amendments to the Council's Members' Allowances Scheme each year in line with indexation changes backdated to 1 April 2021 when the percentage increase in staff salaries is known.

77 Calendar of Meetings 2022-23

Councillor MacCleary moved and Councillor Nicholson seconded that the proposed calendar of meetings for 2022-23 be agreed. It was noted that the dates would be subject to formal ratification at annual council in line with legislation.

RESOLVED – That the Calendar of Meetings 2022-23 be approved.

78 Written questions from Councillors

No written questions had been received from Councillors.

79 Questions to the Leader of the Council

The Chair advised that two questions had been notified prior to the start of the meeting from Councillor O'Connor and Councillor Adeniji.

- a) Councillor O'Connor asked the following question to the Leader:

"I note that East Sussex County Council Library service is currently arranging to move the Peacehaven and Telscombe library where it currently has a space of 970m² to a cupboard at the Joff Youth Centre with just 39m². In addition, the holding of books will reduce from 20,500 to just 4,500. This tremendous reduction in provision seems to be contrary to the aim of providing a decent service to residents of Peacehaven and Telscombe. The reasoning behind this is that the Meridian Centre, where the library is situated is about to be redeveloped whereas the site owners have not submitted any proposals. I would like

to ask the Leader to set out her view on this issue and does she think that Lewes District Council should be concerned about this potential move?”

Councillor Nicholson responded that this was a serious issue for the residents of Peacehaven and Telscombe, and confirmed that she had raised the issue of the lack of library service and the economic impact of moving out of Meridian Centre with the Leader of East Sussex County Council. She confirmed that the District Council would like to be part of the discussion on the future of the centre, the service for residents, and the potential for the District Council might be to use part of the centre for a touchdown space or residents help desk.

b) Councillor Adeniji asked the following question to the Leader:

“The scaffolding at Talland Parade Seaford is a blight on our lovely town. I have been made aware that Lewes District Council has tried “everything”, including all possible legal actions, at resolving this issue.

Can the Leader advise if Independent Legal Counsel opinion and the support of the Local Government Association has been sought regarding this issue, as well as detailing to me in writing all legal steps and legal actions with dates that have been taken by the Council to address this issue as well as the outcome of the Independent Legal advice and the LGA’s comment?”

Councillor Nicholson advised that she would respond in part to the question and would then ask Councillor Gauntlett (Cabinet member for planning and infrastructure) to provide additional details. Councillor Nicholson confirmed that it was a matter of great concern, and the Council had sought legal advice and written to the LGA, but the instruments available to the Council were limited. However, Councillor Adeniji would receive a detailed written response as requested. Councillor Gauntlett advised that he shared the concern and was asked about it on a daily basis. He confirmed that Officers had searched extensively on the potential options, and those available to the Council were either limited, cumbersome and ineffective. The main power would be to take away the right of the developer to complete the development, which would only prolong to scaffolding being in place. He confirmed that Officers would continue to seek a resolution, but that it might require a change in legislation to fully resolve the matter.

80 Standards Panel Decision

In accordance with the Council’s adopted Code of Conduct Hearings Procedure, the Council received a copy of a decision of a Standards Panel held on 23 November 2021 for information.

81 Ward issues

There were no ward issues raised for discussion.

82 Reporting back on meetings of outside bodies

The following reports had been received on outside bodies set out in the agenda and were noted:

- Wave Leisure – Councillor O'Connor
- Impact Seaford – Councillor Brett
- Health Overview and Scrutiny Committee – Councillor Brett
- Armed Forces Champion update – Councillor Davy
- South Downs National Park Authority (SDNP) and other SDNP meetings – Councillor Meyer.

Councillor Davy paid tribute to the armed forces and their importance in the current climate. Councillor Macleod advised that in his role as Mental Health Champion, he was able to advise that a 'taxi-watch' pilot scheme was being rolled out to taxi drivers in Lewes, along with other areas of the country, to offer to them with suicide prevention training. He also apologised that he was unable to report back on the recent 3VA meeting due to a family emergency preventing him from attending.

83 Date of Next Meeting

It was noted that the next scheduled meeting was on 23 May 2022 at 6 pm.

The meeting ended at 8.30 pm

Councillor Christine Brett (Chair)

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Lewes District Council

Southover House
Southover Road
Lewes
East Sussex BN7 1AB

Civic & Member Services Officer: 01323 415502

CHAIR
Councillor CHRISTINE BRETT

VICE-CHAIR
Councillor ADRIAN ROSS

caroline.hanlon@lewes-eastbourne.gov.uk

CHAIR'S ENGAGEMENTS 27 May 2021 – 23 May 2022

Date	Time	Event
2021		
5 July	11:30	Chair: To visit Sussex Community Development Association (SDCA) at Denton Island to see the work they are doing
17 July	10:45 – 11:30	Chair: to attend the opening of The Seaford Gateway, Seaford, hosted by the Mayor of Seaford, Cllr Rodney Reed
19 July	18:30 – 20:30	Chair: to attend a Summer Reception of Chair of ESCC, Cllr Peter Pragnell at Hendall Manor Barns, Herons Ghyll, Uckfield
22 July	10:00 – 14:30	Chair: to attend the 35 th Anniversary of Morrisons Seaford
31 July	15:30	Chair: to attend a Civic Service at Seaford Baptist Church by invitation of Mayor of Seaford, Cllr Rodney Reed
8 August	12:30	Chair: to attend the 79 th Anniversary of the Dieppe Raid commemorations at Denton Island Bowls Club

Date	Time	Event
		by invitation of Mayor of Newhaven, Cllr Lesley Boniface
18 August	17:00 – 19:00	Chair: to attend an opening event at The Sidings, Newhaven
19 August	10:00 – 12:00	Chair: to attend the Newhaven Youth Centre launch event and to see what they provide to Youth Support Services
19 August	14:00	Chair: to attend opening of new council homes at Saxonbury House
25 August	18:00 – 20:30	Chair: to attend the Annual BBQ at the invitation of Landport Residents Association
2 September	17:00 – 18:15	Chair: to attend the Opening event for Lewes Heritage Open Days at Lewes House and to make a speech
2 September	19:00	Chair: to attend the LEAP awards dinner at The View, Seaford
5 September	12:30 – 15:30	Chair: to attend an event at Martello Fields, Seaford to support Seaford Charities
9 September	19:00 – 21:00	Chair: to attend a Civic Reception at Lewes Town Hall by invitation of the Mayor of Lewes, Cllr Stephen Catlin
10 September	17:00 – 19:00	Chair: to attend an event to celebrate Cuckmere Haven - Cuckmere SOS for Artwave and to say a few words
11 September	16:00 – 19:00	Chair: to attend the Newhaven Open Call at the Ship Hotel, Newhaven
19 September	12:00 – 15:00	Chair: To attend the St Michael's Open Call & Flower Festival Newhaven invited by the Mayor of Newhaven, Cllr Lesley Boniface
22 September	14:00	Chair: to attend Cheeky Wipes business to celebrate obtaining the Queens Award for Enterprise
23 September	19:00	Chair: to attend a tour of the Tide Mills Project
24 September	15:00	Chair: to attend the High Sheriff of East Sussex's Church Service & Reception at St Thomas a Beckett Church & Harvey's Brewery

Date	Time	Event
29 September	13:00	Chair: to attend Seaford Rotary Club at Seaford Golf Club
2 October	15:00-16:15	Chair: to attend the Annual General Meeting of HOMELINK in Seaford
5 October	10:00-11:00	Chair: to attend the Lewes House Gardening Group at Lewes House, Lewes
12 October	12:30-13:30	Chair: to attend opening event for 'Audioways' at Lewes Railway Station
14 October	14:00	Chair: to attend the Seniors Forum & Older Peoples Day for East Sussex 2021 at The Barn Theatre, Seaford
16 October	All day event	Chair: to attend the 'Brewhaven' Craft Beer Festival, Newhaven
21 October	19:00	Chair: to attend the Battle of Trafalgar Day Dinner hosted by the Royal Society of St George
26 October	18:30-22:15	Chair: to attend the Lord Lieutenant for East Sussex Awards at Christ's Hospital, Horsham
27 October	20:00-21:00	Chair: to attend a screening at the Depot Cinema, Lewes for Dementia – 'One More Guest'
30 October	8:00-10:00	Chair: to attend The East Sussex Prayer Breakfast hosted by the High Sheriff for East Sussex at the East Sussex National Golf Resort, Little Horsted near Uckfield
1 November	14:00-15:00	Chair: to attend a visit to Plumpton College, accompanied by Cllr Robert Banks
4 November	12:50-14:25	Chair: to attend a Royal Visit from the Duchess of Cornwall at the request of the Lord Lieutenant of East Sussex at St Wilfrid's Hospice, Eastbourne
5 November	17:00-22:00	Chair: Hosting annual Bonfire Night Reception at Lewes House, Lewes for Councillors and staff
13 November	10:00-14:00	Chair: to attend CommuniHeat Event at Barcombe Village Hall
14 November	14:15	Chair: to attend Lewes Remembrance Service by invitation of Mayor of Lewes
16 November	10:30-10:45	Chair: To attend a Commonwealth Service of Remembrance at Seaford Cemetery

Date	Time	Event
18 November	19:00	Chair: to attend an evening Reception at The Werks, Fisher Street, Lewes
28 November	18:30	Chair: To attend a service at Arundel Cathedral of the Pontifical Sung Vespers
02 December	17:30 – 21:30	Chair: To host the Santa's Grotto for Late Night Shopping at Lewes House
07 December	11.00	Chair: To attend the opening of Peacehaven's First Water Refill Station, The Dell, Peacehaven
07 December	18:00	Chair: To attend the Mayor of Newhaven's Carol Service & Refreshments, at St Michaels Church, Newhaven
08 December	19:00	Chair: To attend the Mayor of Seaford's Carol Service & Refreshments, Seaford Baptist Church
22 December	17:30	Chair: To participate in the prizegiving draw on Seahaven FM (presented by Clive Mellor) for the Christmas Shop Independent Campaign
22 December	19:00	Chair: To deliver the prizes for the Shop Independent Campaign in Seaford
2022		
19 January	11:00	Chair: To attend a tour of the new Council housing in Plumpton
25 January	20:00	Chair: To attend a screening of the film 'Final Account' at the Depot Cinema, Lewes, for Holocaust Memorial Day
28 January	18:00 – 19:00	Chair: To attend the Holocaust Memorial Day Launch at Lewes Town Hall hosted by the Mayor of Lewes
29 January	19:30 – 21:00	Chair: Service at St John sub Castro Church, Lewes by invitation of Lewes Holocaust Group. Chair to provide the closing remarks
5 February	15:00 – 16:00	Chair: To meet with Mark Perryman and volunteers to help with the United Food Bank Collection outside Waitrose, Lewes
9 March	8.45am	Chair: To visit the Havens Community Hub in Newhaven to see the four different parts of the Hub in action

Date	Time	Event
14 March	7pm	Vice-Chair: To attend the 'Let's Dance' Eastbourne schools show at the Congress Theatre, Eastbourne
24 March	10am – 12pm	Chair: To attend the Peveralls Community Garden Pop Up Day at Peveralls Park, Seaford
27 March	4pm	Chair: To join the Seaford for Ukraine Steering Group members to welcome and answer questions from prospective hosts (via Zoom)
28 March	6.15pm	Chair: To visit the Newhaven Youth Centre to present the prize for the 2021 Christmas card design
2 April	7.30pm	Chair: To attend the Seaford Choral Society Welcome Back concert in aid of Ukraine at Seaford Baptist Church and to provide the welcome remarks
4 April	6pm – 7pm	Chair: To attend a reception for nominees of the Queen's Award for Voluntary Service 2022, hosted by the Lord Lieutenant of East Sussex at Victoria Baptist Church, Eastbourne
9 April	10am	Chair: To officially open Peacehaven Town Council's 'Zero Carbon Peacehaven' event at Community House, Meridian Centre, Peacehaven.
23 April	7pm	Chair: To attend Royal Society of St George St George's Day celebration dinner at The View Hotel, Seaford
26 April	6pm	Chair: To attend the Mayor of Newhaven's thank you celebration at Meeching Town Hall
1 May	11am	Chair: to attend Peverells gardening session and to present a Chair's end of term donation
2 May	10am	Chair: To attend Lewes Garland Day to judge the childrens' garlands in the Gun Garden, Lewes Castle
12 May	7pm	Chair: To attend Lewes Town Council's Annual Meeting and Ceremony of Mayor Making followed by a reception at Lewes Town Hall
13 May	12pm	Chair: To attend the East Sussex Women of the Year Lunch 2022 at the Amex Stadium
19 May	7pm	Chair: to attend HOMELINK AGM at Christ Church, Lewes

Agenda Item 9

Report to:	Full Council
Date:	23 May 2022
Title:	Appointments Report
Report of:	Head of Democratic Services
Ward(s):	All
Purpose of report:	To agree the seat allocations and appointments set out in this report in relation to Committees, Other Bodies and Outside Bodies.
Officer recommendations:	<ul style="list-style-type: none">a) To approve the appointments of members to Committees and Other Bodies and as Chairs and Deputy Chairs of Committees, as set out in Appendix 1;b) To approve the appointment of representatives to serve on outside and joint bodies, as set out at Appendix 2;c) To appoint all members of the Council to the ‘approved list’ of members appointed as substitute members in accordance with Council’s Rules of Procedure, except where prohibited by those rules such as for Licensing Committee and Cabinet; and.d) To note the Leader of the Council’s appointments to Cabinet, the individual areas of responsibility allocated to the Cabinet and the allocation of those areas of responsibility to the members of the Cabinet, as reported verbally at the meeting.e) To delegate to the Head of Democratic Services to make the necessary changes to the constitution and website to remove the Devolution Committee and incorporate its powers into the Strategic Property Board.f) That Neal Robinson and Graham Branton be re-confirmed as the Council’s Standards Independent Persons for the municipal year.
Reasons for recommendations:	To enable the Council to proceed with decision-making in the relevant bodies.
Contact Officer(s):	Name: Simon Russell Post title: Head of Democratic Services E-mail: simon.russell@lewes-eastbourne.gov.uk Telephone number: 01323 415021

1 Introduction

- 1.1 There are 41 Councillors on the Council. Following the by-election held on 12 May 2022 the current political group membership is as follows:

18 Conservatives
 8 Green Party
 9 Liberal Democrats
 4 Labour
 2 Independents Group.

1.2 Following consultation with group leaders, it is recommended that the allocation of places between the political groups is as set out in Appendix 1.

2 Devolution Committee

2.1 As part of reviewing the appointments for the year it has been identified that the Devolution Committee has not met for two years. In addition, as an advisory body to Cabinet, its powers fit with the role of the Strategic Property Board, which considers other Council asset management matters and makes recommendations to Cabinet. It is recommended that the Devolution Committee is formally deleted and its roles incorporated into the Strategic Property Board. This change is reflected in the proportionality review below and it is recommended that the Head of Democratic Services is asked to make any resulting formal changes to the constitution or webpages.

3 Proportionality Review

3.1 Under Section 15 of the Local Government and Housing Act 1989, the Council has a duty to review the political balance at the Annual meeting of the Council. In addition, it can do so under the delegated authority of the Head of Democratic Services for any in-year changes in group memberships, should a formal request for a review be received.

3.2 The principles for carrying out a review of the committee proportionality under Section 15(5) of the Act are that the Council has a duty to ensure:

- a) that not all the seats are allocated to the same political group;
- b) that a political group with an overall council majority gets a majority of seats allocated on any statutory Committee;
- c) subject to (a) and (b), that the total number of seats each political group has on all ordinary committees is in proportion to that group's share of the total council elected membership; and
- d) subject to (a) and (c), that each political group has the same proportion of seats as it holds on the council as a whole.

3.3 Each group's fraction of membership converts to a percentage as follows:

Group	Number	Proportion
Conservative	18	43.90%
Green	8	19.51%
Liberal Democrat	9	21.95%
Labour	4	9.76%
Independent	2	4.88%

3.4 The table below sets out the allocations firstly by applying the membership percentage figures (principle c above) and then by applying the whole council proportionality to the total allocation of seats (principle d above):

Committee	Seat Nos	CON	GREEN	LIB DEMS	LAB	IND
Audit and Standards	7	3 (3.07)	1 (1.37)	2 (1.54)	1 (0.68)	0 (0.34)
Licensing	10	5 (4.39)	2 (1.95)	2 (2.20)	1 (0.98)	0 (0.49)
Planning Applications	11	5 (4.83)	2 (2.15)	2 (2.41)	1 (1.07)	1 (0.54)
Policy and Performance Advisory	11	5 (4.83)	2 (2.15)	2 (2.41)	1 (1.07)	1 (0.54)
Totals:	39	18	7	8	4	2
Result of applying proportionality across Cttees (principle c)		18	7	8	4	2
Seats allocated on whole Council proportionality (principle d)		17	8	8	4	2
Adjustments to Memberships:	0	-1	+1	0	0	0

3.5 The adjustment shown from applying the proportionality across the Council as opposed to by Committee, shows that the the Green Group need to gain 1 place and the Conservative Group need to lose 1 place.

3.6 In order to meet the rules for Council proportionality it is recommended that the Green Group gains a place on the Licensing Committee from the Conservative Group.

3.7 The allocations are therefore as follows:

Committee	No.s	CON	GREEN	LIB DEMS	LAB	IND
Audit and Standards	7	3	1	2	1	0
Licensing	10	5	3	2	1	0
Planning Applications	11	5	2	2	1	1
Policy and Performance Advisory	11	5	2	2	1	1
Total places:	39	17	8	8	4	2

The recommendations based on these allocation numbers are set out at Appendix 1 for consideration and approval.

3.8 Under the constitution, all appointments to chair and deputy chairs of Committee are made at Annual Council, with the exception of the deputy chair of Planning Applications Committee which is determined at the first meeting. All nominations received for Chairs and Deputy Chairs are included in Appendix 1.

3.9 Advisory Group nominations are also set out in Appendix 1.

4 Outside Bodies

4.1 The Group Leaders provided nominations to outside bodies which are set out in Appendix 2 for approval.

5. Cabinet

5.1 As a matter of law, the appointments to Cabinet rest with the Leader of the Council, together with determining individual portfolios. The maximum number of Cabinet Members, including the Leader and Deputy Leader is 10.

5.2 The Leader has been asked to advise verbally at the meeting who she will be appointing to serve on Cabinet.

6. Substitute Members

6.1 It is recommended that the Council formally appoints all Councillors to act as substitutes for Committees and other Council bodies, wherever is appropriate under Council's Rules of Procedure. Where this does not apply is set out in the constitution. For example, no substitute members are allowed by law on Cabinet or Licensing Committee.

7. Standards Independent Persons

7.1 The Council appointed Standards Independent Persons, Neal Robinson and Graham Branton, in 2019 for a 4-year term commencing on 1 August 2019, subject to re-confirmation at Annual Council in each year. The Council is asked to reconfirm their appointment for the municipal year 2022/23.

8. Financial appraisal

8.1 There are no financial implications from these proposals.

9. Legal implications

9.1 The Council must act in accordance with sections 15 to 16 and Schedule 1 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990, in relation to the calculation of group Committee places.

- 10. Appendices**
- Appendix 1 – Nominations to Committees and Advisory Bodies and to Chairs and Deputy Chairs of Committees
 - Appendix 2 – Nominations to Outside Bodies.
- 11. Background papers**
None

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Appointments for Committees and Advisory Bodies

AUDIT AND STANDARDS COMMITTEE (7 Members)

(cannot contain more than 1 Cabinet member; chaired by a member of the Opposition Group)

Chair: J Peterson

Deputy Chair: A Ross

Conservative (3)	Green (1)	Lib Dem (2)	Labour (1)	Independent (0)
J Peterson	A Ross	C Brett	C Robinson	
P Davis		S Macleod		
I Linington				

2 Independent Persons: Graham Branton and Neal Robinson appointed for a 4-year term from 2019 and confirmed each year.

(**The Standards Panel**, usually comprising 3 members, will be convened as and when required from the members of the Audit and Standards Committee and a chair appointed for the meeting)

DEVOLUTION COMMITTEE (To be deleted as not met in 2 years and role to be incorporated into the Strategic Property Board)

LICENSING COMMITTEE (10 Members)

Chair: S Macleod

Deputy Chair: C Robinson

Conservative (4)	Green (3)	Lib Dem (2)	Labour (1)	Independent (0)
S Adeniji	R Clay	G Amy	C Robinson	
L Boorman	J Denis	S Macleod		
I Linington	TBC			
L Wallraven				

(**The Licensing Sub-Committee**, usually comprising 3 members, will be convened as and when required from the members of the Licensing Committee and a chair appointed for the meeting)

POLICY AND PERFORMANCE ADVISORY COMMITTEE (11 Members)

(cannot contain Cabinet members; chaired by a member of the Opposition Group)

Chair: L Boorman

Deputy Chair: I Linington

Conservative (5)	Green (2)	Lib Dem (2)	Labour (1)	Independent (1)
N Bikson	R Clay	C Brett	C Robinson	S Saunders
L Boorman	A Ross	R Banks		
L Duhigg				
I Linington				
R Turner				

(A '**Call-in panel**' will be convened as and when required, usually comprising 5 members)

Lewes District Council Scrutiny Emergency Climate Change Panel (5 Members)

(Standing sub-committee of the Policy and Performance Advisory Committee and appointed by and from the membership of that Committee).

Chair: Cllr A Ross

Conservative (2)	Green (1)	Lib Dem (2)	Lab	Ind
N Bikson	*M Manley	R Banks		
I Linington	A Ross			

(*The Liberal Democrat Group has donated a place to the Green Group in order to retain the current membership of the Panel)

PLANNING APPLICATIONS COMMITTEE (11 Members)

Chair: S Davy

Deputy Chair: To be appointed at the first meeting.

Conservative (5)	Green (2)	Lib Dem (2)	Labour (1)	Independent (1)
S Davy	I Makepeace	G Amy	L O'Connor	S Saunders
T Jones	M Manley	C Von Kurthy		
S Lord				
N Papanicolaou				
R Turner				

JOINT COMMITTEES:

Joint Staff Advisory Committee (3 members including at least 1 Cabinet Member and 1 Opposition Member): Councillors Collier, Linington and MacCleary.

(Also includes: 3 members from Eastbourne Borough Council and 4 staff representatives (2 from the recognised union and 2 from the staff group. Chair and Vice-Chair to be appointed at the first meeting of the municipal year).

Joint Appointments and Appeals Committee – 3 Members from Lewes District Council including at least 1 Cabinet Member and 1 opposition member (politically balanced as far as possible) and 3 Members from Eastbourne Borough Council including at least 1 Cabinet Member and 1 opposition member (politically balanced as far as possible).

Members shall be selected by the Director of HR and Transformation as and when the need for a Committee arises and where possible shall include the portfolio-holding Cabinet Member from each Council most relevant to the position which is the subject of the recruitment or appeal.

Advisory Bodies:

CIL Management Board (5 Members)

(Representatives should include the Chair of Planning Applications Committee, and then two Councillors from wards to the north and two from south of the National Park).

Conservative (2)	Green (1)	Lib Dem (2)	Lab (0)	Ind (0)
S Davy (Chair of Planning Apps)		S Macleod	*L O'Connor	
R Turner			*C. Robinson	

(*The Green and Lib Dem Groups have each donated a place to the Labour Group).

Local Plan Steering Group (7 Members)

Chair – Cllr Gauntlett (Cabinet Member for Planning and Infrastructure)

Conservative (3)	Green (2)	Lib Dem (2)	Lab (1)	Ind (0)
S Davy	S. Gauntlett	C Von Kurthy	L O'Connor*	
I Lington	M. Bird			
T Jones		(Reserve – G Amy)		

(*The Lib Dem Group has donated a place to the Labour Group).

Strategic Property Board (5 Members)

Chair: Cllr Zoe Nicholson

Conservative (2)	Green (1)	Lib Dem (2)	Lab (0)	Ind (0)
J Lord	Z Nicholson	J MacCleary		
I Lington		W Meyer		

Appointments for Outside Bodies

Outside Body (Annual appointment unless otherwise stated)	Proposed Representative.
3VA Board (1 rep)	C Brett
Armed Forces Champion (1 rep)	S Davy
Aspiration Homes Ltd (3 Cabinet Members – usually Leader of the Council, Deputy Leader and Cabinet for Housing)	Leader Deputy Leader Cabinet Housing Member
Coast to Capital <i>(Rep should be Leader of the Council)</i>	Leader of the Council
Community Safety Partnership <ul style="list-style-type: none"> • Joint Action Group <i>(2 reps – 1 should be Cabinet Member whose portfolio includes Community Safety)</i> • Strategy Group Meeting <i>(Rep should be Cabinet Member whose portfolio includes Community Safety)</i> 	2 reps – 1 Cabinet Member for community safety + 1 Other Councillor – J Carr 1 Cabinet member for community safety.
East Sussex Health and Wellbeing Board (1 rep)	E O'Brien
East Sussex Health Overview and Scrutiny Committee <i>(1 Rep - must be a member of Policy and Performance Committee)</i>	C Brett
East Sussex Strategic Partnership Board (Leader of the Council + Chief Executive) (Substitute – Deputy Leader)	Rep - Leader of the Council (or their nominee) (+ Chief Executive) Substitute – Deputy Leader of the Council
East Sussex Strategic Planning Members Group <i>(Rep should be Cabinet Member for Planning Policy)</i>	Cabinet Member for Planning Policy
Greater Brighton Economic Board <ul style="list-style-type: none"> • Board Member <i>(Rep should be Leader of the Council)</i> • Independent Call-in Panel Member <i>(1 rep and 1 appointed sub – rep and sub cannot be on the Board or involved in decision being called-in) Must be Policy and Performance Advisory Committee Member</i> 	Leader of the Council 1 PPAC Member - R Banks 1 Sub (PPAC Member) – I Linington
IESE Transformation Ltd (1 rep and 1 appointed sub – rep should be Leader of the Council)	Leader of the Council (1 substitute – Deputy Leader/other Cabinet Member)

<p style="text-align: center;">Outside Body (Annual appointment unless otherwise stated)</p>	<p style="text-align: center;">Proposed Representative.</p>
<p>Impact Seaford <i>(1 rep - Cabinet Member /Seaford Ward member if possible)</i></p>	<p>C Brett</p>
<p>Lewes District Citizens Advice (1 rep)</p>	<p>I Makepeace</p>
<p>Lewes District Council – Mental Health Champion</p>	<p>S Macleod</p>
<p>Lewes Housing Investment Company - 3 reps <i>(Leader, Deputy Leader and Cabinet Member for Housing) (+ Relevant Council Directors)</i></p>	<p>Leader Deputy Leader Cabinet Member for Housing</p>
<p>Lewes Joint Parking Board (2 reps)</p>	<p>I Makepeace R Clay</p>
<p>Local Government Association – Coastal Issues Special Interest Group</p>	<p>I Linington</p>
<p>Local Government Association – District Councils Network (1 rep) <i>(Rep should be the Leader of the Council)</i></p>	<p>Leader of the Council</p>
<p>Local Government Association – General Assembly <i>(Rep should be Leader of the Council)</i></p>	<p>Leader of the Council</p>
<p>Mental Health Champion</p>	<p>Member – Councillor Macleod Officer – Becky Cooke</p>
<p>Pensions Board Representative (nomination to ESCC)</p>	<p>Usually held by Cabinet Member for HR Matters – however another nominee is allowed if the Cabinet member is unavailable.</p> <p>Nominee for 2022/23 – Councillor Stephen Gauntlett.</p>
<p>Seaford Head Local Nature Reserve Management Committee (1 rep)</p>	<p>C Brett</p>
<p>Seaford to Brighton Line Stakeholders Group (1 rep) <i>(Sussex Community Rail Partnership)</i></p>	<p>E O'Brien</p>
<p>South Downs National Park Authority (1 rep) <i>(Rep appointed for 4 year term from 2019)</i></p>	<p>W Meyer (appointed until 2023)</p>

<p style="text-align: center;">Outside Body (Annual appointment unless otherwise stated)</p>	<p style="text-align: center;">Proposed Representative.</p>
<p>South East Coastal Group (ad hoc) (1 rep – Cabinet Member)</p>	<p>Cabinet Member for Sustainability</p>
<p>South East England Councils <i>(1 rep and 1 appointed sub – are normally Cabinet Members)</i></p>	<p>E O'Brien (nominated by the Leader to continue in role)</p> <p>1 Substitute Cabinet Member (to be nominated by the Leader if required)</p>
<p>South East Local Enterprise Partnership (LEP)</p>	<p>Leader of the Council</p>
<p>Sussex Annual Forum – the University of Sussex <i>(Rep should be Chair of the Council)</i></p>	<p>Chair of the Council</p>
<p>Sussex Police and Crime Panel <i>(1 rep and 1 appointed sub)</i></p>	<p><i>Representative – J Denis</i> <i>Substitute – S MacLeod</i></p>
<p>Sussex Rural Community Council – 1 rep (Action in Rural Sussex)</p>	<p>N Bikson</p>
<p>Team East Sussex <i>(Rep should be Leader of the Council)</i></p>	<p>Leader of the Council (Reserve – Deputy Leader of the Council)</p>
<p>Transport for the South East</p>	<p>Cabinet Member covering Transport</p>
<p>Upper Ouse Flood Protection and Water Retention Works Working Group (Cabinet Member + 1 rep) (Also include officers from Council and from Sussex Wildlife Trust and Ouse and Adur River Trust)</p>	<p>2 Representatives –</p> <p>Cabinet Member for Sustainability (Cllr Bird) + 1 other representative - I Linington</p>
<p>Wave Leisure Trust Board (2 reps)</p>	<p>L O'Connor J Denis</p>
<p>West Sussex and Greater Brighton Strategic Planning Board <i>(previously known as Coastal West Sussex and Greater Brighton Strategic Planning Board)</i> <i>(Rep should be Cabinet Member for Planning)</i></p>	<p>Cabinet Member – Planning Policy</p>

Joint Bodies

Joint Waste Committee	Relevant Cabinet Member + 1 Cabinet Member substitute to be determined by the Leader)
Planning Service User Group <i>(Rep should be Cabinet Member for Planning)</i>	Cabinet Member for Planning Policy

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Report to:	Full Council
Date:	23 May 2022
Title:	Annual Pay Policy Statement
Report of:	Assistant Director for HR and Transformation
Ward(s):	All
Purpose of report:	To present a Pay Policy Statement for the financial year 2022/23 for approval by Council.
Officer recommendation(s):	That Council notes and recommends the updated Pay Policy Statement for publication on the Council's website.
Reasons for recommendations:	Sections 38-39 of the Localism Act 2011 require local authorities to adopt and publish a Pay Policy Statement.
Contact Officer(s):	Name: Becky Cooke Post title: Assistant Director for HR and Transformation E-mail: becky.cooke@lewes-eastbourne.gov.uk Telephone number: 07805 812060

1 Introduction

- 1.1 The Localism Act 2011 places an obligation on relevant local authorities to be more accountable to the communities they serve.
- 1.2 Part 1, Chapter 8, of the Act requires the Council to prepare, approve and publish a Pay Policy Statement. The statement drafted for Lewes District Council is appended to this report (Appendix 1). The Council is required to keep the Statement up to date and it has now been reviewed to take account of the latest statistical data.

The revised version is presented to Council for consideration and approval. Once adopted, it will replace the current version on the Council's website.

2 Changes to the Pay Policy Statement

- 2.1 The 'pay multiple' is the ratio between the highest paid salary and the median average salary of the whole of the Council's workforce.
- 2.2 The lowest spinal column (scp) point we paid our permanent employees at 31 March 2021 is scp 3, which is £19,258 per annum. The median point at 31 March 2022 is £25,919.

The Council's pay multiple for 2021/22 was 5.6784 which remains within the Council's aim to maintain a multiple no greater than 6 to 1.

3 Financial appraisal

- 3.1 An annual pay policy is a requirement of the Localism Act. Generally, pay increases are agreed as part of National negotiations of the National Joint Council, and assumptions on this are included in the budget as part of the annual budget setting process, so any increase in pay award is reflected in the budget each year.
- 3.2 The 2022/23 Pay Policy Statement sets out the pay policy of the Council and there are no financial implications arising directly from this report or as a result of publishing the Pay Policy Statement

4 Legal implications

- 4.1 This report reflects the requirements of sections 38-39 of the Localism Act 2011 with regard to pay accountability. The key requirements are that pay policy statements be:

- prepared for each financial year
- approved by full council
- published on the Council's website

Under section 40, the Council must, in performing its functions under sections 38-39, have regard to the guidance on openness and accountability in local pay issued by the Secretary of State.

Lawyer consulted 03.05.22

Legal ref: 011054-JOINT-OD

5 Risk management implications

The primary risk should the updated Pay Policy Statement not be updated is the breach to our regulatory responsibilities and commitments to staff with the potential for reputational damage.

6 Equality analysis

- 6.1 A 'No Relevance' report has previously been submitted to the Equalities and Fairness Planning Group.

7 Appendices

- Appendix 1 – Pay Policy Statement 2022/23.

8 Background papers

Statutory guidance [‘Openness and accountability in local pay: Guidance under section 40 of the Localism Act’](#).



Pay Policy Statement 2022/23

This Pay Policy Statement is provided in accordance with Section 38(1) of the Localism Act 2011 and this will be updated annually from April each year.

This Pay Policy Statement sets out the councils policies relating to the pay of its workforce for the financial year 2021/22, in particular:

- a) The remuneration of its Chief Officers;
- b) The remuneration of its 'lowest paid employees'
- c) The relationship between:
 - i) The remuneration of its Chief Officers and;
 - ii) The remuneration of its employees who are not Chief Officers

New Appointments

Full Council shall agree salary packages in excess of £100,000 for new appointments. Salary packages shall include salary, bonuses, fees, benefits in kind or allowances that would be routinely payable to the appointee. The salary package shall be agreed before recruitment for the post begins.

Publication of Information

The authority will publish appropriate details of those relevant staff whose salary is at least £50,000.

Pay Multiples

The authority will publish information on pay multiples – the ratio between the highest paid employee and the median salary across the organisation.

The authority shall publish the actual pay multiple as at 31 March each year. The authority recognises that the actual pay multiple will vary slightly year on year for the reasons set out above, but will usually aim to maintain a multiple no greater than 6 to 1.

Local Election Duties

Fees for local election duties will be paid separately to the remuneration paid for an officer's employment. Those fees are set in accordance with a scale of fees and charges agreed and reviewed annually jointly by all authorities in East Sussex. For parliamentary elections (national and European) and national referenda, those fees are set nationally by parliament.

Pay Determination

The pay for the highest paid employee has previously been set through benchmarking exercises within the local government employment market, pay levels in the local area, relative cost of living in the local area, including housing costs, and through the application of nationally negotiated pay awards by the Joint National Council for Chief Executives. For 2022/23 this current remuneration level will continue and any nationally negotiated pay awards will be paid.

Members of the Corporate Management Team shall have their salary levels set based on compliance with equal pay, discrimination and other relevant employment legislation, whilst also ensuring that remuneration packages broadly align with market norms for relevant local government and public sectors. The appropriate banding shall be determined, depending on the current responsibilities and accountabilities, size of department, market pressures and any other relevant information. Total salary packages above £100,000 will be subject to agreement by full Council.

The basic pay of all other employees comprises a core grade derived from the national pay spine as set out in the National Joint Council for Local Government Services National Agreement on Pay and Conditions of Services. This grade range consists of a number of salary points through which employees may progress until the top of the grade is reached.

The salary grade for each post shall be determined using the Council's agreed job evaluation scheme.

Low Pay

The lowest paid employees within the council are those permanent workers who are paid on the councils' lowest hourly rate.

The councils consider this to be the most appropriate definition as this is the lowest pay point/pay level on its substantive pay structure and which normally applies to new entrants to the lowest graded jobs within the councils. The councils have had regard to guidance issued by the Local Government Association and JNC for Local Authority Chief Executives in agreeing this definition.

For the purposes of this policy statement, remuneration includes the employee's basic annual salary and any other allowances or other similar payments, benefits in kind, any increases or enhancements to any pension entitlement and any termination or other severance payments.

Pension provision

All employees are eligible to join the Local Government Pension Scheme in accordance with the statutory terms of that scheme.

The authority shall maintain a policy on discretionary payments for early termination of employment as required by the Local Government (Early

Termination of Employment) (Discretionary Compensation) Regulations 2006 and all severance payments made shall follow the approach of that policy.

Termination or severance payments

Any proposal to offer a severance payment of £100,000 or more to a member of staff leaving the organisation will be referred to full council.

Re-engagement of Chief Officers

Re-engagement as employees

- (1) Subject to any relevant provisions in employment and equalities legislation, the Council's policy is not to re-employ as a Chief Executive any former Chief Executive or Chief Officer who left the Council for any reason other than compulsory redundancy, and was in receipt of a severance or termination payment, for a period of three years from the date of termination of employment. This policy may be varied in exceptional circumstances which are approved by a delegated panel/committee of Council Members acting on behalf of Full Council and advised by appropriate persons.
- (2) Where a Chief Executive/ Chief Officer's employment has been terminated compulsorily on grounds of redundancy, they will not be re-employed in the same or a similar post for a period of one year following the date of termination of employment. If they are re-employed in another post within four weeks after the effective date of redundancy, they will lose their right to a redundancy payment, including any enhancements under the provisions of the LGPS or the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006.
- (3) Any former Chief Executive or Chief Officer who is employed by Lewes District Council and who has previously received a severance, termination or redundancy payment from this or any other Council or related body will not have previous service counted when determining any further entitlements to notice periods, sickness payments, annual leave or other benefits/entitlements based on continuous service.

Re-engagement under a contract for services

The Council's policy is not to re-engage under a contract for services any former Chief Executive or Chief Officer who left the Council for any reason and was in receipt of a redundancy, severance or termination payment, for a period of three years from the cessation of employment. This policy may be varied in exceptional circumstances which are approved by a panel/committee convened by the Council to act in this matter and advised by persons including the Council's Monitoring Officer, except where the Monitoring Officer is a Chief Officer.

Employment of those in receipt of an LGPS pension

General:

In the unlikely event that the Council employs as a Chief Executive or Chief Officer a person who is in receipt of a pension under the LGPS, the rules on abatement of pensions adopted by the Council's Administering Authority for the LGPS, pursuant to Regulations 70 and 71 of the Local Government Pension Scheme (Administration) Regulations 2014 must be applied.

Flexible retirement:

The LGPS regulations permit the Council to offer flexible retirement to employees aged 55 or over, so that they can reduce their hours of work, and receive a pension in respect of accrued years in the scheme.

Motion submitted by Councillor Emily O'Brien.

To protect our local rivers and sea by taking into account the cumulative impact of sewage discharge.

This Council notes:

- Local residents are deeply concerned about water quality and the impact of regular wastewater discharge, which includes untreated sewage, into our local rivers and seas and the impact on wildlife and on human healthⁱ. Lewes District Council has committed to taking lead on tackling this issue, building on a motion to full council in September 2021ⁱⁱ.
- Southern Water discharged sewage into local rivers and seas in Lewes District over 800 times in 2020ⁱⁱⁱ totalling over 11,000 hours of sewage discharge in just one year. Recent figures for 2021 show that on average, the Ringmer Waste Water Treatment Works was releasing untreated sewage into Glynde Reach which leads to the River Ouse and then the sea, for approximately 18 hours per week – 10% of the time^{iv}. It is clear that releasing sewage into rivers is no longer an emergency-only situation occurring as a result of severe storms, but an everyday occurrence even in 'normal' rainfall, and that we are in a situation of cumulative overload on the sewage and wastewater system.
- Not one of the rivers in Lewes District is classed as 'Good' for Ecological or Chemical Status under the Water Framework Directive. The UK has the dirtiest rivers in Europe.^v
- Affected local wildlife habitats include Lewes Brooks, which is a Site of Special Scientific Interest (SSSI) and home to rare snails, flies, moths and water beetles^{vi} and which has not been assessed by Natural England since 2013^{vii}. The Ouse and tributaries are home to notable and rare species including sea lampreys^{viii} and the cherished and iconic local species of sea trout^{ix}, protected under the Salmon and Freshwater Fisheries Act 1975. Beachy Head West Marine Conservation Zone^x, a Marine Protected Area, is home to other protected species including short-snouted seahorses, blue mussel beds and native oysters.
- Whilst there are long term commitments, there are no plans in place which will address the immediate unacceptable situation either locally by Southern Water^{xi} or by national government^{xii}
- Additionally, there is no clear statement of position by Environment Agency, who has overall responsibility, which would clarify cumulative impact of sewage overload our wildlife and habitats. In nearby areas it has issued position statements on the separate but related area of water neutrality^{xiii} which have directly led to a pause in development – why not sewage overload?
- Both the local and national planning policy requires a robust approach to both water quality and pollution and a recent legal opinion from the Environmental Law Firm confirms the need to consider *cumulative* impact^{xiv}. Yet like other councils, when assessing new planning applications this Council does not ask Southern Water to tell us about cumulative impact i.e. whether or not development may lead to any potential increase in 'emergency' discharge into rivers and seas^{xv}.

Proposed motion:

This Council resolves to:

1. Recognise this Council's obligation to protect its rivers and seas, including from the cumulative impacts of pollution, in line with its local planning policy, and the National Planning Policy Framework.
2. Recognise that there is clear evidence of deterioration of water quality due to cumulative impact of multiple sewage discharge events or 'sewage overload'.
3. Ensure the evidence base being compiled for the new local plan fully assesses the cumulative impact of sewage discharge so that this is factored into decisions made in the new local plan, including the overall level of future development.
4. Seek to better understand the cumulative impact of waste water discharge including untreated sewage on the District's rivers, wildlife and the health of its residents
5. Continue to take a lead on addressing this issue, working constructively with other agencies.
6. Write to the Environment Agency asking it to issue a position statement in relation to Lewes District, which sets out its understanding of the cumulative impact of 800+ sewage discharge on our rivers, or if it is not willing to do, the reasons why.
7. Ask Natural England to update its 2013 assessment of Lewes Brooks SSSI.
8. Ask the Policy and Performance Committee to invite the Chief Executive of Southern Water plus senior representatives from the Environment Agency and Natural England to attend a Lewes District Council Policy and Performance Committee meeting to answer questions on the current levels of sewage discharge.
9. Ask Southern Water, from this date onwards, in its planning consultation responses for major development, to clarify which treatment works will be managing the sewage; and whether it has the information available to assess the impact on the number or duration of sewage discharges into local rivers or seas, and if it does have this information to share it (noting that this can only be requested not required).
10. Request that District Council planning officers, from now onwards, include in all reports relating to major development a specific section on Core Policy 10 and the impact on watercourses, including the potential for the development to affect sewage outflow into watercourses (i.e. cumulative impact), or to flag if this information is not fully available, so that this information (or the lack of it) is clearly and transparently set out.

NOTES AND REFERENCES

ⁱ See <https://www.sas.org.uk/water-quality/the-risks-of-mixing-with-sewage/> and House of Commons Environmental Audit Committee 2022 quality in rivers report pages 23-25

ⁱⁱ Motion [here](#)

ⁱⁱⁱ 2020 Data from <https://www.therivertrust.org/about-us/news/sewage-map-questions> - 2020 for all Waste Water Treatment works in Ouse catchment including the Uck plus releases directly to the sea from Newhaven.

^{iv} Calculated by CPRE Sussex & verified by Ouse & Adur River Trust, using Environment Agency monitoring data.

^v See <https://www.theguardian.com/environment/2020/sep/17/rivers-in-england-fail-pollution-tests-due-to-sewage-and-chemicals>. Note that the House of Commons Environmental Audit Committee Water quality in rivers in January 2022 stated "The most recent figures published by the Environment Agency, under obligations originally established by the EU Water Framework Directive, show that only 14% of English rivers met good ecological status and no river met good chemical status. [...] Water pollution remains a major impediment to achieving targets established under the Directive (requiring all European surface water to reach 'good ecological status' by 2015 with a maximum deadline of 2027). The report also warns of plastics, 'forever chemicals' and points out (p.15) that "The presence in rivers of a number of so-called emerging pollutants—such as microplastics, and a range of chemicals, such as pharmaceuticals and narcotics—is not being systematically measured."

^{vi} <https://designatedsites.naturalengland.org.uk/PDFsForWeb/Citation/1003002.pdf>

^{vii}

<https://designatedsites.naturalengland.org.uk/ReportUnitCondition.aspx?SiteCode=S1003002&ReportTitle=Lewes%20Brooks%20SSSI>

^{viii} <https://canalrivertrust.org.uk/enjoy-the-waterways/fishing/freshwater-fish-species/rare-and-protected-fish/sea-lamprey>

^{ix} <https://www.wildtrout.org/assets/files/projects/South%20Coast%20Sea%20Trout%20Action%20Plan.pdf>

^x <https://www.sussex-ifca.gov.uk/beachy-head-west-mcz>

^{xi} Lewes District Council wrote to Southern Water following a motion in September 2021 asking them to set out how they would reduce sewage discharge to zero. Their response set out a long term-strategy for dealing with storm run-off but **did not** acknowledge this is a day to day issue rather than a freak event mainly related to storms, and their **strategy does not consider the impact of increasing development**.

^{xii} Govt commitments (all long term solutions) are at <https://deframedia.blog.gov.uk/2020/09/18/latest-water-classifications-results-published/>

^{xiii} Whilst Natural England have issued position statements for areas including [Chichester](#) and [Horsham](#) which have effectively meant a blanket temporary halt to development, they have not issued a position statement for Lewes District.

^{xiv} The council is legally obliged by the National Planning Policy Framework (NPPF) to consider in planning decisions **all forms of pollution including to rivers and seas**. As clarified by a Legal opinion provided pro bono by Alex Shattock of Landmark Chambers thank to the [Environmental Law Foundation](#) the council is required not only to look on pollution a case by case basis but to **consider cumulative impact of pollutants**.

Local Planning Policy states "Watercourses are integral to biodiversity, health and landscape character of the district. A [...] The plan focuses on the protection, improvement and sustainable use of the water environment. The way that land is managed has given rise to complex pollution issues and planning policies can be used to facilitate enhancements to watercourses. This can be through amongst other things; preventing deterioration of aquatic ecosystems, protecting and improving the ecological condition of waters; conserving habitats and species that depend directly on water and contributing to mitigating the effects of floods and droughts".

Lewes Local Plan Core Policy 10 requires development to "Ensure that water quality is improved where necessary or maintained when appropriate (including during any construction process) and that watercourses (including groundwater flows) are protected from encroachment and adverse impacts in line with the objectives of the South East River Basin Management Plan. Where appropriate, the local planning authority will seek the enhancement and restoration of modified watercourses." (Plan May 2016 Part 1 Joint Core Strategy)

^{xv} Currently, Southern Water is a 'statutory consultee' which means they are consulted about planning applications on sewage and wastewater. However their responses are on a case by case basis and they do not assess **cumulative impact** on the system as a whole i.e. whether the development may increase the existing levels of sewage overload. East Sussex County Council as the drainage authority are also consulted on planning applications but only on rainwater run-off from development, not on sewage.

Natural England and the Environment Agency are also statutory consultees but do not comment on the cumulative impact on the sewage system in individual planning applications, focussing on designated sites rather than whole river catchments.

It is however reasonable to assume further development is likely to mean further impact on the clearly overloaded sewage system. The Ouse and Adur River Trust report that in 2016, when the levels of development in local plan were agreed, just 16% of reading scored 'high' under the Water Framework Directive status classifications for phosphate across the River Ouse. However by 2019 (the most recent figures available) this was just 12% (data from Catchment Data Explorer). In addition number of major developments currently being submitted which are speculative, i.e. outside of the agreed local plan, due to the '5 year rule' introduced by Government in 2018 (see https://www.lewes-eastbourne.gov.uk/_resources/assets/inline/full/0/312138.pdf) so have never through any local plan process therefore have had no analysis of cumulative impact.

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Calendar of Meetings

May 2022 - May 2023



MEETING:	Day	Time	May 2022	June	July	Aug	Sept	Oct	Nov	Dec	Jan 2023	Feb	Mar	Apr	May
Annual Council	M	6pm	23												22
Council	M	6pm	23		18		26		21			20			22
Cabinet	Th	2.30pm		9	7		22		10	8		2	23		
Policy and Performance Advisory Committee	Th	2.30pm	31(Tu)	29(W)			14(W)		3	1	26		16		
Planning Applications Committee	W	5pm		8	6	3	7	5	9	7	11	15	15	19	
Licensing Committee	Th	10.30am		23				13			12		9		
Audit and Standards Committee	M	10am			4		12		14		16		20		
Devolution Committee**	Ad hoc														
Joint Staff Advisory Committee***	M (L) / W (E)	2.30pm		13(M)			21(W)			12(M)			1(W)		
Bank Holidays			2	2, 3		29				26, 27	2			7, 10	1, 2
Elections+															4 (L) (Parish)
Other				LGA Ann Conf 28 - 30											

Notes:

- **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 2022/23 – Lewes District Council (LDC) and Lewes Parish and Town Councils (Parish) – May 2023.

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Executive decision taken by Leader/Cabinet portfolio holder

Decision taken by:

Councillor Zoe Nicholson

Date of decision:

28 February 2022

Subject of report:

On 27 October 2021 the Government announced the introduction of a new Business Rate Relief scheme for retail, hospitality and leisure properties and the extension of Transitional relief and Supporting Small Business relief for small and medium sized properties. Guidance was issued to Local Authorities at the end of December 2021.

The Government fully expects billing authorities to grant these reliefs to qualifying ratepayers before 01 April 2022 for the 2022/23 financial year.

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 2022/23 Retail, Hospitality and Leisure and the Transitional Relief and Supporting Small Business Relief schemes 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.

Reason(s) for decision:

These are new schemes which needs 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:

These are government rate relief schemes which must be in place prior to 01 April 2022. Time does not permit alternative options as eligible businesses must receive relief on their 2022/23 annual bills which will be sent on 7th March 2022.

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 scheme is being met by Central Government and any additional expenditure will be met through the New Burdens Funding.

Date of consultation: Not applicable

Signed:

Councillor Zoe Nicholson, Leader of the Council

Leader/Cabinet portfolio holder

Agenda Item 14

Outside Bodies – Reports from Councillors

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

	Outside Body	Councillor	Update
1	Team East Sussex (TES)	Zoe Nicholson	<p><u>Dates of Meetings:</u> Various</p> <p><u>Business discussed:</u></p> <ul style="list-style-type: none"> • Most items at recent meetings have been for discussion, with only the odd decision being made. • TES endorsed the project change request submitted to SELEP from the ‘SECEN Creative Workspace Masterplan and Prospectus’ Sector Support Fund (SSF) project, seeking a six month extension. • The ‘Working Well From Home’ project is complete and the website is live; TES has asked for an update to the website to include a good practice sharing platform and business feedback form. • D&B officers are currently working through UKSPF governance arrangements prior to completing investment plans; TES has offered to help as a forum for county-wide collaboration, and stands ready to help however it can. • Other discussions at recent TES meetings have covered the LEP Review, Levelling Up White Paper, Local Skills Improvement Plan and climate change infrastructure (Hydrogen Sussex and UK Power Networks). See the minutes on the SELEP website.
2	Newhaven Town Deal Board	Zoe Nicholson	<p><u>Dates of Meetings:</u> 28 January, 25 March and 22 April 2022</p> <p><u>Business discussed -</u></p> <p><u>28 January 2022:</u></p> <ul style="list-style-type: none"> • The Board approved the £5.8m ‘Destination Newhaven’ business case which over the next five years will enhance Newhaven Fort, unlocking its full potential as an asset for the community and visitors for learning, employment, economic regeneration,

	Outside Body	Councillor	Update
			<p>and enjoyment and wellbeing.</p> <p><u>25 March 2022:</u></p> <ul style="list-style-type: none"> The Board approved the £1.06m 'Reconnecting our Town' business case which will deliver town-wide wayfinding and visitor trails and a new pedestrian crossing linking Newhaven station to Railway Quay, the Ferry Terminal, and the UTC building. The Board also approved the £1.3m 'Re-imagining our Town Centre' business case, which will deliver a community hub at the first floor of Newhaven library. <p><u>22 April 2022:</u></p> <ul style="list-style-type: none"> The Board considered a proposal to redesign the £5.4m 'Better Journeys for All' programme to commit £2.5m of the programme budget to match fund the procurement of a small fleet of hydrogen fuel cell buses to complement the hydrogen fuelling hub which will also be delivered by the programme. The Board asked for more information on the state subsidy implications of the proposal before taking a decision. The subsidy advice will be presented to the Board's next meeting on 20 May, and a decision on how to proceed taken at that stage.
3	Greater Brighton Economic Board (GBEB)	Zoe Nicholson	<p><u>Date of meetings:</u> 1 February and 8 April.</p> <p><u>Business discussed -</u></p> <p><u>1 February 2022:</u></p> <p>Blue/Green Governance and Investment Plan:</p> <ul style="list-style-type: none"> That the Board agree new governance arrangements are needed for a refreshed and revised Infrastructure Panel, reporting into the Board, with an independently appointed Chair (see appendix 1 for draft Terms of Reference). That the Board agree to a selection

	Outside Body	Councillor	Update
			<p>process to nominate a local authority Member and a Business Partner to sit on the revised Infrastructure Panel. The University Business Partners will also nominate a representative to sit on the panel.</p> <ul style="list-style-type: none"> • That the Board agree to the establishment of a Scientific, Technical and Advisory Panel (STAP) led by the Universities of Sussex and Brighton to secure research funding and create a roadmap to net zero targets. • That the Board agree to commission work to prepare a Blue/Green Investment Plan to shape our regional narrative, package up our environmental project pipeline and showcase opportunities for investment. • That the Board agree to commit existing budget (£40,000) for the commission of the Investment Plan, along with potential seed funding from private sector Infrastructure Panel members, and BHCC funding already identified (£30,000). • That the Board seek to secure an additional £180,000 from stakeholders so that the total funding for year 1 of the work amounts to £250,000. • That the Board agree a progress report will be brought to the July 2022 Board meeting. <p>Hydrogen Sussex Update</p> <ul style="list-style-type: none"> • That the Board notes the work of Hydrogen Sussex over 2021-22, especially supporting funding bids, stimulating local authorities and commercial stakeholders to work together, and helping to develop skills training. • That the Board notes and supports the proposal to develop a hydrogen investment proposition and strategy for Greater Brighton and the wider Sussex region. • That the Board provides funding of £25,000 for Hydrogen Sussex to develop

	Outside Body	Councillor	Update
			<p>a hydrogen investment case for the region, from existing Board core funding.</p> <p><u>8 April 2022:</u></p> <p>Greater Brighton Economic Board Operational Arrangements 2022/23 And Annual Report 2021/22:</p> <ul style="list-style-type: none"> • Note that Brighton & Hove City Council shall continue to act as Lead Authority for the Board in 2022/23 and 2023/24. • Agree the process set out at sections 3.13 to 3.17 by which the Chair of the Board shall be nominated for 2022/23. • Approves the 2021/22 Annual Report and Board members submit the report to their respective organisations. • Note the date by which the Lead Authority must be notified of all named substitutes and instruct any necessary actions within their respective organisations. • That the Board notes the content of the One Public Estate Programme's 2021/22 Annual Report. • Note the date by which the Lead Authority must be notified of all nominations to the Greater Brighton Call-In Panel and instruct any necessary actions within their respective organisations. • Agree the new Heads of Terms, which reflect changes to the Board's membership <p>Greater Brighton Creative Industries Strategy 2022-25:</p> <ul style="list-style-type: none"> • That the Board notes government policies on Levelling Up and the potential impact of this on the distribution of funding from bodies relevant to the Creative Industries in the Greater Brighton area. • That the Board agrees to a working group being established made up of GBEB members and invited experts representing the diverse range of micro, small and medium regional businesses

	Outside Body	Councillor	Update
			<p>to agree the scope of the strategy and to the selection of a consultant to undertake this work.</p> <ul style="list-style-type: none"> • That the Board agrees to allocate £25,000 to the appointment of a consultant to prepare the strategy in response to the brief prepared by the working group. • That the completed strategy and an implementation plan come back to this board for approval in early Autumn 2022.
4	Seaford to Brighton Steering Group AGM	Emily O'Brien	<p><u>Date of meeting:</u> 18 February 2022</p> <p><u>Business discussed:</u></p> <ul style="list-style-type: none"> • New Chair - Norman Baker. • Updates from the different station groups – great community activity including Bishopstone's refurb & Crowdfunding; linking between Tree wardens & Newhaven Harbour. • New safety lights being installed at Tide Mills crossing (as network rail lack funds to build the proposed new footbridge) also safety improvements at crossing at Southease. <p><u>Decisions made:</u></p> <ul style="list-style-type: none"> • New name for the line's community partnership – 'Sussex Downs Line'.
5	South East Councils	Emily O'Brien	<p>Date of meeting: n/a</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • No meeting to report on but have participated in evidence giving sessions on Levelling UP to the new South East APPG (all party parliamentary group) and also taken part in research being conducted by Localis into the effect of Levelling Up agenda on the South East • The resulting report 'Resetting the South East - Levelling up after Brexit, Climate Change and COVID', has now been published recommended including not seeing funding diverted from southeast to north as suggested by levelling up agenda- "In advancing the Levelling Up

	Outside Body	Councillor	Update
			White Paper, government must re-think the assumption that directing investment away from an 'overheated' South East will 'cool' the region and 'heat' the rest of the country."
6	LGA People and Places Board (Deputy Chair) (NB this is not a role allocated by LDC council but by LGA but thought this is general interest)	Emily O'Brien	<u>Date of meeting:</u> 15 March 2022 <u>Business discussed:</u> <ul style="list-style-type: none"> • Discussions on Levelling Up (which sits with this board of representatives of non-metropolitan Authorities) including with NFU president- also on devolution offers in white paper • Retrofit Skills and Employment – now a key LGA ask on the back of Green Skills and Economy work which has come through this board.
7	The East Sussex Health and Wellbeing Board	Adrian Ross	<u>Date of Meeting:</u> 1 March 2022 <u>Business Discussed:</u> <ul style="list-style-type: none"> • An update report on the East Sussex Health and Social Care Programme. • Integrated Care System (ICS) Pressures. • The East Sussex Outbreak Control Plan (mainly in relation to Covid). • Health and Wellbeing inequalities of residents at Kendal Court, Newhaven and homeless people accommodated by Brighton and Hove City Council (BHCC) in temporary accommodation in East Sussex. <p>The last item was the one of most immediate interest since it is in Lewes District. It was reported that there has been significant communication between East Sussex County Council (ESCC) and BHCC at both officer and elected Member level on this and that progress has been made, specifically:</p> <ul style="list-style-type: none"> • The number of people accommodated in East Sussex continues to fall and is now around 122 (around half of the peak of 250 last summer) • New placements to Kendal Court have

	Outside Body	Councillor	Update
			<p>been paused since December</p> <ul style="list-style-type: none"> BHCC have made clear its intention to invest in more welfare provision to support people in emergency accommodation when services are put out to tender in quarter 1 of the new financial year (2022/23). <p>The Chair (Councillor Keith Glazier) concluded that significant improvement has been made, that the re-commissioning of services may resolve this issue and that ESCC will continue to work with BHCC to try and achieve a resolution.</p> <p>The next meeting is scheduled for 19 July.</p>
8	Citizens Advice Bureau.	Imogen Makepeace	<p><u>Date of meetings:</u> Various – AGM and trust board meetings.</p> <p><u>Update:</u> The CAB continues to offer valuable support and advice, and in some cases, actual hard cash to our most needy residents. This is a lifeline that is increasingly becoming relevant to many more families and individuals as the cost of living crisis pushes groups that have never previously needed benefit support closer to a cliff edge.</p> <p>During COVID the operations were quickly transformed into a virtual service requiring rapid retraining, recruitment, and new telephony equipment. The new way of working has proved effective and continues, although face to face appointments are returning.</p> <p>LDC changed its procurement policy which left the Bureau with anxiety about its future, but these concerns have been allayed because the grant has been reinstated.</p> <p>The District Manager, Jackie Wilkes is stepping down. I cannot pass by the opportunity to relay enormous gratitude on behalf of residents and officers for her steadfastness and professionalism. Jackie</p>

	Outside Body	Councillor	Update
			has been a stalwart advocate for the Bureau and its work. She will be missed.
9	South Downs National Park Authority Meeting and Budget Workshops	William Meyer	<p><u>Date of meetings:</u> 25 March and 19 May 2022</p> <p><u>Business discussed:</u> The meeting is broadcast and recorded and available for public view. At the time of writing this report I have yet to attend the second of the two meetings held in public above and was unable to attend the first.</p> <p><u>Decisions made:</u> See public website for full details and conduct of meeting.</p>
10	South Downs Commercial Operations Ltd	William Meyer	<p><u>Dates of meetings:</u> Meetings of the Board of Directors and various informal meetings held with the Manager and staff of the South Downs Commercial Operations Ltd company at Seven Sisters County Park.</p> <p><u>Business discussed:</u></p> <ul style="list-style-type: none"> • The planning, set up and running of Seven Sisters Country Park on behalf of the South Downs National park Authority. • Building works have been ongoing including a new and extensive toilet block. This was opened as planned in time for the Easter weekend and together with the refurbished Visitor Centre. Although this work was and is still in progress it is reaching completion at the time of writing. The final result will incorporate a variety of facilities: a new retail opportunity, new and refocused educational displays, food / coffee outlets operated on two sites on a grab and go basis, new and refurbished tourist accommodation, new public toilet block, a newly refurbished camping site and toilet block, sustainable land management of the whole estate, and new and better signage for safe public access.

	Outside Body	Councillor	Update
			<ul style="list-style-type: none"> • I remain confident that this iconic site is being put a secure and sustainable long term footing by the SDNPA under the direct control of the Directors of South Downs Commercial Operations. • Members fortunate enough to now visit the site will be able to experience for themselves the huge progress the Board of Directors has made in achieving the vision of the SDNPA for the whole site. The Board of Directors aim to ensure this historic community asset is restored in a sensitive way and remains open and available to the public all year round. New sustainable land management schemes will also ensure the County Park's land is improved for wildlife and rare flora.
11	South Downs National Park Authority – Task and Finish Group in response to the Glover landscape review	William Meyer	<p><u>Business discussed:</u> A series of meeting attended since the winter to look at some of the more complex governance issues the Park faces to answer some of the criticisms of the Glover Landscape report about accountability and board size of National Parks in general.</p> <p>This is purely an advisory group, established by the Park's elected Chairman, Ian Phillips, which in turn reports its findings / advice to the National Park Authority meeting.</p>
12	Decarbonising Our Housing Stock (DOHS)	Matthew Bird	<p><u>Date of meeting:</u> 11th May 2022</p> <p><u>Business discussed:</u></p> <ul style="list-style-type: none"> • Update. • Assessment approaches for different building archetypes agreed. • A blend of measures and pathways have been identified for reaching Net Zero by 2030 subject to funding and supply chain capacity. • PV identified as key measure, thinking about which ways in. • Some conclusions reached on Procurement, Skills, Grants and Consortiums and early indications of provisional budgeting.

	Outside Body	Councillor	Update
			<ul style="list-style-type: none"> • Work beginning on addressing supply chain gaps. <p><u>Decisions made:</u> Budget for some specific measures agreed.</p>
13	Upper Ouse Flood Protection and Water Retention Works Working Group	Matthew Bird	<p>Date of meeting: 12th May 2022.</p> <p>Business discussed:</p> <ul style="list-style-type: none"> • Update on projects with partners Ouse & Adur Rivers Trust, Sussex Wildlife Trust • Sussex Flow Initiative projects at Wivesfield, Ringmer, Meeching Valley and Hoath Woods. • 19, 650 native trees/shrubs planted • 1,023,650 litres of flood water held • Creation of 13.28 hectares of priority habitat • Natural flood management measures support the protection of 17 properties considered to be at very significant risk of flooding • More than 120 volunteers engaged • Visited 55 landowners • Storing the Storm project with Wivelsfield Primary School captures runoff and improving flooding problems at bottom of school field • Engagement with kids a key priority in project • Discussion of future projects and strategic approach to river catchment issues. • Discussion of links with Ouse Valley Climate Action.
14	South East Coastal Group	Matthew Bird	No Meeting has taken place since the last report submitted.