

Policy and Performance Advisory Committee

Minutes of meeting held in Ditchling and Telscombe Rooms - Southover House, Southover Road, Lewes, BN7 1AB (TBC) on 29 June 2022 at 2.30 pm.

Present:

Councillor Liz Boorman (Chair).

Councillors Christine Brett, Roy Clay, Sharon Davy, Christine Robinson, Adrian Ross and Steve Saunders.

Officers in attendance:

Luke Dreeling (Performance Lead), Lee Banner (Transformation Programme Manager), Nick Peeters (Committee Officer), Nathan Haffenden (Head of Commercial Business Development), Leigh Palmer (Head of Planning First), Peter Sharp (Head of Regeneration), Seanne Sweeney (Strategy and Commissioning Lead for Community and Partnerships) and Tim Whelan (Director of Service Delivery).

11 Minutes of the previous meeting date 31 May 2022

The minutes of the meeting held on 31 May 2022 were submitted and the Chair was authorised to sign them as a correct record.

12 Apologies for absence

Apologies for absence were received from Councillors Banks, Bikson, Duhigg, Linington and Turner. Councillor Davey confirmed she was acting as a substitute for Councillor Linington.

13 Declarations of Interest

The following Members declared a pecuniary interest and abstained from voting for the individual item(s) in which they declared an interest:

Councillor Saunders declared an interest in recommendations for: Hillcrest Boxing Club, Newhaven; Denton Community Garden and Sussex Police (ANPR Cameras at Valley Road)

Councillor Boorman declared an interest in recommendations for Seaford Town Council (fencing around Martello Fields and Seaford Salts Walkway Improvements)

Councillor Ross declared an interest in recommendations for Newhaven and Seaford Sailing Club.

Councillor Brett declared an interest in recommendations for Seaford

Community Garden.

Councillor Robinson declared an interest in recommendations for Telscombe Town Council (Information Boards at the entrance to Chatsworth Park).

14 Urgent Items

There were none.

15 Written Questions from Councillors

There were none.

16 Requested reports due for consideration by the Cabinet on 7 July 2022

It was confirmed by members that, as part of the call-over process, the following reports would be included in discussion by the Committee:

6(a) Cost of Living Crisis

6(b) Portfolio progress and performance report quarter 4 - 2021-2022

6(e) Reimagining Newhaven - Project Update

6(f) Recommendations for Community Infrastructure Levy Spending

6(g) Methodology for collecting monitoring fees in connection with the compliance with S106 Legal Agreements

The following Cabinet reports were not requested for inclusion in discussion and as a result the Committee; **Resolved** that the Officer recommendations in the reports be supported in full:

6(c) Provisional Revenue & Capital Outturn - 2021/22

6(d) Treasury Management Annual Report 2021/22

6(h) Revised Planning Pre-Application Charging Schedule

16a Reimagining Newhaven - Project Update

Nathan Haffenden (Head of Development, Investment and Delivery) and Peter Sharp (Head of Regeneration) presented the report which sought to drive forward the Reimagining Newhaven programme in delivering interventions that continue to best serve the town and the wider community, in the context of the changing landscape and current operating environment. During discussion, the following points were highlighted:

- NHS Sussex, as the commissioner of practices, is now in a position to engage with the possibility of supporting a practice at a new site. Outside of the primary care services, any additional services provided would be

subject to consultation and discussion with the health care provider.

- In terms of consultation, the existing scheme (pre-health and wellbeing) had already been approved by the Government and a great deal of work had been carried out behind the scenes, prior to its presentation. The timing of any consultation was critical. There would be further consultation as the scheme developed. Informal consultation took place with Newhaven Town Council in development of the early draft bid.
- The future high street funds allocation had to be spent by 31 March 2024. The timeframe for the scheme might need to be updated to reflect changes. Once the revised business case has been approved in principle by the Government, the detailed business case would be presented to the Cabinet. Any additional Council investment would be set out clearly to the Cabinet with proposals as to how this would be met in the Capital Programme.
- The revised business case to be submitted to the Government was not requesting additional funding but will now include the additional health and wellbeing elements.

Resolved to support the officer recommendations in the Cabinet report in full.

16b Cost of Living Crisis

Seanne Sweeney, Community Services Lead, presented the report which sought to provide an update on measures already taken and to agree a range of measures to support local people struggling due to the cost of living crisis. During discussion, the following points were highlighted:

- It was anticipated that the newly created officer post would be filled on a secondment basis from another team within the organisation.
- The Grants programme would be provided for local charities to identify and support those in need. The support would be provided through a range of means including food, advice and advocacy. The Household Support Fund (provided by Government) was already in place to provide direct funding to residents in need.
- A scoping exercise of community supermarkets and foodbanks would be undertaken by the dedicated officer. More sustainable options would also be considered such as waste farm produce.
- Concern was expressed that a separate allocation of £50,000 was required to provide a dedicated part time, fixed term post and it was proposed that the sum should be included in the newly created Cost of Living Support Earmarked Reserve.

Resolved by a majority, to support the officer recommendations in the Cabinet report, subject to the following amended recommendation being

considered by the Cabinet:

(2) To approve that up to £250k be allocated from the newly created Cost of Living Support Earmarked Reserve, to establish a cost of living crisis fund along with officer time for its administration.

It was noted that not all Members supported the amended recommendation.

17 Portfolio progress and performance report quarter 4 - 2021-2022

Luke Dreeling, performance Lead, Lee Banner, Transformation Programme Manager, and Tim Whelan, Director of Service Delivery, presented the report which enabled Members to consider specific aspects of the council's progress and performance. During discussion, the following points were highlighted:

- There were currently 13 new customer advisers being 'classroom trained' who were expected to be fully trained in approximately 3 months.
- The Government was presently consulting on removing all charges at household waste and recycling sites. Additional cameras (including battery operated units) had been purchased to monitor fly tipping incidents; however, they could only be used overtly with the use of the cameras advertised.
- Lewes District sent household waste to the energy recovery facility in Newhaven. The facility required regular amounts of waste to be processed in order to provide electricity back to the National Grid. The importance of an overall reduction in waste was noted. It was agreed that, in consultation with the relevant Cabinet portfolio holder, a target for the reduction in waste would be considered.
- The 'bring centres' at supermarkets were not being reopened as residents were using kerbside recycling, and the centres were being used by trades people, resulting in poor quality recycling.

Resolved to support the officer recommendations in the Cabinet report in full.

17a Provisional Revenue & Capital Outturn - 2021/22

This report was not requested for inclusion in discussion by the Committee (see minute 16). Members had previously resolved to support the officer recommendations in the Cabinet report in full.

17b Treasury Management Annual Report 2021/22

This report was not requested for inclusion in discussion by the Committee (see minute 16). Members had previously resolved to support the officer recommendations in the Cabinet report in full.

17c Recommendations for Community Infrastructure Levy Spending

Leigh Palmer, Head of Planning, presented the report which supported the delivery of the right level and type of infrastructure to support the growth identified for the local planning authority in the adopted Joint Core Strategy. During discussion the following points were highlighted.

- The Mid Sussex bid reflected the close proximity of the Sheddingdean Community Centre to Lewes District and its likely heavy use by Lewes residents.
- The Community Infrastructure Levy (CIL) pots were available to all those who wished to bid, and the bids could be incremental, and several parishes were able to bid for the same large scheme.
- Members felt that oversight of unsuccessful bids would provide a wider understanding of the bidding process.

Resolved to support the officer recommendations in the Cabinet report in full.

***Note** - The following Members declared a pecuniary interest and abstained from voting for the individual item(s) in which they declared an interest:

Councillor Saunders declared an interest in recommendations for: Hillcrest Boxing Club, Newhaven; Denton Community Garden and Sussex Police (ANPR Cameras at Valley Road)

Councillor Boorman declared an interest in recommendations for Seaford Town Council (fencing around Martello Fields and Seaford Salts Walkway Improvements)

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Councillor Brett declared an interest in recommendations for Seaford Community Garden.

Councillor Robinson declared an interest in recommendations for Telscombe Town Council (Information Boards at the entrance to Chatsworth Park).

17d Methodology for collecting monitoring fees in connection with the compliance with S106 Legal Agreements

Leigh Palmer, Head of Planning, presented the report which detail a proposal to implement a suite of charges to support the staffing resource in the monitoring and compliance of approved S106 Legal Agreements. During discussion, the following points were highlighted:

- The charging schedule was comparative with neighbouring authorities and also compared to charging structures at a national level.

- The Section 106 agreements detailed in 2.3 of the Cabinet report were pre-pandemic and were intended to reflect the types of development that applications are received for. The fee income would be dependent on the type and complexity of the Section 106 agreements.
- Fees would be received upon the signing of future Section 106 agreement, subject to Cabinet approval and the charging schedule would be reviewed on an annual basis.

Resolved to support in full the officer recommendations in the Cabinet report in full.

17e Revised Planning Pre-Application Charging Schedule

This report was not requested for inclusion in discussion by the Committee (see minute 16). Members had previously resolved to support the officer recommendations in the Cabinet report in full.

18 Forward Plan of Decisions

The Chair, Councillor Boorman, introduced the Forward Plan of Cabinet decisions. Members requested that the following items be considered at the next meeting of the Committee:

- Homes First Repairs Service: Re-design and Development
- Finance update - performance quarter 1 - 2022-2023
- Portfolio progress and performance report quarter 1 - 2022-2023
- Corporate Plan- Review of year 2 achievements
- Medium term financial strategy

19 Policy and Performance Advisory Committee Work Programme

The Chair, Councillor Boorman introduced the Committee's work programme.

Members were advised that representatives from Southern Water would be joining the Committee's meeting on the 3 November 2023 via Teams.

Resolved to note the Committee's Work Programme.

20 Date of Next Meeting

Resolved to note that the next meeting of the Policy and Performance Advisory Committee is scheduled to be held on 14 September 2022, at 2.30pm, at Southover House, Lewes.

The meeting ended at 4.20 pm

Councillor Liz Boorman (Chair)