

Full Council

20 July 2022



Working in partnership with **Eastbourne Homes**

Quorum: 7

Published: Tuesday, 12 July 2022

To the Members of the Borough Council

You are summoned to attend an ordinary meeting of Eastbourne Borough Council to be held at the Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 20 July 2022 at 6.00 pm to transact the following business.

Agenda

1 **Minutes of the meeting held on 18 May 2022 (Pages 5 - 14)**

2 **Declarations of disclosable pecuniary interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct (please see note at end of agenda).**

3 **Mayor's announcements. (Pages 15 - 18)**

A list of the Mayor's announcements in respect of his activities since the last meeting is attached for information.

4 **Notification of apologies for absence.**

5 **Public right of address.**

The Mayor to report any requests received from a member of the public under council procedure rule 11 in respect of any referred item or motion listed below.

6 **Order of business.**

The Council may vary the order of business if, in the opinion of the Mayor, a matter should be given precedence by reason of special urgency.

7 **Conservation Area Advisory Group (CAAG) - Proposed changes to Terms of Reference. (Pages 19 - 24)**

Report of the Head of Democratic Services.

8 **Matters referred from Cabinet or other council bodies.**

The following matters are submitted to the Council for decision (council procedure rule 12 refers):-

(a) Approval of additional licensing fees 2022-23 (Pages 25 - 26)

Report of Councillor Maxted on behalf of the Licensing Committee.
Referred from the meeting of Licensing Committee held on 7 July 2022.

(b) Annual treasury management report (To follow)

Report of Councillor Holt on behalf of the Cabinet. Referred from the meeting of Cabinet held on 13 July 2022.

9 Motions.

The following motion has submitted under council procedure rule 13:-

(a) Motion - Support for Gatwick Airport's Northern Runway

Councillor Smart has submitted the following motion:

“Eastbourne Borough Council expresses its support for the proposal by Gatwick Airport to bring the existing Northern Runway into regular use:

- To deliver employment opportunities and careers now and in the future
- To energise our visitor economy
- To support our existing businesses and attract new businesses to our area

This Council recognises that:

- Transport links are vital to our local economy and a major regional driver of economic growth and prosperity.
- That Gatwick’s plans represent a vitally important financial boost of an estimated additional £1.5 billion p.a. to our regional economy with 18,400 new jobs.
- That a successful business sector funds our public services including the NHS and schools.
- As the busiest single runway operation in the world, additional capacity has long been needed.
- There have been significant developments in the aviation sector on sustainability, including Gatwick becoming the first carbon neutral London airport in 2017 and the second busiest carbon neutral airport in Europe. “

10 Special Urgency Decisions by Cabinet Members

Report of the Leader on a Cabinet Member decision made under special urgency powers since the last meeting and reported in accordance with Section 17.3 of the Council’s Access to Information Procedures Rules. A copy of the decision notice is attached for information:

Decision of Leader on 13 May 2022: [Decision - The Council Tax Rebate Scheme and the Council Tax Discretionary Rebate Scheme \(lewes-eastbourne.gov.uk\)](https://www.lewes-eastbourne.gov.uk/decision-the-council-tax-rebate-scheme-and-the-council-tax-discretionary-rebate-scheme)

11 Updates to Appointments

To note that since the last meeting the following appointments have been made under delegated authority by Group Leaders:

- Councillor Burton has been appointed to a new role as Cabinet Member for property assets, heritage assets and communications.
- Councillor Babarinde has been appointed to a new post of Cost of Living Champion.
- Councillor Shore has replaced Councillor Freebody on the Scrutiny Committee.
- Councillor Burton has replaced Councillor Shuttleworth on the Conservation Area Advisory Group
- Councillor Burton has replaced Councillor Bannister on the Strategic Property Board.

12 Discussion on minutes of council bodies.

Members of the Council who wish to raise items for discussion (council procedure rule 14) on any of the minutes of the meetings of formal council bodies listed below must submit their request to the Head of Democratic Services no later than 10.00 am on the day of the meeting. A list of such items (if any) will be circulated prior to the start of the meeting.

The following are appended to this agenda:-

- (a) **Minutes of Planning Committee - 30 May 2022.** (Pages 27 - 32)
- (b) **Minutes of Cabinet - 1 June 2022.** (Pages 33 - 34)
- (c) **Minutes of Licensing Committee - 7 July 2022.** (Pages 35 - 40)
- (d) **Minutes of Scrutiny Committee - 11 July 2022** (To follow)
- (e) **Minutes of Audit and Governance Committee - 12 July 2022** (To follow)
- (f) **Minutes of Cabinet - 13 July 2022** (To follow)



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 is being webcast, and anyone attending the meeting is deemed to have given their consent to being recorded. 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.

Public participation:

Please contact Democratic Services (see end of agenda) for the relevant deadlines for registering to speak on a matter which is listed on the agenda if applicable.

Information for Councillors

Items for discussion:

Members of the Council who wish to raise items for discussion on any of the minutes of council bodies attached to the meeting agenda, are required to notify Democratic Services by 10am on the day of the meeting.

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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Working in partnership with **Eastbourne Homes**

Full Council

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 18 May 2022 at 6.00 pm.

Present:

Councillor Pat Rodohan (Mayor).

Councillors Helen Burton (Deputy Mayor), Josh Babarinde, Margaret Bannister, Colin Belsey, Penny di Cara, Sammy Choudhury, Peter Diplock, Jonathan Dow, Tony Freebody, Stephen Holt, Jane Lamb, Robin Maxted, Paul Metcalfe, Md. Harun Miah, Colin Murdoch, Jim Murray, Amanda Morris, Alan Shuttleworth, Robert Smart, Colin Swansborough, Steve Wallis, Barry Taylor, David Tutt and Candy Vaughan.

Officers in attendance:

Robert Cottrill (Chief Executive), Homira Javadi (Chief Finance Officer), Simon Russell (Head of Democratic Services) and Joanne Stone (Principal Planning Solicitor).

1 Election of Mayor.

The Deputy Mayor, Councillor Burton, started the meeting in order to undertake the first item of business.

It was proposed by Councillor Bannister and seconded by Councillor Swansborough that Councillor Pat Rodohan be elected as Mayor for the municipal year 2022/23.

It was accordingly:-

RESOLVED (unanimously) – That Councillor Pat Rodohan be elected Mayor for the 2022/23 municipal year.

Councillor Rodohan then signed his declaration of acceptance of office as Mayor and took the chair. In his speech of acceptance, the Mayor advised that he would be raising money for two charities in 2022/23, Eastbourne and District Mencap and Eastbourne Foodbank.

2 Notification of apologies for absence.

Apologies for absence were received from Councillors Kshama Shore and Rebecca Whippy.

3 Declarations of disclosable pecuniary interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct (please see note at end of agenda).

Councillor Holt declared a personal interest in respect of agenda item 14, Corporate Plan 2020-24 Refresh, as an employee of Your Eastbourne Bid, which was mentioned in the plan.

Councillors Belsey, di Cara, Morris and Shuttleworth declared personal interests in respect of agenda item 16b, Motion - New Hospital for Eastbourne, as members of the East Sussex Health Overview and Scrutiny Committee (HOSC). As members did not want to fetter their discretion on any future decision by HOSC, all left the meeting for this item.

Councillors Babarinde, Tutt and Smart declared personal interest in respect of agenda item 16b, Motion - New Hospital for Eastbourne, as members of the 'Save the DGH Group'.

Councillor Freebody declared a personal interest in respect of agenda item 16a, Motion - Cost of Living Emergency, as the Suicide Prevention Programme Lead for NHS Sussex Partnership (as he made reference to the impact of debt on the suicide risk in adults experiencing mental health problems).

4 Minutes of the meeting held on 23 February 2022

The minutes of the last meeting held on 23 February 2022 were considered for adoption. Councillor Smart advised that he did not consider the minutes to be complete but did not propose any specific amendments and indicated he would not vote against them. Councillor Tutt raised a point of order, that this item should only be used to vote on accuracy and any amendments.

The Mayor put the minutes to a vote and accordingly, it was:

Resolved (unanimously) – That the minutes of the meeting of the Full Council held on 23 February 2022 be approved as an accurate record.

5 Appointment of Deputy Mayor.

It was proposed by Councillor Burton and seconded by Councillor Shuttleworth that Councillor Candy Vaughan be appointed as the Deputy Mayor for the municipal year 2022/23.

It was accordingly: -

RESOLVED (unanimously) – That Councillor Candy Vaughan be appointed as the Deputy Mayor for the 2022/23 municipal year.

Councillor Vaughan then signed her declaration of acceptance of office as the Deputy Mayor.

The Mayor thanked the outgoing deputy mayor, Councillor Burton for her work and her support over the last year.

6 Investiture of the Mayor's Consort.

The Mayor announced that his wife, Barbara Rodohan, and his daughters in law, Jan Dobbins-Rodohan and Val Rodohan, would act as Mayor's Consorts for the municipal year 2022/23.

7 Mayor's Chaplin - Notification of Appointment

The Mayor reported that Reverend Mike Blanch would serve as the Mayor's Chaplain for the municipal year 2022/23.

8 Mayor's Announcements

The Mayor drew members' attention to the list of his and the Deputy Mayor's activities from March to May 2022, that were set out on the agenda.

The Mayor thanked all those who had supported his charities during the year, in particular the charity ball, which had raised upward of £10k for the charities.

The Mayor advised that he had recently attended the launch of the Queens Green Canopy Project, and thanked Lord and Lady Lucas for taking on this important project and leading it forward.

Finally, the Mayor highlighted two conferences he had attended over the weekend had praised the facilities at the Welcome Building and Winter Gardens, and the benefits of Eastbourne as a whole.

9 Executive Arrangements

Councillor Tutt as Leader of the Council advised that the Councillors appointed to the Cabinet for 2022/23 were as follows:

Councillor Tutt – Leader and Portfolio Holder for Economic Development and Local Strategic Partnership.

Councillor Holt – Deputy Leader and Portfolio Holder for Financial Services

Councillor Bannister – Portfolio Holder for Tourism and Culture Services

Councillor Shuttleworth – Portfolio Holder for Direct Assistance Services

Councillor Swansborough – Portfolio Holder for Climate Change, Place Services and Special Projects

Councillor Whippy – Portfolio Holder for Disabilities and Community Safety

Councillor Tutt thanked all members who had served on Cabinet during 2021/22 for their hard work.

In addition, Councillor Tutt confirmed that the terms of reference and constitution of the Cabinet were as set out in the Council's Constitution and were unchanged, and that delegations to individual Cabinet members in

respect of executive functions had not been made at this time.

10 Appointments Report

The Council considered the report of the Head of Democratic Services, setting out political balance and the allocation of seats on Committees and Other Bodies prepared in consultation with Group Leaders.

Councillor Tutt proposed and Councillor Smart seconded the recommendations set out in the report and appendices, subject to a correction advised by Councillor Smart to the membership to the Grants Task Group from Councillor di Cara to Councillor Murdoch. In addition, he advised, for information, that Councillor Shore was the Shadow Cabinet Member for Finance.

RESOLVED (unanimously):

1. To approve the proposed number and allocation of seats and nominations as set out in Appendix 1;
2. That the continuation of the following bodies be confirmed with terms of reference as set out in the Council's Constitution, and that they have a fixed membership or appointments are made by the Chief Executive, Deputy Chief Executive or relevant Director as the need arises: Equality Steering Group, Council Panels, Recruitment Panels, Task Groups and Project Boards;
3. To approve the appointments to serve on Outside Bodies in accordance with the names listed in Appendix 1, subject to the correction advised to the Grants Task Group and Shadow Cabinet;
4. That Neal Robinson and Graham Branton be re-confirmed as the Council's Standards Independent Persons for the municipal year;
5. To note the appointment of Stephen Gilbert as a co-opted audit independent member to the Audit and Governance Committee for a 4-year term until May 2026; and
6. To approve the Scheme of Delegations to Officers and Proper Officer functions as set out in the relevant sections of the Council's Constitution.

11 Confirmation of the Calendar of meetings for 2022/23

Councillor Tutt moved and Councillor Smart seconded the ratification of the Calendar of Meetings for 2022/23, as set out on the agenda.

In seconding, Councillor Smart advised that he would hope to see an update on the implementation of the CIPFA recommendations and financial position in July, but if not he would request that an additional Full Council meeting to be called in September for that purpose.

RESOLVED (unanimously) – That the Calendar of Meetings for 2022/23 be approved.

Note - At the end of this agenda item, the Council held a ten-minute adjournment to allow for the Civic Guests to leave the meeting.

12 Public right of address.

On the resumption of the meeting, the Mayor confirmed that three public speakers had registered, who would be invited to speak at the start of the relevant agenda items:

- Gaynor Sedgwick would speak to present the petition under Item 13.
- Karey Whitmore (from Friends of Eastbourne Seafront) would speak on Item 14 - Corporate Plan.
- Howard Wardle (from Eastbourne Foodbank) would speak on Item 16(a) - Motion on Cost of Living Emergency.

13 Petitions

Gaynor Sedgwick (Chair of the Save Eastbourne Bandstand Group) presented to the Council a petition signed by 2,319 members of the public asking that:

“Members of Eastbourne Borough Council and their officers:

1. Prioritise the immediate need of the Bandstand above other projects for any appropriate funding opportunities that arise.
2. Set up a planned, ongoing, increased and realistic annual maintenance budget and programme of works for the Bandstand with the aim to repair, restore and re-open the Bandstand.”

Prior to debate, the Council’s Solicitor provided legal advice on the options available to the Council under its Petitions Scheme but confirmed that accepting the proposed action in full was not possible at this meeting. This was because it related to a budgetary decision recently made by Council, had legal and financial implications, and must be determined within the context of a budget setting process.

The Council welcomed the petition, and thanked Gaynor Sedgewick for presenting it. The Council then debated the matter, and the options available.

Following the debate, Councillor Tutt moved and Councillor Holt seconded a proposal that ‘The petition be taken as a bid to the Capital Programme for 2023/24’.

This was put to a vote and declared carried:

RESOLVED (By 22 votes to 0, with 3 abstentions) –

That the petition be taken as a bid to the Capital Programme for 2023/24.

14 Corporate Plan 2020-2024 - Refresh

The Council considered the report of the Chief Executive, proposing a refreshed edition of the current corporate plan in the light of the Covid pandemic and the recommendations of the CIPFA assurance review.

Councillor Tutt proposed and Councillor Holt seconded the recommendations

in the report for the adoption of the revised plan.

The Council then heard from the public speaker, Karey Whitmore (from Friends of Eastbourne Seafront). She requested in particular that the Friends of Eastbourne Seafront Ltd and Save Eastbourne Bandstand Group be named as delivery partners in the plan.

The Council then debated the refreshed Corporate Plan. As part of the debate it was noted that in the final bullet point under 'Promote Inclusion and address deprivation' on page 14, the words after 'access' had been omitted, and should read 'Promoting financial independence by improving access *to education, training and employment*', and this would be corrected in the final version.

Councillor Tutt agreed to amend his proposal, to include additional wording in the Plan that "the Council will work with any charity or community interest company (CIC) that has an interest in elements of the Corporate Plan", and this was agreed by the seconder.

This was put to a vote and declared carried.

RESOLVED (By 22 votes to 0, with 3 abstentions) – To approve the refreshed Corporate Plan for the period 2022 to 2026, subject to the inclusion of the words "The Council will work with any charity or community interest company (CIC) that has an interest in elements of the Corporate Plan".

15 Annual Pay Policy Statement 2022-23

The Council considered the report of the Assistant Director for HR and Transformation recommending the adoption of the Annual Pay Policy Statement for 2022-23. Councillor Swansborough proposed and Councillor Tutt seconded approval of the report recommendations.

RESOLVED (unanimously) – That the updated Pay Policy Statement be approved, and be published on the Council's website.

16 Motions.

16a Motion - Cost of Living Emergency

Councillor Babarinde moved and Councillor Burton seconded the following motion as set out in the agenda papers:

"This Council notes that:

- On 1 April 2022, Ofgem increased the energy price cap by 54%.
- In light of the increased energy price cap, the average standard tariff energy bill will increase by £693 per year. The average pre-pay meter energy bill will increase by £708 per year (Ofgem, 2022).
- On 6 April 2022, the Government increased National Insurance by 1.25 percentage points, which is projected to cost the average

Eastbourne family an additional £108 per year.

- The Government has suspended the pensions ‘triple lock’ for 2022/3, meaning that Eastbourne’s 25,806 pensioners will see a rise of 3.1% this year (instead of 8.3% under the triple lock formula). This year, this will cost an Eastbourne Resident on the full new state pension an average of £487, and an Eastbourne Resident on the full basic state pension an average of £373 (TUC, 2022).
- In 2021/22 Eastbourne Foodbank distributed food parcels at a rate of 17,440 per 100,000 people, the highest rate in the country (Trussell Trust, 2022).

This Council therefore declares a ‘Cost of Living Emergency’ and calls on the Government to:

1. Immediately impose a ‘Windfall Tax’ on the super profits of oil and gas companies and use this to take an average of £600 off an Eastbourne Resident’s energy bills this year.
2. Immediately reduce the standard rate of VAT from 20% to 17.5% for one year, saving the average Eastbourne household a further £600 this year.
3. Immediately re-introduce the pensions triple lock to support Eastbourne’s pensioners.”

Councillor Freebody moved and Councillor Lamb seconded an alternative motion:

“This Council notes that:

- On 1st April 2022, Ofgem increased the energy cap by 54%.
- Additionally – and in this same timeframe – food prices and fuel are rising caused by global inflation post pandemic and the conflict in Ukraine.
- National Insurance contributions are set to increase to fund the response to the Covid NHS backlog and new investment in adult social care.

This Council, therefore, recognises the unprecedented financial pressures that all our residents will face in the incoming year, and notes with serious concern, that for those with low or insecure income, these pressures could prove overwhelming.

This Council also recognises that it has a part to play and in response, the Council will:

1. **PUSH UPTAKE OF PENSION CREDIT IN EASTBOURNE**
Using its data, communication channels, local partnerships – and any other resources as appropriate – amplify Government publicity and the MP’s local work to maximise the take-up of Pension Credit in Eastbourne.
2. **HELP PREVENT HOMELESSNESS AND TOXIC DEBT**
Reviewing its processes around arrears and evictions for

Eastbourne rate payers and Eastbourne Homes tenants. Building on the work to proactively engage with residents at risk and identifying affordable payment plans.

3. ESTABLISH A COST OF LIVING EMERGENCY FUND

Ringfencing a percentage of asset sale proceeds to establish a local cost of living emergency fund. The Council has evaluated its extensive £40m property holdings portfolio as part of its response to government bail-out requirements.”

The Council then heard from the public speaker, Howard Wardle (from Eastbourne Foodbank), on the impact of the current cost of living crisis on the demand on Eastbourne Foodbank.

The Council then debated the motion and the alternative motion.

The alternative motion was put to a vote by a show of hands and declared lost by 8 votes to 17.

The original motion was then put to the vote by a show of hands and declared carried.

RESOLVED (By 17 votes to 0, with 8 abstentions) –

This Council notes that:

- On 1 April 2022, Ofgem increased the energy price cap by 54%.
- In light of the increased energy price cap, the average standard tariff energy bill will increase by £693 per year. The average pre-pay meter energy bill will increase by £708 per year (Ofgem, 2022).
- On 6 April 2022, the Government increased National Insurance by 1.25 percentage points, which is projected to cost the average Eastbourne family an additional £108 per year.
- The Government has suspended the pensions ‘triple lock’ for 2022/3, meaning that Eastbourne’s 25,806 pensioners will see a rise of 3.1% this year (instead of 8.3% under the triple lock formula). This year, this will cost an Eastbourne Resident on the full new state pension an average of £487, and an Eastbourne Resident on the full basic state pension an average of £373 (TUC, 2022).
- In 2021/22 Eastbourne Foodbank distributed food parcels at a rate of 17,440 per 100,000 people, the highest rate in the country (Trussell Trust, 2022).

This Council therefore declares a ‘Cost of Living Emergency’ and calls on the Government to:

1. Immediately impose a ‘Windfall Tax’ on the super profits of oil and gas companies and use this to take an average of £600 off an Eastbourne Resident’s energy bills this year.
2. Immediately reduce the standard rate of VAT from 20% to 17.5% for one year, saving the average Eastbourne household a further £600 this year.
3. Immediately re-introduce the pensions triple lock to support Eastbourne’s pensioners.

17 Motion - New Hospital for Eastbourne

Councillor Babarinde moved and Councillor Tutt seconded the following motion as set out in the agenda papers.

“This Council notes that:

- In October 2020, the Government pledged a brand new hospital for Eastbourne.

This Council calls on:

- The Government to honour its promise of a brand new hospital for Eastbourne.
- East Sussex NHS Hospitals Trust to share its ‘Building for our Future’ Strategic Outline Case for Eastbourne’s brand new hospital with the Save the DGH Campaign Group for constructive scrutiny without delay.”

Councillor Smart moved and Councillor Metcalfe seconded an alternative motion:

“This Council welcomes the Government’s commitment to provide a new hospital in Eastbourne and calls on East Sussex NHS Hospitals Trust to:

- Use this “once-in-a-lifetime opportunity” to design state-of-the-art facilities catering for all core services and,
- Share its “Building for our future” Strategic Outline Case for this new hospital with the “Save the DGH Campaign Group” (and other relevant bodies) for constructive scrutiny without delay.”

Councillor Babarinde read out a statement from Liz Walke, the chair of the Save the DGH Group.

The Council debated the motion and the alternative motion together.

The alternative motion was put to a vote by a show of hands and declared lost by 5 votes to 14, with 2 abstentions.

The original motion was put to the vote by show of hands and declared carried.

RESOLVED (By 15 votes to 0 with 6 abstentions) –

This Council notes that:

- In October 2020, the Government pledged a brand new hospital for Eastbourne.

This Council calls on:

- The Government to honour its promise of a brand new hospital for Eastbourne.
- East Sussex NHS Hospitals Trust to share its ‘Building for our Future’ Strategic Outline Case for Eastbourne’s brand new hospital with the Save

the DGH Campaign Group for constructive scrutiny without delay.

(Note - Councillors Belsey, di Cara, Morris and Shuttleworth left the room during the discussion of this item, having declared personal interests, and not wishing to fetter their discretion to take part in any future discussions on this matter at the East Sussex Health Overview and Scrutiny Committee).

18 Special Urgency Decisions by Cabinet Members

The Council formally noted the decision made by the Leader under special urgency powers since the last meeting in relation to the 2022/23 Retail, Hospitality and Leisure Relief scheme, made on 28 February 2022, in accordance with the Council's Procedure Rules.

19 Discussion on minutes of council bodies.

The minutes of the following Council bodies were submitted to the meeting for information as part of the agenda:

- Audit and Governance Committee – 2 March 2022
- Cabinet – 21 March 2022
- Planning Committee – 22 March 2022 and 19 April 2022

No questions were asked in relation to the minutes.

Councillor Tutt moved and Councillor Holt seconded acceptance of the minutes.

RESOLVED – That the minutes be accepted.

20 Date of next meeting

It was noted that the date of the next scheduled meeting was 20 July 2022 at 6 pm.

The meeting ended at 8.42 pm

Councillor Pat Rodohan (Mayor)

Agenda Item 3

Eastbourne Borough Council



Mayor
Councillor PAT RODOHAN

Deputy Mayor
Councillor HELEN BURTON

MAYOR'S ANNOUNCEMENTS

Mayor's ENGAGEMENTS May 2022 to July 2022

Date	Attendee	Event
13.05.22	Mayor and Mayoress	Eastbourne Spring Water Festival Opening Ceremony, Defiant Sports (9.50am)
13.05.22	Mayor and Mayoress	Catenian Conference Welcome Ceremony, Winter Garden (8.45pm)
14.05.22	Mayor	Charity Football Match in aid of Ronald McDonald House Charity and Rockinghorse, Priory Lane Football Ground (11.00am)
14.05.22	Mayor and Mayoress	Catenian Conference Gala Dinner, Winter Garden (6.30pm)
14.05.22	Deputy Mayor and Consort	Visit of the International Staff Songsters, Salvation Army Citadel (6.45pm)
15.05.22	Mayor and Mayoress	Catenian Conference Mass, Welcome Building (10.10am)
15.05.22	Deputy Mayor and Consort	Catenian Conference Farewell Lunch, Winter Garden (12.15pm)
15.05.22	Mayor and Mayoress	Spring Water Festival Festival Feast, The Crown and Anchor (6.30pm)
16.05.22	Mayor	POA Conference Opening, Winter Garden (9.15am)
18.05.22	Full Council	Annual Council Meeting, Town Hall (6pm)
20.05.22	Deputy Mayor and Consort	Spring Water Festival Rock and Blues Fundraising Concert, The Crown and Anchor (6.50pm)
21.05.22	Mayor and Mayoress	Spring Water Festival Conference, The Lansdowne Hotel (6.45pm)
22.05.22	Deputy Mayor and Consort	Spring Water Festival Closing Ceremony, Holywell (2.50pm)

Date	Attendee	Event
25.05.22	Mayor and Mayoress	Unveiling of Harlequin's Restored Gravestone, Compton Croquet Club (2.45pm)
27.05.22	Mayor and Mayoress	SEA Art Exhibition Judging, Town Hall (4.00pm)
28.05.22	Mayor and Mayoress	SEA Art Exhibition, Town Hall (10.30am)
29.05.22	Deputy Mayor and Consort	Big Bowls Weekend, Eastbourne Bowling Club (1030am)
29.05.22	Mayor and Mayoress	Big Bowls Weekend, Gildredge Park Bowls Club (11.00am)
29.05.22	Deputy Mayor and Consort	Big Bowls Weekend, Hampden Park Bowls Club (12.00pm)
29.05.22	Mayor and Mayoress	Eastbourne Chinese Association Celebration, Hampden Park Community Centre (12.35pm)
31.05.22	Mayor and Mayoress	Mayor's Charity Committee Meeting, Town Hall (1.00pm)
02.06.22	Mayor and Mayoress	Little Chelsea Jubilee Street Party, Outside Town Hall (11.45am)
02.06.22	Mayor, Mayoress and Civic Guests	Queen's Platinum Jubilee Civic Thanksgiving Service, Welcome Building (4.00pm)
02.06.22	Mayor and Mayoress	Jubilee Beacon Lighting, Outside Town Hall (9.00pm)
03.06.22	Mayor and Mayoress	Charity Golf Day in aid of Ronald McDonald House Charity and Rockinghorse, Lottbridge Drove Golf Club (5.00pm)
04.06.22	Mayor and Mayoress	Eastbourne Carnival, Enterprise Centre and Seafront (from 11.50am)
05.06.22	Mayor and Mayoress	Manvers Road Street Party (12.15pm)
05.06.22	Mayor and Mayoress	Pashley Road Street Party (3.00pm)
05.06.22	Mayor and Mayoress	Ashburnham Gardens Street Party (3.45pm)
09.06.22	Mayor and Mayoress	Wild Coast Sussex in Bloom, Holywell (10.00am)
11.06.22	Mayor and Mayoress	Phoenix Choir Concert, All Saints Church (7.20pm)
14.06.22	Mayor and Mayoress	SERFCA Sussex Armed Forces Briefing, Crawley Armed Forces Reserves Centre (6.30pm)
18.06.22	Mayor, Mayoress and Civic Guests	Tree of Reflection Commendation Ceremony, Elm Grove Park (11.00am)
18.06.22	Mayor and Mayoress	Elstree Court Nursing Home Open Day (1.00pm)

Date	Attendee	Event
18.06.22	Mayor and Mayoress	Concentus Concert, St Saviours Church (6.45pm)
20.06.22	Mayor and Mayoress	Mayor's Charity Committee Meeting, Town Hall (1.00pm)
20.06.22	Mayor	Reception with the Lord Lieutenant and Armed Forces Flag Raising Ceremony, County Hall Lewes (3.45pm)
21.06.22	Mayor and Mayoress	Breatheasy Eastbourne Open Day, Seaside (2.30pm)
25.06.22	Mayor and Mayoress	Rothesay International Tennis Finals, The Grand Hotel and Devonshire Park (10.30am)
25.06.22	Deputy Mayor and Consort	Armed Forces Day Event, Five Acre Field (11.00am)
26.06.22	Mayor and Mayoress	Eastbourne Symphony Orchestra Summer Concert, St Saviours Church (6.45pm)
01.07.22	Mayor and Mayoress	Hairspray the Musical, The Lindfield School (9.45am)
01.07.22	Mayor and Mayoress	Visit to Tesco Extra with Eastbourne Foodbank (12.30pm)
02.07.22	Mayor and Mayoress	999 Emergency Services Display, Western Lawns (10.15am)
02.07.22	Mayor and Mayoress	Shinewater Fun Day, Shinewater Park (12.00pm)
04.07.22	Mayor and Mayoress	SEA Cheque Presentation, Town Hall (1pm)
05.07.22	Mayor and Mayoress	Charity Dinner in Aid of Bangladesh Flood Victims, Spice Garden (6.30 pm)
05.07.22	Deputy Mayor and Consort	Eastbourne Orchestral Society Concert, Town Hall (7.20pm)
07.07.22	Mayor and Mayoress	The People Matter Trust Anniversary Celebration, Town hall (6 pm)
08.07.22	Mayor	Citizenship Ceremony (2pm)
08.07.22	Mayor and Mayoress	Mayor's Charity Quiz Night, Town Hall (6.30 pm)
09.07.22	Mayor and Mayoress	Eastbourne Choral Society Jubilee Concert, All Saints Church (7.20 pm)
10.07.22	Mayor and Mayoress	Eastbourne Open Bowl's Tournament, Eastbourne Bowls Club (9.45 am)
11.07.22	Mayor and Mayoress	Eastbourne and District Mencap – The Sound of Music, The Hive, Pevensey Road (1.15 pm)

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Agenda Item 7

Report to:	Full Council
Date:	20 July 2022
Title:	Conservation Area Advisory Group - Proposed changes to Terms of Reference
Report of:	Simon Russell, Head of Democratic Services
Ward(s):	All
Purpose of report:	To propose a further expansion of the remit to CAAG in order to enhance and better reflect its role and contribution to the Council.
Officer recommendation(s):	(1) To agree the revised Terms of Reference (ToR) in respect of remit and membership, set out at Appendix 1; (2) To authorise the Head of Democratic Services and Deputy Monitoring Officer to make the necessary changes to the Council's Constitution in order to give effect to these changes. (3) To authorise the Head of Democratic Services and Deputy Monitoring Officer to appoint to any outstanding vacancies (including that of Vice-Chair), in consultation with the relevant Group Leader, for the remaining municipal year.
Reasons for recommendations:	To reflect the expanded remit for CAAG, enabling more discussion and a broader input into the decision-making process in respect of matters affecting Conservation Areas, Listed Buildings and Heritage Assets.
Contact Officer(s):	Name: Simon Russell Post title: Head of Democratic Services (and Deputy Monitoring Officer) E-mail: simon.russell@lewes-eastbourne.gov.uk Telephone number: 01323 415021

1 Introduction

- 1.1 A review of the remit of the Conservation Area Advisory Group (CAAG) was undertaken in 2020. Following this review, a report was presented to CAAG and then onto Full Council.
- 1.2 At its meeting on 18 November 2020, Full Council agreed changes to the Terms of Reference for the Group.

- 1.3 The changes agreed have enabled a wider use of the Group's resource and its experience and expertise, to provide input into any major policy, strategy or project that has a material effect on conservation areas or listed buildings.
- 1.4 Meetings of CAAG have remained open for members of the public to attend and observe. Further details on meetings can be viewed on the Council's website or by contacting the Council via the various channels of communication.
- 1.5 In recognising the importance of all heritage assets around the Borough, including street furniture, it has been requested that it be considered expanding the Group's remit further.

2 Proposal

- 2.1 Following discussion with the Chair of the Group, the changes proposed and set out at Appendix 1, would enable the Group to comment and advise, with regards to planning applications and scheduled works, affecting heritage assets. This would bring into scope heritage assets that are not just within conservation areas or classed as listed buildings.
- 2.2 The mechanism for how matters affecting heritage assets would be reported to CAAG and discussed, would be determined by the Chair of CAAG, in consultation with officers. This would take place following the completion of an audit of heritage assets. Certain works, particularly affecting street furniture assets would potentially fall within the remit of East Sussex County Council who were carrying out said works and they would need to be consulted, along with other stakeholders, where appropriate.
- 2.3 In recognising the expanded remit of the Group, the Chair also requested that it be considered that the Group be renamed the **Conservation Advisory Group** and that the Group's membership be expanded to up to 5 Councillors. Within the current composition of the Council, this would equate to 3 Councillors from the Controlling Group and 2 Councillors from the Opposition Group. As a result of the increased membership, it is proposed that the quorum for the Group be amended to 3 Councillors and 1 co-opted advisor.
- 2.4 Currently, the Chair of CAAG is appointed at the Annual Council meeting. It is also proposed that the Vice-Chair is appointed through the same process from the next municipal year. As the recent Annual Council has been held in May 2022, it is also proposed to delegate authority to the Head of Democratic Services and Deputy Monitoring Officer, to appoint to any outstanding vacancies (including that of Vice-Chair) for the remaining municipal year, in liaison with the relevant Group Leader, should the increased membership be approved.
- 2.5 As this proposal for expansion of remit and membership would necessitate a change to CAAG's Terms of Reference, as set out in the Council's Constitution, it will require Full Council approval. The proposed amended ToR is set out in Appendix 1.

3 Consultation

- 3.1 Officers have been consulted on the report and no objections have been received. The Conservation Area Advisory Group were consulted at its meeting on 5 July 2022. Whilst there was consensus in support of most of the proposed changes, there was not unanimity in favour of an increased size of membership. As mentioned above, any changes to membership and Terms of Reference must be determined by Full Council.

4 Financial appraisal

- 4.1 There are no additional financial and resource implications as a result of this report.

5 Legal implications

- 5.1 The Council's Legal Team have been consulted and provided the following comment:

Section 38(6) of the Planning and Compulsory Purchase Act 2004 and section 70(2) of the Town and Country Planning Act 1990 requires that applications for planning permission be determined in accordance with the development plan, unless material considerations indicate otherwise. A representation from CAAG is a material consideration that should be taken into account in deciding a planning application although the weight to attach to the advice is a matter for the decision maker. In reaching their representations, CAAG must seek to maintain transparency and fairness in their decision-making, with all members being required to declare and resolve any personal and prejudicial interests in the items under discussion.

Legal Implications provided 15.06.22 - CAAG Report - July 2022 011190-EBC-JCS

6 Risk management implications

- 6.1 There are no new risks arising from the proposals in this report.

7 Equality analysis

- 7.1 The wider remit will provide an opportunity for greater input into matters affecting conservation areas, listed buildings and heritage assets.

8 Environmental sustainability implications

- 8.1 The proposed amendments to CAAG's Terms of Reference will continue to promote wider, more informed views, and can only enhance responsible development and quality decision making, in keeping with the desire to preserve and enhance Conservation Areas and heritage assets.

9 Appendices

- Appendix 1 – Recommended changes to CAAG's Terms of Reference as

set out in the Council's Constitution, in accordance with the recommendations in this report.

10 Background papers

The background papers used in compiling this report were as follows:

- [Full Council Report – 18 November 2020](#)
- [CAAG Report – 5 July 2022](#)

Proposed amendments to the Terms of Reference for CAAG – as they appear in Eastbourne Borough Council's Constitution, Part 3 Section B, Responsibilities for Functions – Full Council and its committees (page ref: B12-13).

NB: Proposed amendments highlighted in blue italics

6. Conservation *Area* Advisory Group

6.1 Composition:-

Up to *5* Councillors who are *not members of the Planning Committee or approved substitutes*, plus co-opted advisors. ~~*No requirement for political balance*~~

Co-opted advisors to include the Council's Heritage Champion and up to 3 others of which at least two must be external, this to be determined by the Head of Planning in liaison with the Chair of CAAG on an annual basis, usually at the start of each municipal year.

Quorum to be *3* Councillors and 1 co-opted advisor.

Voting rights remain with the elected members only and the Chair *and Vice Chair* continues to be appointed by Full Council.

6.2 Terms of Reference:-

To meet as an informal advisory body.

To advise the Planning Committee and the South Downs National Park Authority *with* regards to planning applications in Conservation Areas where there is a material effect on the Conservation Area and applications affecting Listed Buildings.

To comment and advise, with regards to planning applications and scheduled works, affecting heritage assets.

To comment and advise on any matter under consideration by Cabinet or the Planning Committee that has a significant material effect (*as deemed by Cabinet or Planning Committee*) on the Conservation Area and/or listed buildings *and/or heritage assets.*

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Working in partnership with **Eastbourne Homes**

Meeting: Council

Date: 20 July 2022

Subject: Approval of additional Licensing Fees 2022/23

Report of: Tim Whelan – Director of Service Delivery

The Council is asked to consider the minute and resolution of the Licensing Committee meeting held on 7 July 2022 as set out below.

Recommendation to Full Council

To recommend to Full Council to approve the additional licensing fee proposed for the English Proficiency Test, Safeguarding and Disability Awareness training, and 6 monthly DBS check.

Minute extract

Licensing Committee – 7 July 2022

7. Approval of additional licensing fees 2022/23

The Committee considered the report which sought its recommendation to Full Council that the additional licensing fee proposed within paragraph 1.6 be applied from September 2022.

The Regulatory Services Lead (RSL) presented the report highlighting that all new applicants for Hackney and Private Hire Dual Drivers Licence would be required to undergo an English Language proficiency test at a cost of £65. It also proposed that new applicants and existing licenced drivers would be required to undertake Safeguarding and Disability Awareness training at a cost of £65 per training course to be paid to an external provider as part of their application process. In addition, that all new applicants and current licensed drivers would be required to adhere to a 6 monthly DBS check, which could be undertaken through the gov.uk website or, alternatively, could be processed by Eastbourne Borough Council. The cost of the service for the Council would require an increase from £40 to £65 to take into account an administration fee, which would apply from September 2022 onward.

The Committee queried whether the Safeguarding and Disability Awareness training fee was a one-off payment or an annual payment. The RSL explained that the training fee, was at present, a one-off payment and that drivers would have to adhere to the Guidance to possess a dual drivers licence.

Resolved:

That the Committee recommend to Council the approval of the Licensing fees as set out in the report for the English Proficiency Test, Safeguarding and Disability Awareness training, and 6 monthly DBS check.

For a copy of the report please contact Democratic Services:

Tel. (01323) 410000.

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

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

[Agenda for Eastbourne Borough Council Licensing Committee on Thursday, 7 July, 2022, 6:00pm \(lewes-eastbourne.gov.uk\)](#)



Working in partnership with **Eastbourne Homes**

Planning Committee

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 30 May 2022 at 6.00 pm.

Present:

Councillor Peter Diplock (Deputy-Chair).

Councillors Penny di Cara, Choudhury, Robin Maxted, Barry Taylor, Md. Harun Miah, Colin Murdoch and Candy Vaughan.

Officers in attendance:

Neil Collins (Senior Specialist Advisor for Planning), Leigh Palmer (Head of Planning First), Joanne Stone (Lawyer, Planning), and Emily Horne (Committee Officer)

1 Welcome and Introductions

Members of the Committee and Officers present introduced themselves to all those who were present during the meeting.

2 Apologies for absence and notification of substitute members

Apologies had been received from Councillors Lamb, Morris and Murray. Councillor di Cara confirmed that she was acting as substitute for Councillor Lamb. Councillor Choudhury confirmed that he was acting as substitute for Councillor Morris, and Councillor Maxted confirmed that he was acting as substitute for Councillor Murray.

3 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

None.

4 Minutes of the meeting held on 19 April 2022

The minutes of the meeting held on 19 April 2022 were submitted and approved as a correct record, and the Chair was authorised to sign them.

5 Urgent items of business.

There were no urgent items. An officer addendum, however, was circulated to the Committee prior to the start of the meeting, updating the main reports on the agenda with any late information (a copy of which was published on the Council's website).

6 The Tiled House, Chesterfield Road. ID: 211032

Demolition of existing dwelling and erection of 4no. bedroom single storey detached dwelling – **MEADS**

The Senior Specialist Advisor (Planning) presented the report. The application was brought back to committee following receipt of amended drawings concerning the neighbouring land, to determine if an alternative decision would have been made had this information been available when the application was reported to the Planning Committee in March 2022.

The Committee was advised by way of an Addendum that there were no further updates following completion of the officer's report.

The Chair exercised his discretion in allowing additional speakers to speak for and against the application, whilst giving equal speaking time to both sides to ensure natural justice.

Bob Lindsey (Neighbour) and Mr Dennis Scard (Chair of Meads Community Association) spoke in objection to the application. Mrs Naomi Timlin (Applicant) and Mr Alex Peacock (Architect) spoke in support of the application. Councillor Smart, Ward Councillor, addressed the Committee in objection to the application.

The Committee raised concerns regarding visual impact, over development and impact on the neighbouring property.

Councillor Taylor proposed a motion against the officer's recommendation to refuse the application. This was seconded by Councillor Murdoch and was carried.

RESOLVED: by (5 votes to 2 against and 1 abstention) that planning permission be refused on the grounds of visual impact and impact on the street scene.

7 Moira House School, Upper Carlisle Road. ID: 220014

Partial demolition and change of use of vacant private school to C3 (residential) to enable conversion of Moira House, Boston House, and Dunn House to 33 apartments and 2 houses. Associated excavation to facilitate construction of covered parking area. Erection of 17 new family houses, along with dedicated parking for houses and associated landscaping, communal amenity space and play space – **MEADS**.

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum that no visibility evidence had been received following completion of the officer's report.

The Chair exercised his discretion in allowing an additional speaker to speak

for the application. No requests were received to speak against the application.

Mr Dennis Scard (Chair of Meads Community Association) and Mr James Taylor (Applicant) spoke in support of the application. Councillor Smart, Ward Councillor, addressed the Committee in support of the application.

The Committee welcomed the proposal and the collaborative approach between the developer, residents and the Meads Community Association.

Councillor Taylor proposed a motion to approve the application in line with the officer's recommendation. This was seconded by Councillor Miah and was carried.

RESOLVED: (unanimously) that Planning permission be approved, and to delegate the Head of Planning to fully evaluate the independent review of the submitted Financial Viability Assessment by the Council's elected consultants and to finalise the schedule of conditions; on the provision that these issues are concluded favourably, the Head of Planning to issue a Section 106 agreement to secure a local labour agreement, alterations to square off the junction of Carlisle Road with Upper Carlisle Road and to include dropped kerbs and tactile paving, improvements to pedestrian and bus stop facilities, travel Plan and audit fee of £4,500, as set out in the officer's report.

8 36 Broomfield Street. ID: 220236

Outline planning permission (Access, Appearance, Layout and Scale) for demolition of existing garage block and erection of 2x semi-detached 3bedroom dwellings, 2x semi-detached 2 bedroom dwellings and 3x detached 3 bedroom dwellings together with parking, garages and new site access road - **OLD TOWN.**

The Senior Specialist Advisor (Planning) presented the report.

The Committee was advised by way of an Addendum of information received concerning the rights of access to the site and surrounding properties.

Mr James Whelan (Neighbour) addressed the Committee in objection to the application.

The Committee raised concerns regarding the reduction in width of the access.

Councillor Maxted proposed a motion against the officer's recommendation to refuse the application. This was seconded by Councillor Taylor and was carried.

RESOLVED: (unanimously) that Planning permission be refused on the grounds that the development would by reason of the access arrangements prejudice the safety of highway users contrary to adopted policy.

9 19 Sancroft Road. ID: 210845

Demolition of existing dwelling and erection of 2no.3 bed semi-detached dwellings - **OLD TOWN.**

The Senior Specialist Advisor (Planning) presented the report

The Committee was advised by way of an Addendum that there were no further updates following completion of the officer's report.

Mr Andy Thurman (Neighbour) addressed the Committee in objection to the application.

The Committee was of a mixed opinion. A few members raised concerns regarding parking, out of keeping, unnecessary demolition of a single house to create two homes. Other members supported the design of the development and welcomed the proposal for two energy efficient family homes, instead of one.

Councillor Maxted proposed a motion to approve the application in line with the officer's recommendation. This was seconded by Councillor Vaughan. The motion was lost, with the Chair using his casting vote.

Councillor Diplock proposed a motion against the officer's recommendation to refuse the application. This was seconded by Councillor Murdoch and was carried.

RESOLVED: by (5 votes to 3 against) that Planning permission be refused on the grounds that the proposal due to the footprint, mass and quantum of the dwellings provided represents a cramped form of development. It would appear overly prominent and overbearing in the street scene and would introduce an unacceptable sense of terracing and would disrupt the special characteristics of the street. The development would therefore conflict with saved policies UHT1, UHT2 and UHT4 of the Eastbourne Borough Plan, policies B2, D1 and D10a of the Eastbourne Core Strategy and paras 128 and 130 of the NPPF. Insufficient information has been submitted to demonstrate that the proposal would be a sustainable form of development, contrary to adopted policy D1 of the Eastbourne Core Strategy and para. 11 and 152 of the NPPF and the Council's Sustainable Building Design SPD, 2013.

10 49 Philips Avenue. ID: 220265

Conversion of loft space to include hip to gable roof extension, rear dormer and roof light to front elevation - **ST ANTHONYS.**

The Senior Specialist Advisor (Planning) presented the report

The Committee was advised by way of an Addendum that there were no further updates following completion of the officer's report.

Councillor Vaughan proposed a motion to approve the application in line with the officer's recommendation. This was seconded by Councillor Miah and was carried.

RESOLVED: (unanimously) that Planning permission be approved subject to the conditions set out in the officer's report.

11 Date of next meeting

It was noted that the next meeting of the Planning Committee was scheduled to commence at 6:00pm on Monday, 27 June 2022.

The meeting ended at 8.24 pm

Councillor

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Working in partnership with **Eastbourne Homes**

Cabinet

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 1 June 2022 at 1.00 pm.

Present:

Councillor David Tutt (Chair).

Councillors Stephen Holt (Deputy-Chair), Margaret Bannister, Alan Shuttleworth and Rebecca Whippy.

Officers in attendance:

Robert Cottrill (Chief Executive), Homira Javadi (Chief Finance Officer), Tim Whelan (Director of Service Delivery), Walter Ferguson (Service Manager), Ola Owolabi (Deputy Chief Finance Officer (Corporate Finance)), Simon Russell (Head of Democratic Services) and Sean Towey (Head of Environment First).

1 Minutes of the meeting held on 21 March 2022

The minutes of the meeting held on 21 March 2022 were submitted and approved and the Chair was authorised to sign them as a correct record.

2 Apologies for absence

An apology for absence was reported from Councillor Swansborough.

3 Declaration of members' interests

Councillors Tutt declared a personal and prejudicial interest in agenda item 7 (Waste and recycling services - fleet) as a Director of South East Environmental Services Ltd (SEESL). He left the room for the duration of this item. Councillor Holt chaired the meeting for the duration of this item.

The Director of Service Delivery clarified that he would be presenting the report and responding to questions for agenda item 7 (Waste and recycling services - fleet), separate from his role as a SEESL Director.

4 Waste and recycling services - fleet

The Cabinet considered the report of the Director of Service Delivery, introducing and seeking Cabinet's approval for a replacement strategy for the waste and recycling fleet to circa 2035. This was against a backdrop of new and emerging technologies; alternative fuels and energy vectors; ageing vehicles and Eastbourne Carbon Neutral 2030. Further details were contained in the report.

Thanks were conveyed to the waste team for their work in producing the report.

Councillors Tutt declared a personal and prejudicial interest in this item as a Director of South East Environmental Services Ltd (SEESL) that discussed the proposals and made recommendations to Cabinet. He left the room for the duration of this item. Councillor Holt chaired the meeting for the duration of this item.

Resolved (Key decision):

(1) To upgrade the refuse and recycling collection vehicle (RCV) fleet from April 2023 with re-purposed vehicles, subject to approval by Full Council.

(2) To use renewable diesel as an alternative to regular diesel from April 2023, subject to due diligence.

(3) To procure an electric vehicle fleet for food waste collections from 2025 and subject to government New Burdens Funding support and depot upgrade, subject to a further report to Cabinet and Full Council supported by a business case.

(4) To install charging infrastructure at Courtlands Road depot to support the EV fleet (as part of an associated workstream subject to separate approvals).

(5) To secure ultra-low emission vehicles for the RCV fleet and street cleansing by 2030, to align with the council's carbon neutral target, subject to a further report to Cabinet and Full Council supported by a business case.

Reason for decisions:

Recommendations to Cabinet for waste recycling and street cleansing vehicle procurement required from 2023, with associated adaptations at the depot to support ambitions to decarbonise the fleet by 2030.

The meeting ended at 1.15 pm

Councillor David Tutt (Chair)



Working in partnership with **Eastbourne Homes**

Eastbourne Licensing Committee

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 7 July 2022 at 6.00 pm.

Present:

Councillor Robin Maxted (Chair).

Councillors Colin Belsey, Sammy Choudhury, Penny di Cara, Peter Diplock (Deputy Chair), Amanda Morris, Colin Murdoch, Jim Murray, Colin Swansborough, Barry Taylor and Candy Vaughan

Officers in attendance:

Jo Dunk (Lead for Regulatory Services), Dean Love (Specialist Advisor – Licensing), Michele Wilkinson (Lawyer – Housing & Regulatory) and Emily Horne (Committee Officer).

1 Introductions

Members of the Committee and Officers present introduced themselves via roll call during the meeting.

2 Minutes of the meeting held on 17 January 2022

The minutes of the meeting held on 17 January 2022 were submitted and approved, and the Chair was authorised to sign them as a correct record.

3 Apologies for absence/declaration of substitute members

An apology for absence had been received from Councillor Josh Babarinde.

4 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

There were none.

5 Questions by members of the public

There were none.

6 Urgent items of business

There were none.

7 Right to address the meeting/order of business

The Chair reported that he had received one request to address the meeting.

8 Approval of additional licensing fees 2022/23

The Committee considered the report which sought its recommendation to Full Council that the additional licensing fee proposed within paragraph 1.6 be applied from September 2022.

The Regulatory Services Lead (RSL) presented the report highlighting that all new applicants for Hackney and Private Hire Dual Drivers Licence would be required to undergo an English Language proficiency test at a cost of £65. It also proposed that new applicants and existing licenced drivers would be required to undertake Safeguarding and Disability Awareness training at a cost of £65 per training course to be paid to an external provider as part of their application process. In addition, that all new applicants and current licensed drivers would be required to adhere to a 6 monthly DBS check, which could be undertaken through the gov.uk website or, alternatively, could be processed by Eastbourne Borough Council. The cost of the service for the Council would require an increase from £40 to £65 to take into account an administration fee, which would apply from September 2022 onward.

The Committee queried whether the Safeguarding and Disability Awareness training fee was a one-off payment or an annual payment. The RSL explained that the training fee, was at present, a one-off payment and that drivers would have to adhere to the Guidance to possess a dual drivers licence.

Councillor Taylor proposed a motion to agree the officer recommendations listed in the report. This was seconded by Councillor Taylor.

Resolved (unanimous) that:

- 1) That Full Council be recommended to approve the additional Licensing fees as set out in the report for the English Proficiency Test, Safeguarding and Disability Awareness training, and 6 monthly DBS check.

9 Amendments to the Hackney Carriage and Private Hire Licensing Guidance April 2022.

The Committee considered the report of the Director of Service Delivery regarding changes to the Eastbourne Borough Council Hackney Carriage and Private Hire Licensing Guidance to include measures to protect passenger safety.

Appended to the report at Appendix 1 was the proposed headrest sticker and the amended Guidance was appended to the report at Appendix 2.

The Specialist Advisor – Licensing (SAL) presented the report. The Committee was asked to consider mandatory use of ‘How Did I Do’ internal stickers for customers to be given the opportunity to give feedback on the service received

and for the Eastbourne Borough Council Hackney Carriage and Private Hire Licensing Guidance to be updated.

An amendment to the report was noted at paragraph 1.3, delete the words 'and further clarification over back seat dimensions'.

Members' questions included:

- Could the sticker include a contact telephone number for those who were unable to use email or scan QR codes? Officers agreed to include a contact telephone number.
- Could the colouring of the sticker be changed so as to meet disability/accessibility requirements for those that are visually impaired or dyslexic? Officers agreed to consider the colouring of the sticker.
- Could the stickers damage the vehicle? Officers confirmed they were placed in a protective sleeve and would not damage the vehicle.
- What would happen to a negative review that was unfounded? Officers confirmed that they were in regular contact with the trade and would investigate any allegations of misconduct. Positive responses would be acknowledged and passed to the trade.
- Could the stickers display a 'thumbs up or 'thumbs down' image to encourage positive reviews? Officers would enquire with the Design Team.

Councillor Taylor proposed a motion to include the civic badge logo on the sticker. This was seconded by Councillor Murdoch.

RESOLVED: (Unanimous) that:

- 1) The Civic Badge be included on the sticker.

Councillor Diplock proposed a motion to agree the officer recommendations listed in the report. This was seconded by Councillor Taylor.

RESOLVED: (Unanimous) that:

- 1) The Committee approves the changes to the Eastbourne Borough Hackney Carriage and Private Hire Licensing Guidance within Appendix 2 of the report, and the sticker be amended to include the addition of a telephone number; the colouring checked so as to meet disability/accessibility requirements, and that Officers liaise with the Design Team regarding the 'thumbs up or thumbs down' image.

10 Supporting the transition to low vehicle or zero emission vehicles.

Mr Everson, Chair of the Eastbourne Eco Action Transport Network Group, addressed the Committee with a number of questions regarding the transition to low vehicle or zero emission vehicles. Where not discussed by the Committee, these would be responded to by email after the meeting.

The Committee considered the report of the Director of Service Delivery for Members to consider ways of supporting the transition to low or zero emission vehicles in the taxi and private hire sector.

Appended to the agenda was the Hackney Carriage and Private Hire Licensing Guidance, the Council's Climate Emergency Summary was appended at Appendix 2 and Appendices 3-6 included examples of practices in other Council areas.

The Regulatory Services Lead (RSL) presented the report highlighting the recommended changes to the Guidance.

An amendment was noted on Appendix 2, Eastbourne Carbon Neutral 2030 Summary – that Councillor Swansborough had replaced Councillor Jonathan Dow as the Lead Cabinet Member for Climate Change.

Members' discussion included:

- More incentives were required to encourage drivers to switch to low vehicle or zero emission vehicles and a significant number of 'rapid' charging points would be needed to meet the needs of Eastbourne by 2030.
- What was the target number of electric charging points to be installed by 2030? Officers advised that details would be confirmed in the feasibility study.
- A concern was raised that in the past that the use of a fully electric vehicle had not been supported. Officers confirmed the Guidance now supported this.
- General concerns were raised regarding costs of cars, limited number of electric charging points and the logistics of charging vehicles on long distance jobs.
- What were the views of the Taxi Forum? Officers confirmed that the feasibility study would involve consultation with trade for them to express their views. Officers confirmed that some initial discussions had already been had with the Trade.
- When will the 15-year licence period start from - is it retrospective for drivers who already have hybrid cars? Officers confirmed the logistics of how existing vehicles were considered would be included in the feasibility study.

Councillor Swansborough proposed a motion to agree the officer recommendations listed in the report. This was seconded by Councillor Morris.

RESOLVED: (Unanimous) that:

- 1) The Licensing Committee agrees that a feasibility study is undertaken into all options. The Lead for Regulatory Services to investigate grant funding to cover the costs of the feasibility study; and

- 2) The Licensing Committee agrees that, as an immediate incentive, the Hackney Carriage and Private Hire Licensing Guidance be amended so that low and zero emission vehicles may have an extended licence span.

11 Date of the next meeting

That the next meeting of the Licensing Committee scheduled to commence at 6:00pm on Monday, 10 October 2022, be noted.

The meeting ended at 18:55 pm

Councillor Robin Maxted (Chair)

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