



Full Council

Minutes of meeting held in Council Chamber, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE on 20 May 2024 at 6.00 pm.

Present:

Councillor Ian Alexander (Chair) (Vice-Chair from Item 2).
Councillors Lesley Boniface (Vice-Chair) (Chair from Item 2), Graham Amy, Lucy Agace, Janet Baah, Christine Brett, Christina Bristow, Julie Carr, Ciarron Clarkson, Roy Clay, Graham Clews, Ezra Cohen, Chris Collier, Paul Davies, Becky Francomb, Cathy Gallagher, Stephen Gauntlett, Freddie Hoareau, Olivia Honeyman, Charlotte Keenan, Nick Kortalla-Bird, Christoph von Kurthy, James MacCleary, Sean MacLeod, Imogen Makepeace, Wendy Maples, James Meek, Paul Mellor, Zoe Nicholson, Emily O'Brien, Laurence O'Connor, Christine Robinson, Joa Saunders, Isobel Sharkey, Mark Slater, Stella Spiteri and Daniel Stewart-Roberts.

Officers in attendance:

Robert Cottrill (Chief Executive), Simon Russell (Head of Democratic Services and Monitoring Officer), Sarah Lawrence (Committee Team Manager), Kate Slattery (Head of Legal Services), Ian Fitzpatrick (Deputy Chief Executive and Director of Regeneration and Planning) and Caroline Hanlon (Civic and Member Services Officer) (Civic and Member Services Officer).

1 Election of the Chair of the Council

The Chair of the Council, Councillor Ian Alexander, welcomed everyone to the meeting.

The Chair advised that one nomination had been received for the Chair of the Council in advance of the meeting for Councillor Lesley Boniface for 2024/25.

Councillor Brett proposed and Councillor Davies seconded the nomination of Councillor Boniface.

The proposal was put to the vote and was approved unanimously.

RESOLVED that Councillor Lesley Boniface be elected as the Chair of the Council for 2024/25.

Councillor Boniface then made the statutory declaration of acceptance of office as Chair of the Council and took the chair.

In her speech of acceptance of her election, Councillor thanked the Council for electing her and advised that she would let Councillors know her theme for the year. She thanked Councillor Alexander and, his consort, Mrs Julie Alexander for their work over the last year and they were presented with a gift and flowers respectively.

2 Appointment of the Vice-Chair of the Council

Councillor Boniface advised that one nomination had been received for the role of Vice-Chair from Councillor Keene. However, following publication of the agenda, Councillor Keene had withdrawn from consideration. The Chair therefore asked for another nomination.

Councillor Nicholson proposed and Councillor Sharkey seconded a nomination for Councillor Alexander to be appointed as Vice-Chair for 2024/25.

The nomination was put to a vote and approved unanimously.

RESOLVED that Councillor Ian Alexander be appointed as the Vice-Chair of the Council for 2024/25.

Councillor Alexander then made the statutory declaration of acceptance of office as Vice-Chair.

3 Apologies for absence

Apologies for absence were received from Councillors Coupland, Denis, Fabry and Keene.

4 Declarations of interest

There were no declarations of interest.

5 Minutes of the meeting held on 19 February 2024

The minutes of the meeting of the Council held on 19 February 2024 were approved as a correct record and signed by the Chair.

6 Urgent items

There were no urgent matters for decision.

7 Announcements

The Council received a list of the outgoing Chair of the Council's engagements carried out between May 2023 and May 2024. Councillor Alexander thanked members for giving him the opportunity to be Chair. He had had a busy year, and attended a wide range of events, including meeting royalty twice, and he had enjoyed the opportunity to see the excellent work taking place in the community and charities working together.

There were no other announcements made.

8 Appointments Report

The Chair drew members' attention to the report of the Head of Democratic

Services and an update to Appendix 1 which was set out in an agenda supplement.

At the Chair's invitation, the Leader of the Council, Councillor Nicholson, advised that her appointments to the Cabinet for the forthcoming year were unchanged.

Councillor Nicholson moved and Councillor Maples seconded the recommendations set out in the appointments report.

It was noted that there were no contested nominations but where there were gaps in nominations these could be dealt with by the Head of Democratic Services in consultation with Group Leaders or where specified, referred to the first meeting of the relevant Committee.

The Chair put the recommendations to a vote and they were approved unanimously.

RESOLVED:

1. To approve the proposed number and allocation of seats and nominations to Committees, Other Bodies and Outside Bodies, and to Chairs and Deputy Chairs (as set out in minute appendix 1);
2. 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;
3. 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 at the meeting (shown in minute appendix 1);
4. That Paul Cummins and Neal Robinson be re-appointed as Independent Persons until their tenure ends on 31 July 2027; and
5. To delegate to the Head of Democratic Services to resolve in consultation with Group Leaders any vacant appointments.

9 Annual Pay Policy Statement

The Council received the report of the Director of Tourism, Culture and Organisational Development, presenting the Pay Policy Statement for the financial year 2024/25 for approval by the Council.

Councillor Collier moved and Councillor Cohen seconded the recommendations set out in the report.

The recommendations were put to a vote and approved unanimously.

RESOLVED – That the Council approves and recommends the updated Pay Policy Statement for publication on the Council's website.

10 Calendar of Meetings 2024/25

Councillor Collier moved and Councillor Gauntlett seconded approval of the Calendar of Meetings for 2024/25.

This was put to a vote and agreed unanimously.

RESOLVED – That the Calendar of Meetings for 2024/25 as set down on the agenda be approved.

11 Urgent decisions taken by the Cabinet or Cabinet members

There were no urgent decisions to report.

12 Date of Next Meeting

It was noted that the next meeting was scheduled to take place at 6 pm on Monday 22 July 2024.

The meeting ended at 6.15 pm

Councillor Lesley Boniface (Chair)



Minutes Appendix 1

Appointments to the Cabinet by the Leader (confirmed at Full Council):

Cabinet Member	Portfolio
Councillor Zoe Nicholson	Leader of the Council, Chair of Cabinet and Cabinet member for finance, assets and community wealth building
Councillor Christine Robinson	Deputy Leader of the Council and Cabinet member for community wellbeing
Councillor Chris Collier	Cabinet member for innovation, delivery and people
Councillor Johnny Denis	Cabinet member for arts, culture and tourism, and leisure
Councillor Wendy Maples	Cabinet member for neighbourhood wellbeing
Councillor Emily O'Brien	Cabinet member for climate, nature and food systems
Councillor Laurence O'Connor	Cabinet member for planning and infrastructure
Councillor Mark Slater	Cabinet member for tenants and those in housing need

Appointments by Full Council to Committees and Advisory Bodies:

AUDIT AND GOVERNANCE COMMITTEE (7 Members)

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

Chair: Stephen Gauntlett

Deputy Chair: Daniel Stewart-Roberts

Green (3)	Lib Dem (3)	Labour (1)
Graham Clews	Stephen Gauntlett	Cathy Gallagher
Charlotte Keenan	Daniel Stewart-Roberts	
James Meek	Olivia Honeyman	

2 Independent Persons: Paul Cummins and Neal Robinson until 31 July 2027.

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

LICENSING COMMITTEE (11 Members)

Chair: Roy Clay

Deputy Chair: Paul Mellor

Green (4)	Lib Dem (4)	Labour (3)
Roy Clay	Christine Brett	Ian Alexander
Nick Kortalla-Bird	Freddie Hoareau	Paul Davies
Wendy Maples	Sean Macleod	Nikki Fabry
Joa Saunders	Paul Mellor	

(The Licensing Sub-Committee/Panel - 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)

Chair: Christine Brett

Deputy Chair: Janet Baah

Green (4)	Lib Dem (4)	Labour (3)
Ezra Cohen	Christine Brett	Ciarron Clarkson
Graham Clews	Janet Baah	Paul Davies
Paul Keene	Paul Mellor	Nikki Fabry
Charlotte Keenan	Daniel Stewart-Roberts	

(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: Janet Baah

Green (2)	Lib Dem (2)	Labour (1)
Becky Francomb	Janet Baah	Ciarron Clarkson
Ezra Cohen	Christina Bristow	

PLANNING APPLICATIONS COMMITTEE (11 Members)

Chair: Cllr Lucy Agace

Deputy: **To be appointed at the first meeting as required by the constitution**

Green (5)	Lib Dem (4)	Labour (2)
Lucy Agace	Graham Amy	Ian Alexander
Roy Clay	Sean Macleod	Isobel Sharkey
Becky Francomb	Stella Spiteri	
Paul Keene	Christoph von Kurthy	
James Meek		

JOINT COMMITTEES:

Joint Staff Advisory Committee (3 members including at least 1 Cabinet Member and 1 Member from another Group): Councillors Chris Collier, Wendy Maples, and Stephen Gauntlett.

(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 member from another group (politically balanced as far as possible):

(Also includes 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:

Constitution Working Group (3 Members)

Green (1)	Lib Dem (1)	Lab (1)
Ezra Cohen	Stephen Gauntlett	Chris Collier

CIL Executive Board (3 Members) (these members cannot sit on the Management Board)

CIL Executive Board	Cabinet Member for Planning – Cllr O'Connor Cabinet Member for Communities and Customers - Cllr Robinson Chair of Policy and Performance Advisory Committee – Cllr Brett
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CIL Management Board (5 Members)

(Representatives should include two Councillors from wards to the north and three from south of the National Park).

Green (2)	Lib Dem (2)	Lab (1)
Johnny Denis	Lesley Boniface	Isobel Sharkey
Mark Slater	Sean Macleod	

Grants Task Group (3 Members)

Green (1)	Lib Dem (1)	Lab (1)
Johnny Denis	Julie Carr	Ian Alexander

Local Plan Steering Group (7 Members) (To include the Cabinet Member for Planning) Chair – Laurence O'Connor - Cabinet Member for Planning

Green (3)	Lib Dem (3)	Lab (1)
Emily O'Brien	Stephen Gauntlett	Laurence O'Connor
Lucy Agace	Daniel Stewart-Roberts	
Ezra Cohen	Stella Spiteri	

Strategic Property Board (5 Members)

Chair: Zoe Nicholson – Leader of the Council

Green (2)	Lib Dem (2)	Lab (1)
Zoe Nicholson	James MacCleary	Chris Collier
Graham Clews	Julie Carr	

Officers: Ian Fitzpatrick, Mark Langridge-Kemp, Homira Javadi and Nathan Haffenden.

Strategic Climate and Nature Board (5 Members) New

5 Councillor nominations **to follow**.

Officers: Ian Fitzpatrick, Homira Javadi, Jo Harper, Lee Banner and Kate Richardson.

Appointments by Full Council to Outside Bodies:

Outside Body (Annual appointment unless otherwise stated)	Proposed Representative.
3VA Board (1 rep)	Cllr Christine Brett
Armed Forces Champion (1 rep)	Cllr Daniel Stewart-Roberts
Aspiration Homes Ltd (3 Cabinet Members – usually Leader of the Council, Deputy Leader and Cabinet for Housing)	Leader - Cllr Zoe Nicholson Deputy Leader - Cllr Christine Robinson Cabinet Housing Member - Cllr Mark Slater
Community Safety Partnership <ul style="list-style-type: none"> • Joint Action Group (2 reps – 1 should be Cabinet Member whose portfolio includes Community Safety) • Strategy Group Meeting (Rep should be Cabinet Member whose portfolio includes Community Safety) 	2 reps – Relevant Cabinet Member (Cllr Christine Robinson) + 1 Other Councillor (Cllr Julie Carr) Relevant Cabinet Member – Cllr Christine Robinson
East Sussex Health and Wellbeing Board (1 rep)	Cllr Paul Davies
East Sussex Health Overview and Scrutiny Committee (1 Rep - must be a member of Policy and Performance Committee)	Cllr Christine Brett
East Sussex Strategic Partnership Board (Leader of the Council + Chief Executive) (Substitute – Deputy Leader)	Rep - Leader of the Council (or their nominee) – Cllr Zoe Nicholson (+ Chief Executive) Substitute – Deputy Leader of the Council - Cllr Christine Robinson
East Sussex Strategic Planning Members Group (Rep should be Cabinet Member for Planning Policy)	Relevant Cabinet Member – Cllr Laurence O'Connor
Greater Brighton Economic Board <ul style="list-style-type: none"> • Board Member (Rep should be Leader of the Council) • Independent Call-in Panel Member (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 	Leader of the Council (Board Member) – Cllr Zoe Nicholson Independent Call-in Panel: 1 PPAC Member - 1 Reserve (PPAC Member) (To be appointed at the first PPAC meeting)
IESE Transformation Ltd (1 rep and 1 appointed sub – rep should be Leader of the Council)	Leader of the Council – Cllr Zoe Nicholson (1 substitute – Deputy Leader (Cllr Christine Robinson) or other Cabinet Member)
Impact Seaford (1 rep - Cabinet Member or Seaford Ward member)	Cllr James Meek
Lewes District Citizens Advice (1 rep)	Cllr Imogen Makepeace
Lewes District Council – Mental Health Champion	Cllr Sean Macleod
Lewes Food Partnership Steering Group	Relevant Cabinet Member – Cllr Emily O'Brien

Outside Body (Annual appointment unless otherwise stated)	Proposed Representative.
Lewes Housing Investment Company - 3 reps <i>(Leader, Deputy Leader and Cabinet Member for Housing) (+ Relevant Council Directors)</i>	Leader – Cllr Zoe Nicholson Deputy Leader – Cllr Christine Robinson Cabinet Member for Housing – Cllr Mark Slater
East Sussex Joint Parking Board <i>(1 rep, 1 reserve)</i>	Cllr Wendy Maples Cllr Nick Kortalla-Bird (Reserve)
Local Government Association (1 rep) Coastal Issues Special Interest Group	Cllr Emily O'Brien
Local Government Association – District Councils Network (1 rep) <i>(Rep should be the Leader of the Council)</i>	Leader of the Council – Cllr Zoe Nicholson (Reserve – Cllr Johnny Denis)
Local Government Association – General Assembly <i>(Rep should be the Leader)</i>	Leader of the Council – Cllr Zoe Nicholson
Mental Health Champion	Member – Cllr Sean Macleod Officer – Becky Cooke
Newhaven Town Deal Board	Leader of the Council – Cllr Zoe Nicholson Deputy Leader of the Council – Cllr Christine Robinson Chief Executive Deputy Chief Executive Head of Regeneration
Ouse Valley Climate Action Delivery Board (Chaired by J Winkworth SDNP)	Relevant Cabinet Member - Cllr Emily O'Brien
Pensions Board Representative (nomination to ESCC)	Usually held by Cabinet Member for HR Matters – however another nominee is allowed if the Cabinet member is unavailable. Nominee - Cllr Stephen Gauntlett.
Planning Service User Group (Joint Body)	Relevant Cabinet Member - Cllr Laurence O'Connor
Seaford Head Local Nature Reserve Management Committee (1 rep)	Cllr Christine Brett
Seaford Downs Line Steering Group (1 rep)	Cllr Freddie Hoareau
South Downs National Park Authority (1 representative to be appointed for 4 years)	Cllr Daniel Stewart-Roberts
South East Coastal Group (ad hoc) (1 rep – Cabinet Member)	Cllr Emily O'Brien
South East England Councils <i>(1 rep and 1 appointed sub – are normally Cabinet Members)</i>	Cllr Johnny Denis 1 Substitute Cabinet Member (to be nominated by the Leader if required)
Sussex Annual Forum – the University of Sussex <i>(Rep should be Chair of the Council)</i>	Chair of the Council – Cllr Lesley Boniface.
Sussex Police and Crime Panel	<i>Representative</i> – Cllr Paul Keene

Outside Body (Annual appointment unless otherwise stated)	Proposed Representative.
<i>(1 rep and 1 appointed sub)</i>	<i>Reserve – Cllr Graham Clews</i>
Sussex Rural Community Council – 1 rep (Action in Rural Sussex)	Cllr Daniel Stewart-Roberts
Team East Sussex <i>(Rep should be Leader of the Council)</i>	Leader of the Council – Cllr Zoe Nicholson (Reserve – Deputy Leader of the Council) - Cllr Christine Robinson
Transport for the South East – Rep on behalf of local Districts	Currently held by Wealden Council Cabinet Member
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)	2 Representatives – Relevant Cabinet Member - Cllr Emily O'Brien + 1 other rep: Cllr Mark Slater
Water Champion	Relevant Cabinet Member – Cllr Emily O'Brien
Wave Active Ltd. Board (2 reps)	Cllr Charlotte Keenan Cllr Laurence O'Connor
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>	Relevant Cabinet Member – Cllr Laurence O'Connor