

19 July 2021

Dear Members

## **Full Council - 21 July 2021**

I am now able to enclose, for consideration, the following reports at the above meeting that were unavailable when the agenda was printed.

**Item    Item  
No**

**7 (a)    Treasury management annual report 2020/21 (Pages 3 - 4)**

Report of Councillor Holt on behalf of the Cabinet. To be referred from the meeting of Cabinet on 14 July 2021.

**9 (e)    Minutes of Scrutiny Committee - 12 July 2021 (Pages 5 - 10)**

**9 (f)    Minutes of Cabinet - 14 July 2021 (Pages 11 - 16)**

At the Mayor's request, Reverend Mike Blanch will be holding a brief reflection and inter-faith prayers from 5.15 pm in the Orwell Room at the Welcome Building, prior to the Full Council meeting. Maximum room capacity of the room is 12 people at a time, and all participants are requested to wear masks and maintain social distancing.

Yours sincerely

Committee Services

[committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk)

01323 410000

This page is intentionally left blank



Working in partnership with **Eastbourne Homes**

**Meeting:** Council  
**Date:** 21 July 2021  
**Subject:** Treasury management annual report 2020/21  
**Report of:** Councillor Holt on behalf of the Cabinet

---

The Council is asked to consider the minute and resolution of the Cabinet meeting held on 14 July 2021 as set out below.

---

**The Council is recommended to:-**

- (1) Agree the annual Treasury Management report for 2020/21.**
  - (2) Approve the 2020/21 prudential and treasury indicators included in the Cabinet report.**
- 

**Minute extract  
Cabinet – 14 July 2021**

The Cabinet considered the report of the Chief Finance Officer, reporting on activities and performance of the treasury management service during 2020/21.

Visiting member, Councillor Smart, addressed the Cabinet on this item.

**Recommended to Full Council (Budget and policy framework):**

- (1) To agree the annual Treasury Management report for 2020/21.
- (2) To approve the 2020/21 prudential and treasury indicators included.

**Reason for decisions:**

Requirement of CIPFA Treasury Management in the Public Sector Code of Practice (the Code) and this has to be reported to Full Council.

---

For a copy of the report please contact Democratic Services:

Tel. (01323) 410000.

E-mail: [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk)

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

<https://democracy.lewes-eastbourne.gov.uk/mgListCommittees.aspx?CT=13215>

---

This page is intentionally left blank



Working in partnership with **Eastbourne Homes**

## Scrutiny Committee

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 12 July 2021 at 6.00 pm.**

### **Present:**

Councillor Tony Freebody (Chair).

Councillors Steve Wallis (Deputy-Chair), Josh Babarinde, Peter Diplock, Jane Lamb and Robert Smart.

### **Officers in attendance:**

Nathan Haffenden (Head of Commercial Business Development), Jo Harper (Head of Business Planning and Performance), Homira Javadi (Chief Finance Officer), Millie McDevitt (Performance and Programmes Lead), Ola Owolabi (Deputy Chief Finance Officer (Corporate Finance)) and Nick Peeters (Committee Officer).

**Also in attendance:** Councillor Colin Swansborough.

### **1 Minutes of the meetings held on 8 February and 24 March 2021**

The minutes of the meetings held on 8 February and 24 March 2021 were submitted and approved and signed as a correct record by the Chairman.

Matters arising:

Members requested that an update be provided by Brighton and Hove City Council on Homelessness placements into Eastbourne at the next meeting, as discussed at the 24 March meeting.

### **2 Apologies for absence / declaration of substitute members**

Apologies for absence were received from Councillors Burton and Morris.

### **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**

Councillor Wallis declared a personal interest in item 8. Corporate Plan Review and item 9. Portfolio Progress and Performance Report 2020/21- Quarter 4, as a result of his being a trustee of the charity 'Warming up the Homeless'.

### **4 Questions by members of the public**

There were none.

**5 Urgent items of business**

There were none.

**6 Right to address the meeting/order of business**

There were none.

**7 Recovery and Reset**

Jo Harper, Head of Business Planning and Performance, presented the report. During discussion the following points were highlighted.

- The detail in appendix A to the report in reference to 'Leisure centre' and 'Sovereign Leisure Centre' proposed savings, related to a renegotiation with Wave Leisure of its existing contract for other leisure centres in the Borough, and a change of management arrangements to enable non domestic rates (NNDR) exemption for the Sovereign Leisure Centre, respectively.
- The aspiration would be to return to previous levels of investment in future years, although this would be dependent on several factors including the recovery of the economy.
- Approximately eight other authorities were progressing with capitalisation programmes within a range of £3 million to £70 million.
- Concern was expressed over the impact on the Borough's tourism offer through proposed savings from weed control, street cleansing and grounds maintenance. It was felt that there had been an increase in litter in the borough and town centre, and that there could be connection to the change to fortnightly bin collection. It was requested that this area be monitored. Concern was also expressed that the Borough's cemeteries were not being maintained to a high standard.
- The assumptions in the budget were based on the information available at the time and the current environment, and were yet to be tested. The Council was mindful that residents and businesses would not be returning to what was considered a normal environment prior to the Pandemic and that the 'new normal' could be significantly different in terms of people's behaviours, spending patterns and, therefore, impact on services.
- The impact of proposed changes to services where efficiency savings had been identified would be measured through the quarterly performance reports. The Council was mindful that further efficiency savings should not impact on service levels and the experience of residents if possible.
- There were proposals within a recent government consultation on free collection of garden waste. However, a final decision had not been reached.

- Comparisons with other authorities were difficult as Eastbourne Borough was unique in its position as a tourism-based economy where the Council itself was a major provider. It was noted that it had the built-in resilience of a shared partnership with Lewes District Council. Early planning at the start of the Pandemic and the use of staff across services had made a positive difference.
- The Council had an established, active network of stakeholders to respond to community-based support responsibilities.
- The projected income for the Golf Course was based on an increase in membership during the Pandemic. The income projected for 1 Grove Road was expected to be realised, as an agreement with a third party was imminent. In other areas, stress tests and risk assessments were being regularly applied to provide further confidence that savings would be delivered.

**Resolved** to note the report.

## **8 Corporate Plan- Year 1 Review**

Millie McDevitt, Organisational Effectiveness and Performance Lead, presented the report. During discussion the following points were highlighted:

- There had been ongoing communication throughout the year highlighting the work the Council had undertaken during the Pandemic. The communications strategy would continue and there would be a focus on areas such as the Waste Service.

It was also agreed that further detail on the following area would be provided in future:

- The income generated from public space protection orders relating to dog-fouling fines.

**Resolved** to note the report.

## **9 Portfolio Progress and Performance Report 2020/21- Quarter 4**

Millie McDevitt, Organisational Effectiveness and Performance Lead, presented the report. During discussion the following points were highlighted:

- The majority of targets had been met despite the difficult circumstances.
- The figure for the percentage of household waste sent for reuse, recycling and composting was not available. Continued efforts were being made to obtain the data from East Sussex County Council.
- The position on the collection of food waste would be checked and reported

back to the Committee.

**Resolved** to note the report.

## **10 Provisional revenue and capital outturn 2020/21**

Homira Javadi, Chief Finance Officer, presented the report. During discussion the following points were highlighted.

- The production of the medium-term financial strategy (MTFS) for presentation in September would be an opportunity to reassess the business case for items in the capital programme and to look at the associated costs. There would be an opportunity for the Council to assess its financial stability and reprioritise, and determine which projects needed investment.
- Members referred to the Council's cycling strategy and felt that its promotion needed a stronger focus, as a project that would contribute to other important areas, such as public health, congestion, and reductions in carbon emissions. Members noted that a cycling consultation was closing imminently.

**Resolved** to note the provisional revenue and capital outturn for 2020/21

## **11 Treasury management annual report 2020/21**

Ola Owolabi, Deputy Chief Finance Officer, presented the report. During discussion the following points were highlighted:

- The table in paragraph 8.3 of the report was an indication of the total resources available to the Council. It was noted that the Finance team had agreed to provide details of the Council's cashflow.
- Concern was expressed by Members at the level of debt incurred by the Council which had not reduced.

**Resolved** to note the Treasury Management Annual Report 2020/21

## **12 Forward Plan of Decisions**

Resolved to note the Forward Plan of Cabinet decisions.

## **13 Scrutiny Work Programme 2021/22**

The Chair, Councillor Freebody introduced the report. Members requested that the following item be added to the Committee's work programme:

- An update on the placement of homeless people in Eastbourne Borough by Brighton and Hove City Council.



**Resolved** to note the work programme subject to the inclusion of the item requested above.

#### **14 Exclusion of the public**

The Chair, Councillor Freebody, introduced the item and proposed that items 15. Housing Development update - Southfield Road Car Park and item 16. Housing Development update - Southfield Road Car Park, Exempt appendix, be considered together in an exempt session.

**Resolved** that the public be excluded from the remainder of the meeting as otherwise there was a likelihood of disclosure to them of exempt information as defined in paragraph 3 of schedule 12A of the Local Government Act 1972. (The requisite notice having been given under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

#### **15 Housing Development update - Southfields Road Car Park**

Nathan Haffenden, Head of Commercial Business & Development, presented the report. During discussion the following points were highlighted:

- The properties would be set at affordable rents (80% of the market rent) but capped in accordance with Local Housing Allowance (LHA) levels to ensure affordability within the context of housing benefit.
- Members felt that the business plan for the scheme should be included as part of the Cabinet's consideration of the report. Members also requested that the scheme be reviewed within the current commercial/supply context.
- A more detailed handover to occupants was expected in order to highlight the green technology included in the build and to ensure that residents made full use of it.

**Resolved:**

- 1) To note the report; and
- 2) Request that the Cabinet consider a review of the scheme within the current commercial/supply context, including consideration of the business case for the scheme.

#### **16 Date of the next meeting**

Resolved to note that the date of the next meeting of the Scrutiny Committee is scheduled for Monday, 13 September 2021 in the Court Room, Eastbourne Town Hall, Grove Road, Eastbourne, BN21 4UG.

The meeting ended at 8.15 pm

Councillor Tony Freebody (Chair)



Working in partnership with **Eastbourne Homes**

## Cabinet

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 14 July 2021 at 6.00 pm.**

### **Present:**

Councillor David Tutt (Chair).

Councillors Stephen Holt (Deputy-Chair), Margaret Bannister, Jonathan Dow, Colin Swansborough and Rebecca Whippy.

### **Officers in attendance:**

Robert Cottrill (Chief Executive), Homira Javadi (Chief Finance Officer), Ian Fitzpatrick (Deputy Chief Executive and Director of Regeneration and Planning), Tim Whelan (Director of Service Delivery), Nathan Haffenden (Head of Commercial Business Development), Ola Owolabi (Deputy Chief Finance Officer (Corporate Finance)) and Simon Russell (Head of Democratic Services).

### **Also in attendance:**

Councillor Colin Belsey (Shadow Cabinet member), Councillor Penny di Cara (Opposition Deputy Leader), Councillor Paul Metcalfe MBE (Shadow Cabinet Member), Councillor Kshama Shore OBE (Shadow Cabinet Member) and Councillor Robert Smart (Opposition Leader).

## **9 Minutes of the meeting held on 2 June 2021**

The minutes of the meeting held on 2 June 2021 were submitted and approved and the Chair was authorised to sign them as a correct record.

## **10 Apologies for absence**

An apology for absence was reported from Councillor Shuttleworth.

## **11 Declaration of members' interests**

Councillors Bannister declared a personal, non-prejudicial interest in agenda item 10 (Provisional Revenue and Capital Outturn 2020/21) as a Non-Executive Director of Eastbourne Housing Investment Company Limited. She remained in the room and voted on the item.

Councillors Tutt declared a personal, non-prejudicial interest in agenda item 10 (Provisional Revenue and Capital Outturn 2020/21) as a Non-Executive Director of Eastbourne Housing Investment Company Limited and member of the Aspiration Homes LLP Executive Committee. He remained in the room and voted on the item.

## 12 Recovery and reset programme

The Cabinet considered the report of the Chief Executive, updating them on progress of the Recovery and Reset Programme.

Visiting member, Councillor Smart, addressed the Cabinet on this item.

The purpose of the Recovery and Reset programme was to tackle the financial, organisational and borough-wide challenges as a result of the Covid-19 pandemic, resultant economic climate and the changing needs and demands of the Council's services. The proposed savings, set out at Appendix A to the report would ensure a balanced budget for 2021/22 and would also go a considerable way to delivering the reductions needed for 2022/23. The intention was that the budget reductions would not be permanent, and it was hoped that the Council would be able to re-invest in services and reverse the unavoidable service reductions that had been made for this year and next.

Cabinet paid tribute to officers for their response to the challenges, already achieving many of the savings set out in the report.

### **Resolved (Key decision):**

(1) To note the progress made with the Recovery and Reset Programme.

(2) To agree the Priority Based Budget proposals, set out at Appendix A to the report.

### **Reason for decisions:**

The Recovery and Reset Programme provides a structured and accountable approach for delivering the level of significant organisational change needed to respond to current and future challenges.

## 13 Corporate Plan- Year 1 Review

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning, asking them to consider the Council's progress with the Corporate Plan 2020-2024 aspirations.

Key achievements during this extremely challenging year were set out in section 2.4 of the report and officers were commended for these. The cross-party input into discussions that led to the production of the Carbon Neutral plan for action and strategy was also recognised.

### **Resolved (Non-key decision):**

To note progress with the Corporate Plan aspirations.

**Reason for decision:**

To enable Cabinet members to consider specific aspects of the Council's progress and performance.

**14 Corporate performance - quarter 4 - 2020/21**

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning, asking them to consider the Council's progress and performance in respect of key projects and targets for the fourth quarter of the year (January – March 2021), as shown as Appendix 1 to the report.

Performance targets for 2020/21 had all been met wherever possible. The few areas which had not met their targets had been unable to do so due to pandemic related factors.

Visiting member, Councillor Shore, addressed the Cabinet on this item. In response to comments raised on the quantity of key performance indicators (KPIs), it was agreed that a discussion of these would take place outside the meeting, however it was clarified that many were areas that central government expected the Council to report on.

Further to points raised, Cabinet clarified that a report on fraud cases would be presented to the next meeting of the Audit and Governance Committee.

Visiting member, Councillor di Cara, also addressed the Cabinet on this item. Cabinet confirmed that quarter 4 data for the percentage of household waste sent for reuse, recycling and composting would be circulated once received from the third party that provided the data.

**Resolved (Non-key decision):**

To note progress and performance for Quarter 4.

**Reason for decision:**

To enable Cabinet members to consider specific aspects of the Council's progress and performance.

**15 Provisional revenue and capital outturn 2020/21**

The Cabinet considered the report of the Chief Finance Officer, updating them on the provisional outturn for 2020/21. The Council had responded to the financial and operational challenges caused by the pandemic with great focus and commitment. This had enabled the authority to reduce its capitalisation requirement by some £3.250M and put in place a strong programme of transformation and savings to ensure a financially sustainable future.

Visiting member, Councillor Smart, addressed the Cabinet on this item.

Councillors Bannister and Tutt declared a personal, non-prejudicial interest in this item. They remained in the room and voted on the item.

**Resolved (Key decision):**

(1) To endorse the provisional outturn for 2020/21.

(2) To approve the transfers from/to reserves as set out in section 2.2 of the report.

**Reason for decisions:**

To enable Cabinet members to consider specific aspects of the Council's financial performance for 2020/21.

**16 Treasury management annual report 2020/21**

The Cabinet considered the report of the Chief Finance Officer, reporting on activities and performance of the treasury management service during 2020/21.

Visiting member, Councillor Smart, addressed the Cabinet on this item.

**Recommended to Full Council (Budget and policy framework):**

(1) To agree the annual Treasury Management report for 2020/21.

(2) To approve the 2020/21 prudential and treasury indicators included.

**Reason for decisions:**

Requirement of CIPFA Treasury Management in the Public Sector Code of Practice (the Code) and this has to be reported to Full Council.

**17 Housing development update**

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning, providing an update on the Southfields Road Car Park redevelopment project and to progress all matters, including matter of contract, towards the construction and delivery phase.

Scrutiny Committee, at its meeting on 12 July 2021 considered the report and made the following recommendation.

**To request that the Cabinet consider a review of the scheme within the current commercial/supply context, including consideration of the business case for the scheme.**

The Cabinet confirmed that they were satisfied that Scrutiny Committee's recommendation was already met within the existing officer recommendations.

**Resolved (Key decision):**

(1) To note the progress of the project including the appropriation of the proposed development site from the General Fund into the Housing Revenue Account (HRA) on 31st March 2021. This is set out at the Exempt Appendix 1 to the report.

(2) To authorise entering into a construction contract to bring forward the development of the Southfields Road Car Park site, including formalising the appointments of the project professional team, in accordance with the Contract Procedure Rules, subject to ensuring a sound and financially viable business case and to let the homes to new tenants.

(3) To authorise the Director of Regeneration and Planning, in consultation with the Portfolio Holder for Housing, to carry out all necessary actions to deliver the project and these recommendations including determining the terms of, and authorising the execution of, all necessary documentation, subject to further legal, finance, and market advice.

(4) To delegate authority to the Director of Regeneration and Planning, in consultation with the Lead Member for Finance and Chief Finance Officer, to make an allocation within the Capital Programme of up to £6m and within the tolerances of the HRA Business Plan.

**Reason for decisions:**

To enable the progress and development of the Southfields Road Car Park site to provide 19 new affordable homes.

**18 Exclusion of the public****Resolved:**

That the public be excluded from the remainder of the remote meeting as otherwise there was a likelihood of disclosure to them of exempt information as defined in schedule 12A of the Local Government Act 1972. The relevant paragraph of schedule 12A and a description of the exempt information was shown below. (The requisite notice having been given under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.)

**19 Housing development update - Exempt Appendix 1**

The Cabinet considered the exempt appendix in relation to agenda item 12 (Housing development update).

**Resolved (Non-key decision):**

That the exempt appendix be noted.

**Reason for decision:**

As detailed in minute 17.

*Notes: (1) The appendix remained exempt. (2) Exempt information reasons 3 - Information relating to the financial and business affairs of any particular person (including the authority holding that information.*

The meeting ended at 7.25 pm

Councillor David Tutt (Chair)