

To all Members of the Council

11 December 2020

You are hereby summoned to attend a remote Meeting of Rother District Council to be on **Monday 21 December 2020** at 6:30pm, when it is proposed to transact the business stated below.

1. To receive apologies for absence.
2. To approve as correct records and to authorise the Chairman to sign the Minutes of the Council meetings held on 21 September and 5 October 2020.
3. Disclosure of Interest
To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question.
4. To receive the Chairman's communications.
5. To answer questions from members of the public, if any, in accordance with paragraph 10 of the Council Procedure Rules (*time limit 30 minutes).
6. To answer questions from Members of the Council, if any, in accordance with paragraph 11 of the Council Procedure Rules (*time limit 30 minutes).
7. To receive the report of the Cabinet on matters for determination by full Council at its meetings held on 2 November and 14 December (there were no recommendations to Council at the meetings held on 5 and 9 October and 20 November), as under: (Pages 1 - 8)
2 November 2020
 - Medium Term Financial Plan 2021/22 to 2025/26 (CB20/63)
 - Economic Recovery Action Plan (CB20/64)**14 December 2020**
 - Procurement Strategy (CB20/77)
 - Community Governance Order – The Parish Council of Bexhill-On-Sea (CB20/78)
8. To receive the report of the Head of Paid Service (Pages 9 - 14) in accordance with paragraph 17a of the Overview and Scrutiny Procedure Rules and paragraph 4 of the Budget and Policy Framework Procedure Rules, of any urgent decisions taken at the Cabinet meetings held on 5 and 9

October, 2 and 20 November and 14 December 2020.

9. To receive the report of the Chief Executive of the appointment of a Cabinet Spokesperson / Champion (Pages 15 - 16)

Malcolm Johnston
Chief Executive

Town Hall
Bexhill-on-Sea
East Sussex, TN39 3JX

Rother District Council

Report to	-	Council
Date	-	21 December 2020
Report of the	-	Cabinet
Subject	-	References from Cabinet Meetings

The Council is asked to consider recommendations arising from the Cabinet meetings held on 2 November and 14 December 2020 (if any), as set out below.

CABINET – 4 November 2020**CB20/63. MEDIUM TERM FINANCIAL PLAN – 2021/22 TO 2025/26**

Cabinet received and considered the report of the Assistant Director Resources on the Council's Medium Term Financial Plan (MTFP) 2021/22 to 2025/26. The MTFP set the financial framework for the next five years and would be modified as the financial situation of the Council changed during that period. The following salient points were noted:

- **Budget Process:** The Council followed a three phased budget process. The third phase would commence in January 2021, once the Government settlement had been announced. Any proposed savings would need to be agreed and the Capital Strategy and Revised Capital Programme would be prepared and incorporated into the MTFP.
- **Government Funding:** Since 2010, the Council had seen a substantial fall in income. The Revenue Support Grant ceased in 2019/20. In 2020/21 net business rates income was £3.5m; a reduction of £3.1m. The East Sussex Business Rates Pool enabled the Council to retain a greater share of any business rates growth, as currently only 50% was retained. Members were advised that, in 2021/22, the Government was scheduled to reset how business rates were shared between councils. This could result in a reduction of income in excess of £1m per annum for the Council.
- **News Homes Bonus Grant (NHBG):** The five-year forecast assumed that the NHBG would be reduced so there would be no reliance on this funding.
- **Council Tax:** If Council Tax was increased by 2% (maximum below the referendum rate) then an additional £140,000 of income would be achieved. With the ending of the furlough scheme, it was expected that the number of council tax relief (CTR) claimants would rise. Therefore, it was assumed that the taxbase would fall by 750 Band D equivalent properties in 2021/22 but would improve over the subsequent years to pre-pandemic levels by 2024/25. The additional amount of council tax income raised by 2% would reduce to £70,000. The Anti-Poverty Task and Finish Group had been tasked with considering options regarding the future of the Council's CTR Scheme. Changes to the scheme would not take effect until

April 2022, therefore it was proposed that the current scheme be affirmed for 2021/22. The Assistant Director Resources advised that Council Tax and Business Rates reminder letters were being rolled-out to businesses and residents over the next few weeks to those who had not made any contact with the Council. Councillors were urged to encourage businesses / residents who were financially struggling to contact the Council for assistance.

- **Cost Pressures:** It was predicted that the base Revenue Budget would increase by £648,000 for homelessness demands, £190,000 staffing costs based on the current workforce, £51,000 on major service contracts, the impact of COVID-19 across all services including £730,000 on leisure / sport services (De La Warr Pavilion and Freedom Leisure), as well as projects identified within the new Corporate Plan.
- **Cost Saving and Income Generation:** There were five main workstreams designed to deliver the income and savings required to minimise the amount of reserves used to balance the budget over the next five years, namely Business Transformation Programme; Devolvement and Service Prioritisation, Income Generation (Property Investment Strategy and off-street car park income), reduced staffing structure, and shared services.
- **Reserves and General Fund Balance:** The latest financial monitoring suggested an overspend of £1.9m at outturn, reducing Reserves to £12.7m after funding capital expenditure. The current MTFP estimated that £11.5m of reserves would be needed to support the Revenue Budget over the next five years (including £2.3m to support the Capital Programme). By the end of 2025/26 revenue reserves and balances would be approximately £3.5m depending on the final outturn for 2021/22. If business rates growth was reset to the 2020/21 baseline reserves would be completely depleted by 2024/5.
- **Capital Programme:** Totalled £186m and included £80m for housing development through the Council's new housing company. Investment would increase the Council's exposure to borrowing which would need to be reflected in the Treasury Management Strategy. Through the East Sussex Rough Sleeping Initiative, the Council had received positive feedback that £430,000 of government funding (60% match-funded) would be granted to provide accommodation in Rother during 2020/21. The Council would be required to fund the outstanding 40% capital contribution which equated to £285,000 and could do this from within the £3m already allocated to the Temporary Accommodation project.
- **Treasury Management:** The level of borrowing was expected to peak at £93m excluding housing development.
- **Budget Consultation:** Would be held between 1 December 2020 and 31 January 2021. An interim report on the consultation would be reported to the Overview and Scrutiny Committee on 25 January 2021.

Cabinet was supportive of the Council maintaining the current CTR Scheme for 2021/22. Members agreed to maximise the annual increase in Council Tax within the Government's referendum limit, additional NHBG funding be used to reduce the amount of drawdown from reserves, the Council remained part of the East Sussex Business

Rate Pool, and delegated authority be granted to the Assistant Director Resources, in consultation with the Cabinet Portfolio Holder for Finance and Performance Management to finalise the consultation wording.

The MTFP highlighted the challenges the Council continued to face due to the reduction in central Government support, the impact of COVID-19 and both lockdown periods. Motivation and reorganisation of resources were required to ensure the Council was focused on delivering the MTFP.

RECOMMENDED: That the:

- 1) current Council Tax Reduction Scheme be affirmed and continue for the 2021/22 financial year; and
- 2) Treasury Management Strategy be updated with regard to borrowing as outlined in the report.

AND

Cabinet also **RESOLVED:** That:

- 1) the financial forecast and proposed way forward be noted.
- 2) Council maintain its policy of maximising the annual increase in Council Tax within the Government's referendum limit;
- 3) any additional funding from New Homes Bonus Grant be used to reduce the amount of reserves being applied to support the Revenue Budget;
- 4) the Assistant Director Resources be authorised to finalise the wording of the consultation literature in conjunction with the Cabinet Portfolio holder for Finance and Performance Management; and
- 5) the Council continues to be part of the East Sussex Business Rate pool in 2021/22 and that the Assistant Director Resources be granted delegated authority to finalise the necessary agreement with the Member authorities in consultation with the Cabinet Portfolio Holder for Finance and Performance Management.

(Cabinet Agenda Item 6)

CB20/64. **ECONOMIC RECOVERY ACTION PLAN**

In June 2020, the Economic Recovery Steering Group was established to consider the impact of COVID-19 on the local economy and agree and recommend a recovery strategy and action plan for Cabinet and full Council approval.

On behalf of Team East Sussex (TES), East Sussex County Council (ESCC) commissioned consultants to develop an East Sussex Recovery Plan; all local authorities were consulted. It was noted that

the TES plan had guided the development of the Council's own Economic Recovery Plan (ERAP) appended to the report at Appendix 1. The ERAP would become the principal work plan for the Regeneration team as the Council continued to respond to the impact of COVID-19.

The ERAP set out six broad ambitions, namely thinking local, acting local; building skills, creating jobs; fast-forwarding business; better places, fuller lives; cleaner energy, greener transport; and the future is digital.

It was noted that £26,305,750 grant funding had been administered by the Council to 2,312 local businesses. Deferring rentals had also been agreed to assist commercial tenants with cashflow during the lockdown period.

In order to assist the tourism and hospitality sectors, a weekly COVID Culture forum was established between the local authorities and ESCC to understand the impact suffered during lockdown measures. Partnership working also assisted organisations with applying for grant funding, where appropriate.

Cabinet was fully supportive of the ERAP and agreed that the Overview and Scrutiny Committee be kept abreast of progress every six months.

RECOMMENDED: That the Rother Economic Recovery Action Plan be approved and adopted.

AND Cabinet also **RESOLVED:** That officers report to the Overview and Scrutiny Committee every six months on progress against the actions set out in the Plan.

(Councillor Field declared a Personal Interest as a Member of East Sussex County Council and in accordance with the Members' Code of Conduct remained in the meeting during the consideration thereof).

(Councillor Maynard declared a Personal Interest as an Executive Member of East Sussex County Council and in accordance with the Members' Code of Conduct remained in the meeting during the consideration thereof).

(Cabinet Agenda Item 10)

Cabinet – 14 December 2020

CB20/77. **PROCUREMENT STRATEGY**

Cabinet received and considered Minute AS19/56 arising from the meeting of the Audit and Standards Committee held on 18 May 2020 that had considered the Rother Procurement Strategy (PS).

The PS had been developed by the East Sussex Procurement Hub (ESPH) which consisted of a 3-way partnership between Hastings Borough Council, Rother District Council and Wealden District Council who were the hosts. Earlier in the year, Members views had been sought on the PS to ensure that it met legal requirements and policy objectives. The PS would be annually updated, and Members would be kept abreast of any significant changes. A copy of the PS was detailed at Appendix A to the report.

The Key Performance Indicators identified at Appendix 3 would be used to measure the ESPH progress during 2020/21. It was clarified that the 1.5% qualifying budget saving was a local standard that had been set by ESPH and would be kept under review. Members were pleased to note that the PS would comply fully with the Modern Slavery Charter 2015 and contribute towards the Council meeting its commitment to being carbon neutral by 2030.

RECOMMENDED: That the Procurement Strategy at Appendix A to the report, be approved and adopted.

(Cabinet Agenda Item 7)

CB20/78. **COMMUNITY GOVERNANCE ORDER – THE PARISH COUNCIL OF BEXHILL-ON-SEA**

Following the Community Governance Review (CGR) of Bexhill-on-Sea and the subsequent recommendations approved by full Council in September to establish a Parish (Town) Council for Bexhill-on-Sea, the Council was required to approve a Community Governance Order (CGO), as attached at Appendix A to the report. The report detailed the process to ensure that the new Parish (Town) Council was established with effect from 1 April 2021. The Community Governance Review Steering Group (CGRSG) had considered all relevant matters at their meeting held on 24 November 2020 and their views had been acknowledged in the recommendations proposed.

To ensure the establishment of the Parish (Town) Council for Bexhill-on-Sea was successful, the Council had appointed Surrey Hills Solicitors to provide legal expertise and the Surrey and Sussex Association of Local Councils (SSALC) to provide practical support.

To enable the final recommendations to be enacted, full Council was required to approve a CGO in exercise of the powers conferred by sections 86, 98(3), 98(4), 98(6) and 240(10) of the 2007 Act. It was noted that it would not be possible to finalise all matters prior to seeking full Council approval of the CGO and therefore delegated authority would be required for the Chief Executive (CE) and the Cabinet Portfolio Holder for Economic Development and Regeneration (Transition Bexhill Town Council) to confirm the CGO and make minor and consequential amendments and to enter into any consequential, ancillary or supplemental agreements to effect the creation of the Parish (Town) Council and the transfer of assets rights and liabilities.

During the review it had been agreed that as initially no services were being transferred, the budget costs would be the minimum required for the Parish (Town) Council to operate in its first year and the work required to identify these costs had not yet been completed. As the CGRSG was scheduled to reconvene in January 2021 to consider budgetary requirements and any stakeholder representations it was necessary to formally expand their terms of reference. Recommendations from the meeting would be made to the CE and Cabinet Portfolio Holder for inclusion in the CGO subject to proposed delegation being approved.

SSALC had recommended that the Council appointed an interim administrator who had previous experience and the necessary skill set to successfully create a new Parish (Town) Council. SSALC had recommended an appointee and preliminary discussions were held with a view to an appointment commencing on 1 January 2021 for a seven month period (expiring 31 July 2021) for an average of 15 hours per week (with flexibility).

Working with the CGRSG, as appropriate, the interim administrator would establish the initial governance structure, arrange the appointment of the permanent Parish (Town) Clerk, set up other policies and procedures, organise briefings for prospective councillors, identify and secure accommodation, draft the cycle of meetings, arrange asset transfer and any other governance issues. The interim administrator would also oversee the inauguration of the new Parish (Town) Council, election of Chairman/Mayor, establishment of committees and hand-over to the permanent Parish (Town) Clerk, once appointed by the new Parish (Town) Council.

Clarity was sought on the responsibility of costs. The Chief Executive stated that legal advice received had advised that set-up costs of the establishment of the Parish (Town) Council before 1 April 2021 would be the responsibility of Rother District Council. Subsequent costs would be the responsibility of the Parish (Town) Council and set in their precept including the cost of the election.

Cabinet was supportive of the recommendations proposed and agreed the appointment of the new interim administrator and that the CGRSG's revised Terms of Reference, as detailed at Appendix B to the report, be approved.

RECOMMENDED: That the Chief Executive, in consultation with the Cabinet Portfolio Holder for Economic Development and Regeneration (Transition Bexhill Town Council) be granted delegated authority to finalise and agree the Community Governance Order (CGO) and make minor and consequential amendments to the CGO and to enter into an consequential, ancillary or supplemental agreements to effect the creation of the Parish (Town) Council and the transfer of assets rights and liabilities.

AND Cabinet also **RESOLVED:** That:

- 1) an interim Parish (Town) Council administrator be appointed for up to seven months with effect from 1 January 2021 (expiring 31 July 2021), with terms and conditions to the satisfaction of the Chief Executive and the Cabinet Portfolio Holder for Economic Development and Regeneration (Transition Bexhill Town Council); and
- 2) the expanded Terms of Reference of the Community Governance Review Steering Group be approved, as attached at Appendix B.

(Cabinet Agenda Item 11)

Councillor D.B. Oliver
Leader of the Council

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Rother District Council

Report to	-	Council
Date	-	21 December 2020
Report of the	-	Chief Executive
Subject	-	Decisions taken as a matter of urgency at Cabinet Meetings

The Council is asked to receive the report of Cabinet, in accordance with paragraph 4 of the Budget and Policy Framework Procedure Rules and 17(a) of the Overview and Scrutiny Procedure Rules, on decisions taken as a matter of urgency at its meetings held on 9 October and 2 and 20 November 2020. (Council to note that there were no urgent decisions taken at the Cabinet meeting held on 5 October).

CABINET – 9 October 2020**CB20/59. TEST AND TRACE SUPPORT PAYMENTS DISCRETIONARY SCHEME**

The Government had introduced a payment of £500 for those households on low incomes if they had been instructed to self-isolate by the NHS and to do so would have adversely affected their income. The Government had tasked local government to administer the scheme which needed to be up and running by the 12 October 2020. Households were eligible from the 28 September and the scheme would operate until the 31 January 2021.

The Government had also enabled Councils to have a discretionary scheme. Funding of £23,545 was to be provided but would limit the number of people the Council could help to 47. No further funding was likely at that stage and therefore would be on a first come first served basis. The discretionary scheme would deal with the scenario where a resident met the qualifying criteria, except that they were not in receipt of any of the benefits detailed in the report. A draft discretionary scheme was outlined at Appendix A to the report.

Applications were to be accepted via an on-line form on the Council's website. In addition, the scheme required the Council to provide a telephone-based service for those residents not able to access the internet. The initial contact would be managed by the Council's contact centre who would pass details to the Revenues and Benefits team. The Council would also provide information regarding the other support residents that could be accessed around the district. This was to be available on the Council's website and could be provided as part of the telephone service. Payments were to be made within three working days of receipt of the application.

Members congratulated and gave thanks to the Assistant Director Resources, the Revenues and Benefits Manager and their team for their work over the previous months.

RESOLVED: That

- 1) the test and trace support payment discretionary scheme outlined in Appendix A to the report be approved; and
- 2) the Assistant Director Resources (Chief Finance Officer) be granted delegated authority to make minor amendments to the agreed scheme, in consultation with the Cabinet Portfolio Holder for Finance and Performance.

The Chairman of Council had agreed that this decision could be taken as a matter of urgency to allow the Council to implement the scheme in accordance with the Government's timescale.

(Cabinet Agenda Item 6)

CABINET – 2 November 2020

CB20/69. BURWASH NEIGHBOURHOOD PLAN – ROTHER DISTRICT COUNCIL REPRESENTATIONS TO THE REGULATION 16 CONSULTATION

Burwash Parish Council had prepared a Neighbourhood Plan (BNP) following designation of the parish as a Neighbourhood Area in 2016. The BNP was currently subject to a formal public consultation until 6 November 2020. Representations received would be considered by an independent Examiner to determine whether the BNP met the 'basic conditions' required. The Council was a statutory consultee and therefore was able to make representations as part of the process. It was noted that so as not to compromise the Council's ability to comment on the draft BNP by the due deadline, the Chairman of Council had already agreed that this matter could be taken as an urgent decision and therefore outside the call-in arrangements.

The Council's proposed representations were detailed in Appendix 1 to the report.

Councillor Vine-Hall, Cabinet Portfolio Holder for Strategic Planning acknowledged the amount of work and effort that had gone into the production of the BNP by the Burwash Neighbourhood Development Plan Steering Group (BNDPSG) and Council Planning officers. Unfortunately, mutually poor communication between the BNDPSG, Burwash Parish Council and the Council had led to neither the BNP nor the Development and Site Allocations Local Plan allocating sites in line with the Core Strategy. He also advised that additional information had been received from BNDPSG on 31 October 2020 which challenged a number of points in the Council's representations and had been disseminated to Cabinet Members prior to the meeting.

Following discussion and hearing from both Ward Members who were supportive of the BNP, in order to progress the BNP, it was agreed that representations 2 to 22 made at Appendix 1 to the report be submitted (with all relevant documentation) on behalf of the District Council in response to the Regulation 16 consultation. Representation 1 would be

deferred for the Cabinet Portfolio Holder for Strategic Planning, in consultation with officers to consider the comments raised by BNDPSG on 31 October 2020 and a revised representation be submitted by 6 November 2020. It was also agreed that the Chief Executive be authorised to consider any potential modifications to the NP which might rise through the examination process in order to secure a NP in general conformity with the adopted CS and Development and Site Allocations Local Plan.

It was important to send a message to other NP groups, that the Council wanted to support and nurture all NPs and the appointment of a dedicated NP officer should help to avoid issues like the one that had been experienced with the BNP.

It was the Councils desire that the BNP passed examination and progressed to a successful referendum.

RESOLVED: That:

- 1) representations 2 to 22 set out at Appendix 1 be submitted, together with supporting material, for consideration by the Examiner while representation 1 relating to the basic conditions be deferred to the Cabinet Portfolio Holder for Strategic Planning, in consultation with officers to consider the comments received from the Burwash Neighbourhood Development Planning Steering Group on 31 October 2020 and a revised representation be submitted by 6 November 2020; and
- 2) the Chief Executive be authorised to consider any potential modifications to the Neighbourhood Plan that may be raised through the examination process in order to secure a Neighbourhood Plan in general conformity with the adopted Core Strategy and Development and Site Allocations Local Plan.

The Chairman of Council had agreed that this decision could be taken as a matter of urgency to enable the Council to respond to the Consultation by the deadline of 6 November 2020.

(Councillor Vine-Hall declared a Personal Interest in this matter as he co-ordinated the Rother Neighbourhood Plan Forum and in accordance with the Members' Code of Conduct remained in the meeting during the consideration thereof).

(Cabinet Agenda Item 9)

CABINET – 20 November 2020

CB20/73. ADDITIONAL RESTRICTIONS GRANTS (ARG) – DISCRETIONARY SCHEME

Consideration was given to the report of the Revenues and Benefits Manager that gave details of the national scheme aimed at businesses that were required to close as a result of the current restrictions (known

as the Local Restrictions Support Grant (LRSB) (Closed) Addendum) and a locally determined discretionary scheme for those businesses materially affected by the lockdown for Members' approval. The discretionary scheme was known as the Additional Restrictions Grant (ARG) and as with the previous business support grants, this new scheme would be administered by local councils. The draft scheme was attached as Appendix 1 to the report.

Under the discretionary scheme, the Council could determine how much funding to provide and which businesses to target. The ARG was intended to help those businesses which, whilst not legally forced to close, were severely impacted by the restrictions, those outside the business rates system, which were effectively forced to close and to consider providing additional support to larger local businesses which were important to the local economy, on top of the funding provided to those businesses via the LRSB (Closed) scheme.

Officers had been in discussion with colleagues around the County to see if a degree of commonality could be achieved, however it was acknowledged that there would be differences due to each Council's local needs and also due to the varying amounts of grant each Council would receive. It was noted that issues raised by the local chambers of commerce had also been considered in drafting the scheme.

The discretionary scheme proposed that a grant would be made where a business was closed and had no Non-Domestic rating assessment and fell within one of the following categories:

- a. Shared spaces – businesses that shared premises with other businesses.
- b. Bed & Breakfast – where the property was domestic, provided short stay accommodation for no more than six persons at any one time within the past year; and was the sole or main residence of the proprietor(s) and the B&B use was subsidiary to the private use.
- c. Holiday accommodation including self-contained holiday lets and small campsites – this applied to domestic properties and therefore subject to council tax. Businesses where the letting was by way of home sharing would be excluded (e.g. where a bedroom was let within a domestic property).
- d. Food, Beverage, Event, hospitality and Leisure supply chain - businesses that wholly or mainly provided goods and services to businesses undertaking the provision of food, beverage, hospitality or leisure or in the management of the flow of goods and services to those businesses.
- e. Arts and Entertainment – this applied to cultural and tourist venues not eligible under the national scheme together with entertainment-based industries where the restrictions had severely curtailed operations.

- f. Market Traders - a business or person who sold goods wholly or mainly to visiting members of the public from a stall, pitch or similar, from a place or market recognised by the Council as a market.
- g. Home Based 'in person' businesses - businesses that were primarily home based may be awarded a grant, provided that the services are wholly or mainly 'in person' and which could not be provided remotely i.e. hair and beauty treatments.

It was proposed that most businesses should receive a grant of £1,334 based on the minimum amount of the national scheme. Where businesses fell into the food, beverage, event, hospitality and leisure supply chain category and had a rated business premises, the grant would follow the national awards (£2,000 over £15,000 and less than £51,000 and £3,000 £51,000 or over). For market traders and home based businesses the proposed award was £800 for the 28 day lockdown period; this lower figure was proposed as the grant was not meant to support loss of income but help meet fixed costs, which would be reduced for those businesses not operating out of business premises.

In order to ensure the scheme could be updated for local issues and national changes, it was requested that the Assistant Director Resources be granted delegated authority to make changes to the scheme in consultation with the Cabinet Portfolio Holder for Finance and Performance Management.

Members were keen to ensure that Parish Councils were supported and particularly those with Village Halls. It was noted that further guidance was still awaited with regards to the support that could be offered to Parish Councils as they may be covered by the National scheme. Members felt that irrespective of whether Village Halls were owned by the Parish Council or separate organisation / Trust support should be provided. Parish Councils and their staff had gone over and above during this difficult year in terms of supporting their local communities and this would be much needed support. If Parish Councils were not supported by the national scheme, the Council could decide to support them through the discretionary scheme. There was also no reason why charities such as the Pett Level Independent Rescue Boat, a registered charity could not be supported through this scheme at some point in the future if the scheme was amended under the delegation, in light of emerging issues.

The Council would receive £2,391,940 of funding from Government towards the national scheme and £1,921,600 for the discretionary scheme. For both schemes the funding was to be used across financial years 2020/21 and 2021/22 and may therefore be needed to meet any future costs if further lockdowns happened after 2 December 2020 or that the Rother area went into tier 2 (high) or 3 (very high) restrictions.

An on-line form had been developed that would ensure the businesses were able to provide the necessary information for their application to be assessed, with a closing date of 11 December 2020. The initial assessment would be carried out by an external company who had access to financial information to establish the applicant was genuine.

An officer team would then carry out any final eligibility checks and arrange for payment by BACS with requests for decision reviews to be undertaken by the Assistant Director Resources.

RESOLVED: That:

- 1) the Additional Restrictions Grants Scheme at Appendix A to the report be approved; and
- 2) the Assistant Director Resources be granted delegated authority to make changes to the scheme in consultation with the Cabinet Portfolio Holder for Finance and Performance Management.

The Chairman of Council had already agreed that, subject to the approval of Cabinet, this decision could be taken as an urgent decision to allow the Council to implement the scheme in accordance with the Government's timescale.

(Councillors J and Mrs M.L. Barnes each declared Personal Interests in this matter as Members of Etchingam Parish Council and in accordance with the Members Code of Conduct remained in the meeting during the consideration thereof).

(Councillor Bayliss declared a Personal Interest in this matter as a Member of Bexhill Chamber of Commerce and confirmed that she was not an owner of a holiday let and was not eligible under the proposed discretionary scheme for a grant, and in accordance with the Members Code of Conduct remained in the room during the consideration thereof).

(Councillor Browne declared a personal and prejudicial interest in this matter as the owner of a holiday let and in accordance with the Members' Code of Conduct left the meeting during the consideration thereof).

(Councillor Dixon declared a Personal Interest as his wife was employed as the Clerk to Brede Parish Council and in accordance with the Members Code of Conduct remained in the room during the consideration thereof).

(Councillor Vine-Hall declared a personal and prejudicial interest in this matter as the owner of a number of holiday lets and in accordance with the Members' Code of Conduct left the meeting during the consideration thereof).

(Cabinet Agenda Item 6)

Malcolm Johnston
Chief Executive

Rother District Council

Report to	-	Council
Date	-	21 December 2020
Report of the	-	Malcolm Johnston, Chief Executive
Subject	-	Appointment of Cabinet Spokesperson / Champion

Recommendation: It be **RESOLVED:** That the appointment of Councillor Charles Clark as a Cabinet Spokesperson / Champion for Older Persons from 1 November 2020 be noted.

Introduction

1. As Members may recall, in July 2020 the Council agreed to introduce a new modest Special Responsibility Allowance (SRA) in the Members' Allowance Scheme for Cabinet Spokespersons / Champions (Minute C20/22 refers).
2. The Scheme now includes provision for the payment of a SRA (currently £568 per annum) to designated Cabinet Spokespersons / Champions. The SRA is intended to recognise the Councillor's expertise in their allocated spokesperson role, the additional time to attend meetings, represent the Council and effectively manage the Council's role on the subject and to be the "resident expert" on the subject.
3. The SRA is only payable to Member Champions provided that the Member is not in receipt of any other SRA and there being no more than five spokespersons attracting an SRA payment at any one time. Currently, there are two appointed spokesperson (promoting livable neighbourhoods (cycling and walking) and young persons / child poverty) attracting SRAs; this additional SRA would bring the total to three that are in receipt of a SRA.

Spokesperson / Champion for Older Persons

4. The Leader of the Council has confirmed that he has appointed Councillor Charles Clark to act as Cabinet Spokesperson / Champion for Older Persons with effect from 1 November 2020.

Malcolm Johnston
Chief Executive

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