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Legal and Democratic Services



COMMUNITY AND WELLBEING COMMITTEE

Tuesday 5 October 2021 at 7.30 pm

Place: Council Chamber, Epsom Town Hall

Link for public online access to this meeting:

[Council Chamber - Epsom Town Hall,
https://attendee.gotowebinar.com/rt/4304171723054780430](https://attendee.gotowebinar.com/rt/4304171723054780430)
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Telephone (listen-only): 0330 221 9914, Telephone Access code: 228-053-816

The members listed below are summoned to attend the Community and Wellbeing Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Alex Coley (Chairman)
Councillor Luke Giles (Vice-Chairman)
Councillor Christine Cleveland
Councillor Bernice Froud
Councillor Debbie Monksfield

Councillor Julie Morris
Councillor Phil Neale
Councillor Guy Robbins
Councillor Clive Smitheram
Councillor Peter Webb

Yours sincerely

Chief Executive

For further information, please contact Democratic Services, 01372 732122 or democraticservices@epsom-ewell.gov.uk

EMERGENCY EVACUATION PROCEDURE

No emergency drill is planned to take place during the meeting. If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions.

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move to the assembly point at Dullshot Green and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

Public information

Please note that this meeting will be held at the Town Hall, Epsom and will be available to observe live on the internet

This meeting will be open to the press and public to attend as an observer using free GoToWebinar software, or by telephone.

A link to the online address for this meeting is provided on the first page of this agenda and on the Council's website. A telephone connection number is also provided on the front page of this agenda as a way to observe the meeting, and will relay the full audio from the meeting as an alternative to online connection. A limited number of seats will also be available in the public gallery at the Town Hall. For further information please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk, telephone: 01372 732000.

Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for the Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at Democraticservices@epsom-ewell.gov.uk.

Exclusion of the Press and the Public

There are no matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government (Access to Information) Act 1985. Should any such matters arise during the course of discussion of the below items or should the Chairman agree to discuss any other such matters on the grounds of urgency, the Committee will wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

Questions from the Public

Questions from the public are permitted at meetings of the Committee. Any person wishing to ask a question at a meeting of the Committee must register to do so, as set out below.

Up to 30 minutes will be set aside for written or oral questions from any member of the public who lives, works, attends an educational establishment or owns or leases land in the Borough on matters within the Terms of Reference of the Community and Wellbeing Committee which may not include matters listed on a Committee Agenda.

All questions whether written or oral must consist of one question only, they cannot consist of multi parts or of a statement.

The question or topic may not relate to a specific planning application or decision under the Planning Acts, a specific application for a licence or permit of any kind, the personal affairs of an individual, or a matter which is exempt from disclosure or confidential under the Local Government Act 1972. Questions which in the view of the Chairman are vexatious or frivolous will not be accepted.

To register to ask a question at a meeting of the Committee, please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk, telephone: 01372 732000.

Written questions must be received by Democratic Services by noon on the tenth working day before the day of the meeting. For this meeting this is **Noon, 21 September**.

Registration for oral questions is open until noon on the second working day before the day of the meeting. For this meeting this is **Noon, 1 October**.

AGENDA

1. QUESTION TIME

To take any questions from members of the Public.

2. DECLARATIONS OF INTEREST

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

3. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 8)

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Committee held on 10 June 2021 and to authorise the Chair to sign them.

4. BUDGET TARGETS REPORT (Pages 9 - 12)

This report informs the Committee of the Council's revenue budget targets presented to the Strategy & Resources Committee. The report seeks guidance on the preparation of the Committee's service estimates for 2022/23.

**Minutes of the Meeting of the COMMUNITY AND WELLBEING COMMITTEE held
on 10 June 2021**

PRESENT -

Councillor Alex Coley (Chair); Councillor Luke Giles (Vice-Chair); Councillors Christine Cleveland, Bernice Froud, Debbie Monksfield, Phil Neale, Guy Robbins, Clive Smitheram and Peter Webb

Absent: Councillor Julie Morris

Officers present: Ian Dyer (Head of Operational Services), Mark Shephard (Head of Property and Regeneration), Teresa Wingfield (Senior Accountant), Stewart Cocker (Countryside Manager) and Tim Richardson (Committee Administrator)

1 QUESTION TIME

The Committee received one question from a member of the public with regard to the on-going protection of Horton Country Park, and noted that the Chair of the Community and Wellbeing Committee had responded directly to the questioner. This response had also been published on the Council's website.

2 DECLARATIONS OF INTEREST

The following matters were raised in relation to Items of business to be discussed at the meeting:

In the interests of openness and transparency, Councillor Christine Cleveland declared that she rents an allotment on the Kingston Road allotment site.

In the interests of openness and transparency, Councillor Guy Robbins declared that he is one of the allocated Councillors for Age Concern Epsom and Ewell.

3 MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting of the Community and Wellbeing Committee held on 18 March were agreed as a true record and signed by the Chair.

4 EPSOM & EWELL LOCAL BIODIVERSITY ACTION PLAN 2020 PROGRESS REPORT AND REVIEW OF THE 2010 TO 2020 ACTION PLAN

The Committee received a report providing an update on progress during 2020 in implementing the 2010–2020 Epsom & Ewell Local Biodiversity Action Plan and a review of the 2010-2020 Biodiversity Action Plan.

The following matters were raised by the Committee:

- a) **Impact of new developments:** Members raised concerns regarding the impact of new developments on biodiversity and habitats. The Officer noted that there are not currently means in place to monitor the effects of new developments, however all Planning applications are assessed and conditions are set out as appropriate for any cases of protected species. The Officer noted that the new Environment Bill proposes that developers must enter a 25 year agreement to ensure that biodiversity net gain is retained.
- b) **Hairstreak butterfly:** Members noted that all 5 species of hairstreak butterfly had been spotted in Epsom. The Officer noted that this includes the black hairstreak which is an endangered species. It was noted that this butterfly appears to have been introduced to the site, and that Officers would be looking over the next 2-3 weeks to see if there is a colony on site.
- c) **Net gain:** Following a question from a Member, the Officer confirmed that the detail surrounding who would be responsible for monitoring the requested net gain would be confirmed shortly, but that the onus would be on the developer to have entered an agreement.
- d) **Volunteers:** Members noted the commendable work completed by volunteers. The Officer noted that despite the Covid-19 pandemic, there had been no noticeable drop in volunteer numbers. The Covid risk assessments are still in action, but once things progress it is expected that adjustments will be made and new volunteers may be recruited.
- e) **Verges:** Members spoke about the current practise for the maintenance of verges. The Officer noted that this is a key aspect in which improvement is being sought.
- f) **Biodiversity Net Gain:** Members raised a question regarding the arrangements for lobbying the Government for support in meeting the obligations of Biodiversity Net Gain. The Chair noted that they would report back to Committee Members following their attendance at an LGA Planning Advisory Service virtual event with regards to this matter.

Following consideration, the Committee resolved unanimously to:

- (1) **Note the Action Plan Progress Report at Appendix 1 to the report.**

The meeting began at 7.30 pm and ended at 8.21 pm

COUNCILLOR ALEX COLEY (CHAIR)

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BUDGET TARGETS REPORT

Head of Service:	Lee Duffy, Chief Finance Officer
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Appendices (attached):	None

Summary

This report informs the Committee of the Council's revenue budget targets presented to the Strategy & Resources Committee. The report seeks guidance on the preparation of the Committee's service estimates for 2022/23.

Recommendation (s)

The Committee is asked to:

- (1) Note the implications of the budget targets presented to Strategy & Resources Committee on 21 September 2021.
- (2) Support the changes to services and savings identified in section 3 of this report and that these are included within the budget presented to this Committee in January 2022.
- (3) Note that any additional new growth items supported by this Committee will need to be fully funded from existing budgets.

1 Reason for Recommendation

- 1.1 The recommendations will provide a clear framework for officers to develop a balanced budget for 2022/23. Strategy and Resources Committee has agreed one of its key priorities for 2022/23 is to achieve financial stability for the Council.

2 Background

- 2.1 On 21 September 2021, Strategy & Resources Committee will consider budget targets that would enable the Council to set a balanced budget for 2022/23. The budget targets include:
- 2.1.1 Excluding any new growth in expenditure, a level of savings of £1.6 million is needed to achieve a balanced budget over the next four year financial planning period.
 - 2.1.2 That estimates be prepared including the delivery of savings already identified in the Financial Plan for 2022/23 totalling £342,000.
 - 2.1.3 That at least £210,000 additional revenue is generated from an increase of 3% on discretionary fees and charges.
 - 2.1.4 That a provision for pay award is made of £416,000 that would allow for a 2% cost of living increase.
 - 2.1.5 That any additional new growth items supported by Policy Committees will need to be fully funded from existing budgets.

3 Proposals

- 3.1 The Council is facing a great deal of uncertainty, and it is unlikely to have sufficient information to reliably predict the long-term impact of Covid-19 on Council services before the end of 2021/22. The Government's expected delay to the Fair Funding Review provides the Council with an opportunity to agree a budget for 2022/23 without the need for delivering any additional savings other than those already agreed within the current Financial Plan (which total £342k).
- 3.2 Delivery of these existing savings will be required for a balanced budget to be achieved for 2022/23. Of the £342,000 total savings, the table below shows the savings previously agreed by this Committee.

Summary of Agreed Savings for 2022/23	£000
Bourne Hall	30
Review of Ewell Court House	10
**Tattenham Corner Conveniences	12
Other minor savings	4
Total	56

** Subject to the approval of Conservators.

- 3.3 Furthermore, with the Council facing a projected budget deficit of £1.6m by 2025/26, Policy Committees must determine how any additional new growth items they may support will need be fully funded from existing budgets.

4 Risk Assessment

Legal or other duties

4.1 Impact Assessment

4.1.1 Financial risk assessments will be completed with service estimates for this Committee in January 2022 and for Council in February 2022.

4.2 Crime & Disorder

4.2.1 None

4.3 Safeguarding

4.3.1 None

4.4 Dependencies

4.4.1 None

4.5 Other

4.5.1 None

5 Financial Implications

5.1 Financial implications are set out in the body of this report.

5.2 **Section 151 Officer's comments:** It is important that the budgets target recommendations be agreed to maintain the future financial health of the Council.

6 Legal Implications

6.1 The Council has a statutory responsibility to set a balanced budget each year.

6.2 **Legal Officer's comments:** None for the purposes of this report.

7 Policies, Plans & Partnerships

7.1 **Council's Key Priorities:** The following Key Priorities are engaged: Effective Council.

7.2 **Service Plans:** The matter is included within the current Service Delivery Plan.

7.3 **Climate & Environmental Impact of recommendations:** None

7.4 **Sustainability Policy & Community Safety Implications:** None

7.5 **Partnerships:** None

8 Background papers

8.1 The documents referred to in compiling this report are as follows:

Previous reports:

- Budget Targets Report to Financial Policy Panel 7 September 2021.
- Budget Targets Report to S&R Committee on 21 September 2021.

Other papers:

- Budget Book 2021/22
- Medium Term Financial Strategy 2020 to 2024