



EPSOM & EWELL BOROUGH COUNCIL

TOWN HALL

EPSOM

Online access to this meeting is available on YouTube: [Link to online broadcast](#)

04 December 2023

SIR OR MADAM

I hereby summon you to attend a meeting of the Council of the Borough of Epsom and Ewell which will be held at the Council Chamber, Epsom Town Hall, Epsom on **TUESDAY, 12TH DECEMBER, 2023 at 7.30 pm or at the rising of the Special meeting of the Strategy and Resources Committee on the same evening, whichever is the later.** The business to be transacted at the Meeting is set out on the Agenda overleaf. A link to the meeting is provided above.

Prayers will be said by the Mayor's Chaplain prior to the start of the meeting.

Chief Executive

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.

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 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 this 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 matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions of Schedule 12A of the Local Government Act 1972 (as amended). The Committee is likely to resolve to exclude the press and public during discussion of these matters by virtue of the private nature of the business to be transacted..

Questions and statements from the Public

Questions and statements from the public are not permitted at meetings of the Council. [Annex 4.2](#) of the Epsom & Ewell Borough Council Operating Framework sets out which Committees are able to receive public questions and statements, and the procedure for doing so.

Filming and recording of meetings:

The Council allows filming, recording and photography at its public meetings. By entering the Council Chamber and using the public gallery, you are consenting to being filmed and to the possible use of those images and sound recordings.

Members of the Press who wish to film, record or photograph a public meeting should contact the Council's Communications team prior to the meeting by email at: communications@epsom-ewell.gov.uk

Filming or recording must be overt and persons filming should not move around the room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non-handheld devices, including tripods, will not be allowed.

COUNCIL

Tuesday 12 December 2023

Commencing at 7.30 pm or at the rising of the Special meeting of the Strategy and Resources Committee on the same evening, whichever is the later

Council Chamber - Epsom Town Hall

For further information, please contact democraticservices@epsom-ewell.gov.uk or tel: 01372 732000

AGENDA

1. DECLARATIONS OF INTEREST

To receive declarations of the existence and nature of any Disclosable Pecuniary Interests from Members in respect of any item to be considered at the meeting.

2. MINUTES (Pages 5 - 16)

To confirm the Minutes of the Meeting of the Council held on 25 July 2023 and Minutes of the Extraordinary Meeting of the Council held on 24 October 2023.

3. MAYORAL COMMUNICATIONS/BUSINESS

To receive such communications or deal with such business as the Mayor may decide to lay before the Council.

4. QUESTIONS (Pages 17 - 22)

This report sets out the questions submitted which have been accepted under FCR 12, Appendix 4 of the Constitution.

5. CHAIRS' STATEMENTS (Pages 23 - 32)

To receive statements from the Chairs of the Council's Policy Committees, briefing Members on current events and issues relating to the relevant Committee's area of work.

6. VIDEO SURVEILLANCE SYSTEM POLICY (Pages 33 - 48)

A policy to govern the use of video surveillance systems (VSS) and to note the work to bring the Council into compliance with the Biometric and Surveillance Commissioners Code of Practice.

7. COMMUNITY SAFETY INTERVENTION POLICY (Pages 49 - 60)

A policy to ensure the Council's Community Safety resource is effectively targeted at tackling antisocial behaviour and supporting victims.

8. HACKNEY CARRIAGE AND PRIVATE HIRE EMISSIONS POLICY (Pages 61 - 166)

To recommend the Council adopt the revised Hackney Carriage and Private Hire Policy.

9. STAFF PAY AWARD (Pages 167 - 172)

This report provides information and options about the staff pay award which was considered by the Strategy and Resources Committee on the 14th November 2023. The committee made a recommendation which Council is asked to approve and recommend for inclusion in the 2024/25 budget setting process.

10. UPDATE THE COUNCIL'S CONSTITUTION (To Follow)

11. CALENDAR OF MEETINGS 2024-25 (Pages 173 - 178)

Approval of the extended Municipal Calendar from May 2024 to July 2025.

12. URGENT DECISIONS (Pages 179 - 182)

To report to Council the decisions taken by the Chief Executive and Directors on the grounds of urgency, in compliance with Appendix 2 to the Constitution – The Scheme of Delegation paragraph 3.1.

13. MOTIONS (Pages 183 - 190)

This report sets out notices of motions ruled in order.

14. EXCLUSION OF PRESS AND PUBLIC (Pages 191 - 192)

The Council is asked to consider whether it wishes to pass a resolution to exclude the Press and Public from the meeting in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that the business involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act (as amended) and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

15. COMMERCIAL PROPERTY (Pages 193 - 218)

This report has not been published because the meeting is likely to be closed to the press and public in view of the nature of the business to be transacted/nature of the proceedings. The report deals with information relating to the financial or business affairs of the Council and the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.