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EPSOM & EWELL BOROUGH COUNCIL

TOWN HALL

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08 April 2024

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, 16TH APRIL, 2024** at **7.30 pm**. 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 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 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 Act 1972 (as amended). Should any such matters arise during the course of discussion of the below items or should the Mayor agree to discuss any other such matters on the grounds of urgency, the Council will wish to resolve to exclude the press and public 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 16 April 2024

7.30 pm

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 any Disclosable Pecuniary Interests or other registrable or non-registrable interests from Members in respect of any item to be considered at the meeting.

2. MINUTES (Pages 5 - 12)

To confirm the Minutes of the Meeting of the Council held on 13 February 2024.

3. MAYORAL COMMUNICATIONS/BUSINESS

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

4. CHAIRS' STATEMENTS (Pages 13 - 18)

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.

5. URGENT DECISIONS (Pages 19 - 22)

To report to the Council a decision taken by the Chief Executive and Directors on the grounds of urgency, in compliance with the requirements of the Constitution.

6. MOTIONS (Pages 23 - 32)

This report sets out notices of motions ruled in order.

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**EPSOM AND EWELL****Minutes of the Meeting of the COUNCIL of the BOROUGH OF EPSOM AND EWELL held at the Council Chamber - Epsom Town Hall on 13 February 2024**

PRESENT -

The Mayor (Councillor Rob Geleit); The Deputy Mayor (Councillor Steve Bridger); Councillors Arthur Abdulin, Chris Ames, John Beckett, Kate Chinn, Christine Cleveland, Neil Dallen, Hannah Dalton, Liz Frost, Bernice Froud, Tony Froud, Shanice Goldman (Items 50-55 only), Christine Howells, Alison Kelly, Rachel King, James Lawrence, Robert Leach, Steven McCormick, Julie Morris, Phil Neale, Peter O'Donovan, Kieran Persand, Humphrey Reynolds, Kim Spickett, Chris Watson, Alan Williamson and Clive Woodbridge

Absent: Councillors Alex Coley, Julian Freeman, Graham Jones, Jan Mason, Lucie McIntyre, Bernie Muir and Darren Talbot

The Meeting was preceded by prayers led by Sai Ravi

46 DECLARATIONS OF INTEREST

No declarations of interest were made by Councillors regarding items on the agenda.

47 MINUTES

The Minutes of the Meeting and Special Meeting of the Council held on 13 December 2023 were agreed as a true record and the Mayor was authorised to sign them.

48 MAYORAL COMMUNICATIONS/BUSINESS

It was with sadness that the Mayor informed the meeting that former Councillor Christine Long had recently passed away. Councillor Robert Leach paid tribute to former Councillor Long as a colleague, Ward Councillor and friend.

As a mark of respect, the Council stood in a minute's silence.

The Mayor made a number of announcements relating to noteworthy recent and upcoming events.

49 REPORT OF THE INDEPENDENT REMUNERATION PANEL

The Council received a report providing the Independent Remuneration Panel's (IRP's) review of the Council's Member Allowance Scheme and setting out the recommendations of the Strategy and Resources Committee.

Councillor Neil Dallen **MOVED** the recommendations in the report.

Upon being put, the recommendations were **CARRIED** as below:

It was unanimously resolved that:

(1) The report and recommendations of the IRP are noted.

It was resolved with 21 votes for, 2 votes against, 3 abstentions and the Mayor not voting that:

(2) The Basic Allowance for Members of Epsom and Ewell Borough Council for the year 2024/2025 should be increased using a structured formula from the current Basic Allowance of £4031.70 to Basic Allowance Option B (£5,736.90) subject to any indexation.

It was resolved with 20 votes for, 5 votes against, 1 abstention and the Mayor not voting that:

(3) The SRA for the Chair of the Standards and Constitution Committee should be increased from 10% to 30% of the Basic Allowance from 1 April 2024.

It was resolved with 20 votes for, 5 votes against, 1 abstention and the Mayor not voting that:

(4) The SRA for the Vice Chair of the Standards and Constitution Committee should be increased from 5% to 15% of the Basic Allowance from 1 April 2024.

It was resolved with 20 votes for, 1 vote against, 5 abstentions and the Mayor not voting that:

- (5) The SRA for Chair of Human Resources Panel should be withdrawn from the end of this municipal year.**

It was resolved with 20 votes for, 2 votes against, 4 abstentions and the Mayor not voting that:

- (6) The SRAs for 2024/25 to be in accordance with those listed in Appendix 1 of the IRP report.**

It was resolved with 23 votes for, 3 votes against and the Mayor not voting that:

- (7) The Council's existing Dependants Carers Allowance continues without amendment.**

It was resolved with 24 votes for, 2 votes against and the Mayor not voting that:

- (8) The Annual Indexation of Basic and Special Responsibility Allowances in line with the 'cost of living' percentage increase in staff salaries should be implemented from 1 April 2024 for the next two financial years.**

It was resolved with 24 votes for, 2 votes against and the Mayor not voting that:

- (9) To fund any increases to the Members Allowances Scheme that arise from the above recommendations, officers will need to be tasked with identifying compensating savings/additional income within services.**

It was resolved with 24 votes for, 2 votes against and the Mayor not voting that:

- (10) The Panel be instructed to review the Scheme on or before December 2025, as to the following specific issues:**

- (a) A full review of Special Responsibility Allowances (SRAs) be undertaken, in particular the 'One SRA per Councillor' rule;**
- (b) Explore awarding a SRA for the Mayor and Deputy Mayor, and**
- (c) To review and propose a policy for pre-approved payments for travel, subsistence and attendance at conferences, seminars and other official Council business outside of the borough, having reviewed how this should work in future.**

50 2024/25 BUDGET AND MEDIUM-TERM FINANCIAL PLAN 2024-2028

The Council gave consideration to its 2024/25 budget and Medium Term Financial Plan 2024-2028, comprising both revenue and capital expenditure plans and Council Tax amounts for each band of dwelling. The report took account of the recommendations of the Community & Wellbeing, Environment,

Licensing and Planning Policy and Strategy & Resources Committees (appertaining to fees and charges, the revenue budget and capital programme).

In moving the recommendations of the report, the Chair of the Strategy and Resources Committee, Councillor Neil Dallen, made a statement to the Council on the budget for 2024/25 to which Councillors Alison Kelly, Chris Ames and Kieran Persand responded.

Upon being put the motion to agree the recommendations of the report was **CARRIED**, there being 21 members in favour, 6 against and the Mayor not voting as detailed below.

Accordingly, it was resolved:

- (1) That it be noted that, under delegated powers, the Chief Finance Officer calculated the amount of the Council Tax Base as 33,762.43 (Band 'D' equivalent properties) for the year 2024/25, in accordance with the Local Government Finance Act 1992, as amended (the "Act").
- (2) That the following estimates recommended by the policy committees be approved:-
 - a. *The revised revenue estimates for the year 2023/24 and the revenue estimates for 2024/25.*
 - b. *The capital programme for 2024/25 and the provisional programme for 2025/26 to 2028/29, as summarised in the capital strategy statement.*
- (3) That the fees and charges recommended by the policy committees be approved for 2024/25.
- (4) That the Council Tax Requirement for the Council's own purposes for 2024/25 is £7,636,049.
- (5) That the Council receives the budget risk assessment at Appendix 7 to the report and notes the conclusion of the Chief Finance Officer that these budget proposals are robust and sustainable as concluded in this report.
- (6) That the Council receives the Chief Finance Officer Statement on the Reserves as attached at Appendix 9 to the report.
- (7) That the Council agrees the Treasury Management Strategy and prudential indicators and authorised limits for 2024/25 as set out in Appendix 12 to the report including:-

- a. *Affordability prudential indicators;*
 - b. *The actual and estimated Capital Financing Requirement;*
 - c. *The estimated levels of borrowing and investment;*
 - d. *The authorised and operational limits for external debt;*
 - e. *The liability benchmark;*
 - f. *The treasury management prudential indicators.*
- (8) That the following amounts be calculated for the year 2024/25 in accordance with sections 31 to 36 of the Act:
- a. *£57,798,035 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(2) of the Act.*
 - b. *£50,161,986 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(3) of the Act.*
 - c. *£7,636,049 being the amount by which the aggregate at 8(a) above exceeds the aggregate at 8(b) above, calculated by the Council, in accordance with section 31A(4) of the Act, as its council tax requirement for the year.*
 - d. *£226.17 being the amount at 8(c) above divided by the amount at 1. above, calculated by the Council, in accordance with section 31(B) of the Act, as the basic amount of its council tax for the year.*
- (9) To note that Surrey County Council and Surrey Police Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council’s area as indicated in the table below:-

SURREY COUNTY COUNCIL

Band:	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Amount	1,172.40	1,367.80	1,563.20	1,758.60	2,149.40	2,540.20	2,931.00	3,517.20

SURREY POLICE AUTHORITY

Band:	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Amount	215.71	251.67	287.62	323.57	395.47	467.38	539.28	647.14

- (10) That the Council, in accordance with Section 30 to 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the amounts of council tax for 2024/25 for each of the categories of dwellings.

EPSOM AND EWELL BOROUGH COUNCIL

Band:	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£

Amount	150.78	175.91	201.04	226.17	276.43	326.69	376.95	452.34
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AGGREGATE OF COUNCIL TAX REQUIREMENTS

Band:	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Amount	1,538.89	1,795.38	2,051.86	2,308.34	2,821.30	3,334.27	3,847.23	4,616.68

(11) That the Council agrees the Medium-Term Financial Plan for 2024-2028, including an updated Medium-Term Financial Strategy.

(12) That the Council agrees that a scheduled programme of discretionary service and asset reviews should be presented to Strategy & Resources Committee for approval and subsequent delivery.

Budget report 2024/25 (Budget decision)	
Councillor Rob Geleit	Abstain
Councillor Steve Bridger	For
Councillor Arthur Abdulin	For
Councillor Chris Ames	Against
Councillor John Beckett	For
Councillor Kate Chinn	Against
Councillor Christine Cleveland	For
Councillor Neil Dallen MBE	For
Councillor Hannah Dalton	For
Councillor Liz Frost	For
Councillor Bernice Froud	For
Councillor Tony Froud	For
Councillor Shanice Goldman	For
Councillor Christine Howells	For
Councillor Alison Kelly	Against
Councillor Rachel King	For
Councillor James Lawrence	Against
Councillor Robert Leach	For
Councillor Steven McCormick	For
Councillor Julie Morris	Against
Councillor Phil Neale	For
Councillor Peter O'Donovan	For
Councillor Kieran Persand	Against
Councillor Humphrey Reynolds	For
Councillor Kim Spickett	For
Councillor Chris Watson	For
Councillor Alan Williamson	For
Councillor Clive Woodbridge	For
Carried	

51 PAY POLICY STATEMENT

The Council received a report presenting the draft Epsom & Ewell Borough Council Pay Policy Statement for 2024/25 and seeking approval of the Statement following the recommendation from Strategy and Resources committee.

Councillor Neil Dallen **MOVED** the recommendation in the report.

Upon being put the recommendation was unanimously **CARRIED**.

Accordingly, it was resolved to:

- (1) Approve the draft Pay Policy Statement for 2024/25.**

52 POLLING DISTRICT AND POLLING PLACES REVIEW

The Council received a report setting out the recommendations from the Strategy and Resources Committee for proposed changes following the conclusion of the Polling Places and Districts review.

Councillor Neil Dallen **MOVED** the recommendation in the report.

Upon being put the recommendations were unanimously **CARRIED**.

Accordingly, it was resolved to:

- (1) Agree the location of the polling places and districts as set out in Appendix 1 to the report for a five-year period from 1st March 2024, or until it is superseded by any subsequent review of any polling place or district; and**
- (2) Delegate to the Chief Executive in their capacity as the Council's Returning Officer any ongoing review or change of polling places during this period, to ensure that polling arrangements in the Borough remain fit for purpose for each election called.**

53 MOTIONS

The agenda for the meeting contained one motion ruled in order. The motion had been submitted by Councillor Kieran Persand.

Councillor Persand informed the Council that he wished to withdraw the motion and accordingly, the motion was not moved at the meeting.

54 EXCLUSION OF PRESS AND PUBLIC

Under Section 100(A)(4) of the Local Government Act 1972, the Council passed a resolution by majority decision (with 24 votes for, 3 votes against and the Mayor not voting) to exclude the public from the meeting for Part Two of the Agenda on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 1 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 outweighed the public interest in disclosing the information.

55 APPOINTMENT OF SECTION 151 OFFICER

The Council received a report requests it to appoint Brendan Bradley as its Section 151 (s151) Officer on a permanent basis.

Councillor Neil Dallen **MOVED** and Councillor Hannah Dalton **SECONDED** the recommendation in the report.

Upon being put the recommendation was **CARRIED** with 26 votes for and 1 abstention.

Accordingly, it was resolved to:

- (1) Approve the appointment of Brendan Bradley as the Council's s151 Officer, on a permanent basis.**

The meeting began at 7.30 pm and ended at 9.30 pm

COUNCILLOR ROB GELEIT
MAYOR

CHAIRS' STATEMENTS

Head of Service:	Piero Ionta, Head of Legal and Monitoring Officer
Report Author:	Tim Richardson
Wards affected:	(All Wards);
Appendices (attached):	Appendix 1 –Statements from Committee Chairs

Summary

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.

Recommendation (s)

The Council is asked to:

- (1) **consider the Statements from the Chairs of the Policy Committees in accordance with Standing Orders.**

1 Reason for Recommendation

- 1.1 Appendix 4 of the Council's Constitution (FCR 11) sets out that the Chair of each of the Policy Committees is able to submit a statement to be included as a standard item on the agenda for each meeting of Full Council (excluding the Annual Meeting and Budget Meeting). The statement will brief members on the current events and issues relating to the relevant committee's area of work.

2 Background

- 2.1 The following statements have been submitted for inclusion on the agenda for this meeting, and are attached at Appendix 1:
 - 2.1.1 Chair of the Licensing and Planning Policy Committee, Councillor Steven McCormick.
 - 2.1.2 Chair of the Crime and Disorder Committee, Councillor Alex Coley.

- 2.2 A total period of 30 minutes will be set aside for councillors to ask questions on the statement of any Chair. The Mayor will manage questions, taking them in the order councillors indicated their wish to ask by raising their hands.

3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 No comments are provided on Chairs' Statements.

3.2 Crime & Disorder

3.2.1 No comments are provided on Chairs' Statements.

3.3 Safeguarding

3.3.1 No comments are provided on Chairs' Statements.

3.4 Dependencies

3.4.1 No comments are provided on Chairs' Statements.

3.5 Other

3.5.1 No comments are provided on Chairs' Statements.

4 Financial Implications

4.1 No comments are provided on Chairs' Statements.

4.2 **Section 151 Officer's comments:** No comments are provided on Chairs' Statements.

5 Legal Implications

5.1 No comments are provided on Chairs' Statements.

5.2 **Legal Officer's comments:** No comments are provided on Chairs' Statements.

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** No comments are provided on Chairs' Statements.

6.2 **Service Plans** No comments are provided on Chairs' Statements.

6.3 **Climate & Environmental Impact of recommendations:** No comments are provided on Chairs' Statements.

6.4 **Sustainability Policy & Community Safety Implications:** No comments are provided on Chairs' Statements.

6.5 **Partnerships:** No comments are provided on Chairs' Statements.

7 Background papers

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

Previous reports:

- None.

Other papers:

7.2 [Appendix 4 of the Constitution of Epsom and Ewell Borough Council](#)

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CHAIR'S STATEMENTS TO COUNCIL

Councillor Steven McCormick

Chair of the Licensing and Planning Policy Committee

Local Plan

We have published a set of frequently asked questions (FAQ) and a local plan statement to address questions raised.

Work continues on the next more detailed version of the local plan, regulation 19, which will come to LPPC in November 2024 with a recommendation for the LPPC committee to consider; if supported this recommendation will come to the Full Council in December 2024 for members to consider.

If agreed at Full Council this version will go to a further public consultation in January 2025 with a view to submission to the planning inspector in May 2025.

Epsom Town Centre Master Plan

This work will be finalised shortly and will come to an LPPC meeting in June/July 2024. It needs to be completed to form part of the evidence base to be included with the Regulation 19 version of the local plan.

Planning Applications-

- Major, minor, and others.

Good performance is being maintained.

Overall a clear set of key performance indicators will be made available for both officers and members to have a clear view on performance and progress.

Local Heritage List - September 2024 LPPC (estimated)

The updated local heritage list is being finalised and is planned to come to the September LPPC meeting. This work needs to fold in with the Regulation 19 local plan.

Chair role

To confirm I will not be seeking the chair role of LPPC in the next cycle. I have been chair and vice-chair of LPPC for several cycles and I'll be rotating into a different area. I'd like to thank officers and members for all of their help and support in getting our local plan this far.

Councillor Alex Coley
Chair of the Crime & Disorder Committee

The Crime & Disorder committee has achieved its goals on the annual plan for this year and proposes ambition reform of the Epsom & Ewell Community Safety Partnership (CSP) for the forthcoming year.

Thank you to all councillors who have participated in the many exchanges about community safety since the inauguration of this committee. It was my no.1 priority when seeking election in 2018 to put tackling crime and ASB at the centre of the Council's plans.

A special thank you to members of the committee who have given their support and challenge over the last year. I'm delighted to see the interest that members have shown and I hope it's a sign of the value members place in this policy area.

Thank you again to all of you and remember, always dial 999 in an emergency.

URGENT DECISIONS

Head of Service:	Andrew Bircher, Interim Director of Corporate Services
Report Author:	Andrew Bircher
Wards affected:	(All Wards);
Appendices (attached):	None

Summary

To report to the Council a decision taken by the Chief Executive and Directors on the grounds of urgency, in compliance with the requirements of the Constitution.

Recommendation (s)

The Council is asked to:

- (1) To note the urgent decision taken and the reasons for that decision.

1 Reason for Recommendation

- 1.1 To report to the Council a decision taken by the Chief Executive and Directors on the grounds of urgency, in compliance with the requirements of the Constitution

2 Background

- 2.1 The scheme of delegation sets out that the Chief Executive and Directors are authorised to take decisions on grounds of urgency regarding matters which would otherwise be reserved for determination by a Committee or Council. A matter can be deemed urgent if, in the reasonable opinion of the officer concerned, a delay would seriously prejudice the interest of the Council or of the public and it is not practicable to convene a quorate meeting of the relevant decision-making body in sufficient time to take the decision.

- 2.2 A request for an urgent decision was received in respect of a public hypnotism act to be held at Epsom Playhouse. This is not set out in the scheme of delegation for any committee to approve, although the Chair of LPPC committee was consulted. The decision was taken by Andrew Bircher, Acting Director of Customer Services. As the matter is not expressly within the Terms of Reference for LPPC committee, notification of the urgent item is being brought to Full Council.
- 2.3 In a future update of the Constitution this matter will be addressed for any future requests.

URGENT DECISION, NUMBER 116,

- 2.4 We have received an application for consent of a performance of hypnotism on 7th March 2024 at Epsom Playhouse. Unfortunately, the current scheme of delegations does not allow officers to provide this consent, and there is not time to arrange a committee to consider the application.

Proposed action/decision:

- 2.5 To consent to the performance of hypnotism by Robert Temple at the Epsom Playhouse on 7th March, subject to the standard conditions.
- 2.6 Delegate to Licensing Officer the authority to issue consent to the exhibition, demonstration or performance of hypnotism in future, so that the officer delegation can be added to the Live Register of Delegations once approved.
- 2.7 In the decades since the Hypnotism Act 1952 became law the public concerns on the effects of performances of hypnotism have greatly diminished. Within the timescales available it is not possible to determine for certain that all risks have been removed completely, and so it is proposed to proceed with option b and attach standard conditions to the consent, as recommended within the last review of the Hypnotism Act by the Home Office, to the consent.
- 2.8 In relation to the officer delegation: Given the minimal risk to the Council it is proposed that authorisation be delegated to officers so that future decisions relating to the performance of hypnotism can be made more efficiently by reducing the administrative burden on the Council. The alternative would be for future application to be considered by the LPPC – this would appear unduly burdensome on the applicant given the risks, and difficult to justify as a cost to the taxpayer.
- 2.9 The Acting Director of Corporate Services approved the urgent decision on the 5th March 2024.

3 Risk Assessment

Legal or other duties

- 3.1 Equality Impact Assessment
 - 3.1.1 None arising from this report.
- 3.2 Crime & Disorder
 - 3.2.1 None arising from this report.
- 3.3 Safeguarding
 - 3.3.1 None arising from this report.
- 3.4 Dependencies
 - 3.4.1 None arising from this report.
- 3.5 Other
 - 3.5.1 None arising from this report.

4 Financial Implications

- 4.1 Financial implications are included within each decision form.
- 4.2 **Section 151 Officer's comments:** None arising from the contents of this report.

5 Legal Implications

- 5.1 Legal implications are included within each decision form.
- 5.2 **Legal Officer's comments:** None arising from the contents of this report

6 Policies, Plans & Partnerships

- 6.1 **Council's Key Priorities:** The following Key Priorities are engaged:
 - Effective Council
 - Cultural & Creative
 - Safe & Well
- 6.2 **Service Plans:** The matter is included within the current Service Delivery Plan.
- 6.3 **Climate & Environmental Impact of recommendations:** None arising from this report.
- 6.4 **Sustainability Policy & Community Safety Implications:** None arising from this report.

6.5 **Partnerships:** Not applicable to this report.

7 Background papers

7.1 The Urgent decision has already been published on Members News.

MOTIONS

Head of Service:	Piero Ionta, Head of Legal and Monitoring Officer
Report Author:	Tim Richardson
Wards affected:	(All Wards);
Appendices (attached):	Appendix 1 - Motion 1 Appendix 2 – Motion 2 Appendix 3 – Motions Flowchart

Summary

This report sets out notices of motions ruled in order.

Recommendation (s)

The Council is asked to:

- (1) consider the Motions in accordance with Standing Orders.

1 Reason for Recommendation

- 1.1 The rules regarding the submission of motions to Council are set out in Appendix 4 of the Council's Constitution (Standing Orders of the Full Council). Motions ruled in order must be listed on the agenda.

2 Background

- 2.1 The table below set out the Motions ruled in order:

Motion Number	Title	Proposer & Seconder	Committee	Responding Chair
1	Motion 1	Proposer: Councillor Morris Seconder: Councillor Kelly Julie Alison	Standards and Constitution	Councillor Liz Frost

2	Motion 2	Proposer: Councillor James Lawrence	Licensing & Planning Policy Committee	Councillor Steven McCormick
		Seconder: Councillor Julie Morris		

- 2.2 Each Motion will be taken in the order listed, with the proposer moving the motion and the seconder, seconding and confirming when they wish to exercise their right to speak.
- 2.3 Once a motion as been put, the Mayor will invite Members to decide how the motion should be dealt with. The Mayor will ask for a vote without debate, on whether the motion should be referred to an appropriate Committee for consideration (FCR 16.5). This will be on the basis of a simple majority.
- 2.4 All amendments must be in writing, proposed and seconded. The mover of the original motion will be asked if they wish to accept the proposed amendments. Those which are accepted in full or in part will result in the original motion being amended accordingly. If they are not accepted, then the amendments will be debated in accordance with Standing Orders (FCR 17).
- 2.5 FCR 14.1 sets 90 minutes to deal with all motions including amendments.
- 2.6 The process for debate is summarised in in the Motions Flowchart, Appendix 3.

3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 No comments are provided on Motions.

3.2 Crime & Disorder

3.2.1 No comments are provided on Motions.

3.3 Safeguarding

3.3.1 No comments are provided on Motions.

3.4 Dependencies

3.4.1 No comments are provided on Motions.

3.5 Other

3.5.1 No comments are provided on Motions.

4 Financial Implications

4.1 No comments are provided on Motions.

4.2 **Section 151 Officer's comments:** No comments are provided on Motions.

5 Legal Implications

5.1 No comments are provided on Motions.

5.2 **Legal Officer's comments:** No comments are provided on Motions.

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** No comments are provided on Motions.

6.2 **Service Plans:** No comments are provided on Motions.

6.3 **Climate & Environmental Impact of recommendations:** No comments are provided on Motions.

6.4 **Sustainability Policy & Community Safety Implications:** No comments are provided on Motions.

6.5 **Partnerships:** No comments are provided on Motions.

7 Background papers

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

Previous reports:

- None

Other papers:

- [Appendix 4 of the Constitution of Epsom and Ewell Borough Council](#)

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Motions to Council Request Form

Title of Motion	Motion 1
Proposer	Cllr Julie Morris
Seconder	Cllr Alison Kelly
Motion Set out motion in full	<p>This council believes that maintaining public trust in the democratic process is essential. A key part of this is ensuring that decisions are made openly and are subject to public scrutiny. Council recognises the concern that there is about the degree to which council, committee, briefing and working group discussions and decisions are being conducted in restricted session.</p> <p>To help maintain public trust and ensure that residents can be fully informed about how decisions that affect them have been reached, this council is committed to a policy of 'transparency by default' by which all meetings and documentation will be placed in the public domain as standard, with information or discussions only being redacted or restricted very specifically in relation to those issues which fall within the exemptions in the Local Government Act.</p> <p>To that end, committee reports will, in addition to identifying the relevant exemption in the Local Government Act, also set out a rationale as to why information or discussions are to be restricted, when this is the case. Officers will also bring forward guidelines in relation to all council, committee, briefing and working group discussions and decisions which will enable this approach, to ensure maximum transparency while adhering to legislative requirements, ultimately making this organisation an exemplar public body in terms of transparency and openness.</p>
Relevant Committee(s) Motion would relate to	Standards and Constitution Committee
Name of the Chairman of such Committee	Cllr Liz Frost

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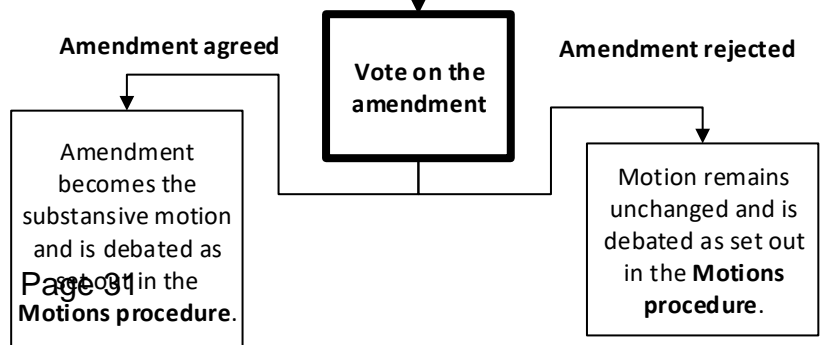
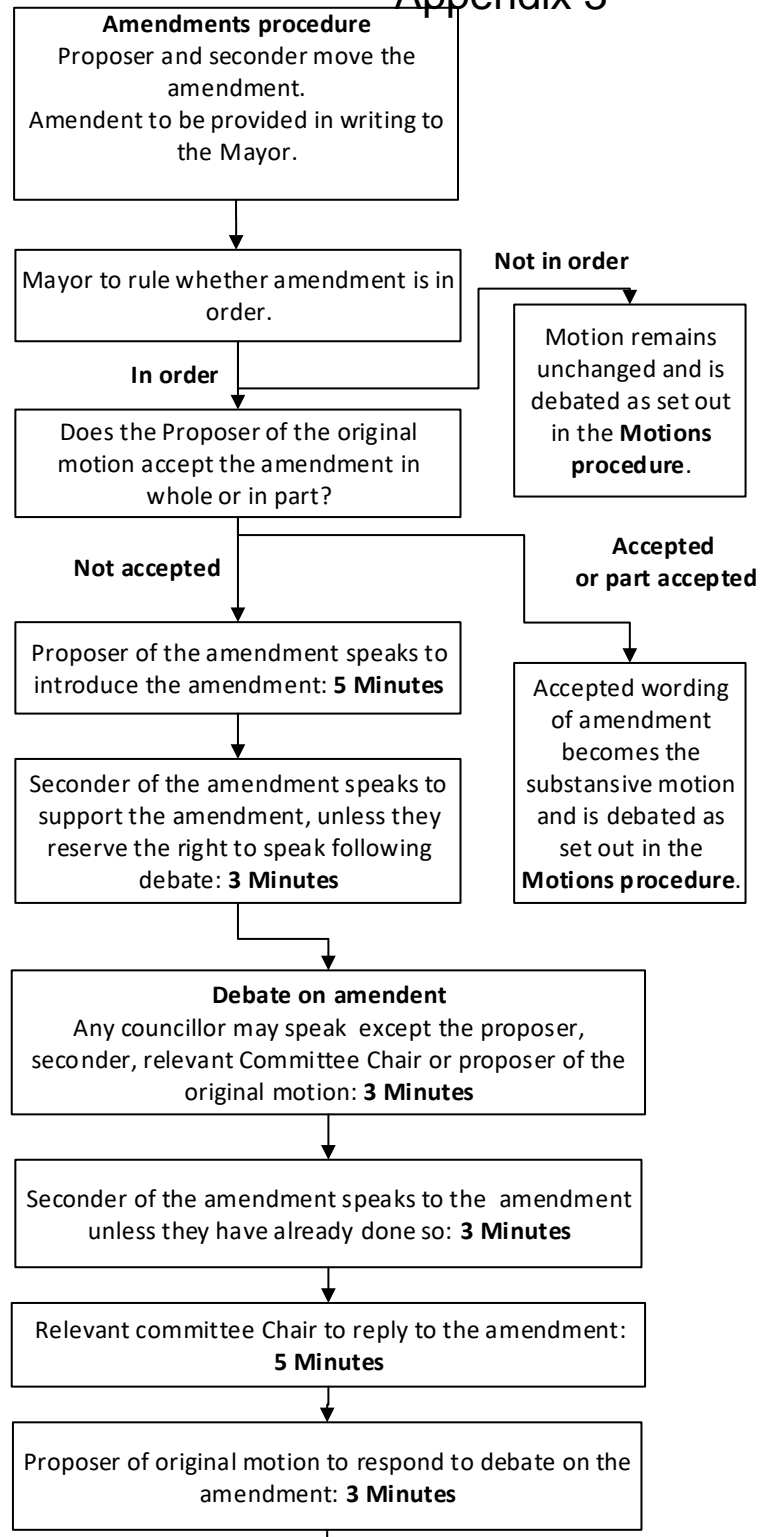
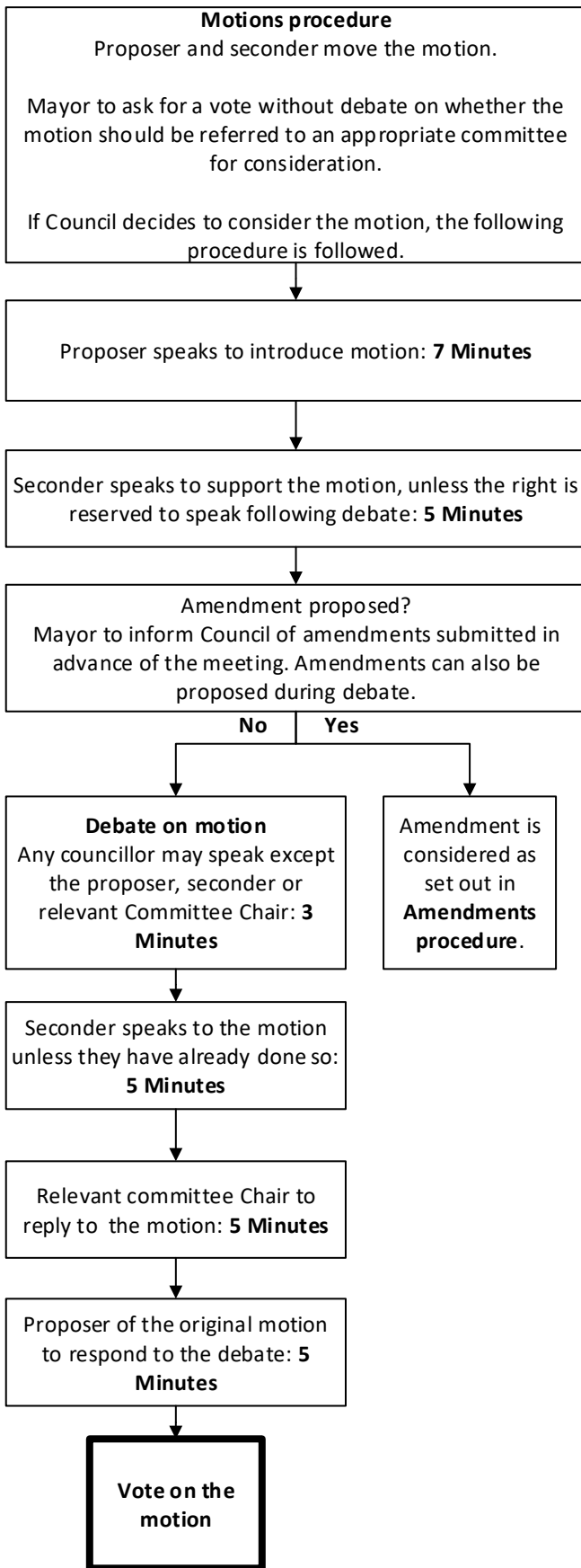
Motions to Council Request Form

Title of Motion	Motion 2
Proposer	Cllr James Lawrence
Seconder	Cllr Julie Morris
Motion Set out motion in full	That this Council mandates that the Reg 19 Local Plan include a requirement for energy efficient housing, where all new housing achieves at least a level A of the Energy Performance Certificate (EPC).
Relevant Committee(s) Motion would relate to	Licensing and Planning Policy Committee
Name of the Chairman of such Committee	Cllr Steven McCormick

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Council motion and amendment flowchart

**Agenda Item 6
Appendix 3**



Note:
No Member may speak more than once on a motion or more than once on an amendment unless otherwise permitted by standing orders.

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