

**South East Environmental Services Limited**  
**(Company No. 11545729)**  
**("the Company")**

Minutes of a meeting of the Board of Directors of the Company (the "Board") held on the 31<sup>st</sup> March 2021 at 9.30 am, Eastbourne. (*Virtual due to COVID-19*)

**Present:** Jon Dow (Chair) (JD)  
Ian Fitzpatrick (IF)  
Robert Smart (RS)  
David Tutt (DT)

**In Attendance:** Andrew Clarke (Deputy Chief Finance Officer) (AC)  
Bryn Mabey (Customer Communications & Engagement Lead) (BM)  
Jane McCarthy-Penman (Company Secretary) (JMP)  
Lee Michael (Operational Manager) (LM)  
Theresa Owen (Commercial Accountant) (TO)  
Sean Towey, Head of Environment First (ST)

**1 Notice and Quorum**

The Chair reported that the meeting had been duly convened and that a quorum was present in accordance with the Company's Articles of Association and declared the meeting open.

**2 Apologies for Absence**

Tim Whelan (TW)  
Robert Cottrill (RC)  
Linda Farley (LF)

**3 Declaration of interests**

In accordance with section 177 of the Companies Act 2006 and the Company's Articles of Association each director present, to the extent applicable, declared the nature and extent of their interests in the matters to be discussed at the meeting. The following declarations were made:

That:

Jonathan Dow who has disclosed his interest as both a Director of the Company and an Elected Member (EBC).

Ian Fitzpatrick who has disclosed his interest as both a Director of the Company and Director of Planning and Regeneration of Eastbourne Borough Council and Lewes District Council.

Robert Smart who has disclosed his interest as both a Director of the Company and an Elected Member (EBC).

David Tutt who has disclosed his interest as both a Director of the Company and an Elected Member (EBC) and East Sussex County Councillor.

**It was noted** that notwithstanding any such interests, each Director present was entitled to vote at, and be counted in the quorum of, the meeting.

#### 4 **Resolutions**

Given due regard to Duty 2, Section 172 CA (06), the Board **resolved**:

- 4.1 To **agree** the minutes of the meeting held on the 9<sup>th</sup> December 2020, subject to a minor amendment in section 5.2.
- 4.2 To **note** that there was a matter raised in respect of the following minute:  
*'It was further noted that the proposed 2021/22 budget included a proposed inflationary pay increase of 2.5%, in line with EBC's policy for setting the 2021/22 budget. It was noted that this increase preceded the Chancellors freeze.'*

A question was raised as to whether this was correct. It was noted that at the time of writing, *it was correct*. It was further noted a % increase had been included in the budget provision for budgeting purposes. This can be reversed if not required.

- 5 The Board considered a report on the:
- 2020/21 Quarter 3 Report
  - 2021/22 Budget
  - AWC projected savings

***Confidential, not for publication***

- 6 The Board considered a report on SEESL Performance for Q3, 2020/2021.

It was noted that although fly tipping is outside of the remit of SEESL, the performance was positive and fly tipping had reduced.

It was noted that C19 had impacted upon customers behaviour and SEESL were adapting where appropriate.

Directors noted that the service provided by SEESL remains exemplary.

The Board noted that there was an increase in the take up of garden waste renewals during this quarter.

The issue of graffiti was raised. The Board noted that there have been a number of reports of graffiti on highways signs in and around St Antony's ward. A question was raised as to whether it was a trend. This was not known.

Given due regard to Duty 2, Section 172 CA (06), the Board **resolved:**

6.1 To **note** the report.

7 The Board considered an update report on the progress of the combined waste recycling and street cleansing operation.

It was noted that the Head of Service was confident in respect of AWC. He confirmed that the communications had been very positive.

The Board considered the request to partner with a charity. It was confirmed that this would be a three-year partnership. It was suggested that St Wilfred's Hospice be the partner of choice given the impact of C19?

It was noted that the roll out of AWC communications had gone very well and the team will continue to manage the expectations of residents. It was confirmed that there will be a number of residents who will still require support and may need to continue with weekly/assisted collections.

There had been no C19 sickness reported. The majority of SEESL staff had now received their vaccinations.

The Board noted the agenda would shortly be circulated for the SEESL Strategy day.

The Board wished to note the great work undertaken by Neil Peters.

The HSE success was noted and the Board wished to congratulate those staff involved. It was noted that there were no recommendations made.

The HSE had given notice of a visit to LDC but did not carry it through.

Given due regard to Duty 2, Section 172 CA (06), the Board **resolved:**

7.1 To **note** the report.

7.2 To **agree** to partnering with St Wilfred's Hospice.

8 The Board received a presentation on Alternate Weekly Collections (AWC), which covered:

- Consultation in Autumn/Winter 2020
- Comms planning – implementation group set up
- Comms and Engagement Strategy drafted
- Scrutiny Committee 8<sup>th</sup> February 2021
- Cabinet decision 10<sup>th</sup> February 2021
- Awareness raising campaign 12<sup>th</sup> March to 12<sup>th</sup> April 2021
- Ongoing waste comms

The Board considered the presentation and noted the following key points:

- Powerful PR
- Great communications/staff supporting residents
- Do we need bigger recycling bins (82% recycling – 52% waste) – will pick this up at the Strategy Meeting
- Noting you can have more than one recycling bin

- Was the consultation representative - 1582 responses?
- Noting the Comms Strategy is there to support
- Finance is a benefit however, carbon reduction – reduce – reuse -recycle is key!
- Residual waste – share with neighbours – changing culture, dispose of waste in a different way
- Capacity of bins
- Other Council's moving to three-weekly

It was noted that a number of these points will be picked up at the Strategy Meeting.

The Board thanked the Communications and Engagement Lead for the presentation.

9 **Any Other Business**

**Litter Pick : Rodmill**

The Chair thanked the support of SEESL at the recent litter pick.

10 **Conclusion**

The business of the meeting having been completed; the meeting closed at 10.43 am.

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Chairperson