

**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 9<sup>th</sup> June 2021 at 3.30 am, Eastbourne. (*Virtual due to COVID-19*)

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

**In Attendance:** Andrew Clarke (Deputy Chief Finance Officer) (AC)  
Linda Farley (Head of Customer First) (LF)  
Walter Ferguson (Supervisor) (WF)  
Jane Goodall (Strategy & Partnership Lead) (JG)  
Jane McCarthy-Penman (Company Secretary) (JMP)  
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**

Robert Cottrill (RC)

**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, an Elected Member (EBC) and East Sussex County Councillor.

Tim Whelan who has disclosed his interest as both a Director of the Company and Director of Service Delivery of Eastbourne Borough Council and Lewes District Council.

**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 31<sup>st</sup> March 2021, subject to a minor amendment.
  - 4.2 To **note** a question was raised in respect of graffiti and the steady increase - why was this occurring? It was **noted** and **agreed** that this would be raised with Neighbourhood First and possibly raised at JAG.
  - 4.3 To **note** there were no outstanding actions.
- 5 The Board considered a report on the draft financial position for 2020/21.

*Confidential – not for publication*

- 6 The Board considered a report on SEESL Performance for Q4, 2020/2021.

The Board noted the excellent performance.

Fly tipping was a slight concern however, the team will continue to monitor. The Board noted the recent prosecutions and queried whether there were any more to come? It was noted that the team often struggle to identify culprits.

The Board noted that 11 fines were issued during Q4. It was confirmed that it was nine up from the previous quarter.

The Board thanked the team for being responsive with points raised by Directors in the past.

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.

The update report included:

- Depot
- Fleet

- IT
- Service Standards
- Budget Headlines
- Public Relations
- Support Services
- AWC
- Preparing for the Environment Bill

The Board noted that the team were preparing for the Environment Bill, it was agreed that this would be discussed at the strategy session.

It was also suggested and agreed that scenario planning/stress testing should be included.

The Board noted the great work of the team and thanked Neil Peters for his assistance with the recent litter pick.

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

7.1 To **note** the report.

8 **Any Other Business**

**Strategy Session** – it was agreed a date would be schedule for September/October 2021. We need to consider the short-term challenges we face.

9 **Conclusion**

The business of the meeting having been completed; the meeting closed at 4.14 pm

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Chairperson