

ACTION LOG – CV19 CROSS SECTOR MEETINGS

No	Meeting Date	Action	Resp	Completed
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1.	18/03/20	<p>Update the group on the propping up of the Burlington Hotel and likely opening of the seafront.</p> <p>Update: Work is continuing at pace. Shoring of eastern end complete and steels removed from rear. Council team clearing refuse from site. Update next week and possible press release.</p>	Tim Whelan	
12.	25/03/20	<p>Action 12 Cont.'d 'Chamber's list of issues' Question: What support is available for businesses who are not on the rateable value register, for example, all the small units in the Enterprise Shopping Centre in Eastbourne and any commercial property where rates are paid by the landlord and included in the commercial rent to the tenant</p> <p>Caroline Ansell has raised this issue through parliamentary channels and it is with the Treasury and BEIS. As with BID funding, it is a national picture and MPs cross the country have similarly raised. She will continue to lobby. David Tutt is likewise raising across all his channels. They will continue to work together and lobby on this. Caroline has signposted The Enterprise Centre to Locate East Sussex as a possible source of local grants.</p>	MP's Office	Ongoing

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14.	25/03/20	<p>Financial support for Business Improvement Districts (BIDs).</p> <p>Update: Information on the Eastbourne BID has been provided by Stephen Holt to the Chamber and to Caroline Ansell's office. Caroline Ansell MP has made representations on behalf of our local BID through parliamentary channels and it is with BEIS & Treasury; MPs across the Country have similarly lobbied as this is a national challenge. Specific financial support for BIDs has not been announced. Caroline will continue to raise.</p>	MP's Office	Ongoing
23.	25/03/20	<p>Discuss the ongoing delivery of food to the homeless housed in temporary accommodation.</p> <p>Update: Additional funding made available to supply homeless with kettle; microwave, toaster, phone, first aid kit and list of where to get food. Those not able to prepare own food are receiving parcels from the Foodbank.</p>	Peter Thorley / Steve Wallis / Tim Whelan	Ongoing
		Volunteering Update		
36.	01/04/20	There is a link on the Chamber website detailing those members that will deliver food for those that can pay. Link to be forwarded to Adam Chugg for inclusion on the 3VA and Website and to Ian Fitzpatrick so that these details are available to the dedicated call	Christina Ewbank	

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		<p>answering team.</p> <p>Tim Cobb to also include in press release.</p> <p>Update: only two outlets at the moment, so not publicising in case they are overwhelmed.</p>	Tim Cobb	
37.	01/04/20	<p>Miles Berkley and Philip Lakka to discuss EU Settled Status off line.</p> <p>Update: Caroline Ansell has the dataset and will be writing to EU nationals once the current climate has improved. Miles Berkley to collaborate on the content of the letter.</p>	MP's office/ Miles Berkley	To be reviewed at a more appropriate time
		MHCLG update		
43.	08/04/20	<p>Shielding: It has been recognised that some people who should be in the shielded category have not received letters. Guidance is being sent to GPs. Message to be communicated that if you feel that you should be in this category, speak to your GP.</p> <p>Action: Tim Cobb to arrange comms</p> <p>Food boxes: there are currently 3,000 in stock, 550 of which have been issued to the foodbank and 75 delivered. These are just standardised packs with basic provisions. Paul Corney asked</p>	Tim Cobb	

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		whether any would be provided for special needs such as gluten free. Action: Christina Ewbank to make enquiries with Chamber supplier and then update Ian Fitzpatrick.	Christina Ewbank	
44.	08/04/20	Business Support Grants: system should be live tomorrow. Details of the information that businesses will need to supply to be sent to/discussed with Christina Ewbank, Stephen Holt and Mark Cotman so that they can field some of the enquiries.	Tim Whelan / Nick Ducatel	
45.	08/04/20	Victoria Mansions: work is ongoing. Action: Stephen Holt to discuss with David Tutt offline.	Stephen Holt	
		Police Update		
46.	08/04/20	EHA advised that there were reports of ASB and lack of social distancing. Action: to be logged via 101	EHA /All	
		MP Update		
47.	08/04/20	Caroline Ansell to organise a visit to Eastbourne by the Tourism Minister Nigel Huddleston. This is to meet key partners, visit key places, discuss recovery and future plans and campaigns.	MP's office	
48.	08/04/20	Station Health Hub closure has been suspended. Continuing to lobby to ensure facility remains opens as there is insufficient GP capacity in the town. Action: David Tutt and Caroline Ansell to work together on this.	Caroline Ansell	

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			/ David Tutt	
49.	08/04/20	<p>On PPE, Caroline Ansell advised that the new system, Clipper, would be disseminating PPE supplies but that following the example of other areas, we could speed up receipt by the hundreds of individual settings in Eastbourne by essentially delivering ‘the last mile.’ So, one main central delivery to a PPE hub like the Welcome building and then a fleet of local vehicles to dispatch from there. Ian Fitzpatrick to exchange ideas/contacts with Caroline. To discuss offline</p> <p>*Update 10 April - Caroline has raised localised delivery scheme with ESCC CEO and has the offer of a potential hub and co-ordinator.</p>	Caroline Ansell / Ian Fitzpatrick	Ongoing
		Business Update		
50.	08/04/20	<p>Christina Ewbank highlighted the issues she is still receiving from members.</p> <p>Insurance Claims: Post cross-sector meeting of 8th April, Caroline Ansell has conferred with Christina Ewbank and on issues with insurance, Caroline to relay to Treasury local disappointment over very delayed responses by Lloyds’ and Caroline to write to Hiscocks on behalf of a Eastbourne business whose claim was rejected. Sub group to continue to work together.</p> <p>Support for dividend-related loss of income</p>	<p>MP’s office (Insurance sub group)</p> <p>MP’s office</p>	<p>Ongoing</p> <p>Ongoing</p>
51.	08/04/20	Concerns were raised regarding the effect of self- isolation on		

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		Mental Health. Action: Forward any specific examples to David Tutt so that he can raise with County.	Paul Corney/ All	
52.	08/04/20	Cancelling events; the effect of this on the Tourism industry was noted and EHA requested prior notification of any events that are to be cancelled in future. Cancellation of the tennis tournament was not an Eastbourne announcement but was made by the LTA. Action: Keep the EHA update on future event cancellations.	Phil Evans	
		Comms update		
53.	08/04/20	PR to be prepared on; <ul style="list-style-type: none"> • ESCEG frozen meals; Matthew 25 Mission taking 500 per week • 3VA: those on furlough volunteering • Shielding; if you didn't get a letter and you think you should contact your GP • GoodSam app going live • Small business grant – delivered ahead of schedule 	Tim Cobb	
		AoB		
54.	08/04/20	Lessons learned: continue to provide feedback to Paul Corney.	All	
55.	08/04/20	NHS Wellbeing Survey: Christina Ewbank to circulate for onward dissemination and completion.	Christina Ewbank /All	
56.	08/04/20	Recovery Plan: to be included on future agenda		

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58.	08/04/20	Dental care – engage further with dental practices - ascertain need/waiting times/pubic transport ahead of representation to chief dental officer to establish emergency dental care in Eastbourne.	MP's office	Ongoing

COMPLETED ACTIONS

No	Meeting Date	Action	Resp	Completed
2.	18/03/20	Write to County re delaying the increase in parking charges and issuing permits for hotel guests. Update: Cllr Tutt had meeting with ESCC CEX and it has been agreed to delay the increase. Free parking for hotel residents not pursued as not relevant at this time.	David Tutt	Complete
3.	18/03/20	Send copies of letters already send to County on parking charges to Anne Marie Field for inclusion in newspaper article.	Steve Wallis and Kyrstian Hayter	Complete
4.	18/03/20	Forward copy of letter that has already been sent to the Chancellor in relation to Tourism.	David Tutt	Complete

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5.	18/03/20	Formulate a Business Continuity Plan in association with Eastbourne Volunteers, CAB, Matthew Mission 25 and Churches Together.	Adam Chugg	Complete
6.	18/03/20	Forward examples of best practice in Portugal to Adam Chugg.	Anna Corney	Complete
7.	18/03/20	Raise issue of an extension to free travel times with County. Caroline Ansell has already flagged this with ministers and will advise the group of any feedback. Update: Cllr Tutt raised with County. In the meantime, Stagecoach buses have extended the time that the passes can be used.	David Tutt	Complete
8.	18/03/20	Advise Mark Cotman of any essential supplies for the voluntary to be ordered via the hoteliers' suppliers.	All	Complete
9.	18/03/20	Arrange for Business Wardens to visit supermarkets both in the Town Centre and retail parks to assist in whatever way they can.	TW	Complete
10.	18/03/20	Update Caroline Ansell following meeting with SIUs at which identifying any domestic abuse cases needing intervention will be discussed. Update: Caroline Ansell confirmed that she had been in conversation Sussex police and that they are being very proactive. If there are any issues she will feed into the group.	Rachel Barrow	Complete
11	25/03/20	Raise with Caroline Ansell whether there will be easements in respect of personal independence allowance and pension credits.	Philip Lakka	Complete

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		<p>Update: Caroline Ansell MP and Alan Bruzon Citizens Advice spoke on Thursday 9th April re. benefit easements in general which had been very much welcomed and specifically around potential access challenges in a time of lockdown for pension credit and PIP. There is no immediate concern for individuals as the current system is holding and the CAB is still working effectively and providing support. The situation is dynamic so there may be further easements but the potential future improvements to the system they discussed such as trusted person/use of email correspondence will be relayed to the DWP by Caroline when Alan has looked at a number of individual cases to strengthen a representation.</p>		
12.	25/03/20	<p>Clarify Christina Ewbank's understanding that if commercial renters miss one month in the next three months they cannot be evicted but could be if they miss two.</p> <p>Need to pursue on case by case basis. Send details to MP's office</p> <p>Further related details are listed below and on the wider question, Caroline Ansell spoke to the Department for Business Energy Industrial Strategy on Thursday to confirm the position. Essentially this provision is not a rent free period, nor is it a payment holiday. It is only a safeguard against eviction for nonpayment. Tenants could miss more than 1 payment in the three month window and</p>	<p>MP's Office</p> <p>All</p>	Complete

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		<p>still be protected from eviction on those grounds but tenants are still responsible for eventual payment of all contractual sums and, the landlord can still take other collection and enforcement action and tenants can still be evicted for other breaches of lease. Each commercial tenancy and tenant-landlord relationship and legal contract will be different and where businesses are facing difficulties on a local level with commercial tenancies, they are best advised to seek specific legal advice on their tenancy.</p> <p>Further details:</p> <ul style="list-style-type: none"> • The following are not within the protection of section 82: a licence to occupy (unless it is in reality a lease, despite being described as a licence); a tenancy at will; tenancies that are expressly excluded from Part 2 of the 1954 Act, such as farm business tenancies and tenancies not exceeding 6 months. • Rent is defined widely in section 82(12) to include ‘any sum a tenant is liable to pay under a relevant business tenancy’. This means that a landlord may not forfeit during the relevant period for non-payment of main rent, insurance contributions, service charges and any other payments due under the lease. • While the government is clearly keen to encourage collaboration rather than litigation between landlords and tenants, even during the protected period, a hard-pressed 		

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		<p>landlord will still be legally allowed to: take payment from a rent deposit; add interest to the debt in accordance with the interest provisions in the lease; sue the tenant and/or any guarantor for the debt; exercise Commercial Rent Arrears Recovery; serve a statutory demand and institute the relevant insolvency process</p> <ul style="list-style-type: none"> • Section 82(11) confirms that any failure to pay rent during the relevant period shall be ‘disregarded’ if the landlord seeks to oppose renewal on the grounds of ‘persistent delay in paying rent’ <p>Action 12 Cont.’d ‘Chamber’s list of issues’ Question: What support is available for businesses who are not on the rateable value register, for example, all the small units in the Enterprise Shopping Centre in Eastbourne and any commercial property where rates are paid by the landlord and included in the commercial rent to the tenant</p> <p>Caroline Ansell has raised this issue through parliamentary channels and it is with the Treasury and BEIS. As with BID funding, it is a national picture and MPs cross the country have similarly raised. She will continue to lobby. David Tutt is likewise raising across all his channels. They will continue to work together and lobby on this. Caroline has signposted The Enterprise Centre</p>		Ongoing

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		<p>Question: Are homeless shelter workers recognised as key workers and able to leave the home to care for this vulnerable cohort? YES</p> <p>Question: PPE see new Action 49</p> <p>Question: BID see new Action 14</p>		Complete
13.	25/03/20	<p>Check whether directors of small businesses can be classed as employees and furloughed in some cases.</p> <p>Update: Confirmation received that they can.</p>	Philipp Lakka	Completed
14.	25/03/20	<p>Payment of the BID levy to be discussed outside the meeting.</p> <p>Update: Analysis has been received by MP's office. Work in progress.</p>	Philip Lakka / Christina Ewbank	Ongoing
16.	25/03/20	<p>Helen Burton that she is aware of a case whereby a mother would like her daughter and grandchild to move in with her during this period as her daughter is currently living in one room. Her daughter has been advised that if she does so she will lose her place on the housing waiting list.</p> <p>To be discussed outside the meeting.</p>	Helen Burton	Complete

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		Update: Tim Whelan confirmed that the allocations can be used to ensure that this does not happen Send details to Tim Whelan	Helen Burton	
17.	25/03/20	<p>The Cavendish hotel and Wetherspoons.</p> <p>The conduct of these two companies was raised by a representative of the business community who understood that they had laid off large numbers of local people from their workforces, in response to the pandemic, rather than furloughing them and raised by another on the call, that Britannia's live-in staff at The Cavendish had been made homeless.</p> <p>The Cavendish Hotel reported that they will be taking advantage of the Government's furlough scheme and that all its local workforce have either been furloughed or are still working. It adds that it has no live-in staff in Eastbourne. This was confirmed by the Group HR Manager for Britannia Hotels.</p> <p>JD Wetherspoon reported that they will also be taking advantage of the Government's furlough scheme and all its local workforce have either been furloughed, are still working, or have left. Tim Martin's office confirmed this also. Of 92 weekly employees, across the London & County and 75 at the Cornfield Garage, they report that 88 are on furlough, 1 is on maternity leave, 2 are on sick leave, and 1 chose to leave.</p> <p>In the course of the meeting of the 8th April, when doubts over the veracity of these position statements were again raised, Caroline</p>	Philip Lakka	Complete

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		Ansell pledged to look at any individual cases forwarded to her office that contradicted these assertions.		
18.	25/03/20	Send organisations' contact to details to Anne Marie Field for publication. (In light of additional enquires received by Matthew Mission 25 for help/food parcels from people on zero hour contracts. As so much is now closed, they don't know where to go for help).	Peter Thorley	Complete
19.	25/03/20	<p>Make representation to the Chancellor re the terms of the business interruption loan scheme:</p> <ul style="list-style-type: none"> • Loans in excess of £250k are at commercial rates and need to be secured. • Loans under £250k are supposed to be interest free but this not being offered. <p>Update: this had been picked up the LGA, DCN and MP's office. Chancellor stepped in on Friday. Loans are now easier to obtain.</p>	David Tutt	Complete
20.	25/03/20	<p>Alan Bruzon would like to meet with key personnel to co-ordinate activities especially In relation to housing.</p> <p>Conference call taken place.</p>	Tim Whelan	Complete

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21.	25/03/20	<p>Check with Rachel Barrow on whether the police have any plans to extend the retirement date for officers due to retire or calling any back from retirement?</p> <p>Update: No plans to extend retirement dates or call for retired officers to return. Has been call for volunteers with a good response.</p>	Stephen Holt	Complete
22.	25/03/20	<p>Check with the MP's office regarding what proof may be needed if stopped by the police when carrying out volunteering work.</p> <p>Update: Police advised that a letter confirming reason on letter headed paper will suffice.</p>	Philip Lakka	Complete
24.	25/03/20	Forward details of any homeless people who you think may not be on the Council's radar.	ALL	Complete
25.	25/03/20	<p>Hotels able to offer accommodation:</p> <p>Discuss with EBC and the MP's office the impact on both furlough and invalidating their business interruption insurance should they take in the homeless on a regular basis.</p> <p>Update: Great response from the hoteliers. Providing accommodation for a number of groups.</p>	EHA	Complete
26.	25/03/20	Some smaller guest houses that have food hygiene certificates have volunteered to cook food so would be able to prepare meals for those homeless who end up in accommodation without	Adam Chugg / Helen Burton / Krystian Hayter	Complete

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		<p>cooking facilities.</p> <p>To be discussed outside of the meeting</p> <p>Update: facilities in place</p>		
27.	25/03/20	Prepare comms for publication in the Herald by Friday encouraging online contact wherever possible but advising the vulnerable which numbers to contact.	Tim Cobb/ Tim Whelan	Complete
28.	25/03/20	Update Tim Cobb on Channel 4 Dispatches visit to Eastbourne.	Mark Cotman	Complete
29.	25/03/20	<p>Forward the foodbank's top 10 list to the EHA.so that they can check their overstock.</p> <p>Update: Tim Hulme advised that the College has 6k frozen meals in their freezers that they had offered to ESCC but they so far have not taken up the offer.</p> <p>Check whether this can be utilised by the Council Hub at Devonshire Park.</p> <p>A removal company has offered use of its lorries for logistics. Forward details to the Council.</p>	<p>Tim Cobb</p> <p>Ian Fitzpatrick</p> <p>Paul Corney</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p>

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31.	01/04/20	Forward list of issues sent to Caroline Ansell to David Tutt so that he can raise during the District Councils' Network telephone conferences.	Christina Ewbank	Complete
32.	01/04/20	Raise with the MP's office the exclusion of co-working space from the Grant Scheme.	Philip Lakka	
33.	01/04/20	Speak to colleagues in Durham Council to confirm whether they have made grant payments and identify whether there is any scope for knowledge sharing.	Nick Ducatel	Complete
		Ensure Contact Centre has up to date grant information.	Nick Ducatel	Complete
34.	01/04/20	There is concern over the conduct of some banks and mortgage companies in respect of them decreasing the loan to value and not honouring offers already made. Raise with MP's office. Update: Raised as a concern of wider, national principle by Caroline Ansell through parliamentary channels. Any individual cases to be invited to contact Caroline's Office.	MP'S office	Complete
35.	01/04/20	There has been a fantastic response to the call for volunteers. Work now needs to be done on ensuring that volunteers are being matched to those groups needing support. Helen Burton to lead this workstream.	Helen Burton	Complete
38.	01/04/20	There needs to be consistency of messaging and steps to ensure that this messaging is being disseminated. Headlines to be included on the Eastbourne Facebook page with link to the Council Website, which will remain the main source of information.	Tim Cobb	Complete

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		Email items to davidtutt10@gmx.com for inclusion.	All	
		Tim Cobb to incorporate in Comms Plann	Tim Cobb	Complete
		Arrange regular bitesize sessions hosted by David Tutt to feed into social media.	Tim Cobb	Complete
		Hospitality		
39.	01/04/20	Email details of the nominee to attend future accommodation meetings to Tim Whelan.	Krystian Hayter	Completed
		Update: Tim Whelan to send EHA details of people to be accommodated.		
40.	01/04/20	Ascertain if anything can be done to bring forward the 80% payment of staff salaries. If not, hotel staff may lose their jobs.	Philip Lakka	Complete
		Lessons Learned		
41.	01/04/20	Feedback to Paul Corney on Lessons Learned presentation.	All	Complete
		Present regular updates.	Paul Corney	
42.	01/04/20	West Rocks Hotel happy to provide help with food provision. Paul Corney to arrange contact with Howard Wardle.	Paul Corney	
		Update: Chris Copping's details have been forwarded and he is happy to help in any way he can. College Update		

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		<ul style="list-style-type: none"> • Store of frozen meals: discuss storage solutions with Howard Wardle (space for freezer?) • College kitchen is available for use by Community groups. Advise Tim Hulme of any requirements • Engineering department has been producing masks for frontline staff. Miles Berkley produced prototype yesterday. Miles and Tim to meet to discuss supply chain. • The Chamber needs 10 masks per week for the street market. <p>Update: only one stall operating so only three masks needed</p>	<p>Oscar Plumley</p> <p>All</p> <p>Tim Hulme / Miles Berkley</p> <p>Miles Berkley</p>	<p>Complete</p> <p>Complete</p>
49.		<p>PPE</p> <p>Ana Corney to send details of a PPE provider facebook group to Caroline</p>	Ana Corney	Complete
57.	08/04/20	<p>Furlough: Mark Cotman requested clarification regarding the entitlement of a member of staff returning from maternity leave.</p> <p>Update: An employee returning from maternity leave should be allowed to return as planned and on the established terms and conditions and be furloughed from there.</p>	Caroline Ansell	Complete