

Scrutiny Committee

29 November 2018



Time and venue:

2.00 pm in the Ditchling Room - Southover House, Lewes

Membership:

Councillor Peter Gardiner (Chair); Councillors Sam Adeniji, Nancy Bikson, Bill Bovington, Joanna Carter, Nigel Enever, Vic Ient, Ruth O'Keeffe, Sarah Osborne, Julian Peterson and Robbie Robertson

Quorum: 2

Published: Wednesday, 21 November 2018

Agenda

1 Minutes of the meeting held on 13 September 2018 (Pages 1 - 10)

2 Apologies for absence

3 Declarations of Interest

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.

4 Urgent Items

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972. A Supplementary Report will be circulated at the meeting to update the main Reports with any late information.

5 Written Questions from Councillors

To deal with written questions from councillors pursuant to Council Procedure Rule 12.3 (page D8 of the Constitution).

6 Homelessness

Presentation by Interim Head of Homes First and Housing Needs and Allocations Lead, as requested by the Chair of the Scrutiny Committee.

7 Corporate Performance Report - Quarter 2

Report of Deputy Chief Executive to follow.

8 Community Safety Partnership Annual Report (Pages 11 - 16)

Report of Director of Regeneration and Planning.

9 Forward Plan of Decisions (Pages 17 - 34)

To receive the Forward Plan of the Council.

10 Scrutiny Work Programme (Pages 35 - 36)

To receive the Scrutiny Work Programme.

11 Date of Next Meeting

To note that the next meeting of the Scrutiny Committee is scheduled to be held on 7 February 2019 in the Ditchling Room, Southover House, Southover Road, Lewes commencing at 2:00pm.

Information for the public

Accessibility: Please note that the venue for this meeting is wheelchair accessible and has an induction loop to help people who are hearing impaired. This agenda and accompanying reports are published on the Council's website in PDF format which means you can use the "read out loud" facility of Adobe Acrobat Reader.

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Information for councillors

Disclosure of interests: Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

Councillor right of address: A member of the Council may ask the Leader, a Cabinet Member or the Chair of a committee or sub-committee any question without notice

upon an item of the report of the Cabinet or a committee or subcommittee when that item is being received or under consideration by the Council.

A member of the Council may ask the Chair of a committee or sub-committee a question on any matter in relation to which the Council has powers or duties or which affect the District and which falls within the terms of reference of that committee or subcommittee.

A member must give notice of the question to the Head of Democratic Services in writing or by electronic mail no later than close of business on the fourth working day before the meeting at which the question is to be asked.

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Lewes District Council

Scrutiny Committee

Minutes of meeting held in Ditchling Room - Southover House, Lewes on 13 September 2018 at 2.00 pm

Present:

Councillor Peter Gardiner (Chair)
Councillors Nancy Bikson, Joanna Carter, Nigel Enever, Ruth O'Keeffe, Sarah Osborne, Julian Peterson and Robbie Robertson

Officers in attendance:

Thomas Bilcock (Interim Customer Contact Manager), Natalie Carpenter (Planning Policy Officer), Jane Goodall (Strategy and Partnership Lead, Quality Environment), Jo Harper (Head of Business Planning and Performance), Catherine Knight, (Assistant Director of Legal and Democratic Services), Bryn Mabey (Customer, Communications and Engagement Lead), Bill McCafferty (Functional Lead for Thriving Communities), Millie McDevitt (Performance and Programmes Lead), Leigh Palmer (Interim Head Of Planning), Scot Reid (Head of Customer & Neighbourhood Services), Leighton Rowe (Development Project Manager), Tondra Thom (Planning Policy Lead) and Jazmin Victory (Committee Officer)

Others in attendance:

Councillors Stephen Catlin and Elayne Merry

13 Minutes of the meeting held on 28 June 2018

The minutes of the meeting held on 28 June 2018 were submitted and approved, and the Chair was authorised to sign them as a correct record.

Members noted the following updates:

Lewes Bonfire Celebrations – The Functional Lead for Quality Environment provided the following update following the recommendations that the Scrutiny Committee made to Cabinet on 28 June 2018:

The Tactical Co-ordination Group (TCG) which represented agencies including British Transport Police, South East Coast Ambulance Service, East Sussex Fire and Rescue Service, Lewes District Council, East Sussex County Council, Southern Railway and Sussex Police, had noted the views of Scrutiny Committee. These views had been carefully considered, but the group as a whole still believed that the decision to bring in changes to transport and travel on 5 November 2018 was an appropriate and proportionate response to

the risks involved in Lewes Bonfire. They had listened to the views of those affected in the Cooksbridge area and have arranged for the 16:16 departure from London Victoria, to stop at Cooksbridge which arrives at 17:20 to allow some commuters to get home, albeit earlier. In addition The Chair of the TCG and the Chair of the crowd management group also had arranged a meeting with the University of Sussex later this month to see how the closure of Falmer Station can be mitigated.

The multi-agency group had considered a number of factors including an independent crowd safety review, carried out during the 2016 event when there were fewer attendees due to the train strike.

It concluded that: "Left unchanged, there was a very high likelihood of an incident occurring that could result in serious injury or death to one of more people in this event"

"Controlling the number of people at the event would help us to look after everyone involved."

North Street Quarter – The Project Manager had contacted councillors directly with further information regarding how the Council were supporting businesses/social enterprises that were currently on the site, as well as further details regarding the anticipated target completion date of April 2021.

14 Apologies for absence

An apology for absence had been received from Councillor Ient.

The Chair welcomed Councillors Robertson and Bikson at their first meeting as members of the Scrutiny Committee.

15 Declarations of Interest

There were none.

16 Urgent Items

There were none.

17 Written Questions from Councillors

There were none.

18 Local Plan Part 2

On 12 September 2018 a presentation and briefing was held for members regarding the changes to the Local Plan Part 2. Following this meeting, the Interim Head of Planning, Planning Policy Lead and the Planning Policy Officer attended the Scrutiny Committee meeting on 13 September 2018 to

participate in a Q&A session and answer any further questions. The Chair reiterated to members that this would be the last opportunity for the Scrutiny Committee to make recommendations; the plan would however be presented to Full Council on 26 November 2018, where minor amendments could be recommended.

Members queried how the Council would facilitate the implementation of the policies once the plan had been approved, and were informed that the Council had already identified some actions such as; training being provided to officers, sustainability checklists, and training for members after the May election.

Members were pleased to note that policies regarding employment and biodiversity were strengthened in the plan.

Resolved:

1. That members noted the Local Plan Part 2 and were keen to see it progress; and
2. That officers would send an email to all councillors with a reminder of the deadlines for the plans submittal.

Reason:

To allow members to comment on the Local Plan Part 2 during its consultation period.

19 Benefits

Following a written request from the committee, the Functional Lead for Thriving Communities attended the meeting on 13 September 2018 to discuss the performance of benefits, answer members' queries, and find out how the committee would like to progress with the issue.

Members were informed that the Council were aware that claims were not being processed as quickly as in the past, and that the majority of the delays could be attributed to the following reasons:

- Loss of experienced staff (incl. maternity leave);
- 6 new employees who were undergoing training;
- staff assisting the Customer Contact Centre with answering phone calls; and
- staff learning a different system.

Members were pleased to note that the delay reported was not a reflection of residents waiting for payment, as officers reported that the Council had approved a pre-payment option for accounts which were missing information. The performance indicator only measured how quickly a benefits claim was fully processed, however officers could not fully process a claim until all information had been received. Members requested that at future meetings the Scrutiny Committee could receive figures regarding how many pre-payments had taken place.

Members were informed about plans for an electronic claim form for housing benefits, which would prepopulate forms and release officer time for other tasks. The Council were optimistic that electronic claim forms would eventually allow for claims to be processed automatically without human involvement, which would further speed up the process. Officers noted concerns that not all members of the community were computer literate or had access to the internet, and reiterated that filling out a claim form electronically would be an option available, but not mandatory.

Officers anticipated a difficult period following Universal Credit being rolled out in Lewes on 26 September 2018, but had been working closely with Job Centres so that the transition period could run as smoothly as possible.

Members were pleased to note that there were no appeals outstanding and that staff were improving with their process time and decision making skills.

Resolved:

That members noted the update provided by the Functional Lead for Thriving Communities regarding benefits.

Reason:

Demonstrating the Scrutiny Committee's capacity to invite any senior officer to attend before it to explain in relation to matters within their remit, the committee had requested that the Functional Lead for Thriving Communities attend the meeting on 13 September 2018 to discuss the performance of the Council's benefits system.

20 Communications

Following a written request from the committee, the Head of Customer and Neighbourhood Services and the Customer Communications & Engagement Lead attended the meeting on 13 September 2018 to discuss the performance of the Council's Communications, answer members' queries, and find out how the committee would like to progress with the issue.

Contact Centre – The Head of Customer & Neighbourhood Services informed members that in addition to there being a 12% average vacancy rate in the contact centre, When we compare Q1 2017 and Q1 2018 customer contact then there had been a 49% increase in calls, 14% increase in emails and 93% increase in web enquiries. The number of customers visiting our 3 reception centres has also increased by 5% this period. Although the department had an agreed headcount of 45 FTE staff, when taking into account vacancies, annual leave, sickness and training it left approx. 19 FTE staff to deal with all customer contact calls, online transactions and social media interactions, and subsequently this staff shortage had contributed to delays.

Members queried why there was a high staff turnover in the Customer Contact Centre, and were informed that this was an entry level job which meant that there was often movement to different jobs within the Council. Due

to the high staff turnover, the Council had recently held an open day at which they handed out job packs to interested parties with the intention of over-recruiting and backfilling posts.

Members suggested that the department should have more than 45 FTE, whether that was on a permanent or a temporary basis, especially considering the anticipated additional impact with the Universal Credit roll out on 26 September 2018.

The Cabinet Member for People and Performance, Councillor Merry, informed members that she had been working closely with officers and the leader of the Council to address these problems and make improving the Customer Contact Centre a priority. There were currently alternatives which were being discussed, such as reconsidering how many FTE staff the Customer Contact Centre needed, having group training sessions, and creating a bank of staff to backfill posts.

Members commented that they had received feedback from the public praising the reception staff for their patience and helpfulness.

Website – The Customer Communications and Engagement Lead informed members that comments from previous Scrutiny Committee meetings were taken into consideration, and there was a huge amount of work taking place to improve the Council's website accessibility and usability including:

- An improved search function on the website;
- an improved phonebook on the Hub (intranet);
- fewer steps to complete tasks; and
- the shortening of URLs.

Officers recognised that the channel shift was not as progressed as they had anticipated at this stage; however they were working on identifying problems and responding to feedback and hoped that continued improvements being made to the website would encourage more users to go online.

Members noted the excellent response time for social media.

Resolved:

1. That members noted the update provided by officers regarding communications; and
2. That members **recommend** to Cabinet that the number of FTE staff required in this department be reconsidered and increased, whether than be on a temporary or permanent basis.

Reason:

Demonstrating the Scrutiny Committee's capacity to invite any senior officer to attend before it to explain in relation to matters within their remit, the committee had requested that the Head of Customer and Neighbourhood Services and the Customer Communications and Engagement Lead attend

the meeting on 13 September 2018 to discuss the performance of the Council's communications.

21 Affordable Housing

Pursuant to the following minute extract from the Scrutiny meeting held on 19 April 2018, the Development Project Manager and the Interim Head of Planning attended the meeting on 13 September 2018 to provide a verbal update.

“The Chair brought to the Committees attention that, whilst being briefed on the performance targets for 2018/19, he recognised that the target for Affordable Homes Delivered was not consistent with the target that had been recommended by Scrutiny and agreed by Cabinet following a Scrutiny Review Panel which took place in 2013. The Chair therefore requested that an officer attend a future Scrutiny Committee meeting to provide an update regarding Affordable Housing across the District.”

Officers informed the committee that Affordable Housing was an umbrella term which incorporated social rented, affordable rented, temporary accommodation and intermediate housing which was provided to eligible households. There were currently 3 ways that the Council could develop Affordable Housing, and that going forward the Council would be reporting figures under the following 3 headings.

- Affordable Housing developed through the Council's development company;
- Affordable Housing developed through S106 obligations of planning applications processed by a 3rd party; and
- Affordable Housing developed through the Council stepping into the shoes of the third party developers and taking over their S106 obligations.

Modular Housing – Since the Full Council meeting held on 19 February 2018, 6 sites had been identified; however infrastructure costs, planning, and viability issues had made the sites financially unviable. There was still 1 potential site which had been identified, and this site would be presented to Cabinet on 29 October 2018, after which a briefing would be held for Lewes District Councillors and Newhaven Town Councillors with more details of the plan.

Members were informed that one reason the delivery of Affordable Housing was delayed was because the Council had no enforceability over housing developers to start work. Members suggested that the Council write to the companies that were causing a delay, and asked for the project(s) to be expedited. Members also suggested that the Council write to central government to point out that the shortage of Affordable Housing was not due to any fault of local government, but because of developers causing delays.

Resolved:

1. That members noted the update provided by officers regarding Affordable Housing;
2. That members **recommend** to Cabinet that the Council write to the companies that were causing a delay and asked for development projects to be expedited; and
3. That members **recommend** to Cabinet that the Council write to central government to point out that the shortage of Affordable Housing was not due to any fault of local government, but because of developers causing delays.

Reason:

To comply with the minutes of the Scrutiny Committee meeting on 19 April 2018; that officers attend the Scrutiny Committee meeting on 3 September 2018 and provide more information regarding Affordable Housing.

22 Sustainability Policy

The Scrutiny Committee considered the report of the Director of Planning and Regeneration regarding the development of the Sustainability Policy for Lewes District Council.

Observations submitted in response to the draft policy included:

Environmental impact

- That sentences beginning with 'we will seek to deliver' are changed to 'we will deliver' where reasonable, to be more positive;
- That example environmental initiatives are included;
- That climate change be mentioned; and
- That environmental resilience be mentioned.

Sustainable economic growth

- That the word facilitate in the title 'We will facilitate sustainable economic growth...' was replaced with a more optimistic word;
- That Green Growth be mentioned; and
- That an example regarding what small businesses and the self-employed need to facilitate sustainable economic growth was included.

Thriving communities

- That sustainability of an aging demographic be mentioned; and
- That planning considerations be linked to the policy; such as identifying sustainable locations for homes.

Officers noted members' suggestions, and commented that the policy was intended to be high level and therefore officers did not intend to include details such as specific initiatives that the Council were running.

Resolved:

That members had considered the proposed Sustainability Policy and referred their observations to Cabinet.

Reason:

To support the development of the Sustainability Policy for Lewes District Council.

23 Chair of the Council's Annual Business Report

The Committee received the report of the Assistant Director of Legal and Democratic Services which detailed the Chair's 2017/18 civic programme and the civic programme for the forthcoming year and budget provision.

Resolved:

That members note the report.

Reason:

To note the outgoing Chair's civic programme and the civic programme for the forthcoming year.

24 Corporate Performance Report - Quarter 1

The Scrutiny Committee considered the report of the Deputy Chief Executive regarding Quarter 1 2018/2019 performance against the Corporate Plan priority actions, performance indicators and targets.

Key discussions and officer actions arising from the report were detailed below:

Planning Appeals – Members noted that there was no commentary regarding planning appeals rejected by officers or members and that the reason for this was because there had been no appeals during Quarter 1.

Sickness – Members noted that the Corporate Management Team had revised the sickness target from 9 days to 8 days, with the view to it being reduced to 7 days next year. The current target was in line with the public sector generally and, specifically, local government.

Rent Collection – Officers clarified to the committee that 96% was the annual target, and that in future reports this item would include an additional column for the quarterly target.

Property re-let time – Members questioned what the delays were and officers responded that during June, 18 properties were re-let, 2 of which needed major works including extensive repairs and adaptation installations.

North Street Quarter – Members questioned how much money the Council were putting in and how much was from Private companies.

Council Tax – Officers informed members that the low council tax collection rate was largely due the new ways of working and staff transitioning to the new structures. Officers would incorporate comparisons with the previous year into future reports.

Fly tipping – Members noted that from 1 October 2018 East Sussex County would be implementing a charge for disposals, and anticipated that this would encourage more occurrences of fly tipping. Members' comments would be passed to the Head of Customer and Neighbourhood Services regarding the importance of communicating with residents and minimising the potential increase in fly tipping.

Resolved:

That the Scrutiny Committee note the achievements and progress against Corporate Plan priorities for 2018/19, as set out in the report.

Reason:

To demonstrate the discharge of the Scrutiny Committee function to monitor all aspects of performance management activities, as required by Part 3 section 2.2 (7) of the Constitution of the Council.

25 Safeguarding Policy

The committee noted the report of the Director of Service Delivery regarding the proposed joint Safeguarding Children and Vulnerable Adults Policy.

Members questioned whether residents were actively encouraged to use Clare's Law (The Domestic Abuse Disclosure Scheme); officers responded that housing staff receive training which includes advising residents about a range of services which were available to them, including Clare's Law.

Members questioned whether more staff should be receiving a Disclosure and Barring Service check, just in case they potentially come into contact with children or vulnerable adults. Officers reported that a Disclosure and Barring Service check was only required when the position that was applied for was listed as an exception under the Rehabilitation of Offenders Act 1974.

Resolved:

That the Scrutiny Committee endorse the proposed Safeguarding Policy.

Reason:

To enable the previous policy to be updated and brought into line with the recommended practice and with current pan-Sussex policies and procedures.

26 Scrutiny Annual Work Programme 2018/2019

The committee considered the Annual Scrutiny Work Programme for the forthcoming year.

Members noted some changes to the Annual programme, including:

- The Transport Panel Final report being delayed until 7 February 2019;
- the Affordable Workspace Final report being delayed until 21 March 2019; and
- the Performance Monitoring 2018/2019 Quarter 3 report being presented to the Scrutiny Committee on 21 March 2019.

Members requested that Recruitment be added to the work programme for the meeting on 29 November 2018 as a potential Panel and that the relevant officer(s) be invited.

Resolved:

1. That the Annual Work Programme, as set out at Appendix A of the report, be recommended to Cabinet on 29 October 2018 and sent to Full Council for approval on 26 November 2018.
2. That the relevant officer be invited to the scrutiny committee meeting on 29 November 2018 for the committee to discuss recruitment and clarify their intentions before a formal report is written, a review is undertaken, or some other course of action is to be followed.

Reason:

To discharge Scrutiny Procedure Rule 7 to prepare and submit the Annual Work Programme to Full Council.

27 Forward Plan of Decisions

The committee received the Forward Plan for the period from 1 September to 31 December 2018.

Resolved:

That the Forward Plan of the Council for the period from 1 September to 31 December be noted.

Reason:

To demonstrate the discharge of the Scrutiny Procedure Rule 9 (d) to have regard to the Forward Plan of Decisions.

The meeting ended at 4.45 pm

Councillor Peter Gardiner (Chair)

Report to:	Scrutiny Committee
Date:	29 November 2018
Title:	Lewes Community Safety Partnership Annual Report
Report of:	Ian Fitzpatrick, Director of Regeneration and Planning
Cabinet member:	Councillor Nicholson, Cabinet Member for Community Safety
Ward(s):	All
Purpose of report:	To enable Scrutiny Committee to consider the current performance of the Lewes Community Safety Partnership (LCSP)
Decision type:	Key
Officer recommendation:	That Scrutiny Committee note the achievements and activities of the Lewes Community Safety Partnership during 2017/18 and future risks/opportunities to performance.
Reasons for recommendation:	For Scrutiny Committee to consider progress on delivery of the current Community Safety Plan.
Contact Officer:	Name: Pat Taylor Post title: Strategy and Partnerships Lead – Thriving Communities E-mail: pat.taylor@lewes-eastbourne.gov.uk Telephone number: 013123 415909

1 Introduction

- 1.1 Community Safety Partnerships (CSPs) were established under the Crime and Disorder Act 1998. They are formed from a number of bodies referred to in the 2015 Act as “responsible authorities”, such as the police, fire and rescue service and local authorities.
- 1.2 Amongst other obligations, CSPs have a statutory duty to reduce crime and disorder, substance misuse and re-offending in their local authority area. Lewes District Council has a key role in coordinating partners of the Lewes Community Safety Partnership (LCSP) and contributing towards the delivery of local community safety priorities.
- 1.3 The LCSP works in partnership with the County CSP (namely the East Sussex Safer Communities Partnership) to address pan-county issues such as offender management and domestic abuse.

2 Proposal

- 2.1 CSPs have a statutory duty to set out a partnership plan and monitor progress. A new Community Safety Plan was developed in 2017 and approved early in 2018 following consultation with the police and other key partners. The 2018/19 Plan addresses the priorities for the Lewes District at that time. The priorities of the Police and Crime Commissioner (PCC), Sussex Police and East Sussex Safer Communities Partnership were taken into account, as well key local issues.
- 2.2 The Plan will be reviewed at a meeting of the Community Safety Partnership Strategy Group in January and, in light of comments raised by members of the group, it is anticipated that the priorities for 2019/20 will be amended at that stage to reflect recent trends and concerns.
- 2.3 The Community Safety Plan for 2019/20 will be brought to Cabinet in 2019 along with an update on activities.

3 Outcome expected and performance management

- 3.1 The number of crimes reported in the Lewes District has been increasing over the last few years with the number of crimes recorded in the district rising from 3,817 in 2014/15 to 5,095 in 2017/18. The percentage increase in 2017/18 was lower than last year at 5.7% compared 10.5% in 2016/17.
- 3.2 Factors contributing to the increase in reported crime include
 - (i) strict adherence to Home Office Crime Recording Procedures by Sussex Police; and
 - (ii) a PCC-led initiative to increase crime reporting in a number of categories including, domestic abuse, hate crime and sexual offences
 - (iii) the emergence of County Lines and other forms of crime which have had a significant impact on levels of crime in seaside and rural areas within Sussex.
- 3.3 Members should note that Lewes District continues to be a very low crime area, and maintained a position of second lowest recorded crime compared with local authorities in its Most Similar Group during 2017/18 and, since April 2018, has recorded the lowest level of crime compared with its Most Similar Group. The target set by the council is to maintain a position in the lowest third of the group.
- 3.4 **Progress in Priority Areas**
- 3.5 **Anti-Social Behaviour:**

Actions agreed and carried out by the Joint Action Groups have made a positive contribution to Community Safety in the district. Ward councillors, local businesses, statutory and voluntary agencies are able to bring concerns to the Joint Action Groups to be considered and addressed. Partners have focused

recently on issues raised in Peacehaven, Castle Banks – Lewes, and Newick.

- 3.6 The establishment of the Neighbourhood First team across the district has added a new strand to the council's work addressing anti-social behaviour, with a particular focus on environmental anti-social behaviour and promotion of the Report It app.

3.7 **Road Safety:**

The LCSP continues to focus on concerns about road safety working in partnership with colleagues in the Safer Wealden Partnership. The LCSP continues to promote Community Speedwatch Initiatives through meetings with local residents, for example in Barcombe in January 2018, and by funding speedwatch equipment.

3.8 **Proactively respond to emerging threats and priorities:**

In response to concerns raised about the increase in rough sleeping and street communities in the district, the LCSP has contributed to funding towards the costs of appointing an Outreach Worker. The Outreach Worker spends a minimum of one day each week in the district engaging with members of the street community and linking them in with the services they need to address their barriers to housing.

- 3.9 The Partnership has also begun work on a County Lines Action Plan to address organised crime through multi-agency work and on the development of a new Streetz Project designed to safeguard young people at risk of being drawn into organised criminal activity through County Lines.

- 3.10 Council staff have been trained on a range of safeguarding issues this year to increase their awareness of current exploitation issues and encourage reporting of offences. This has covered Modern Slavery, organised crime and child exploitation, cuckooing and how to identify and report potential terrorist activity. The council has also used its communication networks to promote training tools and raise awareness and understanding of Modern Slavery, Child Exploitation and Rogue Trading and signed up to the Friends Against Scam Charter.

3.11 **Contribute to the work of agencies and partnerships that have a leading role in working with victims and offenders:**

The LCSP liaises with members of the East Sussex Safer Communities Partnership to ensure best use is made of local resources. This year the partnership has continued its work to raise awareness of domestic abuse and promote the White Ribbon campaign, and funded the Safe from Harm project to work with victims of anti-social behaviour and hate crime.

3.12 **Prevent**

- 3.13 The Counter-Terrorism and Security Act 2015, places a duty on all specified authorities, including local authorities, in exercise of their functions to have due regard to "prevent" people from being drawn into terrorism. The **threat level** to the **United Kingdom** from international terrorism is currently 'Severe'. This

means that a terrorist 'attack is highly likely'.

- 3.14 Although East Sussex is a low risk area, Prevent forms a standing Agenda item for the Eastbourne and Lewes District Community Safety Partnership Strategy Group and the council is an active member of the East Sussex Prevent Board.
- 3.15 An audit of the council's progress and performance on Prevent was conducted in 2017/18 and found overall governance and performance in relation to Prevent to be sound. Recommendations designed to ensure council contractors and tenants of council-owned buildings are made aware of their responsibilities under Prevent have been included in an updated action plan and delivered. We also included basic information on Prevent in our staff training on Safeguarding this year and organised a specialist training session on Prevent for relevant staff in October 2018.
- 3.16 Home Office plans to transfer responsibility for Prevent from the police to upper-tier local authorities have been delayed until 2019.
- 3.17 **Liaison with the Police and Crime Commissioner**
- 3.18 The Cabinet member for Community Safety, Councillor Nicholson is Lewes District Council's representative on the Police and Crime Panel (PCP) which has the power to scrutinise the PCC and, in particular, her 'policing plan' and 'budget'. PCCs do not directly control local CSPs but directly impact on their effectiveness by control of budget allocation and their responsibility for monitoring CSP effectiveness.
- 3.19 CSPs are awarded an annual grant by the PCC, broadly based on population density and crime formula. Lewes CSP has received £21,976 per annum from the PCC over the five years up to and including 2017/18. A review of CSPs carried out by the PCC in 2017/18 led to a reallocation of funding between authorities. Lewes CSP benefited from an increase in funding and was allocated £30,640 for its work in 2018/19 and £29,184 in 19/20. A Spending Plan focusing on the four LCSP Plan Priorities has been developed.
- 3.20 **Proposed Eastbourne and Lewes District Community Safety Partnership**
- 3.21 In late 2015 the Police and Crime Commissioner for Sussex recommended that it would be appropriate for individual District and Borough Community Safety Partnerships to investigate merging options to reflect the new policing district boundaries and make efficiency savings.
- 3.22 A 'soft merger' of Lewes and Eastbourne CSPs was agreed and has been implemented in 2017/18 and consultation on a formal merger is nearing completion. It is expected that the merger will be finalised in 2018/19, subject to the approval of the PCC.

4 Consultation

- 4.1 The LCSP Community Safety Plan 2018/19 was developed following consultation at meetings and workshops with relevant partners and

stakeholders.

5 Corporate plan and council policies

- 5.1 The Community Safety Plan and work of the LCSP support the Corporate Plan priorities of delivering resilient, healthy and engaged communities by addressing environmental crime and antisocial behaviour and working to reduce the fear of crime,

6 Business case and alternative option(s) considered

- 6.1 The Council has a statutory duty to reduce crime and disorder, substance misuse and re-offending in their local authority area working in partnership with the police and a range of other local agencies. The current Community Safety Plan identifies priorities for action in 2018/19 based on local needs and provides a sound basis for the LCSP's spending plans. The Plan will be reviewed early in 2019 in consultation with local stakeholders and partners and will be revised to reflect current concerns and priorities.

7 Financial appraisal

- 7.1 There are no direct financial implications for the Council arising from the recommendations set out in this report.

8 Legal implications

- 8.1 This report sets out how the Council has complied, and will continue to comply, with its duties under section 6 of the Crime and Disorder Act 1998 and the Crime and Disorder (Formulation and Implementation of Strategy) Regulations 2007 as amended.

Lawyer consulted 05.11.18

Legal ref: 007813-LDC-OD

9 Risk management implications

- 9.1 Reviewing the Community Safety Plan and performance each year provides an assurance that the Council is fulfilling its statutory duties and contributes effectively to reducing the incidence of crime and anti-social behaviour and the harm caused to local communities.

10 Equality analysis

- 10.1 An Equality and Fairness Analysis was carried out on the proposed Community Safety Plan 2018/19. This is available from the report author.

11 Background papers

The background papers used in compiling this report were as follows:

- [Lewes Community Safety Plan 2018/19](#)



Lewes District Council

Agenda Item 9

November 2018

FORWARD PLAN OF DECISIONS

Period covered by this Plan:

1 November 2018 to 28 February 2019

Date of publication:

6 November 2018

Councillor Andy Smith: Leader of the Council and Chair of Cabinet. Cabinet member for regeneration and business.

Councillor Paul Franklin: Cabinet member for waste and recycling.

Councillor Bill Giles: Cabinet member for finance.

Councillor Tom Jones: Cabinet member for planning.

Councillor Isabelle Linington: Cabinet member for environmental impact.

Councillor Ron Maskell: Cabinet member for housing.

Councillor Elayne Merry: Cabinet member for people and performance.

Councillor Tony Nicholson: Cabinet member for customers and partners.

Please see the explanatory note appended to this Plan for further information and details of how to make representations and otherwise contact the Council on matters listed in the Plan. Documents referred to will be available at least 5 clear working days before the date for decision.

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p>Portfolio progress and performance report quarter 2 - 2018-2019</p> <p>To update Members on the Council's performance against corporate plan priority actions, performance indicators and targets over the quarter 1 2018/19 period.</p> <p>(Lead Cabinet member: Councillor Elayne Merry)</p>	All Wards	Non-Key	Cabinet	5 Dec 2018	Open	Not applicable	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Jo Harper, Head of Business Planning and Performance Tel: 01273 484049 jo.harper@lewes-eastbourne.gov.uk</p>

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
Finance update - performance quarter 2 - 2018-2019 To provide an update on the Council's financial performance, revenue budgets and capital programme to the end of quarter 2 2018/2019 and explain the impact on the current financial position. (Lead Cabinet member: Councillor Bill Giles)	All Wards	Key	Cabinet	5 Dec 2018	Open	Not applicable	Report	Chief Finance Officer (Homira Javadi) Pauline Adams, Head of Finance Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p>2019/20 Budget overview and tax base setting</p> <p>To explain the emerging General Fund and Housing Revenue Account budgets for 2019/20. The report also recommends the level at which the council tax base for 2019/20 should be set and the approach to be taken to determining the projected amount of non-domestic rating income for that year.</p> <p>(Lead Cabinet member: Councillor Bill Giles)</p>	All Wards	Key	Cabinet	5 Dec 2018	Open	Not applicable	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Pauline Adams, Head of Finance Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk</p>

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
Business rate pilot Proposed business rate pilot. (Lead Cabinet member: Councillor Bill Giles)	All Wards	Key	Cabinet	5 Dec 2018	Open	Not applicable	Report	Chief Finance Officer (Homira Javadi) Homira Javadi, Chief Finance Officer homira.javadi@lewes-eastbourne.gov.uk
Community safety partnership annual report and plan Adoption of action plan. (Lead Cabinet member: Councillor Tony Nicholson)	All Wards	Budget and policy framework	Cabinet Full Council	5 Dec 2018 25 Feb 2019	Open	The proposals and action plan are being developed in consultation with members of the current Community Safety Partnerships in Lewes and Eastbourne	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Harry Williams, Policy and Engagement Coordinator Tel: 01323 416403 harry.williams@eastbourne.gov.uk

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
Sustainability policy A report to provide a framework for the Council's approach to sustainability issues. (Lead Cabinet member: Councillor Isabelle Linington)	All Wards	Key	Cabinet	5 Dec 2018	Open	Scrutiny Committee were consulted on 13 September 2018.	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Jane Goodall, Strategy and Partnership Lead, Quality Environment Tel: 01273 484383 Jane.Goodall@lewes-eastbourne.gov.uk

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
Sustainable Energy Investment Feasibility Study <p>Do we agree to fund the commissioning of Clear Sustainable Futures to investigate if there is an investable business case for sustainable, low carbon energy generation on 3 projects currently in the pipeline—Avis Way Depot, Seaford Health Hub and Sovereign Leisure Centre.</p> <p>(Lead Cabinet member: Councillor Isabelle Linington)</p>	All Wards	Key	Cabinet	5 Dec 2018	Open	Not applicable	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Jane Goodall, Strategy and Partnership Lead, Quality Environment Tel: 01273 484383 Jane.Goodall@lewes-eastbourne.gov.uk</p> <p>Kate Tradewell, Strategy & Corporate Projects Officer (Quality Environment) Tel: 01323 415915 Kate.tradewell@lewes-eastbourne.gov.uk</p>

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
Economic development To provide an update to Cabinet on regeneration and economic development activity across the Lewes District. (Lead Cabinet member: Councillor Andy Smith)	All Wards	Non-Key	Cabinet	5 Dec 2018	Open	Not applicable	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Peter Sharp, Head of Regeneration Peter.Sharp@lewes-eastbourne.gov.uk
Housing delivery programme Sets out proposals for the Council's established asset holding companies to purchase residential properties: (Lead Cabinet member: Councillor Ron Maskell)	All Wards	Budget and policy framework	Cabinet Full Council	5 Dec 2018 25 Feb 2019	Open	None	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Nathan Thompson, Property Investment and Acquisitions Lead Tel: (01323) 410000 nathan.thompson@lewes-eastbourne.gov.uk

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
Fees and charges To propose a revised schedule of fees and charges to apply from 1 April 2019. (Lead Cabinet member: Councillor Bill Giles)	All Wards	Non-Key	Cabinet	5 Dec 2018	Part exempt Exempt information reason: 3	Not applicable	Report	Chief Finance Officer (Homira Javadi) Pauline Adams, Head of Finance Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk
Housing revenue account budget 2019/2020 Recommendations to full Council in February 2019 in respect of the housing revenue account for 2019/20. (Lead Cabinet member: Councillor Ron Maskell)	All Wards	Budget and policy framework	Cabinet Full Council	11 Feb 2019 25 Feb 2019	Open	None	Report	Chief Finance Officer (Homira Javadi) Pauline Adams, Head of Finance Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
General fund revenue budget 2019/20 To recommend to Council, the general fund revenue budget for 2019/20. (Lead Cabinet member: Councillor Bill Giles)	All Wards	Budget and policy framework	Cabinet Full Council	11 Feb 2019 25 Feb 2019	Open	None	Report	Chief Finance Officer (Homira Javadi) Pauline Adams, Head of Finance Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk
Capital programme 2018-2019 to 2020-2021 To recommend to Council, the revised capital programme and associated prudential indicators (Lead Cabinet member: Councillor Bill Giles)	All Wards	Budget and policy framework	Cabinet Full Council	11 Feb 2019 25 Feb 2019	Open	None	Report	Chief Finance Officer (Homira Javadi) Pauline Adams, Head of Finance Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p>Annual treasury management strategy statement and investment strategy 2019-2020 to 2020-2021</p> <p>To advise Cabinet of the proposed Treasury and Investment Strategies and to seek Council determination of (i) the authorised borrowing limit (as required by section 3(1) of the Local Government Act 2003), (ii) the Council's investment strategy and (iii) the method of calculating the Council's Minimum Revenue Provision.</p> <p>(Lead Cabinet member: Councillor Bill Giles)</p>	All Wards	Budget and policy framework	Cabinet Full Council	11 Feb 2019 25 Feb 2019	Open	None	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Pauline Adams, Head of Finance Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk</p>

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p>Voluntary sector support</p> <p>Report on the performance of those voluntary organisations funded by the Council and for Cabinet to agree the Council's policy on grants to voluntary organisations and the levels of grant funding for the coming year</p> <p>(Lead Cabinet member: Councillor Tony Nicholson)</p>	All Wards	Key	Cabinet	11 Feb 2019	Open	Not applicable	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Pat Taylor, Strategy and Commissioning Lead for Community and Partnerships Tel: (01323) 415909 pat.taylor@lewes-eastbourne.gov.uk</p>

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p>Community Infrastructure Levy Recommendations for Spending</p> <p>The report will present the recommendations of the CIL Management and Executive Boards following the assessment of infrastructure project bids by Members and officers.</p> <p>(Lead Cabinet member: Councillor Tom Jones)</p>	All Wards	Key	Cabinet	11 Feb 2019	Open	Infrastructure Providers will be invited to submit bids over a 6 week window from 10 September 2018. The bids will be assessed by the CIL Management Board (19 November 2018) and Executive Board (11 December 2018) formed of officers and councillors.		<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Emma Kemp, Planning Policy Officer Tel: 01273 085756 emma-kemp@lewes-eastbourne.gov.uk</p> <p>Estelle Maisonnial, Senior Planning Policy Officer (Infrastructure) estelle.maisonnial@lewes-eastbourne.gov.uk</p> <p>Tondra Thom, Planning Policy Lead Tel: 01323 415677 tondra.thom@lewes-eastbourne.gov.uk</p>

Forthcoming decisions

Title, description and lead cabinet member:	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class: (Exempt information reason as defined by Part 1 of Schedule 12A of the Local Government Act 1972 (as amended))	Consultation arrangements proposed or undertaken (where known):	Documents to be submitted:	Lead Chief Officer/ Contact Officer:
<p>Statement of Community Involvement</p> <p>The Statement of Community Involvement (SCI) sets out the Council's approach to consulting the local community and other stakeholders on planning matters.</p> <p>(Lead Cabinet member: Councillor Tom Jones)</p>	All Wards	Budget and policy framework	Cabinet Full Council	11 Feb 2019 25 Feb 2019	Open	An informal pre-consultation has taken place from 21 August till 1 October 2018. A questionnaire was sent to 19 Town and Parish Councils in the District outside the National Park and to 3 organisations recommended by the Equality and Fairness Officer. It was stated that any other comments on experiences with past consultations were welcomed.	Draft Statement of Community Involvement	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Gerda Zijm, Planning Policy Officer Tel: 01273 085870 Gerda.zijm@lewes-eastbourne.gov.uk</p>

Explanatory Note

The Council is required to publish information about all key decisions at least 28 days in advance of the decision being taken.

This plan is a list of the decisions likely to be taken over the coming four months. The list is not exhaustive as not all decisions are known that far in advance. The Plan is updated and re-published monthly.

The forward plan shows details of key decisions intended to be taken by the Cabinet and Chief Officers under their delegated powers.

The plan shows:-

- the subject of the decisions
- what wards are affected
- the decision type
- who will make the decision
- when those decisions will be made
- expected exemption class (open, part exempt or fully exempt.)
- what the consultation arrangements are
- what documents relating to those decisions will be available
- who you can contact about the decision and how to obtain copies of those documents referred to in the plan

What is a key decision?

"Key decisions" relate to a decision, which is likely:-

(1) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or

(2) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Council's area.

What is budget and policy framework?

When a decision is marked as "budget and policy framework", it requires the approval of Full Council.

Confidential and exempt information

From time to time, the forward plan will indicate matters (or part thereof) which may need to be considered in private, during which time the press and public will be excluded. This is in accordance with the provisions of Regulation 5(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Any representations that such matters should not be considered in private should be sent to the contact officer.

Information given to the Council by a Government Department on terms which forbid its disclosure to the public, information which cannot be publicly disclosed by a Court Order and information, the disclosure of which is prohibited by an enactment are all legally defined as “Confidential Information” and must not be disclosed. All other local authority information which it is desired should not be disclosed has to be categorised under one or more of the following “Exempt Information” reasons (as given under Schedule 12A of the Local Government Act 1972) and subject to the public interest test.

Category	Condition No.
1. Information relating to any individual.	See conditions 9 and 10 below.
2. Information which is likely to reveal the identity of an individual.	See conditions 9 and 10 below.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	See conditions 8, 9, 10 and 12 below.
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.	See conditions 9, 10, 11 and 12 below.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	See conditions 9 and 10 below.
6. Information which reveals that the authority proposes— (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.	See conditions 9, 10 and 12 below.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.	See conditions 9 and 10 below.

Conditions
8. Information is not exempt information if it is required to be registered under: (a) the Companies Acts (as defined in section 2 of the Companies Act 2006; (b) the Friendly Societies Act 1974; (c) the Friendly Societies Act 1992; (d) the Industrial and Provident Societies Acts 1965 to 1978; (e) the Building Societies Act 1986; or (f) the Charities Act 1993.

<p>“Financial or business affairs” includes contemplated as well as past or current activities.</p>
<p>9. Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.</p>
<p>10. Information which:</p> <p>(a) falls within any of paragraphs 1 to 7 above; and</p> <p>(b) is not prevented from being exempt by virtue of paragraph 8 or 9 above, is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>
<p>11. “Labour relations matter” means:</p> <p>(a) any of the matters specified in paragraphs (a) to (g) of section 218(1) of the Trade Union and Labour Relations (Consolidation) Act 1992 (matters which may be the subject of a trade dispute, within the meaning of that Act); or</p> <p>(b) any dispute about a matter falling within paragraph (a) above;</p> <p>and for the purposes of this definition the enactments mentioned in paragraph (a) above, with the necessary modifications, shall apply in relation to office-holders under the authority as they apply in relation to employees of the authority;</p> <p>“Office-holder”, in relation to the authority, means the holder of any paid office appointments to which are or may be made or confirmed by the authority or by any joint board on which the authority is represented or by any person who holds any such office or is an employee of the authority.</p> <p>“Employee” means a person employed under a contract of service.</p>
<p>12. "The authority" is a reference to the council or a committee or sub-committee of the council or a joint committee of more than one council.</p>

Further information

The plan is available for inspection, free of charge upon request from Reception at the Council Offices at Southover House, Southover Road, Lewes between 9.00am and 5.00pm on Monday to Friday; Saxon House, Meeching Road, Newhaven between 10.00am and 2.00pm on Monday to Friday; the Tourist Information Centre at 37 Church Street, Seaford between 9.00am and 4.45pm on Monday to Friday and the Information Office, Meridian Centre, Peacehaven between 9.00am and 4.00pm on Monday to Friday and 9.00am to 12.00noon on Saturday, website at <http://www.lewes-eastbourne.gov.uk/councillors-committees-and-meetings/cabinet-and-committees/>

If you have any questions about the Forward Plan please contact Simon Russell, Committee Services Lead, on (01323) 415021, or e-mail simon.russell@lewes-eastbourne.gov.uk

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Scrutiny Annual Work Programme 2018/2019

Meeting date	Item
29 November 2018	<p>Recruitment Contact: Jazmin Victory, Committee Officer, jazmin.victory@lewes-eastbourne.gov.uk</p> <p>Homelessness Contact: Katie Dawkins, Housing Needs and Allocations Lead, katie.dawkins@lewes-eastbourne.gov.uk</p> <p>Performance Monitoring 2018/2019 – Quarter 2 Contact: Millie McDevitt, Performance and Programme Lead, millie.mcdevitt@lewes-eastbourne.gov.uk</p> <p>Community Safety Partnership Annual Report Contact: Harry Williams, Policy and Engagement Coordinator, harry.williams@lewes-eastbourne.gov.uk</p> <p>Forward Plan of Decisions Contact: Jazmin Victory, Committee Officer, jazmin.victory@lewes-eastbourne.gov.uk</p>
7 February 2019	<p>Performance Monitoring 2018/2019 – Quarter 3 Contact: Millie McDevitt, Performance and Programme Lead, millie.mcdevitt@lewes-eastbourne.gov.uk</p> <p>Council Budget proposals 2019/2020 Contact: Homira Javadi, Chief Finance Officer, homira.javadi@lewes-eastbourne.gov.uk</p> <p>Voluntary Sector Report Contact: Pat Taylor, Strategy and Commissioning Lead for Community Partnerships, pat.taylor@lewes-eastbourne.gov.uk</p> <p>Equality and Fairness Annual Report Contact: Pat Taylor, Strategy and Commissioning Lead for Community Partnerships, pat.taylor@lewes-eastbourne.gov.uk</p> <p>Forward Plan of Decisions Contact: Jazmin Victory, Committee Officer, jazmin.victory@lewes-eastbourne.gov.uk</p>
21 March 2019	<p>Affordable Workspaces in the Lewes District Panel – Final Report Contact: Jazmin Victory, Committee Officer, jazmin.victory@lewes-eastbourne.gov.uk</p>

Scrutiny Annual Work Programme 2018/2019

	<p>Transport Panel – Final Report <i>Contact: Jazmin Victory, Committee Officer, jazmin.victory@lewes-eastbourne.gov.uk</i></p> <p>Forward Plan of Decisions <i>Contact: Jazmin Victory, Committee Officer, jazmin.victory@lewes-eastbourne.gov.uk</i></p> <p><u>Consulting relevant bodies for suggestions for 2019/2020 Work Programme</u></p>
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Meetings take place at 2:00pm in Southover House, Southover Road, Lewes, BN7 1AB

To be scheduled:

- Monitoring of Recommendations/Updates on Reviews
- Call in