

FORWARD PLAN OF KEY DECISIONS

Period covered by this Plan:	1 April to 31 July 2018
Date of publication:	3 April 2018
Date plan next due to be published	1 May 2018

Councillor David Tutt (Leader and Chairman of Cabinet): Responsibilities aligned with Chief Executive and including the Community Strategy, Local Strategic Partnership, the Corporate Plan and economic development.

Councillor Gill Mattock (Deputy Leader and Deputy Chairman of Cabinet): Financial services including accountancy, audit, purchasing and payments).

Councillor Margaret Bannister: Tourism and leisure services

Councillor Jonathan Dow: Place services including cleansing and recycling, parks and Downland, engineering, building and development control, planning policy and strategy, environmental health and licensing.

Councillor Dean Sabri: Core support and strategic services.

Councillor Alan Shuttleworth: Direct assistance services including revenues and benefits, housing and community development, and bereavement services.

Councillor John Ungar: Community safety and the Community Safety Partnership.

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.

A summary of the contents of this Plan follows:

*New Listings since the last plan are marked with an asterisk

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Key

KD = Key Decision

NKD = Non-Key Decision

C = Decision to be taken by the Council

Title:	Leisure services options (KD)
Decision/Key Issue:	To inform Cabinet of a number of options for taking forward the management of EBC Leisure Services and a recommendation of the best option.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Tourism and Leisure Services
Lead chief officer	Director of Tourism and Enterprise (Philip Evans)
Expected date of decision:	23 May 2018
Details of consultation arrangements proposed or undertaken (where known):	Not applicable.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Philip Evans, Director of Tourism & Enterprise, 1 Grove Road, Eastbourne, BN21 4TW. Tel: 01323 415411 philip.evans@lewes-eastbourne.gov.uk

Title:	Construction of a new Sovereign Centre (KD)
Decision/Key Issue:	To consider further proposals for the construction of a new Sovereign Centre. The report will set out the revised design and budget together with proposals for operating arrangements.
Ward(s):	Sovereign
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Tourism and Leisure Services
Lead chief officer	Director of Tourism and Enterprise (Philip Evans)
Expected date of decision:	23 May 2018
Details of consultation arrangements proposed or undertaken (where known):	Initial consultation has taken place with Eastbourne Swimming Club, further public consultation will take place following a Cabinet decision.
List of documents (not including confidential or exempt information):	Designs and costings by GT3 architects and Aecom quantity surveyors
Contact officer:	Graham Cook, Programme Manager for the Devonshire Park redevelopment, 1 Grove Road, Eastbourne, BN21 4TW. graham.cook@lewes-eastbourne.gov.uk

Title:	*Waste and recycling services post June 2019 (KD)
Decision/Key Issue:	Proposals including financial implications re setting up and equipping the new service to be approved.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Place Services
Lead chief officer	Director of Regeneration and Planning (Ian Fitzpatrick)
Expected date of decision:	23 May 2018
Details of consultation arrangements proposed or undertaken (where known):	None
List of documents (not including confidential or exempt information):	Report
Contact officer:	Jane Goodall, Strategy and Partnership Lead, Quality Environment, 1 Grove Road, Eastbourne, BN21 4TW. Tel: 01273 484383 Jane.Goodall@lewes-eastbourne.gov.uk

Title:	Housing development update (KD)
Decision/Key Issue:	To provide an update on housing developments and take any necessary decisions to progress the programme.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Direct Assistant Services including Revenues and Benefits, Housing and Community Development and Bereavement Services
Lead chief officer	Director of Service Delivery
Expected date of decision:	23 May 2018
Details of consultation arrangements proposed or undertaken (where known):	To be advised.
List of documents (not including confidential or exempt information):	Report (Note: Report will comprise exempt information and will therefore need to be dealt with in private.)
Contact officer:	Paul Turton, Regeneration Director, 1 Grove Road, Eastbourne, BN21 4TW. Tel: 01323 436314 paul.turton@eastbournehomes.org.uk

Title:	Corporate investments and disposals (KD)
Decision/Key Issue:	Update on the Council's asset investments.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Core Support and Strategic Services
Lead chief officer	Deputy Chief Executive (Alan Osborne)
Expected date of decision:	23 May 2018
Details of consultation arrangements proposed or undertaken (where known):	Not applicable.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Alan Osborne, Deputy Chief Executive, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415149 alan.osborne@lewes-eastbourne.gov.uk

Title:	Redundancy and redeployment policy (NKD)
Decision/Key Issue:	<p>To receive and note a report (if submitted to this meeting) giving details of employees currently subject this policy and related financial implications.</p> <p>The redundancy and redeployment policy with its associated procedures is a change management process within the Council designed to provide appropriate corporate assessment, support and learning interventions for those whose substantive posts are under threat.</p>
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Core Support and Strategic Services
Lead chief officer	Assistant Director of Human Resources and Organisational Development (Becky Cooke)
Expected date of decision:	23 May 2018
Details of consultation arrangements proposed or undertaken (where known):	<p>Consultation with UNISON and the affected individuals takes place. It also provides for corporate resources to be made available to assist in the search for alternative employment both inside and externally to the Council. Job descriptions and CV details, as available, are used for corporate reference and all emerging vacancies are scrutinised in efforts to identify suitable alternative work. Other reasonable support, in the form of counselling and targeted skills' improvement through coaching and training, can be sourced to maximise the chances of redeployment.</p>
List of documents (not including confidential or exempt information):	Report
Contact officer:	<p>Helen Knight, Human Resources Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: 01323 415063 helen.knight@lewes-eastbourne.gov.uk</p>

Title:	*Corporate performance - quarter 4 2017/18 (KD)
Decision/Key Issue:	To update Members on the Council's performance against Corporate Plan priority actions, performance indicators and targets over Q4 2017/18 period.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Financial Services, Lead Cabinet Member for Core Support and Strategic Services
Lead chief officer	Director of Regeneration and Planning (Ian Fitzpatrick)
Expected date of decision:	11 Jul 2018
Details of consultation arrangements proposed or undertaken (where known):	Not applicable.
List of documents (not including confidential or exempt information):	Report
Contact officer:	<p>Jo Harper, Head of Business Planning and Performance, Tel: 01273 484049 jo.harper@lewes-eastbourne.gov.uk</p> <p>Millie McDevitt, Performance and Programmes Lead, Tel: 01273 085637 millie.mcdevitt@leweseastbourne.gov.uk,</p> <p>Pauline Adams, Financial Services Manager, Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk</p>

Title:	*Corporate plan refresh (C)
Decision/Key Issue:	To consider a refreshed plan and recommend full Council adoption.
Ward(s):	All Wards
Decision taker:	Cabinet and Council
Lead cabinet member:	Councillor David Tutt
Lead chief officer	Director of Regeneration and Planning (Ian Fitzpatrick)
Expected date of decision:	Cabinet - 11 Jul 2018 Council - 18 Jul 2018
Details of consultation arrangements proposed or undertaken (where known):	Stakeholder consultation will be held to review priorities and key objectives for 2018/19.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Jo Harper, Head of Business Planning and Performance, 1 Grove Road, Eastbourne, BN21 4TW. Tel: 01273 484049 jo.harper@lewes-eastbourne.gov.uk

Title:	*Medium term financial strategy (KD)
Decision/Key Issue:	To consider and approve the council's medium term financial strategy.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Financial Services
Lead chief officer	Deputy Chief Executive (Alan Osborne)
Expected date of decision:	11 Jul 2018
Details of consultation arrangements proposed or undertaken (where known):	Consultation be undertaken as part of a wider consultation on the council's budget for 2019/20 later in the year.
List of documents (not including confidential or exempt information):	Report.
Contact officer:	Alan Osborne, Deputy Chief Executive, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415149 alan.osborne@lewes-eastbourne.gov.uk

Title:	*Annual treasury management report 2017/18 (C)
Decision/Key Issue:	To receive and approve annual management report and interim review.
Ward(s):	All Wards
Decision taker:	Cabinet and Council
Lead cabinet member:	Lead Cabinet Member for Financial Services
Lead chief officer	Deputy Chief Executive (Alan Osborne)
Expected date of decision:	Cabinet - 11 Jul 2018 Council - 18 Jul 2018
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report.
Contact officer:	Janet Martin, Senior Accountant, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415983 janet.martin@eastbourne.gov.uk

Title:	*Town Centre and Seafront Conservation Area Appraisal Town Centre and Seafront Conservation Area Appraisal (C)
Decision/Key Issue:	<p>The Council has a duty to review, formulate and publish Appraisals for the preservation and enhancement of the Borough's 12 Conservation Areas. The Town Centre and Seafront Conservation Area Appraisal sets out the special interest of the area and reviews the boundary of the existing Conservation Area, with a recommendation to retain the existing boundary.</p> <p>The Town Centre and Seafront Conservation Area Appraisal has been subject to consultation and is now ready for adoption. Cabinet endorsement of the Town Centre and Seafront Conservation Area Appraisal is sought in order to allow formal adoption at Full Council on 18th July 2018.</p>
Ward(s):	Devonshire; Meads; Upperton
Decision taker:	Cabinet and Council
Lead cabinet member:	Councillor Jonathan Dow
Lead chief officer	Director of Regeneration and Planning (Ian Fitzpatrick)
Expected date of decision:	Cabinet - 11 Jul 2018 Council - 18 Jul 2018
Details of consultation arrangements proposed or undertaken (where known):	Public consultation on the Town Centre and Seafront Conservation Area Appraisal was carried out over the period from 7 August 2017 to 6 October 2017.
List of documents (not including confidential or exempt information):	Report and Town Centre and Seafront Conservation Area Appraisal
Contact officer:	Chris Connelley, Specialist Advisor, Conservation, 1 Grove Road, Eastbourne, BN21 4TW. chris.connelley@eastbourne.gov.uk

Title:	*Equality monitoring policy (KD)
Decision/Key Issue:	The report proposes a new Equality Monitoring Policy for LDC and EBC which takes account of the General Data Protection Regulations 2017
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Core Support and Strategic Services
Lead chief officer	Director of Regeneration and Planning (Ian Fitzpatrick)
Expected date of decision:	11 Jul 2018
Details of consultation arrangements proposed or undertaken (where known):	With members of Council's Equality and Fairness Stakeholder Forum and local groups representing those protected under the Equality Act by end May.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Pat Taylor, Strategy and Commissioning Lead for Community and Partnerships, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415909 pat.taylor@lewes-eastbourne.gov.uk

Title:	*Redundancy and redeployment policy (NKD)
Decision/Key Issue:	<p>To receive and note a report (if submitted to this meeting) giving details of employees currently subject this policy and related financial implications.</p> <p>The redundancy and redeployment policy with its associated procedures is a change management process within the Council designed to provide appropriate corporate assessment, support and learning interventions for those whose substantive posts are under threat.</p>
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Lead Cabinet Member for Core Support and Strategic Services
Lead chief officer	Assistant Director of Human Resources and Organisational Development (Becky Cooke)
Expected date of decision:	11 Jul 2018
Details of consultation arrangements proposed or undertaken (where known):	<p>Consultation with UNISON and the affected individuals takes place. It also provides for corporate resources to be made available to assist in the search for alternative employment both inside and externally to the Council. Job descriptions and CV details, as available, are used for corporate reference and all emerging vacancies are scrutinised in efforts to identify suitable alternative work. Other reasonable support, in the form of counselling and targeted skills' improvement through coaching and training, can be sourced to maximise the chances of redeployment.</p>
List of documents (not including confidential or exempt information):	Report.
Contact officer:	<p>Helen Knight, Human Resources Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: 01323 415063 helen.knight@lewes-eastbourne.gov.uk</p>

EXPLANATORY NOTE

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

Please note that should it be proposed that any item listed in the forward plan be considered in private (with press and public excluded) notice of this intention will be given on the Council's website no later than 28 days before the meeting at which the matter is due to be considered. This notice will give the reasons why the matter (or part thereof) may need to be considered in private.

This Plan is a list of the key 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:-

- when those decisions will be made
- who will make the decision
- 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

If you wish to make representations on any matter included in the Plan please address them to one of:

- the named Lead Officer or contact Officer at the address shown
- the Chief Executive at the address shown below
- the Leader of the Council, at the address shown below

"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.

Copies of documents referred to in the Plan may be obtained from the contact officer whose name and contact address is shown in the Plan.

The Plan is available for inspection, free of charge upon request from Reception at The Town Hall, Grove Road, Eastbourne between 9.00 a.m. and 5.00 p.m. on Monday to Friday of each weekday (except for public holidays), and on the Council's website at http://www.eastbourne.gov.uk/forward_plan

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

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