



Lewes District Council

**June 2018**

# **FORWARD PLAN OF DECISIONS**

Period covered by this Plan: 1 June to 30 September 2018  
Date of publication: 1 June 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 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><b>Portfolio progress and performance report 2017-18 - quarter 4</b></p> <p>To update Members on the Council's performance against corporate plan priority actions, performance indicators and targets over the quarter 4 2017/18 period.</p> <p>(Lead Cabinet member: Councillor Nicholson)</p>	All wards	Non-key Decision	Cabinet	2 Jul 2018	Open	Not applicable.	Report	<p>(Ian Fitzpatrick)</p> <p>Jo Harper, Head of Business Planning and Performance Tel: 01273 484049 <a href="mailto:jo.harper@lewes-eastbourne.gov.uk">jo.harper@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Finance update - performance quarter 4 - 2017-2018</b></p> <p>To provide an update on the Council's financial performance, revenue budgets and capital programme to the end of quarter 4 2017/2018 and explain the impact on the current financial position.</p> <p>(Lead Cabinet member: Councillor Giles)</p>	All wards	Key decision	Cabinet	2 Jul 2018	Open	Not applicable.	Report.	<p>(Alan Osborne)</p> <p>Steve Jump, Deputy Head of Finance Tel: 01273 085257 <a href="mailto:steve.jump@lewes-eastbourne.gov.uk">steve.jump@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Council plan refresh</b></p> <p>To consider a refreshed plan and recommend full Council adoption.</p> <p>(Lead Cabinet member: Councillor Nicholson)</p>	All wards	Budget and policy framework	Cabinet  Full Council	2 Jul 2018  16 Jul 2018	Open	Not applicable	Report	(Ian Fitzpatrick)  Millie McDevitt, Performance and Programmes Lead Tel: 01273 085637 <a href="mailto:millie.mcdevitt@lewes-eastbourne.gov.uk">millie.mcdevitt@lewes-eastbourne.gov.uk</a>
<p><b>North Street Quarter - Acquisition of NSQ assets, Temporary Parking and Traffic Regulation Order (TRO)</b></p> <p>The report will make recommendations in respect of:</p> <p>1) Land and property assets to be acquired as part of the NSQ</p>	Lewes Castle	Key decision	Cabinet	2 Jul 2018	Part exempt  Exempt information reason: 3	Public consultation has taken place during the planning application stages of the North Street Quarter scheme, and at subsequent points during its detailed development.	Report	(Ian Fitzpatrick)  Beverley Lucas, Regeneration Specialist – North Street Quarter Tel: 01273 085523 <a href="mailto:beverley.lucas@lewes.gov.uk">beverley.lucas@lewes.gov.uk</a>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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>scheme</p> <p>2) Temporary public parking provision during construction of Phase 1.</p> <p>3) Applications to amend Transport Regulation Orders to deliver the permitted scheme.</p> <p>(Lead Cabinet members: Councillors Smith and Giles)</p>						<p>Public workshops have taken place on proposed improvements to Pells and Mallings Recreation Areas.</p>		

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Asset Development: Newhaven Town Centre</b></p> <p>Report to Cabinet requesting authorisation to undertake work to develop the scheme up to the letting of the construction contracts.</p> <p>(Lead Cabinet members: Councillors Smith and Giles)</p>	Newhaven Valley	Key decision	Cabinet	2 Jul 2018	Part exempt  Exempt information reason: 3	None	Report	<p>(Ian Fitzpatrick)</p> <p>Bee Lewis, Head of Property and Facilities Tel: (01273) 661101 <a href="mailto:bee.lewis@lewes-eastbourne.gov.uk">bee.lewis@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Asset Development: Sutton Road, Seaford</b></p> <p>Report to Cabinet requesting authorisation to undertake work to develop the scheme up to the letting of the construction contracts.</p> <p>(Lead Cabinet members: Councillors Smith and Giles)</p>	Seaford North	Key decision	Cabinet	2 Jul 2018	Part exempt  Exempt information reason: 3	None	Report	<p>(Ian Fitzpatrick)</p> <p>Bee Lewis, Head of Property and Facilities Tel: (01273) 661101 <a href="mailto:bee.lewis@lewes-eastbourne.gov.uk">bee.lewis@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Asset Development: Springman House, Lewes</b></p> <p>Report to Cabinet in relation to the proposed development of the Springman House site and update on the progress in relation to the proposed new fire station.</p> <p>(Lead Cabinet members: Councillors Smith and Giles)</p>	Lewes Castle	Key decision	Cabinet	2 Jul 2018	Fully exempt  Exempt information reason: 3	None	Report	<p>(Ian Fitzpatrick)</p> <p>Bee Lewis, Head of Property and Facilities Tel: (01273) 661101 <a href="mailto:bee.lewis@lewes-eastbourne.gov.uk">bee.lewis@lewes-eastbourne.gov.uk</a></p>



## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Development of Anchor Field, Ringmer</b></p> <p>To update the Cabinet on proposed residential development and confirm changes from the details outlined in the report to Cabinet in February 2017.</p> <p>(Lead Cabinet member: Councillor Maskell)</p>	Ouse Valley and Ringmer	Non-key Decision	Cabinet	2 Jul 2018	Part exempt  Exempt information reason: 3	None	LDC Cabinet Report – Anchor Field Ringmer and Old Malling Farm, February 2017 and Site Plan	(Ian Fitzpatrick)  Leighton Rowe, Development Project Manager Tel: 01323 415367 <a href="mailto:Leighton.rowe@lewes-eastbourne.gov.uk">Leighton.rowe@lewes-eastbourne.gov.uk</a>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Proposals to develop Environmental Initiatives</b></p> <p>To gain authorisation and agreement from Cabinet for Officers to proceed with various initiatives outlined at February 2018 Council, as follows:</p> <p>1) To conduct a feasibility study for the potential of drinking water fountains</p> <p>2) To develop guidance for developers on the provision of underground bins.</p>	All wards	Key decision	Cabinet	2 Jul 2018	Open	None	Report	<p>(Ian Fitzpatrick)</p> <p>Jane Goodall, Strategy and Partnership Lead, Quality Environment Tel: 01273 484383 <a href="mailto:Jane.Goodall@lewes-eastbourne.gov.uk">Jane.Goodall@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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>3) To agree in principle support for Electric Vehicle feasibility study</p> <p>(Lead Cabinet member: Councillor Linington)</p>								
<p><b>Equality monitoring policy</b></p> <p>The report proposes a new policy for LDC and EBC which takes account of the GDPR 2017.</p> <p>(Lead Cabinet member: Councillor Nicholson)</p>	All wards	Key decision	Cabinet	2 Jul 2018	Open	With members of Council's Equality and Fairness Stakeholder Forum and local groups representing those protected under the Equality Act by end of May.	Report	<p>(Ian Fitzpatrick)</p> <p>Pat Taylor, Strategy and Commissioning Lead for Community and Partnerships Tel: (01323) 415909 <a href="mailto:pat.taylor@lewes-eastbourne.gov.uk">pat.taylor@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>New Affordable Housing Supplementary Planning Document (SPD)</b></p> <p>The New SPD provides detailed explanation in support of the implementation of Core Policy 1: Affordable Housing, and Core Policy 2: Housing Type, Mix and Density of the Lewes District Local Plan Part 1 – Joint Core Strategy 2010 - 2030 (adopted 2016).</p> <p>It contains advice relating to the standards required of residential sites in order to deliver the</p>	All wards	Non-Key Decision	Cabinet  Full Council	2 Jul 2018  16 Jul 2018	Open	The Draft SPD was published for consultation for an 8 week period between 30 November 2017 and 25 January 2018. The consultation followed the principles set out in the Statement of Community Involvement.	Report.	(Ian Fitzpatrick)  Anthony Howell, Policy and Engagement Co-ordinator Tel: 01273 085355 <a href="mailto:Anthony.Howell@lewes-eastbourne.gov.uk">Anthony.Howell@lewes-eastbourne.gov.uk</a>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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
affordable housing necessary to meet local needs.  (Lead Cabinet members: Councillor Jones and Maskell)								
<p><b>Portfolio progress and performance report 2018-19 - quarter 1</b></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 Nicholson)</p>	All wards	Non-key Decision	Cabinet	17 Sep 2018	Open	Not applicable.	Report.	<p>(Ian Fitzpatrick)</p> <p>Jo Harper, Head of Business Planning and Performance Tel: 01273 484049 <a href="mailto:jo.harper@lewes-eastbourne.gov.uk">jo.harper@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Finance update - performance quarter 1 - 2018-2019</b></p> <p>To provide an update on the Council's financial performance, revenue budgets and capital programme to the end of quarter 1 2018/2019 and explain the impact on the current financial position.</p> <p>(Lead Cabinet member: Councillor Giles)</p>	All wards	Key decision	Cabinet	17 Sep 2018	Open	Not applicable.	Report.	<p>(Alan Osborne)</p> <p>Alan Osborne, Deputy Chief Executive Tel: (01323) 415149 <a href="mailto:Alan.osborne@lewes-eastbourne.gov.uk">Alan.osborne@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Lewes District Local Plan Part 2: Pre-Submission Document</b></p> <p>To seek Cabinet approval to progress the Lewes District Local Plan Part 2: Site Allocations and Development Management Policies through to its formal submission to the Secretary of State and to seek approval for the arrangements for the Local Plan Examination in Public process.</p> <p>(Lead Cabinet member: Councillor Jones)</p>	All wards	Key decision	Cabinet	17 Sep 2018	Open	All Town and Parish Councils within or adjoining Lewes district, all other statutory consultees as prescribed in the relevant planning regulations, and any persons or organisations who have previously registered their interest in the Local Plan will be notified by 3 August 2018.	Report.	<p>(Ian Fitzpatrick)</p> <p>Natalie Carpenter, Planning Policy Officer, Tel: 01273 085454 <a href="mailto:natalie.carpenter@lewes-eastbourne.gov.uk">natalie.carpenter@lewes-eastbourne.gov.uk</a></p> <p>Robert King, Senior Planning Policy Officer Tel: 01273 085455 <a href="mailto:robert.king@lewes-eastbourne.gov.uk">robert.king@lewes-eastbourne.gov.uk</a></p>

## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Wave Leisure Trust Annual Review 2017/2018</b></p> <p>To seek Cabinet approval of the objectives stated within the 2019-20 Annual Service Statement between Lewes District Council and Wave Leisure Trust.</p> <p>(Lead Cabinet member: Councillor Nicholson)</p>	All wards	Non-key Decision	Cabinet	17 Sep 2018	Open	Not applicable.	Report.	<p>(Ian Fitzpatrick)</p> <p>Bee Lewis, Head of Property and Facilities Tel: (01273) 661101 <a href="mailto:bee.lewis@lewes-eastbourne.gov.uk">bee.lewis@lewes-eastbourne.gov.uk</a></p>



## Forthcoming decisions

Title, description and lead cabinet member :	Ward(s):	Decision type:	Decision maker:	Expected date of decision:	Expected exemption class:  (Exempt information 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><b>Joint transformation programme update.</b></p> <p>Report will provide an update on the joint transformation programme. In October 2015, cabinet approved a strategy for the development of shared services between Lewes District Council and Eastbourne Borough Council based on the integration of the majority of council services.</p> <p>(Lead Cabinet member: Councillor Smith)</p>	All wards	Non-key Decision	Cabinet	17 Sep 2018	Open	Communication with staff representatives throughout mobilisation period. The Joint Transformation Programme Consultative Forum will continue to meet on a bimonthly basis, involving a range of staff representatives including UNISON representatives.	Report.	<p>(Becky Cooke)</p> <p>Lee Banner, Joint Transition Programme Manager Tel: 01323 415763 <a href="mailto:lee.banner@lewes-eastbourne.gov.uk">lee.banner@lewes-eastbourne.gov.uk</a></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.

## 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.

<b>Category</b>	<b>Condition No.</b>
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.

<b>Conditions</b>
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.  “Financial or business affairs” includes contemplated as well as past or current activities.
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.
10. Information which:

(a) falls within any of paragraphs 1 to 7 above; and  
(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.

11. "Labour relations matter" means:

(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

(b) any dispute about a matter falling within paragraph (a) above;

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;

"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.

"Employee" means a person employed under a contract of service.

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.

## 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](mailto:simon.russell@lewes-eastbourne.gov.uk)