

FORWARD PLAN OF DECISIONS

Period covered by this Plan:

1 July to 31 October 2018

Date of publication:

12 June 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 Alan Shuttleworth (Deputy Leader and Deputy Chairman of Cabinet): Direct assistance services including revenues and benefits, housing and community development, and bereavement services.

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 Stephen Holt: Financial services including accountancy, audit, purchasing and payments.

Councillor Colin Swansborough: Core support and strategic 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.

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>Corporate performance - quarter 4 2017/18</p> <p>To update Members on the Council's performance against Corporate Plan priority actions, performance indicators and targets over Q4 2017/18 period.</p> <p>(Lead Cabinet members: Councillors Holt and Swansborough)</p>	All Wards	Key decision	Cabinet	11 Jul 2018	Part exempt Exempt information reason: 3	Not applicable.	Report	<p>(Ian Fitzpatrick and Alan Osborne)</p> <p>Millie McDevitt, Performance and Programmes Lead, Tel: 01273 085637 millie.mcdevitt@lewes-eastbourne.gov.uk</p> <p>Jo Harper, Head of Business Planning and Performance, Tel: 01273 484049 jo.harper@leweseastbourne.gov.uk</p> <p>Pauline Adams, Financial Services Manager Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk</p>

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<p>Corporate plan refresh</p> <p>To consider a refreshed plan and recommend full Council adoption.</p> <p>(Lead Cabinet member: Councillor Tutt)</p>	All Wards	Budget and Policy Framework	Cabinet Full Council	11 Jul 2018 18 Jul 2018	Open	Stakeholder consultation will be held to review priorities and key objectives for 2018/19.	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>
<p>Medium term financial strategy</p> <p>To consider and approve the council's medium term financial strategy.</p> <p>(Lead Cabinet member: Councillor Holt)</p>	All Wards	Key decision	Cabinet	11 Jul 2018	Open	Consultation be undertaken as part of a wider consultation on the council's budget for 2019/20 later in the year.	Report.	<p>Deputy Chief Executive (Alan Osborne)</p> <p>Alan Osborne, Deputy Chief Executive Tel: (01323) 415149 alan.osborne@lewes-eastbourne.gov.uk</p>

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<p>Annual treasury management report 2017/18</p> <p>To receive and approve annual management report and interim review.</p> <p>(Lead Cabinet Member: Councillor Holt)</p>	All Wards	Budget and policy framework	Cabinet Full Council	11 Jul 2018 18 Jul 2018	Open	None.	Report.	<p>Deputy Chief Executive (Alan Osborne)</p> <p>Janet Martin, Senior Accountant Tel: (01323) 415983 janet.martin@eastbourne.gov.uk</p>
<p>Equality monitoring policy</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 Swansborough)</p>	All Wards	Key decision	Cabinet	11 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 May.	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>

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<p>Leisure services options</p> <p>To inform Cabinet of a number of options for taking forward the management of EBC Leisure Services and a recommendation of the best option.</p> <p>(Lead Cabinet Member: Councillor Bannister)</p>	All Wards	Key decision	Cabinet	11 Jul 2018	Part exempt Exempt information reason: 3	Not applicable.	Report	<p>Director of Tourism and Enterprise (Philip Evans)</p> <p>Philip Evans, Director of Tourism & Enterprise Tel: 01323 415411 philip.evans@lewes-eastbourne.gov.uk</p>

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<p>Construction of a new Sovereign Leisure Centre</p> <p>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.</p> <p>(Lead Cabinet Member: Councillor Bannister)</p>	Sovereign	Key decision	Cabinet	11 Jul 2018	Open	Initial consultation has taken place with Eastbourne Swimming Club, further public consultation will take place following a Cabinet decision.	Designs and costings by GT3 architects and Aecom quantity surveyors	<p>Director of Tourism and Enterprise (Philip Evans)</p> <p>Graham Cook, Programme Manager for the Devonshire Park redevelopment graham.cook@lewes-eastbourne.gov.uk</p>

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<p>Housing development update</p> <p>Proposals for the next stage of EBC housing development.</p> <p>(Lead Cabinet member: Councillor Shuttleworth)</p>	All Wards	Key decision	Cabinet	11 Jul 2018	Open	None	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Laura Webster, Development Project Manager Tel: 01323 415616 laura.webster@eastbourne.gov.uk</p>
<p>Asset investments and disposals</p> <p>Update on the Council's asset investments.</p> <p>(Lead Cabinet member: Councillor Tutt)</p>	All Wards	Key decision	Cabinet	11 Jul 2018	Fully exempt Exempt information reasons: 3 and 5	Not applicable.	Report.	<p>Deputy Chief Executive (Alan Osborne)</p> <p>Alan Osborne, Deputy Chief Executive Tel: (01323) 415149 alan.osborne@lewes-eastbourne.gov.uk</p>

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<p>Corporate performance - quarter 1 2018/19.</p> <p>To update Members on the Council's performance against Corporate Plan priority actions, performance indicators and targets over Q1 2018/19 period.</p> <p>(Lead Cabinet Members: Councillors Holt and Swansborough)</p>	All Wards	Key decision	Cabinet	12 Sep 2018	Part exempt Exempt information reasons: 3	Not applicable.	Report.	<p>(Ian Fitzpatrick and Alan Osborne)</p> <p>Millie McDevitt, Performance and Programmes Lead, Tel: 01273 085637 millie.mcdevitt@lewes-eastbourne.gov.uk</p> <p>Jo Harper, Head of Business Planning and Performance, Tel: 01273 484049 jo.harper@leweseastbourne.gov.uk</p> <p>Pauline Adams, Financial Services Manager Tel: (01323) 415979 pauline.adams@lewes-eastbourne.gov.uk</p>

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<p>Single use plastics policy</p> <p>A report to provide an update on progress to reduce single use plastics within the council working environment and to approve policy on single use plastics in line with the notice of motion agreed at Council in February 2018:</p> <p>(Lead Cabinet Member: Councillor Dow)</p>	All Wards	Key decision	Cabinet	12 Sep 2018	Open	Staff consultation in June 2018	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>

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<p>Joint transformation programme update.</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 Swansborough)</p>	All Wards	Non-key Decision	Cabinet	12 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>Assistant Director of Human Resources and Organisational Development (Becky Cooke)</p> <p>Lee Banner, Joint Transition Programme Manager Tel: 01323 415763 lee.banner@lewes-eastbourne.gov.uk</p>

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<p>Redundancy and redeployment policy</p> <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>(Lead Cabinet Member: Councillor Swansborough)</p>	All Wards	Non-key Decision	Cabinet	12 Sep 2018	Fully exempt Exempt information reasons: 1, 2	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.	Report.	<p>Assistant Director of Human Resources and Organisational Development (Becky Cooke)</p> <p>Helen Knight, Human Resources Manager Tel: 01323 415063 helen.knight@lewes-eastbourne.gov.uk</p>

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<p>Local council tax reduction scheme</p> <p>To approve the local council tax reduction scheme and agree any amendments as necessary. It is a legal requirement that the council approve the scheme annually.</p> <p>(Lead Cabinet Member: Councillor Shuttleworth)</p>	All Wards	Budget and policy framework	Cabinet Full Council	24 Oct 2018 14 Nov 2018	Open	With such persons and groups as the council considered likely to have an interest in the operation of the scheme.	Report	<p>Interim Director of Service Delivery (Tim Whelan)</p> <p>Bill McCafferty, Revenues and Benefits Manager Tel: (01323) 415171 bill.mccafferty@eastbourne.gov.uk</p>

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<p>Safeguarding policy and update.</p> <p>To seek Cabinet approval for a Joint Safeguarding Policy and update members on arrangements for safeguarding children and vulnerable adults.</p> <p>(Lead Cabinet Member: Councillor Shuttleworth)</p>	All Wards	Budget and policy framework	Cabinet Full Council	24 Oct 2018 14 Nov 2018	Open	Not applicable.	Draft Safeguarding Policy; Equality and Fairness analysis (background paper).	<p>Interim Director of Service Delivery (Tim Whelan)</p> <p>Pat Taylor, Strategy and Commissioning Lead for Community and Partnerships Tel: (01323) 415909 pat.taylor@lewes-eastbourne.gov.uk</p>

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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.

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. “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 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.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.