



Lewes District Council

June 2019

FORWARD PLAN OF DECISIONS

Period covered by this Plan:

1 June to 30 September 2019

Date of publication:

31 May 2019

Councillor Isabelle Linington: Leader of the Council and Chair of Cabinet. Cabinet member for environment

Councillor Joe Miller: Cabinet member for regeneration and growth

Councillor Phil Davis: Cabinet member for finance and corporate

Councillor Jim Lord: Cabinet member for strategic development

Councillor Liz Boorman: Cabinet member for communities and partners

Councillor Tom Jones: Cabinet member for planning

Councillor Ron Maskell: Cabinet member for housing

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:
North Street Quarter update The report will update on progress towards delivery of the North Street Quarter and make recommendations in respect of third party land and property interests to be acquired as part of the scheme. (Lead Cabinet member: Councillor Jim Lord)	All Wards	Key	Cabinet	10 Jun 2019	Fully 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. Public workshops have taken place on proposed improvements to Pells and Mallings Recreation Areas.	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Beverley Lucas, Regeneration Specialist – North Street Quarter Tel: 01273 085523 beverley.lucas@lewes.gov.uk

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Discretionary Housing Payment (DHP) Policy 2019/2020 The new policy will align the policies for EBC and LDC. (Lead Cabinet member: Councillor Ron Maskell)	All Wards	Key	Cabinet	10 Jun 2019	Open	Scrutiny Committee	Report	Director of Service Delivery (Tim Whelan) Angy Weaver, Senior Specialist Advisor - Thriving Communities Tel: 01273 085096 angy.weaver@lewes-eastbourne.gov.uk
Finance update -	All Wards	Key	Cabinet	1 Jul 2019	Open	Not applicable	Report	Chief Finance Officer

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<p>performance quarter 4 - 2018-2019</p> <p>To provide an update on the Council's financial performance, revenue budgets and capital programme to the end of quarter 4 2018/2019 and explain the impact on the current financial position.</p> <p>Report will include end of year outturn.</p> <p>(Lead Cabinet member: Councillor Phil Davis)</p>								<p>(Homira Javadi)</p> <p>Brian Mew, Interim Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@lewes-eastbourne.gov.uk</p>
Portfolio progress and performance report	All Wards	Non-Key	Cabinet	1 Jul 2019	Open	None	Report	Director of Regeneration and Planning

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<p>quarter 4 - 2018-2019</p> <p>To update Members on the Council's performance against corporate plan priority actions, performance indicators and targets over the quarter 4 2018/19 period.</p> <p>(Lead Cabinet member: Councillor Phil Davis)</p>								<p>(Ian Fitzpatrick)</p> <p>Millie McDevitt, Performance and Programmes Lead Tel: 01273 085637 millie.mcdevitt@lewes-eastbourne.gov.uk</p>
Medium term financial strategy	All Wards	Key	Cabinet	1 Jul 2019	Open	Consultation be undertaken as part of a wider	Report	Chief Finance Officer (Homira Javadi)

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To consider and approve the council's medium term financial strategy. (Lead Cabinet member: Councillor Phil Davis)						consultation on the council's budget later in the year.		Brian Mew, Interim Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@lewes-eastbourne.gov.uk
Annual treasury management report To receive and approve annual management report and interim review. (Lead Cabinet member: Councillor Phil Davis)	All Wards	Budget and policy framework	Cabinet Full Council	1 Jul 2019 15 Jul 2019	Open	Not applicable	Report	Chief Finance Officer (Homira Javadi) Brian Mew, Interim Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@lewes-eastbourne.gov.uk
Financial procedure rules Revised rules, requiring	All Wards	Budget and policy framework	Cabinet Full Council	1 Jul 2019 15 Jul 2019	Open	Not applicable	Report	Chief Finance Officer (Homira Javadi) Brian Mew, Interim

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Full Council approval. (Lead Cabinet member: Councillor Phil Davis)								Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@lewes-eastbourne.gov.uk
Housing development infills To update the Cabinet on ongoing developments of affordable housing on Council land, and seek additional approvals required. Also to seek approval for development of infills projects. (Lead Cabinet member: Councillor Ron Maskell)	All Wards	Non-Key	Cabinet	1 Jul 2019	Open	Newhaven Town Council - Planning Committee 12 th June 2018	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Leighton Rowe, Development Project Manager Tel: 01323 415367 Leighton.rowe@lewes-eastbourne.gov.uk
Lewes District Local Plan Part 2 - Publication of main modifications for consultation	All Wards	Key	Cabinet	1 Jul 2019	Open	The modifications will be available on the Council's website and	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Robert King, Senior

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<p>The Examination Inspector has recommended that a number of modifications should be made to the Local Plan Part 2 in order to make it 'sound'.</p> <p>(Lead Cabinet member: Councillor Tom Jones)</p>						hard copies will also be made available at Southover House and at all local libraries.		<p>Planning Policy Officer Tel: 01273 085455 robert.king@lewes-eastbourne.gov.uk</p>
<p>Greater Brighton Economic Board - Admission of New Member to the Board</p> <p>To ratify the appointment</p>	All Wards	Non-Key	Cabinet	1 Jul 2019	Open	None	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Peter Sharp, Head of Regeneration</p>

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<p>of Arun District Council to the Greater Brighton Economic Board.</p> <p>(Lead Cabinet member: Councillor Isabelle Linington)</p>								<p>Tel: 01273 085044 Peter.Sharp@lewes-eastbourne.gov.uk</p>
<p>Recommendations from the Climate Change Action Group</p> <p>Following a resolution made at Full Council, 26 November 2018, a cross-</p>	All Wards	Key	Cabinet	1 Jul 2019	Open	Recommendations arise from cross-party meetings	Report	<p>Director of Service Delivery (Tim Whelan)</p> <p>Jane Goodall, Strategy and Partnership Lead, Quality Environment Tel: 01273 484383</p>

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<p>party task and finish group was convened to conduct a review of council services with regards to climate change adaptation and mitigation. Four meetings were held between January and April 2019. The report outlines the review process and makes recommendations for service delivery.</p> <p>(Lead Cabinet member: Councillor Isabelle Linington)</p>								Jane.Goodall@lewes-eastbourne.gov.uk
<p>Public consultation on reducing waste and improving recycling rates</p> <p>This report makes recommendations to consult on how we might</p>	All Wards	Key	Cabinet	1 Jul 2019	Open	12 week public consultation recommended in report	Report	<p>Director of Service Delivery (Tim Whelan)</p> <p>Jane Goodall, Strategy and Partnership Lead, Quality Environment Tel: 01273 484383 Jane.Goodall@lewes-eastbourne.gov.uk</p>

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adapt the service to meet the challenging national targets (Lead Cabinet member: Councillor Isabelle Linington)								eastbourne.gov.uk
Update on tourism activities for Lewes District This report will outline the activities being delivered in 2019/20 and an overview of activities in 2018/19 matched	All Wards	Non-Key	Cabinet	1 Jul 2019	Open	Not applicable	Report	Director of Tourism and Enterprise (Philip Evans) Philip Evans, Director of Tourism & Enterprise Tel: 01323 415411 philip.evans@lewes-eastbourne.gov.uk

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against the Lewes Tourism Strategy (Lead Cabinet member: Councillor Liz Boorman)								
Waiver of Contract Procedure Rules - 3G All-Weather Pitch Surface Replacement, Downs Leisure Centre To waive contract procedure rules to allow the urgent replacement of the 3G all-weather	Seaford North	Key	Cabinet	1 Jul 2019	Fully exempt Exempt information reason: 3	None	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Mark Langridge Kemp, Senior Manager, Asset Development, Property and Facilities Shared Service Tel: 07900 057102 mark.langridge-

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pitch surface at Downs Leisure Centre. (Lead Cabinet member: Councillor Phil Davis)								kemp@eastbourne.gov.uk
Enabling the development of Community Assets - Market Tower and 2 Fisher Street Consideration of the freehold disposal of Market Tower to Lewes Town Council.	All Wards	Key	Cabinet	1 Jul 2019	Fully exempt Exempt information reason: 3	Lewes Town Council by 1 July 2019	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Mark Langridge Kemp, Senior Manager, Asset Development, Property and Facilities Shared Service Tel: 07900 057102 mark.langridge-kemp@eastbourne.gov.uk

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(Lead Cabinet member: Councillor Liz Boorman)								k
Portfolio progress and performance report quarter 1 - 2019-2020 To update Members on the Council's performance against corporate plan priority actions, performance indicators and targets over the quarter 1 2019/20 period.	All Wards	Key	Cabinet	16 Sep 2019	Open	None	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Millie McDevitt, Performance and Programmes Lead Tel: 01273 085637 millie.mcdevitt@lewes-eastbourne.gov.uk

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(Lead Cabinet member: Councillor Phil Davis)								
Quarterly financial update: revenue budgets and capital programme To provide an update on the Council's financial performance, revenue budgets and capital programme to the end of quarter 1 2019/2020 and explain the impact on the current financial position	All Wards	Key	Cabinet	16 Sep 2019	Open	Not applicable	Report	Chief Finance Officer (Homira Javadi) Brian Mew, Interim Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@lewes-eastbourne.gov.uk

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(Lead Cabinet member: Councillor Phil Davis)								
Wave Leisure Trust Annual Review 2018/2019 To seek Cabinet approval of the objectives stated within the 2020-21 Annual Service Statement between Lewes District Council and Wave Leisure Trust. (Lead Cabinet member:	All Wards	Non-Key	Cabinet	16 Sep 2019	Open	Not applicable	Report	Director of Tourism and Enterprise (Philip Evans) Mark Langridge Kemp, Senior Manager, Asset Development, Property and Facilities Shared Service Tel: 07900 057102 mark.langridge-kemp@eastbourne.gov.uk

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Councillor Liz Boorman)								
Community Asset Transfer Policy For Cabinet to agree a policy regarding the transfer of management and/or ownership of land and buildings from the council to community-based organisations. (Lead Cabinet member: Councillor Liz Boorman)	All Wards	Key	Cabinet	16 Sep 2019	Open	None, apart from with the Scrutiny Committee, as this policy provides a formalising of current practice, in line with national guidance, rather than a significant shift in approach.	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Jo Harper, Head of Business Planning and Performance Tel: 01273 484049 jo.harper@lewes-eastbourne.gov.uk

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Pollinator strategy and reduced pesticides The report recommends the adoption of the Pollinator Strategy and the Reduced use of Pesticides on council land (Lead Cabinet member: Councillor Isabelle Linington)	All Wards	Key	Cabinet	16 Sep 2019	Open	None	Report	Director of Service Delivery (Tim Whelan) Jane Goodall, Strategy and Partnership Lead, Quality Environment Tel: 01273 484383 Jane.Goodall@lewes-eastbourne.gov.uk

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 and Civic Services Manager, on (01323) 415021, or e-mail simon.russell@lewes-eastbourne.gov.uk