

Scrutiny Committee

10 June 2019

EASTBOURNE

Borough Council



Working in partnership with **Eastbourne Homes**

Time and venue:

6.00 pm in the Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG

Membership:

Councillor Caroline Ansell (Chair); Councillors Dean Sabri (Deputy-Chair) Helen Burton, Peter Diplock, Robin Maxted, Colin Murdoch, Pat Rodohan and Robert Smart

Quorum: 2

Published: Friday, 31 May 2019

Agenda

- 1 Minutes of the meeting held on 4 February 2019 (Pages 1 - 8)**
- 2 Apologies for absence**
- 3 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct**
- 4 Questions by members of the public**

On matters not already included on the agenda and for which prior written notice has been given (total time allowed 15 minutes).
- 5 Quarter 4 Performance Report 2018/19 - to follow**
- 6 Urgent items of business**

The Chairman to notify the Committee of any items of urgent business to be added to the agenda.
- 7 Right to address the meeting/order of business**

The Chairman to report any requests received to address the Committee from a member of the public or from a Councillor in respect of an item listed below and to invite the Committee to consider taking such items at the commencement of the meeting.
- 8 Forward Plan of Decisions (Pages 9 - 24)**

To receive the Forward Plan of the Council as of 31 May 2019.

9 Discussion of Future work programme for 2019/20 (Discussion / Verbal Update)

For the Committee to discuss topics for inclusion in its work programme and agree to consult with relevant bodies, to approve the work programme at the next meeting.

10 Date of the next meeting

To note that the next meeting of the Scrutiny Committee is scheduled to be held on 2 September 2019 in the Court Room, Town Hall, Eastbourne commencing at 6:00pm.

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.

Filming/Recording: This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

Public participation: Please contact Democratic Services (see end of agenda) for the relevant deadlines for registering to speak on a matter which is listed on the agenda if applicable.

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: Councillors wishing to address the meeting who are not members of the committee must notify the Chairman and Democratic Services in advance (and no later than immediately prior to the start of the meeting).

Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

Email: committees@lewes-eastbourne.gov.uk

Telephone: 01323 410000

Website: <http://www.lewes-eastbourne.gov.uk/>



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Working in partnership with **Eastbourne Homes**

Scrutiny Committee

Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 4 February 2019 at 6.00 pm

Present:

Councillor Penny di Cara (Chair)

Councillors Colin Belsey, Md. Harun Miah, Pat Rodohan, Robert Smart, Steve Wallis and Pat Hearn

Officers in attendance:

Pauline Adams (Head of Finance), Peter Finnis (Assistant Director for Corporate Governance), Jo Harper (Head of Business Strategy and Performance), Homira Javadi (Chief Finance Officer), Millie McDevitt (Performance and Programme Lead), Angy Weaver (Senior Specialist Advisor – Thriving Communities), Tim Whelan (Director of Service Delivery), and Emily Horne (Committee Officer)

43 Minutes of the Special Scrutiny Committee meeting held on 17 January 2019

The Minutes of the meeting held on 17 January 2019 were submitted and approved as a correct record subject to the amendment of minute 41. Councillor Metcalfe was a reserve member for the Committee, and therefore his apology was removed from the minute.

44 Apologies for absence

Apologies for absence had been received from Councillor Dean Sabri.

Councillor J Coles declared that she was acting as substitute for Councillor D Sabri for the duration of the meeting.

45 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct

There were none.

46 Questions by members of the public

There were none.

47 Urgent items of business

There were none.

48 Right to address the meeting/order of business

There were none.

49 Discretionary Housing Payment (DHP) Policy 2019/2020

The Committee considered the report of the Director of Service Delivery for the Scrutiny Committee to review the revised Discretionary Housing Payment Policy for Lewes District Council and Eastbourne Borough Council.

Members discussion included:

- A request for information on the 2018/19 Lewes District Council's funding allocation.
- A request for information on whether the DHP was replaced if income stops for a non-dependent person.

Officers responded that:

- The allocation for Lewes District Council was £224,072. It was a legal requirement for the funding allocations to be administered separately by Lewes and Eastbourne Councils.
- Notice must be given to the Authority regarding loss of income within a month. The claimant can apply for Universal Credit.

Resolved:

To note and support adoption of the revised policy across Eastbourne and Lewes Councils.

Reason:

To ensure that the Discretionary Housing Payment scheme is administered consistently across both authorities.

50 Equality and Fairness Annual Report

The Committee noted the report of the Director of Regeneration and Planning. The report sets out progress against the Council's current Equality Objectives and 2018/19 Action Plan seeks approval of an Action Plan for 2019/20.

Members' discussion included:

- A recognition of the positive impact access training has and, as an example, the training had enabled Neighbourhood First staff to carry out inspections and audits. Neighbourhood First were commended for their intervention in a scaffolding incident which they dealt with amicably and efficiently on behalf of a disabled resident.
- Positive feedback on the collaboration between Eastbourne Borough

Council and the Disability Involvement Group (DIG) in supporting the needs of disabled people.

- A request for confirmation on whether DIG was consulted on all new projects.
- An interest in the Disabled Access Day, which would take place on 16 March 2019 from 10am till 4pm in the Beacon, Eastbourne Town Centre. The Eastbourne Access Group would be providing practical advice, information and support along with many of the local groups, charities and partners who will be showcasing services for disabled people. All members and officers were encouraged to attend.
- A request for clarification regarding the gender pay gap figures.
- An interest in the status of the hearing loop system at the Sovereign Centre.

Officers responded that:

- The Committee was assured that DIG were consulted in the planning stages of new projects and were able to provide a recommendation. For further information was available from the Policy and Engagement Coordinator.
- Although the gender pay gap is not significant, Members were advised that the Council endeavours to reduce it further. It was a legislative requirement that the figures are transparent.
- With regard to the hearing loop at the Sovereign Centre, Members were advised that it should be installed early in the building process, as it was less efficient if added later.

Resolved:

(1) That the Committee note the Annual Report of activities carried out in 2018, set out at Appendix A; and

(2) That the Committee note and support the Action Plan proposed at Appendix B.

Reason:

To promote equality and fairness and eliminate discrimination, ensuring fair access to services and opportunities and comply with the Council's duties under the Equality Act 2010.

51 Performance Monitoring 2018/2019 - Quarter 3

The Committee considered the report of the Director for Regeneration and Planning regarding performance against Corporate Plan priority actions, performance indicators and targets over Q3 2018/19 period.

Members discussion included:

- A request for an update on the doors to the Beacon which create a wind tunnel and cause minor flooding.
- A request for information on further plans to improve other parts of the town centre.

- A request for clarification on whether the reference to Quarter 4 in the Sovereign Centre review project update related to 2019-2020.
- A continued concern regarding the increase in rubbish deposited across the town, specifically in alleyways, and the need for a different approach to combat the issue.
- A request for information on the total number of HMO's in Eastbourne.
- A request for more information on why the figures for core handling times had decreased since December 2018.
- Training - Members complimented the Call Centre staff on how well phone calls were answered.
- An interest was raised regarding JTP phase 3 and the effect on staff. It was important that support for staff continued during this period.

Officers responded that:

- Concerns regarding the doors to the Beacon were noted. Officers would liaise with Lisa Rawlinson and update members accordingly.
- Members were advised that Quarter 4 in the Sovereign Centre review update, related to Q4 in 2018-2019.
- The Director of Service Delivery stated that he would speak with Councillor Dow, Lead Member for Place Services, regarding concerns relating to the issue of fly tipping in alleyways across the town.
- In the future, waste data would be made available in a more timely manner when the waste is collected in-house by the Local Authority controlled company.
- The Director of Service Delivery would confirm the total number of HMO's.
- The figures for the number of calls received by the Contact Centre changed daily. These figures showed an improving trend for Q3 and are broadly on target so far in Q4.
- The previous roles of two heads of Service had been reviewed resulting in there now being a single Head of Customer First.
- Call handing - Training for the Contact Centre Advisors covered many aspects and this was coming to fruition.

Resolved:

That progress and performance for Quarter 3 be noted.

Reason:

To enable Scrutiny to consider specific aspects of the Council's progress and performance.

52 Council Budget Proposals 2019/2020

The Committee received the report of the Chief Finance Officer which detailed the General Fund budget proposals for 2019/20 and Capital Programme 2018/22.

Members' discussion included:

- A request on when the Budget Book will be available.
- An ongoing request for details of the Corporate Landlord accounts that had been requested at the September meeting, had not received.
- A request for an impact assessment on Brexit to be included in finance pages.
- A request on the status of Downland Water Scheme – pipes.

Officers responded that:

- The Budget Book will be provided after Full Council meeting at the end of February 2019. The Chief Finance Officer invited members to contribute to its presentational layout.
- The Corporate Landlord accounts show performance as estimated for the revised budget. Members were informed that some of the budgeted income were included under the Corporate Services budget heading and more detailed accounts can be provided.
- The Council's Medium Term Financial Strategy took into account the potential impact of Brexit. The Assistant Director – Corporate Governance advised that a Brexit impact assessment had been published on the Council's website and would be sent to all scrutiny members.
- The Downland Water Scheme required a wholesale survey. Members were advised that the pipes had been clad.

Resolved:

That the Committee notes the following recommendations to be considered by Cabinet on 6 February 2019:

- (i) General Fund budget for 2018/19 (Revised) and 2019/20 (original) **Appendix 1** including growth and savings proposals for 2019/20 as set out in **Appendix 2**;
- (ii) An increase in the Council Tax for Eastbourne Borough Council of 2.99% resulting in a Band D charge of £246.77 for 2019/20;
- (iii) Revised General Fund capital programme 2018/22 as set out in **Appendix 3**; and
- (iv) Notes the section s151 Officers sign off as outlined in 1.6.

Reason:

The Cabinet has to recommend to Full Council the setting of a revenue budget and associated council tax for the forthcoming financial year by law.

53 HRA Revenue Budget and Rent Setting 2019/20 and HRA Capital Programme 2018/22

The Committee noted the report of the Chief Finance Officer which detailed HRA budget proposals, rent levels, service charges and heating costs for 2019/20, and the HRA Capital Programme 2018/22.

Resolved:

That Members note the following recommendations to be considered by the Cabinet on 6th February 2019:

- i) The HRA budget for 2019/20 and revised 2018/19 as set out in **Appendix 1**;
- ii) That social and affordable rents (including Shared Ownership) are decreased by 1% in line with Government policy;
- iii) That delegated authority be given to the Chief Finance Officer, in consultation with the Cabinet Portfolio holders for Financial Services and Direct Assistance Service, to take measures in the management of the Week 53 rent year;
- iv) That service charges for general needs properties are decreased by 13.20%;
- v) Those service charges' for the Older Persons Sheltered Accommodation are increased by 0.24%;
- vi) That the Support charge for Sheltered Housing Residents remains at £7.20 per unit, per week;
- vii) That heating costs are set at a level designed to recover the estimated actual cost;
- viii) That water charges are set at a level designed to recover the estimated cost of metered consumption;
- ix) Garage rents remain at current levels;
- x) To give delegated authority to the Chief Executive, in consultation with the Cabinet Portfolio Holders for Financial Services and Direct Assistance Service and the Head of Finance to finalise Eastbourne Homes' Management Fee and Delivery Plan; and
- xi) The HRA Capital Programme as set out in **Appendix 2**.

Reason:

The Cabinet has to recommend to Full Council the setting of HRA revenue and capital budget and the level of social and affordable housing rents for the forthcoming year.

54 Forward Plan of Decisions

The Committee received the Forward Plan for the period from 1 February 2019 to 31 May 2019.

Resolved:

That the Forward Plan of the Council from 1 February 2019 – 31 May 2019 be noted.

Reason:

To demonstrate the discharge of the Scrutiny Procedure Rule 13.2 that the Scrutiny Committee will have access to the Cabinet's Forward Plan.

55 Scrutiny Annual Work Programme 2018/19

The Committee noted the report of the Assistant Director of Legal and Democratic Services. The report detailed the Annual Work Programme for Scrutiny, which enables the process for the committee to review proposed policies of the Cabinet, the outcome of such decisions and the call-in of alleged unlawful decisions in accordance with constitutional rules.

Resolved:

That the current Annual Work Programme be noted and that the Committee notes the need to formulate a refreshed programme at the June 2019 meeting for subsequent approval by Full Council.

Reason:

To discharge scrutiny procedure rule 7.1 to prepare and submit an Annual Work Programme to the Full Council.

56 Pat Taylor

Members were advised that Pat Taylor, Strategy and Partnership Lead (Thriving Communities) would be retiring in March 2019. Members thanked her for her hard work and contribution to the Scrutiny Committee.

57 Date of the next meeting

Resolved: that the date of the next meeting of the Scrutiny Committee be scheduled to be held on Monday, 10 June 2019 in the Court Room, Eastbourne Town Hall, Grove Road, Eastbourne, BN21 4UG.

The meeting ended at 7.10 pm

Councillor Penny di Cara (Chair)

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FORWARD PLAN OF DECISIONS

Period covered by this Plan:

1 May to 31 August 2019

Date of publication:

7 May 2019

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>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: TBC)</p>	All Wards	Key	Cabinet	5 Jun 2019	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 for Human Resources and Transformation (Becky Cooke)</p> <p>Lee Banner, Joint Transition Programme Manager Tel: 01323 415763 lee.banner@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>Downland Whole Estate Plan</p> <p>For Cabinet to note progress on the Whole Estate Plan and consider agreement of the Council's vision for the Downland Estate.</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Non-Key	Cabinet	5 Jun 2019	Open	Member visioning session 21 st January 2019 Public visioning session 29 th January 2019	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Mark Langridge Kemp, Senior Manager, Asset Development, Property and Facilities Shared Service Tel: 07900 057102 mark.langridge-kemp@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>Enabling the supply of homes for homeless families</p> <p>Report to look at enabling the supply of homes for homeless families.</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Key	Cabinet	5 Jun 2019	Open	None	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Jessica Haines, Head of Commercial Business Tel: 07814921262 jessica.haines@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>Eastbourne Town Centre Business Improvement District</p> <p>Cabinet will be required to approve the business plan and to instruct the Council's returning Officer to proceed with the ballot in conjunction with the ballot contractor.</p> <p>(Lead Cabinet member: TBC)</p>	Devonshire; Meads; Upperton	Key	Cabinet	5 Jun 2019	Open	<p>Consultation is in the process of being undertaken by the Chamber of Commerce. Surgeries and 'drop in's' are being undertaken. Businesses will also be emailed a letter explaining the BID proposal and how the levy will be invested. Businesses are invited to give their ideas on how the Town Centre could be improved via the BID levy.</p>	Report	<p>Director of Service Delivery (Tim Whelan)</p> <p>Nick Ducatel, Functional Lead (Growth and Prosperity) Tel: (01323) 415914 nick.ducatel@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>Discretionary Housing Payment (DHP) Policy 2019/2020</p> <p>The new policy will align the policies for EBC and LDC. The main changes are:-</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Budget and policy framework	Cabinet Full Council	5 Jun 2019 17 Jul 2019	Open	Scrutiny Committee	Report	<p>Director of Service Delivery (Tim Whelan)</p> <p>Angy Weaver, Senior Specialist Advisor - Thriving Communities Tel: 01273 085096 angy.weaver@lewes-eastbourne.gov.uk</p>
<p>Local Employment and Training Grants Programme</p> <p>To approve a Local Employment and Training Grants Programme utilising S106 developer monitoring monies</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Key	Cabinet	5 Jun 2019	Part exempt Exempt information reason: 3	Not applicable	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Peter Sharp, Head of Regeneration Peter.Sharp@lewes-eastbourne.gov.uk , Sara Taylor, Regeneration Project Officer Tel: (01323) 415609 sara.taylor@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>Bedfordwell Road Update</p> <p>Update to Members on aspects of Bedfordwell Road development including construction skills training centre.</p> <p>(Lead Cabinet member: TBC)</p>	St Anthony's	Non-Key	Cabinet	5 Jun 2019	Fully exempt Exempt information reason: 3	None	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Ian Beckett, Development Consultant Tel: 07740 336751 ian.beckett@lewes-eastbourne.gov.uk</p>
<p>Asset investments and disposals</p> <p>Update on the Council's asset investments.</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Key	Cabinet	5 Jun 2019	Fully exempt Exempt information reasons: 3, 5	Not applicable	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Ian Fitzpatrick, Director of Regeneration and Planning Tel: (01323) 415935 ian.fitzpatrick@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>Redundancy and redeployment</p> <p>To receive a report (if submitted to this meeting) giving details of employees currently subject to this policy and related financial implications.</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Key	Cabinet	5 Jun 2019	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 for Human Resources and Transformation (Becky Cooke)</p> <p>Helen Knight, Head of Human Resources Tel: 01323 415063 helen.knight@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>Corporate performance - quarter 4 - 2018/19</p> <p>To update Members on the Council's performance against Corporate Plan priority actions, performance indicators and targets over Q4 2018/19 period.</p> <p>Includes end of year financial outturn.</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Key	Cabinet	10 Jul 2019	Part exempt Exempt information reason: 3	Scrutiny Committee	Report	<p>Chief Finance Officer (Homira Javadi), Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Brian Mew, Interim Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@lewes-eastbourne.gov.uk ,</p> <p>Millie McDevitt, Performance and Programmes Lead Tel: 01273 085637 millie.mcdevitt@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>Medium term financial strategy</p> <p>To consider and approve the council's medium term financial strategy.</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Key	Cabinet	10 Jul 2019	Open	Consultation be undertaken as part of a wider consultation on the council's budget for 2019/20 later in the year.	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Brian Mew, Interim Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@lewes-eastbourne.gov.uk</p>
<p>Annual treasury management report</p> <p>To receive and approve annual management report and interim review.</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Budget and policy framework	Cabinet Full Council	10 Jul 2019 17 Jul 2019	Open	None	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Brian Mew, Interim Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@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>Financial procedure rules</p> <p>Revised rules, requiring Full Council approval (Lead Cabinet member: TBC)</p>	All Wards	Budget and policy framework	Cabinet Full Council	10 Jul 2019 17 Jul 2019	Open	Not applicable	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Brian Mew, Interim Deputy Chief Finance Officer Tel: 01323 415587 brian.mew@lewes-eastbourne.gov.uk</p>
<p>Public consultation on reducing waste and improving recycling rates</p> <p>This report makes recommendations to consult on how we might adapt the service to meet these challenging national targets</p> <p>(Lead Cabinet member: TBC)</p>	All Wards	Key	Cabinet	10 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>

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>Redundancy and redeployment</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: TBC)</p>	All Wards	Key	Cabinet	10 Jul 2019	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 for Human Resources and Transformation (Becky Cooke)</p> <p>Helen Knight, Head of Human Resources Tel: 01323 415063 helen.knight@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.

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

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