



Lewes District Council

November 2019

FORWARD PLAN OF DECISIONS

Period covered by this Plan:

1 November 2019 to 29 February 2020

Date of publication:

1 November 2019

Councillor Zoe Nicholson: Leader of the Council and Chair of Cabinet.

Councillor James MacCleary: Deputy leader and Cabinet member for regeneration and prosperity

Councillor Matthew Bird: Cabinet member for sustainability

Councillor Julie Carr: Cabinet member for recycling and open spaces

Councillor Chris Collier: Cabinet member for performance and people

Councillor Johnny Denis: Cabinet member for communities and customers

Councillor William Meyer: Cabinet member for housing

Councillor Emily O'Brien: Cabinet member for planning

Councillor Ruth O'Keeffe: Cabinet member for tourism and devolution

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:
Provision of IT Services to the Council Report on the provision of IT services to the Council (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Leader of Lewes District Council	16 Dec 2019	Fully exempt Exempt information reason: 4	Cabinet will be consulted as part of the process	Report	Assistant Director for Human Resources and Transformation (Becky Cooke) Tony Barden, Head of ICT Tel: 07733 195470 tony.barden@lewes-eastbourne.gov.uk

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General Fund Revenue Budget 2020/21, Capital Programme To recommend full Council to set the 2020/21 budget and council tax at their meeting in February 2020. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Budget and policy framework	Cabinet Full Council	10 Feb 2020 24 Feb 2020	Open	The budget is subject to a wide and varied consultation process which will be conducted alongside the Corporate Plan (see separate listing). This will include consultation with the business and voluntary/comm unity sectors. The Council's Scrutiny Committee will also have a formal opportunity of considering the proposals.	Report	Chief Finance Officer (Homira Javadi) Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) ola.owolabi@lewes-eastbourne.gov.uk Andrew Clarke, Deputy Chief Finance Officer (Financial Planning) Tel: 01323 415691 andrew.clarke@lewes-eastbourne.gov.uk

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<p>Treasury Management and Prudential Indicators 2020/21, Capital Strategy & Investment Strategy</p> <p>To recommend full Council to agree treasury management policies and prudential indicators for 2020/21.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>	All Wards	Budget and policy framework	Cabinet Full Council	10 Feb 2020 24 Feb 2020	Open	None, other than provided for the main budget proposals (see separate item).	Report	<p>Chief Finance Officer (Homira Javadi)</p> <p>Andrew Clarke, Deputy Chief Finance Officer (Financial Planning) Tel: 01323 415691 andrew.clarke@lewes-eastbourne.gov.uk ,</p> <p>Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) ola.owolabi@lewes-eastbourne.gov.uk</p>

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Housing revenue account budget 2020/21 Recommendations to full Council in February 2019 in respect of the housing revenue account for 2020/21. (Lead Cabinet members: Councillor William Meyer, Councillor Zoe Nicholson)	All Wards	Budget and policy framework	Cabinet Full Council	10 Feb 2020 24 Feb 2020	Open	An integral part of the Budget process is a constructive dialogue with The Tenants of Lewes District Group (TOLD)	Report	Chief Finance Officer (Homira Javadi) Andrew Clarke, Deputy Chief Finance Officer (Financial Planning) Tel: 01323 415691 andrew.clarke@lewes-eastbourne.gov.uk Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) ola.owolabi@lewes-eastbourne.gov.uk

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Corporate plan 2020-24 Corporate Plan for 2020-24 which sets out the vision and key projects for the Council. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Budget and policy framework	Cabinet Full Council	10 Feb 2020 24 Feb 2020	Open	To be considered by Scrutiny Committee on 28 November 2019	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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Commercial Investment Strategy The Commercial Investment Strategy will set out the Councils approach to asset, development and business opportunities which the Council may pursue. It will also outline their priority areas for consideration of investment and the associated targets which need to be achieved. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Budget and policy framework	Cabinet Full Council	10 Feb 2020 24 Feb 2020	Open	To be confirmed	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Jessica Haines, Head of Commercial Business Tel: 07814921262 jessica.haines@lewes-eastbourne.gov.uk

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<p>Former Police Station, South Road, Newhaven and Fire Station</p> <p>The purchase and redevelopment of the former police station to provide affordable homes</p> <p>(Lead Cabinet members: Councillor William Meyer, Councillor James MacCleary)</p>	All Wards	Budget and policy framework	Cabinet Full Council	10 Feb 2020 24 Feb 2020	Part exempt Exempt information reason: 3	None	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Leighton Rowe, HEDP Development Project Manager Tel: 07979 708339 Leighton.rowe@lewes-eastbourne.gov.uk</p>

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Denton Island Bowls Club For Cabinet to consider whether to financially support the a roof replacement at Denton Island Bowls Club (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	10 Feb 2020	Open	None	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Mark Langridge Kemp, Head of Property, Delivery and Compliance Tel: 07900 057102 mark.langridge-kemp@eastbourne.gov.uk

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The Werks Group - Creative Hub Lewes For Cabinet to note proposals for 4 Fisher Street, Lewes to be leased to The Werks Group and draft lease arrangements, and agree a capital sum to be earmarked for capital works on the building. (Lead Cabinet member: Councillor Zoe Nicholson)	Lewes Castle	Non-Key	Cabinet	10 Feb 2020	Open	None	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Mark Langridge Kemp, Head of Property, Delivery and Compliance Tel: 07900 057102 mark.langridge-kemp@eastbourne.gov.uk

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Housing Development at 20 Fort Road The report includes recommendations from the Scrutiny Committee, who looked at the costs associated with developing housing at 20 Fort Road, Newhaven. (Lead Cabinet member: Councillor William Meyer)	Newhaven North; Newhaven South	Non-Key	Cabinet	10 Feb 2020	Open	None	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Leighton Rowe, Development Project Manager Tel: 01323 415367 Leighton.rowe@lewes-eastbourne.gov.uk

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Access Audit To seek Cabinets approval of proposals relating to a Access Audit for buildings and other facilities owned by the council (Lead Cabinet member: Councillor Johnny Denis)	All Wards	Non-Key	Cabinet	10 Feb 2020	Open	None	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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<p>Voluntary sector support</p> <p>Report on the performance of those voluntary organisations funded by the Council and for Cabinet to agree the Council's policy on grants to voluntary organisations and the levels of grant funding for the coming year</p> <p>(Lead Cabinet member: Councillor Johnny Denis)</p>	All Wards	Budget and policy framework	Cabinet Full Council	10 Feb 2020 24 Feb 2020	Open	The provision of grant funding is based on regular discussion with voluntary sector agencies, including surveys of local voluntary organisations carried out each year by 3VA.	Report	<p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Oliver Jones, Strategy and Partnership Lead Oliver.Jones@lewes-eastbourne.gov.uk</p>

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Housing Revenue Account (HRA) 30-Year Business Plan Update The report will present a new HRA 30-Year Business Plan covering the years from 2019-20 to 2048-49, describe the assumptions that underpin it and highlight the changes in approach, policy and aspirations when compared to previous plans. (Lead Cabinet member: Councillor William Meyer)	All Wards	Key	Cabinet	10 Feb 2020	Open	None	Report	Chief Finance Officer (Homira Javadi), Director of Regeneration and Planning (Ian Fitzpatrick) Gary Hall, Head of Homes First gary.hall@lewes-eastbourne.gov.uk

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Fees and charges To propose a revised schedule of fees and charges to apply from 1 April 2020. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	10 Feb 2020	Part exempt Exempt information reason: 3	None	Report	Chief Finance Officer (Homira Javadi) Andrew Clarke, Deputy Chief Finance Officer (Financial Planning) Tel: 01323 415691 andrew.clarke@lewes-eastbourne.gov.uk Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) ola.owolabi@lewes-eastbourne.gov.uk

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East Sussex College Group - Partnership Working To provide an update on the informal joint working between the council and East Sussex College Group to date and to propose a formal partnership to support the mutual delivery of strategic objectives (Lead Cabinet member: Councillor Chris Collier)	All Wards	Key	Cabinet	10 Feb 2020	Open	Not applicable	Report	Assistant Director for Human Resources and Transformation (Becky Cooke) Lee Banner, Joint Transition Programme Manager Tel: 01323 415763 lee.banner@lewes-eastbourne.gov.uk

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Community safety partnership annual report Receipt of annual report to note. (Lead Cabinet member: Councillor Johnny Denis)	All Wards	Non-Key	Cabinet	10 Feb 2020	Open	The LCSP Community Safety Plan was developed following consultation at meetings and workshops with relevant partners and stakeholders.	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Oliver Jones, Strategy and Partnership Lead Oliver.Jones@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