

FORWARD PLAN OF DECISIONS

Period covered by this Plan:

1 June to 30 September 2020

Date of publication:

1 June 2020

Membership of Cabinet:

Councillor David Tutt (Leader and Chair 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 Chair 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: Climate change.

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

Councillor Colin Swansborough: Place services and special projects.

Councillor Rebecca Whippy: Disabilities and community safety

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>Council's response to Covid-19</p> <p>To update Cabinet on the establishment and operation of a Community Hub and other changes in business operation to respond to community needs as a result of the Covid 19 pandemic.</p> <p>(Lead Cabinet member: Councillor David Tutt)</p> | All Wards | Non-Key | Cabinet | 3 Jun 2020 | Open | Not applicable | 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> |

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>Initial financial assessment of Covid-19</p> <p>To update on the initial financial impact of Covid-19 and associated budgetary implications.</p> <p>(Lead Cabinet member: Councillor Stephen Holt)</p> | All Wards | Non-Key | Cabinet | 3 Jun 2020 | Open | Not applicable | Report | <p>Chief Finance Officer (Homira Javadi)</p> <p>Homira Javadi, Chief Finance Officer homira.javadi@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 - 2019/20</p> <p>To update Members on the Council's performance against Corporate Plan priority actions, performance indicators and targets over Q4 2019/20 period.</p> <p>Includes end of year financial outturn.</p> <p>(Lead Cabinet member: Councillor Colin Swansborough, Councillor Stephen Holt)</p> | All Wards | Key | Cabinet | 15 Jul 2020 | Part exempt Exempt information reason: 3 | Scrutiny Committee | Report | <p>Chief Finance Officer (Homira Javadi), Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Millie McDevitt, Performance and Programmes Lead Tel: 01273 085637 millie.mcdevitt@lewes-eastbourne.gov.uk</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> |

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: Councillor Stephen Holt)</p> | All Wards | Key | Cabinet | 15 Jul 2020 | Open | Consultation be undertaken as part of a wider consultation on the council's budget for 2020/21 later in the year. | Report | <p>Chief Finance Officer (Homira Javadi)</p> <p>Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) ola.owolabi@lewes-eastbourne.gov.uk</p> <p>Andrew Clarke, Deputy Chief Finance Officer (Financial Planning) Tel: 01323 415691 andrew.clarke@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>Annual treasury management report</p> <p>To receive and approve annual management report and interim review.</p> <p>(Lead Cabinet member: Councillor Stephen Holt)</p> | All Wards | Budget and policy framework | Cabinet Full Council | 9 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>HRA Capital Programme - Housing Delivery Update</p> <p>To develop the HRA Capital Programme project pipeline and present proposals (at that time) for new housing delivery schemes.</p> <p>(Lead Cabinet members: Councillor David Tutt, Councillor Alan Shuttleworth)</p> | All Wards | Key | Cabinet | 15 Jul 2020 | Part exempt Exempt information reason: 3 | Not applicable | Report | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Mark Langridge Kemp, Head of Property, Delivery and Compliance 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>Asset development update</p> <p>Update on the council's capital assets.</p> <p>(Lead Cabinet member: Councillor David Tutt)</p> | All Wards | Key | Cabinet | 15 Jul 2020 | Fully exempt Exempt information reason: 3 | None | Report | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Ian Fitzpatrick, Deputy Chief Executive and 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: Councillor Colin Swansborough)</p> | All Wards | Key | Cabinet | 15 Jul 2020 | 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 1 - 2020/21</p> <p>To update Members on the Council's performance against Corporate Plan priority actions, performance indicators and targets over Q1 2020/21 period.</p> <p>(Lead Cabinet members: Councillor Stephen Holt, Councillor Colin Swansborough)</p> | All Wards | Key | Cabinet | 16 Sep 2020 | Part exempt Exempt information reason: 3 | Scrutiny Committee | Report | <p>Chief Finance Officer (Homira Javadi), Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Millie McDevitt, Performance and Programmes Lead Tel: 01273 085637 millie.mcdevitt@lewes-eastbourne.gov.uk</p> <p>Ola Owolabi, Deputy Chief Finance Officer (Corporate Finance) ola.owolabi@lewes-eastbourne.gov.uk</p> <p>Andrew Clarke, Deputy Chief Finance Officer (Financial Planning) Tel: 01323 415691 andrew.clarke@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>Update to the Local Validation List:- Information required to support/accompany planning applications</p> <p>All local authorities have local issues/impacts. The Local Validation List seeks to identify the key local information that would be required to supplement planning applications</p> <p>(Lead Cabinet member: Councillor Alan Shuttleworth)</p> | All Wards | Non-Key | Cabinet | 16 Sep 2020 | Open | None | Report | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Leigh Palmer, Interim Head of Planning Tel: 01323 415215 leigh.palmer@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>Introduction of Planning Obligation Monitoring Fees</p> <p>The 2019 amendments to the CIL Regulations 2010 allows local planning authorities to charge a fee for the monitoring, and reporting on, the delivery of planning obligations. Introducing these monitoring fees would allow the Councils to cover the costs of efficient and effective monitoring and reporting of section 106 contributions.</p> <p>(Lead Cabinet member: Councillor Colin Swansborough)</p> | All Wards | Key | Cabinet | 16 Sep 2020 | Open | None | Report | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Estelle Maisonnial, Senior Planning Policy Officer (Infrastructure) estelle.maisonnial@lewes-eastbourne.gov.uk</p> <p>Tondra Thom, Planning Policy Lead Tel: 01323 415677 tondra.thom@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>Commercial Investment Strategy</p> <p>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.</p> <p>(Lead Cabinet member: Councillor Stephen Holt)</p> | All Wards | Budget and policy framework | Cabinet Full Council | 16 Sep 2020 18 Nov 2020 | Open | To be confirmed. | Report | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Mark Langridge Kemp, Head of Property, Delivery and Compliance 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>Equality and Fairness Annual Report 2019 and Action Plan 2020</p> <p>The report sets out progress against the Council's current Equality Objectives and 2019/20 Action Plan and seeks approval of an Action Plan for 2020/21.</p> <p>(Lead Cabinet member: Councillor Colin Swansborough)</p> | All Wards | Non-Key | Cabinet | 16 Sep 2020 | Open | Equality and Fairness Stakeholder Group and Scrutiny Committee | Report | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Seanne Sweeney, Strategy and Commissioning Lead for Community and Partnerships seanne.sweeney@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>Asset development update</p> <p>Update on the council's capital assets.</p> <p>(Lead Cabinet member: Councillor David Tutt)</p> | All Wards | Key | Cabinet | 16 Sep 2020 | Fully exempt Exempt information reason: 3 | Not applicable | Report | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Ian Fitzpatrick, Deputy Chief Executive and 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: Councillor Colin Swansborough)</p> | All Wards | Key | Cabinet | 16 Sep 2020 | 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.