Lewes District Council

October 2020

FORWARD PLAN OF DECISIONS

Period covered by this Plan:	**1 October 2020 to 31 January 2021**
Date of publication:	**14 October 2020**

Membership of Cabinet:

Councillor James MacCleary: Leader of the Council and Chair of Cabinet

Councillor Zoe Nicholson: Deputy leader and Cabinet member for finance and assets

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 and infrastructure

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:
Recovery and reset programme This report will update on progress with the R&R programme agreed at September Cabinet (Lead Cabinet members: Councillor James MacCleary and Zoe Nicholson)	All Wards	Key	Cabinet	12 Nov 2020	Open	Detailed in the report	Report	Chief Executive (Robert Cottrill) Jo Harper, Head of Business Planning and Performance Tel: 01273 484049 jo.harper@lewes-eastbourne.gov.uk , Lee Banner, Transformation Programme Manager Tel: 01323 415763 lee.banner@lewes-eastbourne.gov.uk

Forthcoming decisions

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Response to the Government's 'Planning for the Future' White Paper Report on the Council's submitted responses to the consultations on the Government's 'Planning for the future' White Paper and 'Changes to the current planning system' proposals for reforming the planning system. (Lead Cabinet member: Councillor Emily O'Brien)	All Wards	Non-Key	Cabinet	12 Nov 2020	Open	Consultation with members at briefing session	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Leigh Palmer, Interim Head of Planning Tel: 01323 415215 leigh.palmer@lewes-eastbourne.gov.uk Matt Hitchen, Senior Planning Policy Officer Tel: (01323) 415253 matt.hitchen@lewes-eastbourne.gov.uk

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North Street Quarter - update on delivery The report will provide a further update on scheme delivery. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	12 Nov 2020	Fully exempt Exempt information reasons: 3, 5	Public consultation has previously taken place during the planning application stages of the permitted scheme, and at subsequent points during its more detailed design. Public workshops have taken place on proposed improvements to Pells and Mallings Recreation Areas.	Document	Director of Regeneration and Planning (Ian Fitzpatrick) Beverley Lucas, Specialist Project Manager Tel: 01273 085523 beverley.lucas@lewes.gov.uk

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Recovery and reset programme This report will update on progress with the R&R programme agreed at September Cabinet. (Lead Cabinet member: Councillors James MacCleary and Zoe Nicholson)	All Wards	Key	Cabinet	10 Dec 2020	Open	As detailed in the report.		Chief Executive (Robert Cottrill) Jo Harper, Head of Business Planning and Performance Tel: 01273 484049 jo.harper@lewes-eastbourne.gov.uk Lee Banner, Transformation Programme Manager Tel: 01323 415763 lee.banner@lewes-eastbourne.gov.uk

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Local council tax reduction scheme To approve the local council tax reduction scheme and agree any amendments as necessary. It is a legal requirement that the council approve the scheme annually. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Budget and policy framework	Cabinet Full Council	10 Dec 2020 22 Feb 2021	Open	With such persons and groups as the council considered likely to have an interest in the operation of the scheme.	Report	Director of Service Delivery (Tim Whelan) Bill McCafferty, Revenues and Benefits Manager Tel: (01323) 415171 bill.mccafferty@lewes-eastbourne.gov.uk

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Draft budget proposals 2021/22 Preparation of the 2021/22 council budget. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	10 Dec 2020	Open	Policy and Performance Advisory Committee	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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Council tax base and non-domestic rate income for 2021/22 The Council is required to set its council tax base and the expected business rate income for the forthcoming year. These calculations are used as the basis for the amount of income the Council will precept from the collection fund. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	10 Dec 2020	Open	Policy and Performance Advisory Committee	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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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 Dec 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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Portfolio progress and performance report quarter 2 - 2020-2021 To update members on the Council's performance against corporate plan priority actions, performance indicators and targets over the quarter 2 2020/21 period. (Lead Cabinet member: Councillor Chris Collier)	All Wards	Non-Key	Cabinet	10 Dec 2020	Open	Policy and Performance Advisory Committee	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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Finance update - performance quarter 2 - 2020-2021 To provide an update on the Council's financial performance, revenue budgets and capital programme to the end of quarter 2 2020/2021 and explain the impact on the current financial position. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	10 Dec 2020	Open	Policy and Performance Advisory Committee	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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Community safety partnership annual report Receipt of annual report to note. (Lead Cabinet member: Councillor Johnny Denis)	All Wards	Non-Key	Cabinet	10 Dec 2020	Open	An ongoing process of engagement is in place to help assess and evaluate the success of projects and other measures supported by the Partnership.	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Oliver Jones, Strategy and Partnership Lead Tel: 01323 415464 Oliver.Jones@lewes-eastbourne.gov.uk

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Community Infrastructure Levy Charging Schedule Review After four years of implementation of our CIL Charging Schedule, it is essential to reassess the viability of development in those areas of the District outside the South Downs National Park to ensure that the levy remain appropriate. (Lead Cabinet member: Councillor Emily O'Brien)	All Wards	Key	Cabinet	10 Dec 2020	Open	At the viability study stage: through consultation software (inovem), with agents and developers/housebuilders, February/March 2020 At the CIL Draft Charging Schedule stage: through consultation software (inovem), all members of the public, June/July 2020	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Estelle Maisonnial, Senior Planning Policy Officer (Infrastructure) estelle.maisonnial@lewes-eastbourne.gov.uk

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Report on the Memorandum of Understanding between Environment Agency and Lewes District Council relating to coastal risk management at Telscombe Cliffs The report will explain why officers recommend that the best option to manage the long term management risks posed by erosion at Telscombe Cliffs is that Lewes District Council enters into a MoU with the Environment Agency. (Lead Cabinet member: Councillor Matthew Bird)	All Wards; East Saltdean and Telscombe Cliffs	Key	Cabinet	10 Dec 2020	Open	None	Report	Director of Regeneration and Planning (Ian Fitzpatrick) Tim Bartlett, Specialist Advisor (Coastal and Flood Risk Management) Tel: 01273 085490 tim.bartlett@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 2021. (Lead Cabinet member: Councillor Zoe Nicholson)	All Wards	Key	Cabinet	10 Dec 2020	Part exempt Exempt information reason: 3	Policy and Performance Advisory Committee	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

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 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, Council website: 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