



Lewes District Council

**March 2021**

## **FORWARD PLAN OF DECISIONS**

Period covered by this Plan:  
Date of publication:

**1 March to 30 June 2021**  
**24 February 2021**

### **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:<br><br>(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/<br>Contact Officer:  |
|---|-----------|----------------|-----------------|----------------------------|---|---|----------------------------|--|
| <p><b>Investing in Green Energy Initiatives</b></p> <p>Decision required to provide initial development funding for a solar farm development and next steps.</p> <p>(Lead Cabinet members: Councillor Matthew Bird, Councillor Zoe Nicholson)</p> | All Wards | Key            | Cabinet         | 25 Mar 2021                | Fully exempt<br><br>Exempt information reason: 3  | Policy and Performance Advisory Committee (if requested).       | Report                     | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Kate Richardson,<br/>Strategy and Partnership Lead for Sustainability<br/><a href="mailto:kate.richardson@lewes-eastbourne.gov.uk">kate.richardson@lewes-eastbourne.gov.uk</a></p> |

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| <p><b>Planning Enforcement Policy Document</b></p> <p>A planning enforcement document has been prepared that outlines the types of complaint that are received and how they we be processed.</p> <p>(Lead Cabinet member: Councillor Emily O'Brien)</p> | All Wards | Key            | Cabinet         | 25 Mar 2021                | Open  | Policy and Performance Advisory Committee (if requested).       | Report                     | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Leigh Palmer, Interim Head of Planning<br/>Tel: 01323 415215<br/><a href="mailto:leigh.palmer@lewes-eastbourne.gov.uk">leigh.palmer@lewes-eastbourne.gov.uk</a></p> |

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| <p><b>Interim Policy Statement for Housing Delivery</b></p> <p>The Interim Policy Statement sets out the criteria that will be used to determine planning applications for housing development outside of the adopted settlement planning boundaries if the Council is unable to demonstrate a 5 year supply of deliverable housing sites after May 2021.</p> <p>(Lead Cabinet member: Councillor Emily O'Brien)</p> | All Wards | Key            | Cabinet         | 25 Mar 2021                | Open  | The draft document was considered by the Council's Local Plan Review Steering Group on 27 October 2020. Briefing meetings were held with affected town and parish councils during Nov/Dec 2020. | Report                     | <p>Director of Regeneration and Planning<br/>(Ian Fitzpatrick)</p> <p>Robert King, Senior Planning Policy Officer<br/>Tel: 01273 085455<br/><a href="mailto:robert.king@lewes-eastbourne.gov.uk">robert.king@lewes-eastbourne.gov.uk</a></p> |

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| <p><b>Recovery and reset programme</b></p> <p>This report will update on progress within the R&amp;R programme.</p> <p>(Lead Cabinet members: Councillor Zoe Nicholson, Councillor James MacCleary)</p> | All Wards | Key            | Cabinet         | 10 Jun 2021                | Open  | As detailed in the report.                                      |                            | <p>Chief Executive (Robert Cottrill)</p> <p>Lee Banner,<br/>Transformation Programme Manager<br/>Tel: 01323 415763<br/><a href="mailto:lee.banner@lewes-eastbourne.gov.uk">lee.banner@lewes-eastbourne.gov.uk</a></p> <p>Jo Harper, Head of Business Planning and Performance Tel: 01273 484049<br/><a href="mailto:jo.harper@lewes-eastbourne.gov.uk">jo.harper@lewes-eastbourne.gov.uk</a></p> |

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| <p><b>Community Wealth Building</b></p> <p>This report updates Cabinet on progress implementing the Reimagining Lewes District Action Plan adopted in December 2020, for embedding community wealth building principles into the councils work, in line with the Corporate Plan.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p> | All Wards | Non-Key        | Cabinet         | 10 Jun 2021                | Open  | Policy and Performance Advisory Committee (if requested)        |                            | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Jo Harper, Head of Business Planning and Performance<br/>Tel: 01273 484049<br/><a href="mailto:jo.harper@lewes-eastbourne.gov.uk">jo.harper@lewes-eastbourne.gov.uk</a></p> |

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| <p><b>Joint Biodiversity Strategy</b></p> <p>The joint strategy and tailored action plan presented for approval.</p> <p>(Lead Cabinet members: Councillor Matthew Bird, Councillor Julie Carr)</p> | All Wards | Key            | Cabinet         | 10 Jun 2021                | Open  | Input at expert panels has been applied                         | Report                     | <p>Director of Service Delivery (Tim Whelan)</p> <p>Jane Goodall, Strategy and Partnership Lead, Quality Environment<br/>Tel: 01273 484383<br/><a href="mailto:Jane.Goodall@lewes-eastbourne.gov.uk">Jane.Goodall@lewes-eastbourne.gov.uk</a></p> |

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| <p><b>Commercial Investment Strategy</b></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:<br/>Councillor Zoe Nicholson)</p> | All Wards | Budget and policy framework | Cabinet<br><br>Full Council | 10 Jun 2021<br><br>15 Jul 2021 | Open  | Policy and Performance Advisory Committee (if requested).       | Report                     | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Nathan Haffenden, Head of Commercial Business Development<br/>Tel: (01323) 410000<br/><a href="mailto:nathan.thompson@lewes-eastbourne.gov.uk">nathan.thompson@lewes-eastbourne.gov.uk</a></p> |



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| <p><b>Asset Management Plan</b></p> <p>To agree the strategy and approach to all of our assets over the next four years.</p> <p>(Lead Cabinet member: Councillor Zoe Nicholson)</p>         | All Wards | Key            | Cabinet         | 10 Jun 2021                | Open  | Policy and Performance Advisory Committee to receive report if requested. | Report                     | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Nick Adlam, Programme Lead for Newhaven Sustainability<br/>Tel: 01323 415214<br/><a href="mailto:nick.adlam@lewes-eastbourne.gov.uk">nick.adlam@lewes-eastbourne.gov.uk</a></p>         |
| <p><b>Wave Leisure Service Plan 2021/22</b></p> <p>To receive and approve the Wave Leisure service delivery plan for 2021/22</p> <p>(Lead Cabinet member: Councillor Ruth O'Keeffe MBE)</p> | All Wards | Key            | Cabinet         | 10 Jun 2021                | Open  | Policy and Performance Advisory Committee to receive report if requested. | Report                     | <p>Director of Tourism and Enterprise (Philip Evans)</p> <p>Mark Langridge Kemp, Head of Property, Delivery and Compliance<br/>Tel: 07900 057102<br/><a href="mailto:mark.langridge-kemp@eastbourne.gov.uk">mark.langridge-kemp@eastbourne.gov.uk</a></p> |

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| <p><b>Update to the Local Validation List:- Information required to support/accompany planning applications</b></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 William Meyer)</p> | All Wards | Non-Key        | Cabinet         | 10 Jun 2021                | Open  | Policy and Performance Advisory Committee (if requested).       | Report                     | <p>Director of Regeneration and Planning (Ian Fitzpatrick)</p> <p>Leigh Palmer, Interim Head of Planning<br/>Tel: 01323 415215<br/><a href="mailto:leigh.palmer@lewes-eastbourne.gov.uk">leigh.palmer@lewes-eastbourne.gov.uk</a></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.

| <b>Category</b>  | <b>Condition No.</b>                   |
|--|--|
| 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—<br><br>(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or<br><br>(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.         |

| <b>Conditions</b>  |
|--|
| 8. Information is not exempt information if it is required to be registered under:<br>(a) the Companies Acts (as defined in section 2 of the Companies Act 2006);<br>(b) the Friendly Societies Act 1974;<br>(c) the Friendly Societies Act 1992;<br>(d) the Industrial and Provident Societies Acts 1965 to 1978;<br>(e) the Building Societies Act 1986; or<br>(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/](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, Interim Head of Democratic Services, on (01323) 415021, or e-mail [simon.russell@lewes-eastbourne.gov.uk](mailto:simon.russell@lewes-eastbourne.gov.uk)