



FORWARD PLAN OF KEY DECISIONS

Period covered by this Plan:	1 December 2015 to 31 March 2016
Date of publication:	1 December 2015
Date plan next due to be published	4 January 2016

Councillor David Tutt (Leader and Chairman of Cabinet): Responsibilities aligned with Chief Executive and including the Community Strategy, Local Strategic Partnership, the Corporate Plan and economic development.

Councillor Gill Mattock (Deputy Leader and Deputy Chairman of Cabinet): Financial services including accountancy, audit, purchasing and payments).

Councillor Margaret Bannister: Tourism and enterprise.

Councillor Alan Shuttleworth: Direct assistance services including revenues and benefits, housing and community development, bereavement services and the Community Safety Partnership.

Councillor Troy Tester: Core support and strategic services.

Councillor Steve Wallis: Place services including cleansing and recycling, parks and Downland, engineering, building and development control, planning policy and strategy, environmental health and licensing.

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.

A summary of the contents of this Plan follows:

*New Listings since the last plan are marked with an asterisk

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Title:	Council Budget - finance matters including performance monitoring and treasury management
Decision/Key Issue:	Regular monitoring of current year budgets (including virement authorisations, debt write-offs, decisions on revenue and capital budgets in excess of £50,000) and performance monitoring of council services and activities (including assessments against corporate plan priorities, progress of the devolved budget scheme and treasury management).
Ward(s):	All Wards
Decision taker:	Cabinet Cabinet
Lead cabinet member:	Councillor Gill Mattock, Councillor Troy Tester
Lead chief officer	Deputy Chief Executive and Chief Finance Officer (Alan Osborne) and Senior Head of Corporate Development and Governance (Peter Finnis)
Expected date of decision:	9 Dec 2015 23 Mar 2016
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Pauline Adams, Financial Services Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415979 pauline.adams@eastbourne.gov.uk, William Tompsett, Strategic Performance Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415148 william.tompsett@eastbourne.gov.uk

Title:	Council budget 2016/17 - draft budget proposals
Decision/Key Issue:	Preparation of the 2016/17 budget and report on consultation outcome.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Gill Mattock
Lead chief officer	Deputy Chief Executive (Alan Osborne)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	The budget is subject to a wide and varied consultation process which will include consultation with the business and community/voluntary sectors. The Council's Scrutiny Committee will also have a formal opportunity of considering the proposals.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Alan Osborne, Deputy Chief Executive, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415149 alan.osborne@eastbourne.gov.uk

Title:	Council tax base and business rate income 2016/17
Decision/Key Issue:	<p>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.</p> <p>The council tax base is the estimated full year equivalent number of chargeable dwellings within the Borough. This is expressed as the equivalent of band D dwellings with 2 or more liable adults.</p>
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Gill Mattock
Lead chief officer	Deputy Chief Executive (Alan Osborne)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report
Contact officer:	<p>Pauline Adams, Financial Services Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415979 pauline.adams@eastbourne.gov.uk</p>

Title:	Corporate plan 2016/20
Decision/Key Issue:	To consider an updated plan and recommend full Council adoption. Cabinet on 9 December will consider emerging priorities and consultation outcomes before making final recommendations to full Council at the Cabinet meeting on 3 February 2016.
Ward(s):	All Wards
Decision taker:	Cabinet Council
Lead cabinet member:	Councillor Troy Tester
Lead chief officer	Chief Finance Officer (Alan Osborne) Senior Head of Corporate Development & Governance (Peter Finnis)
Expected date of decision:	Cabinet: 9 Dec 2015 3 Feb 2016 Council: 17 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	A postal survey of 4,000 residents was carried out by Bostock Marketing Group resulting in almost 1,000 responses. This survey measured residents' satisfaction with the Council and its services, perceptions regarding what improvements had already been made and what should be priorities for the next 5 years. A briefer online survey was made available and promoted to stakeholder groups and the public resulting in 549 responses.
List of documents (not including confidential or exempt information):	Report
Contact officer:	William Tompsett, Strategic Performance Manager, 1 Grove Road, Eastbourne, BN21 4TW. william.tompsett@eastbourne.gov.uk

Title:	Treasury management and prudential indicators 2016/17
Decision/Key Issue:	To recommend full Council to agree treasury management policies and prudential indicators for 2016/17.
Ward(s):	All Wards
Decision taker:	Cabinet Council
Lead cabinet member:	Councillor Gill Mattock
Lead chief officer	Deputy Chief Executive (Alan Osborne)
Expected date of decision:	Cabinet: 3 Feb 2016 Council: 17 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	None, other than provided for the main budget proposals (see separate item).
List of documents (not including confidential or exempt information):	Report
Contact officer:	Pauline Adams, Financial Services Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415979 pauline.adams@eastbourne.gov.uk

Title:	Council budget 2016/17
Decision/Key Issue:	To recommend full Council to set the 2016/17 budget and council tax at their meeting on 17 February 2016.
Ward(s):	All Wards
Decision taker:	Cabinet Council
Lead cabinet member:	Councillor Gill Mattock
Lead chief officer	Deputy Chief Executive (Alan Osborne)
Expected date of decision:	Cabinet: 3 Feb 2016 Council: 17 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	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/community sectors. The Council's Scrutiny Committee will also have a formal opportunity of considering the proposals.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Alan Osborne, Deputy Chief Executive, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415149 alan.osborne@eastbourne.gov.uk

Title:	* Joint transformation programme
Decision/Key Issue:	Report to present to Cabinet a detailed business case for the Joint Transformation Programme and to invite Cabinet to authorise the initiation of the programme and agree governance arrangements.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Troy Tester
Lead chief officer	Senior Head of Projects, Performance & Technology (Henry Branson)
Expected date of decision:	23 Mar 2016
Details of consultation arrangements proposed or undertaken (where known):	All staff will have the opportunity to comment on, and make suggestions about the proposals as they develop. There will be formal consultation periods relating to the different stages of the changes, where staff will have the opportunity to contribute. Staff's and Union's views will be listened to and taken very seriously throughout the process.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Henry Branson, Senior Head of Projects, Performance & Technology, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415155 henry.branson@eastbourne.gov.uk

Title:	* Pay policy statement
Decision/Key Issue:	To consider revisions to the Council's pay policy statement and recommend an amended statement to full Council for approval.
Ward(s):	All Wards
Decision taker:	Cabinet Council
Lead cabinet member:	Councillor Troy Tester
Lead chief officer	Senior Head of Corporate Development & Governance (Peter Finnis)
Expected date of decision:	Cabinet: 23 Mar 2016 Council: 11 May 2016
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Becky Cooke, Head of Organisational Development, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415106 becky.cooke@eastbourne.gov.uk

Title:	Devonshire Park complex
Decision/Key Issue:	To approve the Stage 3 scheme design, associated budget and business case and sources of funding.
Ward(s):	Meads
Decision taker:	Cabinet
Lead cabinet member:	Councillor Margaret Bannister
Lead chief officer	Senior Head of Regeneration, Planning & Assets (Nazeya Hussain)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	A wide ranging consultation process was undertaken in 2011 with over 70 individual organisations (both local and national). The consultation included exploring details such as perception, audience /customer satisfaction, success factors for destinations, cultural venues and the broader interdependence with other key aspects of the visitor/ community infrastructure in Eastbourne and a variety of financial models. A partnership group, representing organisations and groups having an interest in the site and its function, continue to assist the design team and project board. Progress updates are given in a dedicated area of the Council's website. Further consultation will be undertaken with public and stakeholders in the future. A planning application is due to be submitted towards the end of August 2015.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Graham Cook, Programme Manager for the Devonshire Park redevelopment, 1 Grove Road, Eastbourne. Tel: (01323) 415464 E-mail: graham.cook@eastbourne.gov.uk

Title:	* Wish Tower
Decision/Key Issue:	To approve the recommendation for the preferred operator at the new café/restaurant.
Ward(s):	Meads
Decision taker:	Cabinet
Lead cabinet member:	Councillor Troy Tester
Lead chief officer	Senior Head of Regeneration, Planning & Assets (Nazeya Hussain)
Expected date of decision:	23 Mar 2016
Details of consultation arrangements proposed or undertaken (where known):	Discussions will be undertaken with a range of stakeholders, including John Foyle representative, Chatsworth Estate, Pier Action Committee (includes Chamber of Commerce, Eastbourne Hospitality Association, and 3VA,), Heritage England, Extraverte and the Council's Strategic Property Board.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Paul Friend, Corporate Property Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415261 paul.friend@eastbourne.gov.uk

Title:	Employment land local plan
Decision/Key Issue:	To endorse the Proposed Submission version of the Employment Land Local Plan and give authority to publish for a representation period in accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Steve Wallis
Lead chief officer	Senior Head of Regeneration, Planning & Assets (Nazeya Hussain)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	The Draft Employment Land Local Plan was subject to public consultation between December 2013 and March 2014, and between December 2014 and February 2015. This Proposed Submission Employment Land Local Plan will be published for a six week period to allow stakeholders to make representations on matters of soundness.
List of documents (not including confidential or exempt information):	Cabinet Report and Employment Land Local Plan – Proposed Submission version
Contact officer:	Matt Hitchen, Senior Strategy and Commissioning Officer (Planning Policy), 1 Grove Road, Eastbourne, BN21 4TW Tel: (01323) 415253 matt.hitchen@eastbourne.gov.uk

Title:	Seafront local plan
Decision/Key Issue:	To update Cabinet on the representations received during the consultation on the Seafront Local Plan Issues and Options Report, and to consider the responses to those representations.
Ward(s):	Devonshire; Meads; Sovereign
Decision taker:	Cabinet
Lead cabinet member:	Councillor Steve Wallis
Lead chief officer	Senior Head of Regeneration, Planning & Assets (Nazeya Hussain)
Expected date of decision:	3 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	The Seafront Local Plan Issues and Options Report was subject to public consultation between 17 July 2015 and 23 October 2015.
List of documents (not including confidential or exempt information):	Report and report on representations received during the Seafront Local Plan Issues and Options Report
Contact officer:	Matt Hitchen, Senior Strategy and Commissioning Officer (Planning Policy), 1 Grove Road, Eastbourne, BN21 4TW Tel: (01323) 415253 matt.hitchen@eastbourne.gov.uk

Title:	Contract procedure rules and procurements.
Decision/Key Issue:	To seek approval of revised contract procedure rules and agree approach to energy procurement.
Ward(s):	All Wards
Decision taker:	Cabinet Council
Lead cabinet member:	Councillor Troy Tester
Lead chief officer	Senior Head of Projects, Performance & Technology (Henry Branson)
Expected date of decision:	Cabinet: 9 Dec 2015 Council: 17 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Henry Branson, Senior Head of Projects, Performance & Technology, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415155 henry.branson@eastbourne.gov.uk

Title:	Future arrangements for building control services
Decision/Key Issue:	Consideration and approval to proceed with the establishment of a council owned company limited by shares to deliver the functions of a building control consultancy service for Eastbourne Borough Council and Wealden District Council.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Steve Wallis
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	3 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	If approved, consultation will take place with the affected staff, who are employees of Wealden District Council.
List of documents (not including confidential or exempt information):	Report and detailed business case
Contact officer:	Sue Oliver, Strategy and Commissioning, Lead for Environment and Waste, 1 Grove Road, Eastbourne, BN21 4TW Tel: (01323) 415360 E-mail: sue.oliver@eastbourne.gov.uk

Title:	Housing revenue account (HRA) 30 year business plan
Decision/Key Issue:	To approve an updated version of the HRA business plan in light of the Chancellor of the Exchequer's announcements made in his July budget.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Alan Shuttleworth
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Alan Osborne, Deputy Chief Executive, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415149 alan.osborne@eastbourne.gov.uk

Title:	Council housing rent setting and outline of the housing revenue account budget for 2016/17
Decision/Key Issue:	Recommendations to full Council on 17 February 2016 in respect of rent proposals for 2016/17 and the housing revenue account.
Ward(s):	All Wards
Decision taker:	Cabinet Council
Lead cabinet member:	Councillor Alan Shuttleworth
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	Cabinet: 3 Feb 2016 Council: 17 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	Consultation with tenants via newsletter and focus groups and consideration at Eastbourne Homes Ltd Board.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Ian Fitzpatrick, Senior Head of Community & EHL MD, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415935 ian.fitzpatrick@eastbourne.gov.uk

Title:	* Review of safeguarding children and vulnerable adult policy
Decision/Key Issue:	To agree revisions to the Council's safeguarding children and vulnerable adult policy.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Alan Shuttleworth
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	The East Sussex Local Safeguarding and Children's Board and the East Sussex Safeguarding Adults Board will be consulted. Lewes District Council and Eastbourne Homes will also be asked for their views.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Pat Taylor, Community Services Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415909 pat.taylor@eastbourne.gov.uk

Title:	Statement of gambling principles 2016-2019
Decision/Key Issue:	To inform the approach taken to gambling within the borough in accordance with statutory guidance.
Ward(s):	All Wards
Decision taker:	Cabinet Council
Lead cabinet member:	Councillor Steve Wallis
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	Cabinet: 9 Dec 2015 Council: 17 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	Full 12 week public consultation.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Claire Groves, Senior Specialist Advisor, 1 Grove Road, Eastbourne, BN21 4TW. claire.groves@eastbourne.gov.uk

Title:	Sex establishment and encounter policy
Decision/Key Issue:	To inform the approach taken to the industry within the borough.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Steve Wallis
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	Full 12 week public consultation.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Claire Groves, Senior Specialist Advisor, 1 Grove Road, Eastbourne, BN21 4TW. claire.groves@eastbourne.gov.uk

Title:	Street trading policy
Decision/Key Issue:	To inform the approach taken to the industry within the borough.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Steve Wallis
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	Full 12 week public consultation.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Claire Groves, Senior Specialist Advisor, 1 Grove Road, Eastbourne, BN21 4TW. claire.groves@eastbourne.gov.uk

Title:	Community grants programme - Major and housing grants 2016/17 to 2018/19
Decision/Key Issue:	To agree community and housing grants to voluntary organisations awarded by the borough council in Eastbourne for the three years from 2016/17 to 2018/19.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Alan Shuttleworth
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	Application process advertised widely in the community.
List of documents (not including confidential or exempt information):	Report will comprise exempt information and such part of the matter will therefore need to be dealt with in private.
Contact officer:	Pat Taylor, Community Services Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415909 pat.taylor@eastbourne.gov.uk

Title:	* Community grants programme - small grants
Decision/Key Issue:	To agree small grants to voluntary organisations awarded by the borough council in Eastbourne for the year 2016/17 and agree priorities for small grants for the year 2017/18.
Ward(s):	All Wards
Decision taker:	Cabinet
Lead cabinet member:	Councillor Alan Shuttleworth
Lead chief officer	Senior Head of Community & EHL MD (Ian Fitzpatrick)
Expected date of decision:	3 Feb 2016
Details of consultation arrangements proposed or undertaken (where known):	
List of documents (not including confidential or exempt information):	Report will comprise exempt information and such part of the matter will therefore need to be dealt with in private.
Contact officer:	Pat Taylor, Community Services Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415909 pat.taylor@eastbourne.gov.uk

Title:	* Land and property acquisition.
Decision/Key Issue:	Cabinet to consider potential business case in respect of proposed land and property acquisition and determine the necessary actions subject to the outcome of those considerations. The report will comprise exempt information and as such disclosure at this stage would be prejudicial to the Council's interests.
Ward(s):	
Decision taker:	Cabinet
Lead cabinet member:	Councillor Troy Tester
Lead chief officer	Senior Head of Regeneration, Planning & Assets (Nazeya Hussain)
Expected date of decision:	9 Dec 2015
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report will comprise exempt information and such part of the matter will therefore need to be dealt with in private.
Contact officer:	Paul Friend, Corporate Property Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415261 paul.friend@eastbourne.gov.uk

EXPLANATORY NOTE

The Borough Council is required to publish information about all key decisions at least 28 days in advance of the decision being taken.

Please note that should it be proposed that any item listed in the forward plan be considered in private (with press and public excluded) notice of this intention will be given on the Council's website no later than 28 days before the meeting at which the matter is due to be considered. This notice will give the reasons why the matter (or part thereof) may need to be considered in private.

This Plan is a list of the key 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:-

- when those decisions will be made
- who will make the decision
- 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

If you wish to make representations on any matter included in the Plan please address them to one of:

- the named Lead Officer or contact Officer at the address shown
- the Chief Executive at the address shown below
- the Leader of the Council, at the address shown below

"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.

Copies of documents referred to in the Plan may be obtained from the contact officer whose name and contact address is shown in the Plan.

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.eastbourne.gov.uk/forward_plan

If you have any questions about the Forward Plan please contact David Robinson, Senior Local Democracy Officer, on (01323) 415022, or anyone in Civic Services on (01323) 415021/415023; or fax (01323) 410322; or e-mail david.robinson@eastbourne.gov.uk

Councillor David Tutt
 Leader of the Council
 1 Grove Road
 Eastbourne
 BN21 4TW

Robert Cottrill
 Chief Executive
 1 Grove Road
 Eastbourne
 BN21 4TW

Details of consultation arrangements proposed or undertaken (where known):	
List of documents (not including confidential or exempt information):	
Contact officer:	1 Grove Road, Eastbourne, BN21 4TW.
Details of consultation arrangements proposed or undertaken (where known):	

List of documents (not including confidential or exempt information):	
Contact officer:	1 Grove Road, Eastbourne, BN21 4TW.