

## FORWARD PLAN OF KEY DECISIONS

Period covered by this Plan:	March to June 2016
Date of publication:	1 March 2016
Date plan next due to be published	1 April 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:	<b>Council Budget - finance matters including performance monitoring and treasury management</b>
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
Lead cabinet member:	Councillor Gill Mattock, Councillor Troy Tester
Lead chief officer	Peter Finnis, Alan Osborne
Expected date of decision:	23 Mar 2016 25 May 2016
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report. (Note: Any report in respect of debt write-offs will comprise exempt information and part thereof will therefore need to be dealt with in private.)
Contact officer:	Pauline Adams, Financial Services Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415979 pauline.adams@eastbourne.gov.uk,  William Tompsett, Senior Corporate Development Officer, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415148 william.tompsett@eastbourne.gov.uk

Title:	<b>Corporate plan 2016/20</b>
Decision/Key Issue:	To consider an updated draft plan and recommend full Council adoption. (Cabinet on 9 December considered emerging priorities and consultation outcomes.)
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):	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, Senior Corporate Development Officer, 1 Grove Road, Eastbourne, BN21 4TW. william.tompsett@eastbourne.gov.uk

Title:	<b>Pay policy statement</b>
Decision/Key Issue:	To consider revisions to the Council's pay policy statement and recommend an amended statement to full Council for approval. The report will also include the council's employee volunteer scheme.
Ward(s):	All Wards
Decision taker:	Council
Lead cabinet member:	Councillor Troy Tester
Lead chief officer	Senior Head of Corporate Development & Governance (Peter Finnis)
Expected date of decision:	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:	<b>Joint transformation programme</b>
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:	25 May 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 and union views will be important in shaping the proposed changes.
List of documents (not including confidential or exempt information):	Report (Note: Report may comprise exempt information and part thereof may therefore need to be dealt with in private.)
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:	<b>Wish Tower</b>
Decision/Key Issue:	To receive an update report on the proposed new café/restaurant and decisions required to progress this initiative.
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:	25 May 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:	Bee Lewis, Head of Property and Facilities Lewes District Council and Eastbourne Borough Council Tel: (01273) 661101 E-mail: Bee Lewis bee.lewis@lewes.gov.uk

Title:	<b>Local training and employment supplementary planning document</b>
Decision/Key Issue:	To endorse the Draft Local Labour Supplementary Planning Document (SPD) and give authority to publish for consultation in accordance with Regulation 13 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:	23 Mar 2016
Details of consultation arrangements proposed or undertaken (where known):	Consultation will be undertaken with the general public and key stakeholders over a 12 week period, after endorsement by Cabinet.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Sara Taylor, Strategy & Commissioning Officer (Regeneration), 1 Grove Road, Eastbourne. Tel (01323) 415609 E-mail: sara.taylor@eastbourne.gov.uk



Title:	<b>Planning enforcement policy statement 2016</b>
Decision/Key Issue:	To approve an updated planning enforcement policy along with an associated guide. The proposed changes to the previously adopted enforcement policy are modest and relate to updating legislative references and also clarity over the type and nature of the types of enforcement action that can be pursued.
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:	Cabinet meeting date to be allocated.
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report, policy and guide
Contact officer:	Anna Clare, Specialist adviser – planning, 1 Grove Road, Eastbourne, BN21 4TW Tel: (01323) 415644 E-mail: <a href="mailto:anna.clare@eastbourne.gov.uk">anna.clare@eastbourne.gov.uk</a>

Title:	<b>Future arrangements for building control services</b>
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:	Cabinet meeting date to be allocated.
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 sue.oliver@eastbourne.gov.uk

Title:	<b>Housing and economic development programme (HEDP)/Eastbourne Housing Investment Company (EHIC).</b>
Decision/Key Issue:	Future programme update and proposed acquisition of property.
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:	23 Mar 2016 25 May 2016
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report (Note: Report will comprise exempt information and part thereof will therefore need to be dealt with in private.)
Contact officer:	Paul Turton, Regeneration Director, 1 Grove Road, Eastbourne, BN21 4TW. Tel: 01323 436314 paul.turton@eastbournehomes.org.uk

Title:	<b>Housing update</b>
Decision/Key Issue:	<p>An update report on the potential impact of new housing legislation (the Welfare Reform and Work Bill and the Housing and Planning Bill currently before parliament) and actions required in response, e.g. changes to tenancy agreements.</p> <p>The report will also deal with outcome of the East Sussex County Council's expected decision to withdraw Supporting People funding from sheltered housing in East Sussex. If funding was withdrawn, this was likely to come into effect from May 2016.</p>
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:	23 Mar 2016
Details of consultation arrangements proposed or undertaken (where known):	Eastbourne Homes Ltd was consulting with residents on the impact of withdrawal of Supporting People funding and tenant meetings would be held at all schemes during February 2016. Further details will be given in the report.
List of documents (not including confidential or exempt information):	Report
Contact officer:	<p>Ian Fitzpatrick, Senior Head of Community &amp; EHL MD, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415935 ian.fitzpatrick@eastbourne.gov.uk</p> <p>Tracey Evans, Head of Housing, EHL, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 436401 tracey.evans@eastbournehomes.co.uk</p>

Title:	<b>Joint venture for sustainable communities.</b>
Decision/Key Issue:	Start procurement of a joint venture partner for Lewes and Eastbourne Councils to deliver sustainable objectives.
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:	25 May 2016
Details of consultation arrangements proposed or undertaken (where known):	Soft market testing carried following an OJEU PIN.
List of documents (not including confidential or exempt information):	Report
Contact officer:	Nick Adlam, Senior Sustainability Specialist , 1 Grove Road, Eastbourne, BN21 4TW. E-mail: <a href="mailto:nick.adlam@eastbourne.gov.uk">nick.adlam@eastbourne.gov.uk</a> Tel: (01323) 415717

Title:	<b>* Regulatory services - new and amended policies.</b>
Decision/Key Issue:	To approve the amendment to the regulatory services enforcement policy, and to approve 3 new policies in respect of smoke and carbon monoxide alarm regulations 2015; redress scheme for lettings agencies; and determining charges for breaches of housing legislation.
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: 25 May 2016 Council: 20 Jul 2016
Details of consultation arrangements proposed or undertaken (where known):	Consultation to take place with the National Landlords' Association.
List of documents (not including confidential or exempt information):	Report and 4 policy attachments.
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

## 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://democracy.eastbourne.gov.uk/ieDocHome.aspx?Categories=>

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](mailto: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.