

FORWARD PLAN OF KEY DECISIONS

Period covered by this edition of plan: July to October 2013
Date of publication: 1 July 2013
Date plan next due to be published 1 August 2013

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

Councillor Carolyn Heaps: Commercial and recreational services including sport and leisure, theatres, tourism, events and Devonshire Park, galleries and museums.

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:

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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
Decision taker	Cabinet
Lead cabinet member:	Councillor Gill Mattock
Lead chief officer:	Alan Osborne, Chief Finance Officer
Expected date for decision:	10 July and 4 September 2013
Details of consultation arrangements proposed or undertaken (where known):	None
List of documents (not including confidential or exempt information):	Report.
Contact officer (with title, address, tel. No. and e-mail address:	Alan Osborne, Chief Finance Officer, 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415149 E-mail: alan.osborne@eastbourne.gov.uk

Title:	Sustainable service delivery strategy (SSDS) – Quarterly report
Decision/key issue:	Further decisions on programme and implementation of the 'Future Model' including phase one implementation and consideration of the business case for phase two.
Decision taker	Cabinet.
Ward(s)	All
Lead cabinet member:	Councillor Troy Tester
Lead chief officer:	Julian Osgathorpe, Deputy Chief Executive
Expected date for decision:	10 July 2013
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Report.
Contact officer (with title, address, tel. No. and e-mail address:	Henry Branson, Senior Head of Infrastructure, 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415155 E-mail: henry.branson@eastbourne.gov.uk

Title:	Medium term financial strategy
Decision/key issue:	To consider and approve medium term financial strategy.
Ward(s)	All
Decision taker	Cabinet
Lead cabinet member:	Councillor Gill Mattock
Lead chief officer:	Alan Osborne, Chief Finance Officer
Expected date for decision:	10 July 2013
Details of consultation arrangements proposed or undertaken (where known):	Will be undertaken as part of a wider consultation on the Council's budget for 2014/15 later in year.
List of documents (not including confidential or exempt information):	Report and draft strategy.
Contact officer (with title, address, tel. No. and e-mail address):	Alan Osborne, Chief Finance Officer, 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415149 E-mail: alan.osborne@eastbourne.gov.uk

Title:	Human resources strategy 2013/15
Decision/key issue:	To approve a revised human resources strategy and recommend adoption by full Council.
Ward(s)	All
Decision taker	Cabinet
Lead cabinet member:	Councillor Troy Tester
Lead chief officer:	Julian Osgathorpe, Deputy Chief Executive
Expected date for decision:	10 July 2013 (and full Council on 17 July 2013)
Details of consultation arrangements proposed or undertaken (where known):	Consultation was undertaken with managers, staff and Unison.
List of documents (not including confidential or exempt information):	Report and strategy.
Contact officer (with title, address, tel. No. and e-mail address):	Becky Cooke, Human Resources Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415106 E.mail: becky.cooke@eastbourne.gov.uk

Title:	Annual treasury management report 2012/13 and interim review 2013/14
Decision/key issue:	To receive and approve annual management report and interim review.
Ward(s)	All
Decision taker	Cabinet
Lead cabinet member:	Councillor Gill Mattock
Lead chief officer:	Alan Osborne, Chief Finance Officer
Expected date for decision:	4 September 2013
Details of consultation arrangements proposed or undertaken (where known):	None
List of documents (not including confidential or exempt information):	Report
Contact officer (with title, address, tel. No. and e-mail address:	Alan Osborne, Chief Finance Officer, 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415149 E-mail: alan.osborne@eastbourne.gov.uk

Title:	Asset challenge
Decision/key issue:	Cabinet on 29 May 2013 agreed an approach to meeting the asset challenge, including the scoping exercise to establish the viability of transfer of some assets to trust and a scoping exercise to establish the savings and improvements to quality of service by transferring the remaining asset base into a "corporate landlord" model. This report will deal with recommendations coming from the findings of the scoping exercises.
Ward(s)	All
Decision taker	Cabinet.
Lead cabinet member:	Councillor Troy Tester
Lead chief officer:	Jeff Collard, Senior Head of Development
Expected date for decision (if any):	23 October 2013
Details of consultation arrangements proposed or undertaken (where known):	Consultation with various existing stakeholders in the Council's asset base including English Heritage, Eastbourne Society, Community Groups etc.
List of documents (not including confidential or exempt information):	Report
Contact officer (with title, address, tel. No. and e-mail address:	Jeff Collard, Senior Head of Development, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415240 Email: jeff.collard@eastbourne.gov.uk

Title:	Towner - future governance and trust implementation.
Decision/key issue:	Ratify the implementation plan for the transfer of the gallery to a charitable trust.
Ward(s)	Meads
Decision taker	Cabinet
Lead cabinet member:	Councillor Carolyn Heaps
Lead chief officer:	Tracey McNulty, Senior Head of Tourism and Leisure
Expected date for decision:	10 July 2013
Details of consultation arrangements proposed or undertaken (where known):	Consultation on the business plan and gallery's future has taken place with the Leader of the Council and portfolio holders; EBC corporate management team; Arts Council England; peer galleries; Museums, Libraries and Archives; Tate Modern; Friends of Towner.
List of documents (not including confidential or exempt information):	Report Please note: Report may comprise exempt information and may therefore need to be dealt with as private business. Exempt information reason 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information).
Contact officer (with title, address, tel. no. and e-mail address:	Tracey McNulty, Senior Head of Tourism and Leisure. 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415432 Email: tracey.mcnulty@eastbourne.gov.uk

Title:	Wish Tower restaurant
Decision/key issue:	To consider and decide upon future options for the development of the site of the former Wish Tower restaurant.
Ward(s)	Meads
Decision taker	Cabinet
Lead cabinet member:	Councillor Troy Tester
Lead chief officer:	Jefferson Collard, Senior Head of Development
Expected date for decision:	To be advised.
Details of consultation arrangements proposed or undertaken (where known):	To be advised
List of documents (not including confidential or exempt information):	Report
Contact officer (with title, address, tel. no. and e-mail address):	Jeff Collard, Senior Head of Development, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415240 Email: jeff.collard@eastbourne.gov.uk

Title:	Hampden Park skate park
Decision/key issue:	Approval for the location and design of the skate park following public consultation.
Ward(s)	Hampden Park
Decision taker	Cabinet
Lead Cabinet member:	Cllr Steve Wallis
Lead chief officer:	Jefferson Collard, Senior Head of Development
Expected date for decision:	10 July 2013
Details of consultation arrangements proposed or undertaken (where known):	A questionnaire was distributed between 22 February and 15 March 2013 to local schools, sports centres and colleges within a one mile radius of the site and also to specialist shops in Eastbourne. The questionnaire was advertised in the local newspaper, on the Council's website and a consultation plan was created. Posters were distributed and questionnaires were available in public venues such as the Hampden Park café. Officers also carried out some one to one questionnaire surveys within Hampden Park itself. A public consultation event was held in the Community Centre on Brodrick Road.
List of documents (not including confidential or exempt information):	Report
Contact Officer (with title, address, tel.no. and e-mail address):	Gareth Williams, Parks and Gardens Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel 01323 415281. Email: gareth.williams@eastbourne.gov.uk

Title:	Community infrastructure levy (CIL) preliminary draft charging schedule
Decision/key issue:	To endorse the CIL preliminary draft charging schedule and give authority to undertake consultation.
Ward(s)	All
Decision taker	Cabinet
Portfolio holding member of Cabinet:	Councillor Steve Wallis
Lead Chief Officer:	Jefferson Collard, Senior Head of Development
Expected date for decision:	10 July 2013
Consultation arrangements proposed or undertaken (where known):	Consultation will be undertaken with key stakeholders and the general public over a 6 week period, after endorsement by Cabinet.
List of documents (not including confidential or exempt information):	Report CIL preliminary draft charging schedule
Contact officer (with title, address, tel. no. and e-mail address:	Craig Steenhoff, Specialist Advisor (Planning), 1 Grove Road, Eastbourne, BN21 4TW. Tel (01323) 415345 E-mail: craig.steenhoff@eastbourne.gov.uk

Title:	Car parking standards – planning guidance
Decision/key issue:	To rescind the 'Parking Standards at Development in Eastbourne' supplementary planning guidance (adopted 2002) and to endorse the East Sussex County Council car parking standards as planning guidance.
Ward(s)	All
Decision taker	Cabinet
Portfolio holding member of Cabinet:	Councillor Steve Wallis
Lead Chief Officer:	Jefferson Collard, Senior Head of Development
Expected date for decision:	10 July 2013
Consultation arrangements proposed or undertaken (where known):	Consultation was previously undertaken by East Sussex County Council prior to their adoption by that Council.
List of documents (not including confidential or exempt information):	Report East Sussex County Council car parking standards
Contact officer (with title, address, tel. no. and e-mail address:	Matt Hitchen, Specialist Advisor (Planning), 1 Grove Road, Eastbourne. Tel (01323) 415253 E-mail: matt.hitchen@eastbourne.gov.uk

Title:	Eastbourne loyalty card scheme
Decision/key issue:	To consider the outcome of the procurement process and decide upon the award of contracts.
Ward(s)	All
Decision taker	Cabinet
Lead Cabinet member:	Councillor David Tutt
Lead Director:	Jefferson Collard, Senior Head of Development
Expected date for decision:	4 September 2013
Details of consultation arrangements proposed or undertaken (where known):	Consultation was undertaken amongst both local businesses and the public.
List of documents (not including confidential or exempt information):	Report
Contact Officer (with title, address, tel.no. and e-mail address:	Calvin Burcombe, Business Support Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel (01323) 415966 Email : calvin.burcombe@eastbourne.gov.uk

Title:	Town centre regeneration – proposed use of compulsory purchase powers
Decision/key issue:	To seek Cabinet authority to the use of compulsory purchase powers in respect of the Town Centre regeneration scheme.
Ward(s)	Devonshire, Upperton, Meads
Decision taker	Cabinet
Lead Cabinet member:	Councillor Steve Wallis
Lead chief officer:	Jefferson Collard, Senior Head of Development
Expected date for decision:	4 September 2013
Details of consultation arrangements proposed or undertaken (where known):	The town centre planning application was subject to the usual formal consultation and the scheme received planning permission.
List of documents (not including confidential or exempt information):	Report and plan (this is a revised version of the report submitted to Cabinet on 6 February 2013 showing an amended boundary for the area to be subject to compulsory purchase powers)
Contact Officer (with title, address, tel.no. and e-mail address:	Jefferson Collard, Senior Head of Development, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415240. Email: Jeff.collard@eastbourne.gov.uk

Title:	Statement of licensing policy
Decision/key issue:	To recommend to full Council the adoption of a revised statement of licensing policy in respect of the Council's duties under the Licensing Act.
Ward(s):	All
Decision taker	Cabinet
Lead Cabinet member:	Cllr Steve Wallis
Lead Director:	Jefferson Collard, Senior Head of Development
Expected date for decision:	23 October 2013 (and to full Council on 20 November 2013)
Details of consultation arrangements proposed or undertaken (where known):	A 12 week public/stakeholder consultation will be held. Consultation with key stakeholders and interested parties. Public notices displayed at Council Offices and library. Document also available via the internet.
List of documents (not including confidential or exempt information):	Report and proposed statement of principles.
Contact Officer (with title, address, tel.no. and e-mail address):	Jay Virgo, Senior Specialist Advosor, Customer First, 1 Grove Road, Eastbourne, BN21 4TW Tel (01323) 415933 E-mail: jay.virgo@eastbourne.gov.uk

Title:	Wealden and Eastbourne Lifeline – future governance arrangements
Decision/key issue:	To update Cabinet on progress relating to Wealden and Eastbourne Lifeline (joint venture company), consider changes to future governance arrangements and approve any matters as required.
Ward(s)	All
Decision taker	Cabinet
Lead cabinet member:	Councillor Margaret Bannister
Lead chief officer:	Ian Fitzpatrick, Senior Head of Community
Expected date for decision:	4 September 2013
Details of consultation arrangements proposed or undertaken (where known):	None.
List of documents (not including confidential or exempt information):	Please note: The report is likely to comprise exempt information and will therefore need to be dealt with as private business. Issues around commercial sensitivity and negotiations with staff. Exempt information reasons 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information) and 4 - information relating to any consultations or negotiations in connection with any labour relations matter.
Contact officers (with title, address, tel. no. and e-mail address):	Ian Fitzpatrick, Senior Head of Community, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415935 Email: ian.fitzpatrick@eastbourne.gov.uk Alan Osborne, Chief Finance Officer, 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415149 E-mail: alan.osborne@eastbourne.gov.uk

Title:	Housing investment in Eastbourne
Decision/key issue:	<ul style="list-style-type: none"> To request Cabinet approval for the use of housing and economic development related financial resources up to a total limit of £5,750,000 to contribute towards the Support for Housing and Economic Profiling (SHEP) initiative to provide 15 homes for affordable rent and 35 homes for sale at prices accessible to local people. To request Cabinet approval for the Council's Local Authority Mortgage Scheme (LAMS) to be linked into the LAMS being developed by East Sussex County Council.
Ward(s)	All
Decision taker	Cabinet
Lead cabinet member:	Councillor Margaret Bannister
Lead chief officer:	Senior Head of Community – Ian Fitzpatrick
Expected date for decision (if any):	4 September 2013
Consultation arrangements proposed or undertaken (where known):	The Council has invested resources to date in identifying sub-standard or empty properties and making connections with owners. It will use this ongoing consultation to ease the acquisition of suitable properties.
List of documents (not including confidential or exempt information):	Report.
Contact officer (with title, address, tel. No. and e-mail address):	Andy Thompson, Strategic Housing Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415736 Email: andrew.thompson@eastbourne.gov.uk

Title:	Local council tax support scheme
Decision/key issue:	To agree amendments in respect of the second year support scheme arrangements.
Ward(s):	All
Decision taker	Cabinet
Lead cabinet member:	Councillor Margaret Bannister
Lead chief officer:	Ian Fitzpatrick, Senior Head of Community
Expected date for decisions:	4 September 2013
Details of consultation arrangements proposed or undertaken (where known):	Consultation has taken place with such persons and groups as the Council considered likely to have an interest in the operation of the scheme.
List of documents (not including confidential or exempt information):	Report
Contact officer (with title, address, tel. No. and e-mail address):	Bill McCafferty, Revenues and Benefits Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel. (01323) 415171 E-mail: bill.mccafferty@eastbourne.gov.uk

Title:	Eastbourne community safety plan
Decision/key issue:	To consider the current performance of the Eastbourne Community Partnership (CSP) under the updated Eastbourne Community Safety Plan and to outline issues that may potentially impact future crime and anti-social behaviour (ASB) performance.
Ward(s):	All
Decision taker	Cabinet
Lead cabinet member:	Cllr Margaret Bannister
Lead chief officer:	Ian Fitzpatrick, Senior Head of Community Services
Expected date for decision:	23 October 2013
Details of consultation arrangements proposed or undertaken (where known):	Consultation to be carried out with key stakeholders.
List of documents (not including confidential or exempt information):	Annual report
Contact officer (with title, address, tel. no. and e-mail address):	Bob Gough, CRP Co-ordinator, 1 Grove Road, Eastbourne, BN21 4TW. Tel 01323) 415346 E-mail: bob.gough@eastbourne.gov.uk

Title:	Counter fraud policy 2013
Decision/key issue:	To adopt the revised counter fraud policy
Ward(s):	All
Decision taker	Cabinet
Lead cabinet member:	Councillor Margaret Bannister
Lead chief officer:	Ian Fitzpatrick, Senior Head of Community
Expected date for decision (if any):	23 October 2013
Consultation arrangements proposed or undertaken (where known):	Consultation will take place with internal stakeholders.
List of documents (not including confidential or exempt information):	Report Counter Fraud Policy plus appendices
Contact officer (with title, address, tel. No. and e-mail address):	Bill McCafferty, Revenues & Benefits Manager, 1 Grove Road, Eastbourne, BN21 4TW. Tel: (01323) 415171 E-mail: bill.mccafferty@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 (see page listing for the particular date of meeting at: <http://www.eastbourne.gov.uk/council/meetings/cabinet/> 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/council/meetings/>

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) 415031/415023; or fax (01323) 410322; or e-mail david.robinson@eastbourne.gov.uk

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