

## EAST SUSSEX COUNTY COUNCIL'S FORWARD PLAN

The Leader of the County Council is required to publish a forward plan setting out matters which the Leader believes will be the subject of a key decision by the Cabinet, individual Cabinet member or officer in the period covered by the Plan (the subsequent four months). The Council's Constitution states that a key decision is one that involves

- (a) expenditure which is, or the making of savings which are, significant having regard to the expenditure of the County Council's budget, namely above £500,000 per annum; or
- (b) is significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions.

As a matter of good practice, the Council's Forward Plan includes other items in addition to key decisions that are to be considered by the Cabinet/individual members. This additional information is provided to inform local residents of all matters to be considered, with the exception of issues which are dealt with under the urgency provisions. Only key decisions to be taken by officers are included.

For each decision included on the Plan the following information is provided:

- the name of the individual or body that is to make the decision and the date of the meeting or relevant time period for an officer decision
- the title of the report and decision to be considered
- groups that will be consulted prior to the decision being taken
- a list of documents that will be considered when making the decision
- the name and telephone number of the contact officer for each item.

The Plan is updated and published every month on the Council's website two weeks before the start of the period to be covered.

Meetings of the Cabinet/individual members are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the website in advance of meetings. Key decisions taken by officers will not be taken at a meeting – documents listed can be made available on request to the contact officer, with the exception of those which contain exempt/confidential information.

For further details on the time of meetings and general information about the Plan please contact Stuart McKeown at County Hall, St Anne's Crescent, Lewes, BN7 1UE, or telephone 01273 481583 or send an e-mail to [stuart.mckeown@eastsussex.gov.uk](mailto:stuart.mckeown@eastsussex.gov.uk). For further detailed information regarding specific issues to be considered by the Cabinet, individual Member or officer please contact the named contact officer for the item concerned.

EAST SUSSEX COUNTY COUNCIL  
 County Hall, St Anne's Crescent, Lewes, BN7 1UE

For copies of reports or other documents please contact the officer listed on the Plan or phone 01273 335274.

**FORWARD PLAN – EXECUTIVE DECISIONS (including Key Decisions) –1 November 2023 TO 29 February 2024**

Additional notices in relation to Key Decisions and/or private decisions are available on the [Council's website](#).

Cabinet membership:

Councillor Keith Glazier - Lead Member for Strategic Management and Economic Development

Councillor Nick Bennett – Lead Member for Resources and Climate Change

Vacancy – Lead Member for Economy

Councillor Claire Dowling – Lead Member for Transport and Environment

Councillor Carl Maynard – Lead Member for Adult Social Care and Health

Councillor Bob Bowdler – Lead Member for Children and Families

Councillor Bob Standley – Lead Member for Education and Inclusion, Special Educational Needs and Disability

Date for Decision	Decision Taker	Decision/Key Issue	Decision to be taken wholly or partly in private (P) or Key Decision (KD)	Consultation	List of Documents to be submitted to decision maker	Contact Officer
3 Nov 2023	Lead Member for Strategic Management and Economic Development	Approval for the Local Visitor Economy Partnership application submission, the setting up of Experience Sussex and the Sussex Visitor Economy Strategic Plan Framework To seek approval for the submission of the Local Visitor Economy Partnership application to VisitBritain/VisitEngland responding to the Government's establishment of a new destination management framework across the country to support the tourism and visitor economy sectors, and to approve the framework for	<b>KD</b>		Report, other documents may also be submitted	Sally Staples 07785 453328

		the Sussex Visitor Economy Strategic Plan. The Lead Member will be asked to endorse the future visitor economy arrangements for East Sussex through a pan-Sussex approach with West Sussex County Council and Brighton & Hove City Council, and approve the County Council's role and funding arrangements.				
7 Nov 2023	Cabinet	Reconciling Policy, Performance and Resources (RPPR) update - 2024/25 next steps and Medium Term Financial Plan To consider an update on the reconciling policy, performance and resources process for 2024/25, the next steps and the medium term financial plan	<b>KD</b>		Report, other documents may also be submitted	Victoria Beard 07894 708914
14 Nov 2023	Lead Member for Education and Inclusion, Special Educational Needs and Disability	Revision of Home to School Transport policies The Lead Member is asked to approve the revised Home to School Transport policies, which, while in essence unchanged, have been re-formatted to contain additional information in line with the Department for Education (DfE) guidance published in June 2023.	<b>KD</b>		Report, other documents may also be submitted	Jo Miles, Alison Mills 01273 481911, 07701020788
14 Nov 2023	Lead Member for Education and Inclusion, Special Educational Needs and Disability	Holy Cross CE Primary School To make a final decision on the proposed closure of Holy Cross CE Primary School following the publication of a statutory proposal by the local authority in September 2023. In accordance with legislation, the proposal	<b>KD</b>		Report, other documents may also be submitted	Gary Langford 01273 481758

		must be determined within two months of the end of the four-week representation period which followed publication.				
14 Nov 2023	Lead Member for Education and Inclusion, Special Educational Needs and Disability	<p>East Sussex School Organisation Plan 2023 to 2027</p> <p>To seek Lead Member approval to publish a School Organisation Plan for the period 2023 to 2027.</p> <p>The School Organisation Plan sets out how East Sussex County Council (the local authority), in accordance with its statutory duty, seeks to ensure there are sufficient primary, secondary, and special school places in the right locations to meet demand.</p>	<b>KD</b>		Report, other documents may also be submitted	Gary Langford 01273 481758
14 Nov 2023	Lead Member for Education and Inclusion, Special Educational Needs and Disability	<p>St Pancras Catholic Primary School</p> <p>To make a final decision on the proposed closure of St Pancras Catholic Primary School following the publication of a statutory proposal by the governing board of the school in September 2023.</p> <p>In accordance with legislation, the proposal must be determined within two months of the end of the four-week representation period which followed publication.</p>	<b>KD</b>		Report, other documents may also be submitted	Gary Langford 01273 481758
20 Nov 2023	Lead Member for Transport and Environment	<p>Petition for a safe crossing to Hartfield Square on The Avenue, Eastbourne</p> <p>To consider a petition calling on the County Council for a safe crossing to Hartfield Square on The Avenue in Eastbourne.</p>			Report, other documents may also be submitted	Victoria Bartholomew 01424 724284

20 Nov 2023	Lead Member for Transport and Environment	Alfriston Village Traffic Management Scheme To set out the results of the public consultation on proposals to introduce traffic management measures in Alfriston and to recommend next steps.			Report, other documents may also be submitted	Andrew Keer 01273 336682
20 Nov 2023	Lead Member for Transport and Environment	Application to de-register and replace Common Land 57 and Common Land 96, known as Foulride Green Common, Lower Willingdon, Eastbourne Agreement to East Sussex County Council becoming a joint applicant in the application for the de-registration and replacement of a section of Common Land 57 (CL57) and Common Land 96 (CL96), known as Foulride Green, Lower Willingdon Eastbourne. Delegation of authority to the Director of Communities, Economy and Transport to sign the application form.			Report, other documents may also be submitted	Mary Wise 01273 335617
20 Nov 2023	Lead Member for Transport and Environment	Hastings Green Connections Grant Funding Agreement To accept the Hastings Town Deal funded grant for East Sussex County Council to act as a delivery partner for Hastings Borough Council for the Hastings Town Centre Public Realm and Green Connections project. This project has £9,754,458 of funding from Hastings Town Deal and £400k from the Local Growth Fund.	<b>KD</b>		Report, other documents may also be submitted	Ellie McDaniel 01273 335464

21 Nov 2023	Lead Member for Adult Social Care and Health	<p>Public Health Local Service Agreements with GP Practices and Community Pharmacies</p> <p>The decision required is to continue to procure some Public Health services directly with GP Practices and Community Pharmacies to ensure opportunistic delivery and data returns.</p> <p>Opportunistic delivery is made possible in that people are likely to be visiting their GP or Pharmacy about a range of health conditions which presents opportunities to signpost and refer to available Public Health funded services.</p>	<b>KD</b>		Report, other documents may also be submitted	Darrell Gale
November 2023	Chief Operating Officer	<p>Award of property contract for Adult Social Care's Supported Living Programme-Phase 1</p> <p>A key decision was approved in May 2023 for Westridge to undertake refurbishment/extension of 2 Adult Social Care properties (Beckley Close, Hastings, and Cregg Na Ba Battle). Works commenced on the properties, but unfortunately the contractor, Westridge, has now gone into administration. A decision is required to enter into a contract with an alternative contractor (or possibly a separate contractor for each site) to complete the works at both sites. The project comprises reconfiguration of 2 Bungalows to provide ensuite facilities for residents. This reflects a change from residential care to supported living offering people a home with security of tenure.</p>	<b>P</b> <b>KD</b>		Report, other documents may also be submitted	Nigel Brown 07394 410630

November 2023	Chief Operating Officer	Former Hindslands Playing Fields, Eastbourne Road, Polegate - Disposal of Freehold Disposal of the Former Hindslands Playing Fields, Eastbourne Road, Polegate by agreement of the final heads of terms for the sale of the two parcels of land as delegated by the r Lead Member for Resources and Climate Change in May 2023.	<b>P</b> <b>KD</b>		Report, other documents may also be submitted	Rebecca Lewis 07955 312 371
November 2023	Chief Operating Officer	Telephony Services contract award Contract award (jointly with Brighton and Hove City Council, and Surrey County Council) of: <ul style="list-style-type: none"> <li>• A Call Plan (the main telephone service)</li> <li>• A replacement Contact Centre telephony solution (including licences)</li> <li>• Implementation services (specialist knowledge and expertise)</li> <li>• Microsoft Teams telephony licences (enabling the dial pad and unified comms experience to be added to the existing Teams interface).</li> </ul> Decision, as delegated at the 31 March 2023 meeting of the Lead Member for Resources and Climate Change.	<b>KD</b>		Report, other documents may also be submitted	Matt Scott 07552286752
November 2023	Chief Operating Officer	Hye House Farm, Crowhurst - Disposal of Freehold Hye House Farm, Crowhurst – Disposal of Freehold. The Chief Operating Officer will review the offers received for the different Lots following the marketing of the site as	<b>P</b> <b>KD</b>		Report, other documents may also be submitted	Rebecca Lewis 07955 312 371

		approved by the Lead Member for Resources and Climate Change in June 2023.				
November 2023	Chief Operating Officer	Award a main contractor for the Heathfield Youth Hub This is to appoint a contractor for works to demolish and replace the existing building with a state-of-the-art rural Youth Hub. The works will increase the number of regular positive activities and clubs available to young people aged 11 to 19 (up to 25 for young people with Special Educational Needs and Disabilities) in the areas.	<b>P</b> <b>KD</b>		Report, other documents may also be submitted	Nigel Brown 07394 410630
November 2023	Chief Operating Officer	Award a main contractor for The Joff Youth Hub, Peacehaven This is to appoint a contractor for works to extend, reconfigure and renew this existing youth hub. The works will increase the number of regular positive activities and clubs available to young people aged 11 to 19 (up to 25 for young people with Special Educational Needs and Disabilities) in the areas.	<b>P</b> <b>KD</b>		Report, other documents may also be submitted	Nigel Brown 07394 410630
November 2023	Director of Communities, Economy and Transport	Allowed for extension to the Services Agreement for the processing and disposal of dry mixed recyclables The Services Agreement for the processing and disposal of dry mixed recyclables is due to expire on 28 June 2024. The decision being made is to exercise the allowed for extension, provided by clause three of the	<b>KD</b>		Report, other documents may also be submitted	Laura Tafa 07919 298462



		contract 'Commencement and Duration', for a fixed period of two years. The new and final expiry date will be 28 June 2026.				
November 2023	Director of Adult Social Care and Health	<p>Approval of award of contract - Integrated Health and Wellbeing Service</p> <p>Following a tender process to commission an Integrated Health and Wellbeing Service, approval of award of contract is to be sought from the Director of Adult Social Care and Health.</p> <p>The Integrated Health and Wellbeing Service provides evidence-based support to enable people across East Sussex to make changes to their lifestyle to improve their health. Such changes include supporting residents to eat well, manage their weight, move more, quit smoking and drink less alcohol.</p>	<b>KD</b>		Report, other documents may also be submitted	Nicola Blake 01273 335060
Between 8 Dec 2023 and 31 Dec 2023	Director of Adult Social Care and Health	<p>Agree selection of Lead Provider for East Sussex Mental Health Support Services (MHSS)</p> <p>The decision will be taken to agree the selected lead provider. An evaluation has been carried out to select the Lead Provider that will manage a network of mental health support (MHSS delivery) through partnerships and sub-contract arrangements. This model will improve and simplify ongoing procurement and funding allocation. The Lead Provider's role will support and oversee future funding</p>	<b>KD</b>		Report, other documents may also be submitted	Kenny Mackay 01323 463946

		opportunities and service development. It will cultivate a responsive provider marketplace aligned to specialism, skills and local requirements.				
11 Dec 2023	Lead Member for Transport and Environment	Community Match schemes 2024/2025 Agree 50% match funding is allocated towards applicants that have applied for match funding through the Community Match programme.			Report, other documents may also be submitted	Victoria Rojanachotikul 03456 080193
11 Dec 2023	Lead Member for Transport and Environment	Rural Verges as Wildlife Corridors - Trial of Early Season Reduction in Rural Grass Cutting Decision to be taken on any permanent amendments to the rural grass cutting policy, following this year's trial. The trial gave the option of reducing the grass cutting service of rural verges to all Parish and Town Councils, of which 27 areas decided to take part. This change meant that rural verges (except for visibility) would not be cut at a time when flowering is often at its peak and it is the most beneficial time for pollinators.	<b>KD</b>		Report, other documents may also be submitted	Dale Poore 01273 335506
11 Dec 2023	Lead Member for Transport and Environment	East Sussex County Council's Alternative Weed Maintenance Techniques Decision to be taken on the future weed maintenance techniques for East Sussex highways. Information will be provided on the alternative to Glyphosate weed maintenance trials that took place in 2023, including Volunteer, reactive and Road Sweeping.	<b>KD</b>		Report, other documents may also be submitted	Dale Poore 01273 335506

11 Dec 2023	Lead Member for Transport and Environment	Bus Service Improvement Plan (BSIP) - Bus Priority Measures Consultation Outcome Following the close of the BSIP – Bus Priority Measures Consultation on 25 September 2023, the Consultation and Engagement Report will be presented to Lead Member. A decision will need to be made on which bus priority schemes to take forward for further design work and construction.	<b>KD</b>		Report, other documents may also be submitted	Indi Hicks 07514 721385
11 Dec 2023	Lead Member for Transport and Environment	Changes to the Chargeable Waste Service at Household Waste Recycling Sites East Sussex County Council operate a chargeable waste service at household waste recycling sites (HWRSs) for non-household waste (rubble, soil, plasterboard, tyres, and asbestos). In June 2023, Defra issued an update advising that they intend to limit councils from charging for DIY type waste. We are seeking Lead member's approval to amend the Chargeable Waste scheme for it to remain legally compliant should Government proceed with the expected changes.	<b>KD</b>		Report, other documents may also be submitted	Anthony Pope 01273 481657
12 Dec 2023	Cabinet	Council Monitoring: Quarter 2 To consider the Council Monitoring report for the second quarter of the financial year 2023/24 as part of the Council's Reconciling Policy, Performance and Resources (RPPR) budget monitoring process.	<b>KD</b>		Report, other documents may also be submitted	Victoria Beard 07894 708914

12 Dec 2023	Cabinet	The LAC Annual Report 2022 - 2023 Cabinet are asked to receive and consider the Annual Report for the LAC service in their role as Corporate Parents. This will be presented on behalf of the Corporate Parenting Panel which is chaired by Cllr Kathryn Field.			Report, other documents may also be submitted	Kathy Marriott 01273 481274
12 Dec 2023	Cabinet	Treasury Management Annual Report & Mid-Year Report To consider a report on the review of Treasury Management performance for 2022/23 and the outturn for the first six months of 2023/24, including the economic factors affecting performance, the Prudential Indicators and compliance with the limits set within the Treasury Management Strategy.	<b>KD</b>		Report, other documents may also be submitted	Ian Gutsell 01273 481399
12 Dec 2023	Cabinet	Scrutiny Review of School Exclusions To consider and comment on the report of the People Scrutiny Committee and agree the response to the recommendations of the review.			Report, other documents may also be submitted	Rachel Sweeney 07561 267461
12 Dec 2023	Lead Member for Resources and Climate Change	To approve the granting of a new Lease to the Trustees of the West Hills & District Community Centre The current Lease dated 12 March 2008 expires 11 March 2023 and it is proposed that ESCC grant the Trustees a new Lease for a period of 25 years which will allow the Trustees to be able to seek grant funding.	<b>P</b> <b>KD</b>		Report, other documents may also be submitted	Joanne Johnston, Zoe Tweed 01273 336621, 07701 021868

12 Dec 2023	Lead Member for Resources and Climate Change	Consider a carbon offset framework The Council adopted a corporate Climate Emergency Plan in February 2023. The Plan includes a commitment to develop a framework that will guide the Council's investment in carbon offsetting. The purpose of this report is to recommend the adoption of a carbon offset framework and steps to start to implement the framework.			Report, other documents may also be submitted	Andy Arnold 01273 481606
12 Dec 2023	Lead Member for Resources and Climate Change	Consider the updated Corporate Environment Policy The County Council has had a corporate Environment Policy since 2001. This report puts forward an updated corporate Environment Policy, to take account of related new policies and programmes that the County Council has adopted since 2001 and to enable the County Council to present a more up-to-date policy to meet the requirements of some external funders and suppliers.			Report, other documents may also be submitted	Andy Arnold 01273 481606
14 Dec 2023	Lead Member for Children and Families	Children's Supported Accommodation Approved List Mini Competitions The decision being sought is to approve 6 (six) mini competitions off the Children's Supported Accommodation Approved List (CSAAL).  One of the CSAAL mini competitions is for 18+ (Model 3) a proportion of whom will be eligible for housing benefit which would be repaid to ESCC CSD, bringing the	<b>KD</b>		Report, other documents may also be submitted	Lisa Schrevel 01273 481617

		estimated total net costs down but the totals for the contract duration remaining above £500K each.				
14 Dec 2023	Lead Member for Children and Families	ESCC Fostering Rates 2024-2025 To confirm the revised payment structure and allowance for East Sussex County Council (ESCC) foster carers for 2024-2025.	<b>KD</b>		Report, other documents may also be submitted	Fiona Lewis 07500 109143
December 2023	Director of Adult Social Care and Health	Sexual Health Services Procurement Approve the award of the Specialist Sexual Health Contract that has been subject to competitive tender in line with the Lead Members decision to delegate the decision to the Director of Adult Social Care & Health on 20 April 2023.	<b>KD</b>		Report, other documents may also be submitted	Tony Proom 01273 335252
15 Jan 2024	Lead Member for Transport and Environment	Response to Defra consultations on implementing Schedule 3 of the Flood and Water Management Act 2010 Under the Flood and Water Management Act 2010, East Sussex County Council became the Lead Local Flood Authority (LLFA) for the county. The LLFA role includes a statutory consultee to major planning applications. Parts of the Flood and Water Management Act have never been implemented and this includes Schedule 3, which will introduce additional duties and burdens to the County Council, including the statutory role of Sustainable Drainage Systems (SuDS) Approval Body			Report, other documents may also be submitted	Ed Sheath 01273 481632

		and Adopting Authority. The Government has recently indicated its intention to implement Schedule 3 and is due to consult on a series of documents in Autumn 2023, which will set out how Schedule 3 will work in practice, as well as setting out matters such as proposed transitional arrangements and any new burdens monies. The report to the Lead Member will set out the County Councils proposed response to this consultation.				
15 Jan 2024	Lead Member for Transport and Environment	<p>Review of fees and charges for East Sussex County Council's statutory planning consultee roles</p> <p>The Council's Flood Risk Management and Transport Development Control teams perform statutory planning consultee roles, meaning that they have a legal obligation to respond to relevant planning application consultations. To improve the quality of applications that are received, a pre-application advice service is offered, which is a paid-for service. A review of the charges that are applied for this service has been undertaken and new charges are proposed together with an approach to lessening the burden/financial cost to the Council when it comes to providing flood risk/drainage advice to applicants to resolve matters associated with the development proposals.</p>	<b>KD</b>		Report, other documents may also be submitted	Ed Sheath 01273 481632
15 Jan 2024	Lead Member for Strategic Management and	Getting Building Fund - Grant Agreements Seeking approval for East Sussex County Council entering into grant agreements to			Report, other documents may also be submitted	Alex Colbran 07729 108123

	Economic Development	transfer funding secured from SELEP to East Sussex projects, subject to SELEP's prioritisation of East Sussex schemes within its Getting Building Fund reserve pipeline programme at its meeting on 12 January 2024.				
15 Jan 2024	Lead Member for Strategic Management and Economic Development	LEP Funded Capital Programme Financial Statement - Confirmed Spend for 2022/23 and Forecast for 2023/24 Consideration of the final spend for 2022/23 for the Local Growth Fund, Getting Building Fund and Growing Places programmes and the amount of funds re-profiled into the East Sussex County Council Capital Programme; and seeking approval for the confirmed scheme spend profiles for the Local Growth Fund, Getting Building Fund and Growing Places programmes for the 2023/24 financial year.			Report, other documents may also be submitted	Alex Colbran 07729 108123
23 Jan 2024	Cabinet	SELEP Transition Plan The South East Local Enterprise Partnership (SELEP) will be drawn to a close by April 2024. As such, many of the LEP's functions will be transferred to local institutions, including to the County Council, working with Team East Sussex, our de facto local growth board. The SELEP Transition Plan, accompanied by our own local East Sussex Integration Plan, sets out precisely which functions will be transferred to East Sussex, and the actions necessary to integrate those functions over the coming months.			Report, other documents may also be submitted	Richard Dawson 01273 482305



23 Jan 2024	Cabinet	Reconciling Policy, Performance and Resources (RPPR) 2024/25 Draft Council Plan Draft Council Plan, revenue budget and savings proposals 24/25 & new Capital programme with EqlAs, Financial monitoring update, Engagement and Scrutiny feedback.	<b>KD</b>		Report, other documents may also be submitted	Claire Lee 07523 930526
23 Jan 2024	Cabinet	Annual Accounts for Lewes Charitable Trust Requirement to report annually to Cabinet in line with the current practice where the County Council is a Corporate Trustee.			Report, other documents may also be submitted	Samantha McManus 01273 482080
January 2024	Chief Operating Officer	Award of main contract for the extension of Robertsbridge Community College Special Educational Needs (SEN) facilities East Sussex County Council Children's Services propose to expand the current Special Educational Needs (SEN) facilities to accommodate an additional 12 full-time equivalent (FTE) pupils with Specific Learning Difficulties. This decision is to appoint a contractor for the building extension. The contractor will be appointed following the Council's Procurement and Tendering process under a Joint Contracts Tribunal (JCT) traditional contract.	<b>P</b> <b>KD</b>		Report, other documents may also be submitted	Nigel Brown 07394 410630
6 Feb 2024	Lead Member for Education and Inclusion, Special	Admission arrangements for community and voluntary controlled schools 2025-26 Following the relevant consultation, the	<b>KD</b>		Report, other documents may also be submitted	Jo Miles 01273 481911

	Educational Needs and Disability	Lead Member will need to determine the admission arrangements at the meeting in February 2024 in line with the requirements of the School Admissions Code.				
February 2024	Director of Communities, Economy and Transport	Allowed for extension to the Services Agreement for the Provision of Tipping Points handling of dry mixed recyclables The Services Agreement for the Provision of Tipping Points handling of dry mixed recyclables is due to expire on 28 June 2024. The decision being made is to exercise the allowed for extension, provided by clause two of the contract 'Commencement and Duration', for a fixed period of two years. The new and final expiry date will be 28 June 2026.	<b>KD</b>		Report, other documents may also be submitted	Laura Tafa 07919 298462