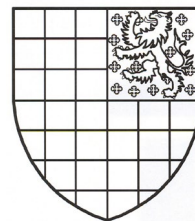


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**LEWES
TOWN
COUNCIL**

MINUTES

of the meeting of the **Finance Working Party**

held on **Tuesday 27th November 2018**, in the **Yarrow Room, Town Hall**, Lewes at **7:00pm**.

PRESENT Cllrs M Chartier (*elected Chairman*); H Jones; Dr G Mayhew; R Murray; S Murray, and (*not appointed to Working Party*) Catlin.

In attendance: S Brigden (*Town Clerk [TC]*)

FWP2018/01 ELECTION OF CHAIRMAN: Cllr Chartier was elected Chairman.

FWP2018/02 APOLOGIES FOR ABSENCE: Apologies had been submitted by Cllr R O’Keeffe who had work commitments.

FWP2018/03 DECLARATIONS OF INTEREST: There were none.

FWP2018/04 QUESTIONS: There were none.

FWP2018/05 REMIT OF THE WORKING PARTY:

The working party was asked to consider the detail of estimated expenditure and income for the Council’s operations, and to agree a budget and level of Council Tax precept for the 2019/20 year, for recommendation to Council.

The Working Party was asked to ensure appropriate provision and agree items constituting the Council Plan for 2019/20.

FWP2018/06 As the Working Party was to discuss low-level detail of the Council’s finances, and during the meeting personal details related to past and present employees, and proposed expenditure on contracts for supply of goods and services (potentially commercially-sensitive) might be disclosed, the Chairman proposed, and it was consequently **resolved that:**

FWP2018/06.1 “In view of the confidential nature of the business to be transacted during the remainder of the meeting, pursuant to the Public Bodies (Admission to Meetings) Act 1960; any members of the press or public present be excluded and instructed to withdraw. The nature of this business is: personal details related to past and present employees, and proposed expenditure on contracts for supply of goods and services”

FWP2018/07 BUSINESS OF THE MEETING:

1 In the year of introduction (2013/14) of the Government’s Council Tax Reduction Support Grant (CTRSG) scheme (to offset government changes to calculation factors), Lewes District Council (LDC) had passed-on the whole amount which had been sufficient to maintain the Town Council’s “band ‘D’ equivalent” precept unchanged. However; this grant had reduced significantly each year and was to reduce from the current year by an as-yet unknown value for 2019/20. The Town Council (LTC) therefore faced an enforced increase to precept to simply maintain budgeted nett expenditure at the prevailing level. TC advised that whilst parishes would normally have received specific figures from LDC by this point, he was able to make an informed estimate of the likely sum by reference to LDC reports in the public domain.

2 The Working Party considered the service budget estimates for 2019/20. Alongside the Council’s financial systems generally (“a model of good practice...”), the assumptions and basic principles and the process of compiling the recommended budget had again been commended by the Council’s independent Internal Auditor (IA) during a recent inspection.

3 It was acknowledged that there was a continuing need to address the proper maintenance of the Council’s physical assets and adequately fund continuing services,

and to continue the restoration of the General Fund with further allocation of precept. Building and engineering works were of particular concern in this regard, as the Council's assets had all been taken-on with considerable historic dilapidation, and contexts such as heritage listing status. Also; applications for grant from community organizations continued to increase in number and value as other sources, such as principal councils, diminished.

4 With these issues in mind, Councillors considered the draft annual plan (*appended*); proposed contributions to reserves, and operational requirements, in detail.

The draft budgets presented took account of:

- Provision for known/anticipated increases in public Utility supplies, NNDR *etc.*
- Adjustments for completed and imminent (previously-approved) projects.
- Provision for elements identified in the Council's forward plan.
- Appropriate reserves for agreed/anticipated projects.
- Provision for anticipated increases in insurance and other overhead costs *etc.*
- Provision for known increase in employers' pension and NI contributions.
- Refinement of overhead allocation to services and base service cost estimates.
- Recognition of anticipated adjustment to salaries (a national agreement had been reached through the local government joint negotiating body the previous year, covering both 2018/19 and 2019/20).
- Provision for known and anticipated increases in cost of contracted services.
- Provision for increased small grants fund, to recognize the increasing number of applications received.
- Re-establishment of exhausted reserves and continuation of prudent contributions.
- Provision for costs of assets or services acquired through devolution.
- Fees & charges tariff increase of 5% proposed, rounded to an appropriate value for the service concerned.

5 The draft budget combined specific amounts for known costs and committed project items, with prudent allowances for reserves, and provided for a flexible response to unforeseen issues. The Council's forward plan was considered, and it was understood that this was as expansive as could be practically undertaken.

6 Members of the working party were keen to make prudent estimates and maintain some flexibility in the budget, although concerned to keep increases within reasonable limits. Provision was made for all 'unavoidable' increases to give a base value, and 'live' modelling of various options was conducted throughout the meeting with the implications and overall impact carefully assessed at each point. Borrowing was also considered, available through the Public Works Loans Board, but not considered appropriate at this time.

7 The budget* finally arrived-at for recommendation to Council was agreed unanimously, and resulted in a precept requirement of £1,097,216. This represents an increase on the current year of 5.88%, with the actual cost to a Band 'D' household rising to £178.18 per year. This equates to an extra 19 pence per week

*Details of underlying assumptions; calculations, and resulting budget are appended.

FWP2018/08

CONCLUSIONS/RECOMMENDATIONS:

Council would be asked to consider the recommended budget and precept (as above) at its meeting on 13th December 2018.

FWP2018/09

The Chair declared the meeting closed.

The meeting ended at 8:50pm

Signed:

Date:

PRECEPT HISTORY		2019-20				average	years	"band D equivalents"	population	£ per head
Precept/budget req'mnt	£	diff £	diff %	agg diff %	growth		£	properties #	est	population
1	2000/01	403,189								
2	2001/02	405,000	1,811	0.45%	0.45%	0.45%	1	£65.31	6,200.85	15,988
3	2002/03	429,880	24,880	6.14%	6.62%	3.31%	2	£70.32	6,113.55	15,988
4	2003/04	480,000	50,120	11.66%	19.05%	6.35%	3	£78.35	6,126.06	15,988
5	2004/05	540,000	60,000	12.50%	33.93%	8.48%	4	£86.37	6,252.50	15,988
6	2005/06	626,000	86,000	15.93%	55.26%	11.05%	5	£99.81	6,272.00	15,988
7	2006/07	657,000	31,000	4.95%	62.95%	10.49%	6	£104.47	6,288.94	15,988
8	2007/08	694,700	37,700	5.74%	72.30%	10.33%	7	£108.69	6,391.55	15,988
9	2008/09	734,700	40,000	5.76%	82.22%	10.28%	8	£114.62	6,409.96	15,988
10	2009/10	763,000	28,300	3.85%	89.24%	9.92%	9	£118.43	6,442.50	15,988
11	2010/11	782,000	19,000	2.49%	93.95%	9.40%	10	£120.85	6,470.93	15,988
12	2011/12	782,000	0	0.00%	93.95%	8.54%	11	£119.68	6,533.82	17,297
13	2012/13	782,000	0	0.00%	93.95%	7.83%	12	£119.47	6,545.82	17,297
14	2013/14	782,000	0	0.00%						
15	less CTRS grant*	89,271								
16	=local precept	692,729	-89,271	-11.42%	93.95%	7.23%	13	£119.48	5,797.90	17,297
17	2014/15	824,000	42,000	5.37%						
18	less CTRS grant*	73,534	-15,737	-17.63%						
19	=local precept	750,466	57,737	8.33%	86.13%	6.15%	14	£127.73	5,875.40	17,297
20	2015/16	843,000	19,000	2.31%						
21	less CTRS grant*	62,504	-11,030	-15.00%						
22	=local precept	780,496	30,030	4.00%	93.58%	6.24%	15	£133.17	5,861.10	17,297
23	2016/17	913,200	70,200	8.33%						
24	less CTRS grant*	53,128	-9,376	-15.00%						
25	=local precept	860,072	79,576	10.20%	113.32%	7.08%	16	£141.71	6,069.20	17,297
26	2017/18	989,916	76,716	8.40%						
27	less CTRS grant*	45,158	-7,970	-15.00%						
28	=local precept	944,758	84,686	9.85%	134.32%	7.90%	17	£154.26	6,124.60	17,297
29	2018/19	1,073,491	83,575	8.44%						
30	less CTRS grant*	37,190	-7,968	-17.64%						
31	=local precept	1,036,301	91,543	9.69%	157.03%	8.72%	18	£168.32	6,156.70	17,297
32	2018/19	1,126,437	52,946	4.93%						
33	less CTRS grant*	29,221	-7,969	-21.43%						
34	=local precept	1,097,216	60,915	5.88%	172.13%	9.06%	19	£178.18	6,157.90	17,297
35										
36	Notes:									
37	* band D equivalents subject to adjustment before start of new year									
38	* CTRS = collection authority adjustment grant									
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WHAT IF LOCAL PRECEPT INCREASES BY:

ASSUMPTIONS for o/head etc:

increase of ? percentage	=precept	=increase £	Adjustments/Increases allowed-for	2018-19	2019-20
2%	1,057,027	20,726	Insurances	LTA NB: Increased IPT wef Nov 2015 (6 - 9.5%)	
3%	1,067,390	31,089	Salaries	2.00% NELGS agreement Dec 2017	
4%	1,077,753	41,452	Pension 'ers contrib'n	3.00% 22.10% 22.60%	
5%	1,088,116	51,815	Utilities	3.50% estimate	
6%	1,098,479	62,178	NNDR	3.50% RPI based	
7%	1,108,842	72,541	Contracts (general)	3.50% formula-based	
8%	1,119,205	82,904	Contracts (labour-intensive)	3.50% formula-based	
9%	1,129,568	93,267	General ^/Fees & charges	5.00% proposal	
10%	1,139,931	103,630	CTRS Grant	37,190	32,627 indicated in 2017
11%	1,150,294	113,993	Election cost reserve	£11,000	1/4 four-yearly recurring expense (est) plus contrib'n to neg balance
15%	1,191,746	155,445			

increase of ? £ total	year	month	week
4.82%	£1,086,301	50,000	= 'band D': £176.41
			= increase of: £8.09
			£14.70
			£0.67
			£0.16

Allocation of staff costs to services (based on individual staff time assessment)

staff TIME	aggregate %	Salary	Pension	NI	TOTAL
A/c 10 Corp Admin	10.92%	47,603	8,257	4,624	60,484
A/c 20 Civic Admin	10.33%	48,348	8,325	4,770	61,443
A/c 30 Mayoralty	5.75%	29,760	5,158	3,205	38,123
A/c 40 Town Hall	24.69%	101,732	15,572	9,806	127,110
A/c 50 All Saints	29.30%	86,239	14,918	7,688	108,845
A/c 51 Malling CC	1.84%	8,282	1,420	833	10,535
A/c 60 Pells	2.66%	10,338	1,736	929	13,003
A/c 70 Open Spaces	5.40%	20,114	3,332	1,768	25,214
A/c 71 Lewes Priory	0.88%	3,274	549	285	4,108
A/c 72 Amenities	3.93%	13,600	2,233	1,120	16,953
A/c 80 Allotments	4.30%	15,252	2,530	1,297	19,079
Misc staff expenses					3,950
	100%	384,542	64,030	36,325	488,847

RESERVES and PROJECTS

	BALANCE b/fwd @ 31/3/13	BALANCE b/fwd @ 31/3/14	BALANCE b/fwd @ 31/3/15	BALANCE b/fwd @ 31/3/16	BALANCE b/fwd @ 31/3/17	BALANCE b/fwd @ 31/3/18	Contribution 2018/19	Expenditure 2018/19	estimated c/fwd @ 31/3/19	PROPOSED CONTRIB'N 2019/20	est Funds Available 2019/20	Allocated to ? service
Reserve funds												
R1 Town Hall maintenance	63,118	83,340	147,510	0	0	0	60,000	60,000	60,000	60,000	120,000	40
R2 All Saints maintenance	26,800	32,800	38,800	44,800	34,800	18,800	10,000	28,800	10,000	10,000	38,800	50
R3 Open spaces	12,060	13,060	14,060	0	3,000	6,000	1,000	7,000	1,000	1,000	8,000	70
R4 Priory account	2,500	2,780	3,060	3,192	3,472	0	280	280	280	280	560	71
R5 Pells lake	11,929	11,929	11,929	11,929	11,929	11,929	0	11,929	20,000	31,929	60	
R6 Pells	70,639	80,639	90,639	100,639	100,639	100,639	10,000	110,639	10,000	120,639	60	
R7 Commemorations fund	19,500	13,790	12,005	14,005	11,528	8,028	2,000	28	2,000	2,028	20	
R8 Environment enhancement	19,000	21,000	21,355	23,355	25,355	19,370	1,000	17,727	1,000	18,727	70	
R9 Town Clocks	1,200	1,500	1,800	2,100	2,400	0	300	300	1,800	2,100	72	
R10 Malling Community Centre	71,000	111,000	193,000	233,000	262,800	299,800	60,000	359,800	78,000	437,800	51	
R11 Placeholder for future projects	0	0	0	0	0	0	0	0	0	0	NP	
R12 Grit bin grants	2,703	2,583	2,583	2,583	2,583	2,583	0	2,583	0	2,583	NP	
R13 Election costs (scheduled)	7,600	5,254	9,054	0	0	0	11,805	11,805	11,805	22,805	20	
R14 Devolution (tranche 1 prov'n)	30,000	60,000	78,000	87,455	42,455	0	0	0	0	0	NP	
R14A Devolution (tranche 2 prov'n)	0	0	0	0	38,200	66,600	0					

LEWES TOWN COUNCIL		Budget Estimates				2019-20		ANALYSIS ALL COST CENTRES					
Column	A	B	C	D	E	F	G	H	I	J	K	L	
Line	RESOURCE ACCOUNT	COST CENTRE	10	20	30	40	50	51	60	70/71/72	80	TOTAL	
			Corporate Admin	Civic Admin	Mayoralty	Town Hall	All Saints	Malling C/Centre	Pells	Open Spaces	Allotments		
1	EXPENDITURE												
2	Staff												
3	7003/5	Salaries & Wages	47,603	48,348	29,760	101,732	86,239	8,282	10,338	36,988	15,252	384,542	
4	7006	National Insurance	4,624	4,770	3,205	9,806	7,688	833	929	3,173	1,297	36,325	
5	7007	Superannuation	8,257	8,325	5,158	15,572	14,918	1,420	1,736	6,113	2,530	64,029	
6	7009	Other staff expenses	3,950	0	0	0	0	0	0	0	0	3,950	
7		Staff Total	64,434	61,443	38,123	127,110	108,845	10,535	13,003	46,274	19,079	488,846	
8	Premises												
9	6100	Repairs & maintenance	600	0	0	15,000	4,000	1,000	3,500	9,000	1,500	34,600	
10	6101	Grounds maintenance	0	0	0	4,000	500	1,000	14,500	59,000	8,000	87,000	
11	6102	Electricity	0	0	0	14,000	3,700	1,000	0	500	0	19,200	
12	6103	Gas	0	0	0	12,000	2,800	1,000	0	0	0	15,800	
13	6104	Water & drainage	0	0	0	3,200	2,400	700	0	200	1,600	8,100	
14	6105	Alarm systems	0	0	0	4,300	380	0	0	0	0	4,680	
15	6106	Equipment & furniture etc	600	0	0	2,500	9,500	200	0	2,000	0	14,800	
16	6107	Rentals & hire costs	0	0	0	0	0	0	0	0	0	0	
17	6108	NNDR	0	0	0	60,500	3,600	4,900	0	0	0	69,000	
18	6109	Premises insurance	1,450	0	0	14,500	3,700	990	800	1,340	0	22,780	
19		Premises Total	2,650	0	0	130,000	30,580	10,790	18,800	72,040	11,100	275,960	
20	Transport												
21	6200	Transport hire costs	0	0	0	0	0	0	0	0	0	0	
22	6201	Transport running costs	0	0	0	0	0	0	0	0	0	0	
23	6202	Mileage allowances	0	0	0	0	0	0	0	0	0	0	
24		Transport Total	0	0	0	0	0	0	0	0	0	0	
25	Supplies & services												
26	6400	Consumable stores	0	0	0	2,600	1,400	300	0	680	0	4,980	
27	6401	Equipment rental	0	0	0	900	480	0	40	8,000	0	9,420	
28	6402	Regalia	0	1,200	250	0	0	0	0	0	0	1,450	
29	6403	Small plant & tools	0	0	0	900	200	50	120	2,325	150	3,745	
30	6404	Catering	0	10,000	10,500	0	750	0	0	0	250	21,500	
31	6405	Printing	400	300	400	450	700	40	0	50	0	2,340	
32	6406	Stationery	400	500	300	500	350	40	50	185	80	2,405	
33	6407	Books & periodicals	100	0	0	0	0	0	0	0	0	100	
34	6408	Postage	400	250	250	400	500	80	70	185	100	2,235	
35	6409	Telephones/ICT	14,000	250	190	1,400	1,100	80	100	560	110	17,790	
36	6410	Office equipment	2,000	90	100	150	800	0	50	120	30	3,340	
37	6411	General office expenses	0	0	0	0	0	0	0	0	0	0	
38	2300	Loan charges	0	0	0	10,056	0	0	0	0	0	10,056	
39	6412	Consultants	8,000	0	0	1,000	400	2,000	770	0	0	12,170	
40	6413	Legal expenses	0	2,000	0	2,450	1,600	500	90	500	0	7,140	
41	6414	Hospitality	0	0	1,000	0	0	0	0	0	0	1,000	
42	6415	Members allowances	0	5,000	700	0	0	0	0	0	0	5,700	
43	6416	Miscellaneous expenses	8,000	10,500	1,000	0	500	0	0	11,000	0	31,000	
44	6417	Grants & subscriptions etc	5,000	53,000	100	0	0	2,000	10,000	16,600	70	86,770	
45	6418	Advertising & promotions	1,000	3,000	0	900	400	0	0	500	650	6,450	
46	6419	Traveling & subsistence	120	600	1,000	0	0	0	0	50	100	1,870	
47		Supplies & services Total	39,420	86,690	15,790	21,706	9,180	5,090	11,290	40,755	1,540	231,461	
48	Miscellaneous												
49	8100	A/cs written off	0	0	0	0	0	0	0	0	0	0	
50	6500	Miscellaneous insurances	4,150	1,920	250	980	1,100	80	150	460	150	9,240	
51	n/a	Service contributions to reserves	57,000	42,000	0	60,000	10,000	78,000	30,000	4,380	0	281,380	
52	6700	Other miscellaneous expenditure	1,000	0	0	0	0	0	0	0	0	1,000	
53		Miscellaneous Total	62,150	43,920	250	60,980	11,100	78,080	30,150	4,840	150	291,620	
54	EXPENDITURE TOTAL												
55			168,654	192,053	54,163	339,796	159,705	104,495	73,243	163,909	31,869	1,287,887	
56		<i>Expenditure excluding contributions to reserves</i>	<i>111,654</i>	<i>150,053</i>	<i>54,163</i>	<i>279,796</i>	<i>149,705</i>	<i>26,495</i>	<i>43,243</i>	<i>159,529</i>	<i>31,869</i>	<i>1,006,507</i>	
57	INCOME												
58	4000	Fees & charges	50	0	0	90,000	52,000	5,000	150	0	0	147,200	
59	4001	Rentals	0	0	0	7,800	0	0	0	0	4,600	12,400	
60	4002	Other miscellaneous income	1,200	150	500	0	0	0	0	0	0	1,850	
61		INCOME TOTAL	1,250	150	500	97,800	52,000	5,000	150	0	4,600	161,450	
62	NETT OPERATING TOTAL												
63			167,404	191,903	53,663	241,996	107,705	99,495	73,093	163,909	27,269	1,126,437	
64										BUDGET REQUIREMENT		1,126,437	
65		<i>Nett operating total excluding contributions to reserves</i>	<i>110,404</i>	<i>149,903</i>	<i>53,663</i>	<i>181,996</i>	<i>97,705</i>	<i>21,495</i>	<i>43,093</i>	<i>159,529</i>	<i>27,269</i>	<i>845,057</i>	
66		apportioned adjustment grant from LDC	4,343	4,978	1,392	6,278	2,794	2,581	1,896	4,252	707	29,221	
67		<i>Nett operating total less adjustment grant</i>	<i>163,061</i>	<i>186,925</i>	<i>52,271</i>	<i>235,718</i>	<i>104,911</i>	<i>96,914</i>	<i>71,197</i>	<i>159,657</i>	<i>26,562</i>	<i>1,097,216</i>	
68										PRECEPT		1,097,216	
69		<i>Nett per head of population (2011 census)</i>	<i>17,297</i>	<i>£9.68</i>	<i>£11.09</i>	<i>£3.10</i>	<i>£13.99</i>	<i>£6.23</i>	<i>£5.75</i>	<i>£4.23</i>	<i>£9.48</i>	<i>£1.58</i>	<i>£63.43</i>
70		<i>Nett operating total per Band D equiv't at</i>	<i>6,157.90</i>	<i>£27.19</i>	<i>£31.16</i>	<i>£8.71</i>	<i>£39.30</i>	<i>£17.49</i>	<i>£16.16</i>	<i>£11.87</i>	<i>£26.62</i>	<i>£4.43</i>	<i>£182.93</i>
71		<i>PRECEPT total per Band D equiv't at</i>	<i>6,157.90</i>	<i>£26.48</i>	<i>£30.36</i>	<i>£8.49</i>	<i>£38.28</i>	<i>£17.04</i>	<i>£15.74</i>	<i>£11.56</i>	<i>£25.93</i>	<i>£4.31</i>	<i>£178.18</i>

COUNCIL PLAN 2019/20 **DRAFT**

Lewes Town Council proposes to initiate and complete (where possible and practical), or continue, the following major areas of work in the year 1st April 2018 to 31st March 2019.

Status update

These are in addition to various projects and initiatives itemised in the Council's budgets and accounts, and represent larger-scale activities deserving special attention.

		STATUS		DRAFT 2019/20	
Project	description	at November 2018			
1	Town Hall repairs & conservation	Major roof repairs/replacement to Assembly Room and Corn Exchange Works required for safety and integrity of building.	All main works completed		Replace boilers; Council Chamber redecoration and replace carpet; Corn Exchange and Lecture Room replace lighting; Yarrow Room replace carpet
2	Pells Lake ecology project	Improvements to water quality. Introduction of aquatic plants W/Party remit to consider structural integrity of lake perimeter.partially completed – specialist report obtained	pending commencement of 3rd-party works in locality to achieve best VFM – <i>links to item 3</i>		pending commencement of 3rd-party works in locality to achieve best VFM – links to item 3
3	Pells Recreation Ground and kiosk/café development (with Santon Group and others)	Engagement with Santon Group and others to improve the “urban realm” in the area as an integral component of necessary flood-defence works; taking the opportunity to replace children’s play equipment and introduce equipment for a wider age-range, and to provide an enhanced café facility for the swimming pool, recreation ground, and surrounding parkland.	PPCA drafting list of aspirations to inform brief for architects. Replacement Multiplay equipment and two-bay swing unit for Recreation Ground on order - installation expected before Christmas.		PPCA drafting list of aspirations to inform brief for architects. Replacement Multiplay equipment and two-bay swing unit for Recreation Ground on order - installation expected before Christmas.
4	Malling (Bridgeview) Community Centre refurbishment	To carry out a comprehensive refurbishment of the community centre, with modern heating and lighting, with improved facilities for community use, including more flexible interior spaces and better integration of the sports changing-rooms with the adjoining sports pitches and recreation ground.	Planning consent granted 31st October 2018. Working Party scheduled to meet 14th November 2018. Potential grant funding investigations ongoing. Management models under review.		Grants being investigated. Finance, build and management recommendations to Council December 2018. Works anticipated May 2018. Estimated 6-month duration
5	Commemorations:	To engage with, and inspire, appropriate community recognition of National commemoration of the Centenary of the outbreak of the first World War (2014). Research commission re additional names for War memorial – ongoing; end date 2018 Centenary of the signing of the Treaty of Versailles (2019)	Working Party scheduled for 13th November 2018. Programme previously agreed nearing completion. Submissions for 2019 under consideration.		Programme agreed nearing completion. W-pty request to Council December 2018 for continuing mandate
6	Neighbourhood Plan (with Community partners)	Development of a Neighbourhood Plan for Lewes under provisions of the Localism Act 2011	Examiner working through Plan and a second schedule of points for clarification has been submitted. Anticipated report to Planning Authority late November <i>tbc</i>		Examiner's report scheduled for SDNPA Planning C'ttee meeting 17th January 2019. Referendum provisionally booked for 7th March 2019.
7	Continuing programme of environmental enhancements and specific site improvements	Engage with appropriate projects arising from third-party initiatives (eg highway safety/traffic management). Continuing improvements to own assets (eg allotment sites)	earmarked contributions under consideration for pedestrian handrails. Highway verges contribution under consideration. Bus shelter adj Fitzroy House agreed.		New projects awaited
8	Devolution of assets & services	Provide for transfer of ownership of various assets/services from Lewes District Council. (currently subject to ongoing negotiation)	Options appraisal understood to be underway by LDC re 2 Fisher Street and other sites.		Options appraisal understood to be underway by LDC re 2 Fisher Street and other sites
9	New council website	New website to be researched – Council resolution FC2016/19.4 (16th June 2016) refers.	Site launched 25th Sept 2018. Technical "snagging" and content revisions continue.		Technical "snagging" and content revisions continue, as at 27th November 2018.
10	General Data Protection Regulations	Legislation still in progress through Parliament, but anticipated that the General Data Protection Regulations will take effect May 2018. Implications for working practices and future Data Regulation structure.	Report delayed - anticipate costed options etc for report December 2018		Costed options etc for report December 2018. Anticipated Office system upgrade February/March 2019 (hardware and operating system, with new features for corporate IT compliance)