

Date: 18 December 2009
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To: The Chairman and Members of the Executive Board
Other Members of the Council for information
Chief Executive
Corporate Directors
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Dear Sir/Madam

Executive Board, Wednesday, 6 January 2010 at 5.30 pm

The above Board meeting will be held in the Council Chamber, Knowle, Sidmouth, to consider the matters detailed on the agenda below.

Members of the Council who do not sit on the Executive Board are welcome to attend as observers.

Visitors please note that the doors to the civic suite (meeting rooms) will be opened ¼ hour before the start time of the meeting. Councillors are reminded to bring their key fobs if they wish to access the area prior to that time.

Yours faithfully

MARK WILLIAMS

Chief Executive

Members of the public are welcome to attend this meeting.

- A period of 15 minutes has been provided to allow members of the public to raise questions.
- In addition, after a report has been introduced by the relevant Portfolio Holder and/or officer, the Chairman (Leader of the Council) will ask if any member of the public would like to speak in respect of the matter and/or ask questions.
- All individual contributions will be limited to a period of 3 minutes – where there is an interest group of objectors or supporters, a spokesperson should be appointed to speak on behalf of group.
- The public is advised that the Chairman has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time.

A hearing loop system will be in operation in the Council Chamber.

AGENDA

Part A

Page/s

1. **Public question time** – standard agenda item (15 minutes)
Members of the public are invited to put questions to the Executive Board through the Chairman (Leader of the Council).
 - Each individual questioner exercising the right to speak during this public question time is restricted to speaking for a total of 3 minutes.
 - Councillors also have the opportunity to ask questions of the Leader and/or Portfolio Holders during this time slot whilst giving priority at this part of the agenda to members of the public.
 - The Chairman has the right and discretion to control question time to avoid disruption, repetition, and to make best use of the meeting time.

- 2 To confirm the minutes of the meeting of the Executive Board held on 2 December 2009 – circulated to Members in advance of the Council meeting on 9 December 2009. 5-20
- 3 To receive any apologies for absence.
- 4 To consider any items, which, in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances.

(Note: Such circumstances need to be identified in the minutes. If you wish to raise a matter under this item, please do so in advance of the meeting by notifying the Chief Executive who will then consult with the Chairman).
- 5 To agree any items to be dealt with after the public (including the press) have been excluded. There are 2 items which Officers recommend should be dealt with in this way.
- 6 To note the contents of the Forward Plan for the period 1 January 2010 to 30 April 2010. 21-22
- 7 Matters referred to the Executive Board by the Overview/Scrutiny Committees of the Council for re-consideration in accordance with the Overview/Scrutiny procedure or budget and Policy Framework Procedure Rules under Part 4 of the Constitution. No items have been put forward.
- 8 To note or take appropriate action in respect of the minutes of the meeting of the Housing Review Board held on 26 November 2009. 23-26
- 9 To note or take appropriate action in respect of the minutes of the meeting of the Recycling and Refuse Partnership Board held on 25 November 2009. 27-31

Part A Matter for Decision – Key Decision

- | | | | |
|----|---|-----------------|-------|
| 10 | Draft Revenue and Capital Estimates 2010/11 | Head of Finance | 32-46 |
|----|---|-----------------|-------|

Part A Matters for Decision

- | | | | |
|----|---|--|-------|
| 11 | Council Tax Base | Revenues Manager | 47-49 |
| 12 | Financial Monitoring Report 2009/10 – Month 8 | Senior Accountants | 50-55 |
| 13 | CAA Organisational Assessment | Communications and Improvement Manager | 56-69 |

- 14 Local Government Review – to note receipt of the Boundary Committee’s advice to the Secretary of State on unitary local government in Devon and to confirm delegated powers to the Chief Executive in consultation with the Leader to send the Council’s formal response to the Secretary of State by 19 January 2010. 70-78

The Boundary Committee’s advice is included in summary with this item – the full version can be accessed with this agenda item on the Council’s website or can be requested in printed format.

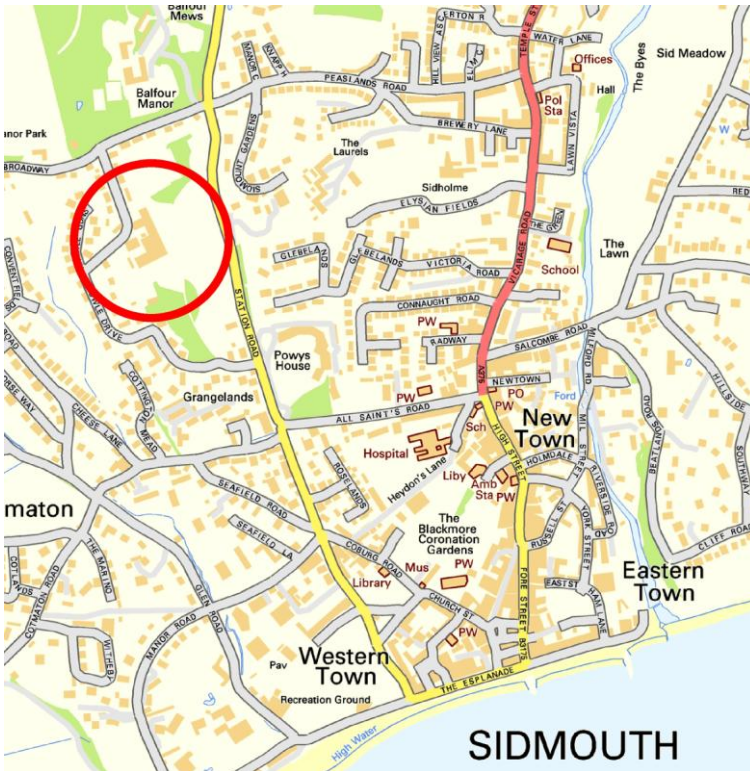
- 15 **The Vice Chairman to move the following:-**
 “that under Section 100(A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description set out on the agenda, is likely to be disclosed and on balance the public interest is in discussing this item in private session (Part B).”

PART B - Matters for Decision

16	River Otter Cycle path and footbridge scheme	Para 3 Schedule 12A Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Countryside Manager	79-90
17	Request to approve the terms of sale of land identified at Stowford Rise, Sidmouth for the provision of 89 affordable homes and 44 open market properties	Para 3 Schedule 12A Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Housing Enabling Officer	91-106

Members remember!

- ❑ You must declare any personal or prejudicial interests in an item whenever it becomes apparent that you have an interest in the business being considered.
- ❑ Make sure you say the reason for your interest as this has to be included in the minutes.
- ❑ If your interest is prejudicial you must leave the room unless you have obtained a dispensation from the Council’s Standards Committee or where Para 12(2) of the Code can be applied. Para 12(2) allows a Member with a prejudicial interest to stay for the purpose of making representations, answering questions or giving evidence relating to the business but only at meetings where the public are also allowed to make representations. If you do remain, you must not exercise decision-making functions or seek to improperly influence the decision; you must leave the meeting room once you have made your representation.
- ❑ You also need to declare when you are subject to the party whip before the matter is discussed.



□ **Getting to the Meeting – for the benefit of visitors**

The entrance to the Council Offices is located on Station Road, Sidmouth.

Parking is limited during normal working hours but normally easily available for evening meetings.

The following **bus service** stops outside the Council Offices on Station Road:

From Exmouth, Budleigh, Otterton and Newton Poppleford – 157

The following buses all terminate at the Triangle in Sidmouth, From the Triangle, walk up Station Road until you reach the Council Offices (approximately ½ mile).

From Exeter – 52A, 52B

From Honiton – 52B

From Seaton – 52A

From Ottery St Mary – 379, 387

Please check your local timetable for

times.

The Committee Suite has a separate entrance to the main building, located at the end of the visitor and Councillor car park. The rooms are at ground level and easily accessible; there is also a toilet for disabled users.

For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546