

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4-month period: 1 October 2024 to 31 January 2025

This plan contains all the Key Decisions that the Council's Cabinet expects to make during the 4-month period referred to above. The plan is rolled forward every month.

Key Decisions are defined by law as “an executive decision which is likely: –

- (a) 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
- (b) 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.”

In accordance with section 9Q of the Local Government Act 2000, in determining the meaning of “significant” in (a) and (b) above regard shall be had to any guidance for the time being issued by the Secretary of State.

A public notice period of 28 clear working days is required when a Key Decision is to be taken by the Council's Cabinet even if the meeting is wholly or partly to be in private.

The Cabinet may only take Key Decisions in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of the Constitution and the Local Authorities (Executive Arrangements) (Meetings and Access to information) (England) Regulations 2012. A minute of each Key Decision is published within 2 days of it having been made. This is available for public inspection on the Council's website <http://www.eastdevon.gov.uk>, and at the Council Offices, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton. The law and the Council's constitution permit urgent Key Decisions to be made without 28 clear days' notice of the proposed decisions having been published provided certain procedures are followed. A decision notice will be published for these in exactly the same way.

This plan also identifies Key Decisions which are to be considered in the private part of the meeting (Part B) and the reason why. Any written representations that a particular decision should be moved to the public part of the meeting (Part A) should be sent to the Democratic Services Team (address as above) as soon as possible. **Members of the public have the opportunity to speak on the relevant decision at the meeting in accordance with the Council's public speaking rules.**

Obtaining documents

Committee reports in respect of Key Decisions include links to the relevant background documents. If a printed copy of all or part of any report or background document is required, please contact Democratic Services (address as above) or by calling 01395 517546.

Key Decision <i>(date added to FP)</i>	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Sidmouth and East Beach BMP – Approval to enter design and construction contracts	Assistant Director StreetScene					Part A
Recycling and Waste: - MRF/Baling Plant Refurbishment/Site Compliance - vehicle refurbishment programme	Assistant Director StreetScene					
EDDC lifeguard service provision and funding <i>(26/02/24)</i>	Assistant Director StreetScene					Officer Decision
Colyton Land disposal	Housing Enabling Officer					Part A
Feniton Flood Alleviation Scheme, Phase 4 contract award	Assistant Director Streetscene					Part A
Procurement of CBRE through the Crown Commercial Services Framework to undertake work in relation to the second new community	Delivery Manager					Part A

Key Decision <i>(date added to FP)</i>	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision
Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision
Colyford Road and Fosse Way Viability Assessment	Assistant Director Place Assets & Commercialisation	Colyford Road and Fosse Way Viability Assessment	No	Asset Management Forum	2 October 2024	Part A *possibly some Part B including the SOBC as they are commercially sensitive confidential
Cloakham Lawns Employment Site Viability Assessment	Assistant Director Place Assets & Commercialisation	Colyford Road and Fosse Way Viability Assessment	No	Asset Management Forum	2 October 2024	Part A *possibly some Part B including the SOBC as commercially sensitive confidential
Exmouth Town and Seafront Placemaking Plan Adoption	Assistant Director Place Assets & Commercialisation	Placemaking Plan and appendices	Yes some Strategic Outline Business Cases (SOBC)	Placemaking in Exmouth Town and Seafront Group	2 October 2024	Part A *possibly some Part B including the SOBC as commercially sensitive confidential

Place and Prosperity Fund acquisition	Assistant Director Place Assets & Commercialisation	None	Business case/Appraisal of proposal	Place and Prosperity Investment Board	5 March 2025	Part B under Section 100(A) (4) of the Local Government Act 1972
---------------------------------------	---	------	-------------------------------------	---------------------------------------	--------------	--

Key Decision <i>(date added to FP)</i>	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Site Acquisition	Project Manager Place, Assets & Commercialisation				2 October 2024	Part B
Formation of an Exmouth Town and Seafront Subgroup	Assistant Director Place Assets & Commercialisation	Steering Group ToR		Placemaking in Exmouth Town and Seafront Group	2 October 2024	Part A
Council Depots Review	Project Manager Place, Assets & Commercialisation				27 November 2024	Part B
Hayne Lane Masterplan	Assistant Director Place Assets & Commercialisation	Hayne Lane Masterplan	No	Asset Management Forum	2 October 2024	Part A *possibly some Part B including the SOBC as commercially sensitive confidential

Key Decision (date added to FP)	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting
Household Support Fund 6 (10/09/24)	Assistant Director – Revenues, Benefits, Customer Services, Fraud & Compliance				30 October 2024	Part A
Exmouth Emergency Seawall Repairs: Appointing of contractor to go above £100k to deliver the Exmouth Phase 2 Seawall repair Exmouth BMP: Consultant fees forecast to go above £100k	Engineering Projects Manager					Part A
Seaton Hole Coast protection scheme: Appointing of contractor above £100k to deliver the Seaton Hole Coast Protection Scheme	Engineering Projects Manager					Part A
Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision

Towards Zero Carbon Development in the West End: Interconnector Project Final Investment Decision	Assistant Director Growth, Development & Prosperity	Full Business Case				Part B
Strategic Development Review – Exeter Science Park Limited (01/03/24)	Assistant Director Growth, Development and Prosperity		N			Part B (information relating to finance)
Key Decision (date added to FP)	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Procurement Support from Devon County Council – renew 5-year SLA (01/05/24)	Director of Finance					Officer Executive Decision

Plot 337 Clover Way Cranbrook	Director of Housing Health & Environment					Part B Request for Officer Executive Decision
Plot 340 Clover Way Cranbrook						
Plot 341 Clover Way Cranbrook						
Plot 378 Clover Way Cranbrook						
Plot 529 Clover Way Cranbrook						
Plot 533 Clover Way Cranbrook						
Plot 100 Plumb Park Exmouth						
Plot 101 Plumb Park Exmouth						
Plot 102 Plumb Park Exmouth						
Plot 103 Plumb Park Exmouth						
Plot 104 Plumb Park						
Exmouth East Devon Tennis Centre, Roof Works. Appointment of contractor (19/03/24)	Simon Allchurch / Jorge Pineda-Langford					Appointment of contractor. Request for Officer Executive Decision
Sidmouth Manor Pavilion Theatre and Art Centre, Internal Decorations and Refurbishment (19/03/24)	Steve Parker / Jorge Pineda-Langford					Appointment of contractor. Request for Officer Executive Decision

Exmouth the Pavilion Theatre, Flytower and Auditorium Works. (19/03/24)	Steve Pratten / Jorge Pineda-Langford					Appointment of contractor. Request for Officer Executive Decision
Exmouth Withycombe Changing Rooms, Decarbonisation / Boiler replacement Works (19/03/24)	Paul Manning / Jorge Pineda-Langford					Appointment of contractor. Request for Officer Executive Decision
Exmouth the Pavilion Theatre, Roof Works (19/03/24)	Paul Manning / Jorge Pineda-Langford					Appointment of contractor. Request for Officer Executive Decision
Decarbonising TDDC swimming pools (20/03/24)	Jorge Pineda-Langford					Appointment of consultants to undertake design work. Officer Decision
Green Waste Collection vehicle 5 - RCV quotation (22/03/24)	Assistant Director StreetScene					Request for Officer Executive Decision
Fraud Strategy Delivery Plan	Portfolio Holder Finance Assistant Director – Revenues, Benefits, Customer Services, Fraud & Compliance			Audit & Governance 21 November 2024	Cabinet 8 January 2025	Part A Approve the Fraud Strategy Delivery plan
Elections Process Review	Monitoring Officer				TBC	Part A
Bathroom Adaptations to 20 properties	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Bathroom Adaptations to properties ED0322-24 (16/09/24)	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision

Members of the public who wish to make any representations or comments concerning any of the Key Decisions referred to in this Forward Plan may do so by writing to the Leader of the Council c/o Democratic Services (as above).

September 2024