

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4-month period: 1 January 2024 to 30 April 2024

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 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	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]
Feniton Flood Alleviation Scheme, Project Board Set up	Assistant Director StreetScene				TBC	Part A
Feniton Flood Alleviation Scheme – Approval to enter construction	Assistant Director StreetScene				3 January 2024	Part A
Heritage Lottery Fund: Species Survival Fund application	Assistant Director Countryside and Leisure				3 January 2024	Part B sensitive financial information
Blackdown Hills AONB and East Devon AONB Management Plan reviews	Assistant Director Countryside and Leisure				3 January 2024	Part A
Towards Zero Carbon Development in the West End: Interconnector Project Final Investment Decision	Assistant Director				3 January 2024	Part B
Council Tax Reduction Scheme 2024/25	Assistant Director Revs, Bens, CSC				3 January 2024	Part A

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Esplanade Toilets and Drill Hall, Sidmouth	Project Manager Place, Assets & Commercialisation				3 January 2024	Part A
Future delivery of the Housing Task Force	Assistant Director Housing				3 January 2024	Part A
Shared Service agreement with BCP Council	Assistant Director StreetScene				3 January 2024	Part A
Council Tax Base 2024/25	Asst Director – Revs, Bens, CSC				3 January 2024	Part A
Council Tax changes to Second Homes & Empty properties	Asst Director – Revs, Bens CSC				3 January 2024	Part A
Public Toilet Review Update & Next Steps	Assistant Director Place Assets & Commercialisation				3 January 2024	Part A
Carbon Action Programme	Economic Development Manager				3 January 2024	Part A
Sidmouth and East Beach BMP – Approval to enter design and construction contracts	Assistant Director StreetScene				31 January 2024	Part A

Beach Amenity Management Plan	Assistant Director Streetscene			Overview Committee 18 January 2024	31 January 2024	Part A
Colyton Land disposal	Housing Enabling Officer				31 January 2024	Part A
Penalty & Prosecution Policy	Assistant Director Revs, Bens, CSC, Fraud & compliance			Audit and Governance Committee 18 January 2024	31 January 2024	Part A
Devon Place Board Next Steps	Project Manager Place, Assets & Commercialisation				31 January 2024	Part A
Fraud & Compliance Strategy	Assistant Director Revs, Bens, CSC, Fraud & compliance			Audit and Governance Committee 18 January 2024	31 January 2024	Part A
Procurement of Enforcement Agents Services	Assistant Director – Revs, Bens & CSC				January/February 2024	Officer Decision (Key decision)
Approval of Homelessness and Rough Sleeper Strategy 2024-2028	Assistant Director Housing				28 February 2024	Part A
15 Salters Meadow, Sidmouth: Structural repairs and refurbishment: Full internal and external refurbishment, structural and drainage repairs	Assistant Director Housing					Officer Decision (Key decision)

1 Hillside, Salcombe Regis: external and internal repairs and refurbishment: structural works and possible roof replacement	Assistant Director Housing					Officer Decision (Key decision)
Colyford Road and Fosse Way Viability Assessment	Assistant Director Place Assets & Commercialisation	Colyford Road and Fosse Way Viability Assessment	No	Asset Management Forum	27 March 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	Cloakham Lawns Viability Assessment	No	Asset Management Forum	27 March 2024	Part A *possibly some Part B including the SOBC as they are 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	27 March 2024	Part A *possibly some Part B including the SOBC as they are commercially sensitive confidential
Place and Prosperity Fund Acquisition	Assistant Director Place Assets & Commercialisation	None	Business case/Appraisal of proposal	Place and Prosperity Investment Board	27 March 2024	Part B under Section 100(A) (4) of the Local Government Act 1972

Hayne Lane Masterplan	Assistant Director Place Assets & Commercialisation	Hayne Lane Masterplan	No	Asset Management Forum	27 March 2024	Part A *possibly some Part B including the SOBC as they are commercially sensitive confidential
Site Acquisition	Project Manager Place, Assets & Commercialisation				27 March 2024	Part B
Council Depots Review	Project Manager Place, Assets & Commercialisation				27 March 2024	Part A

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).

December 2023