

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4-month period: 1 Oct 2023 to 31 January 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]
Towards Zero Carbon Development in the West End: Interconnector Project	Assistant Director Growth, Development and Prosperity				4 October 2023	Part B
Recycling & Waste Contract 3-year extension proposal	Assistant Director StreetScene				4 October 2023	Part B
StreetScene Public Bin Review	Assistant Director StreetScene				4 October 2023	Part A
Review of the Home Safeguard Service	Assistant Director Housing				4 October 2023	Part A
Future delivery of the Housing Task Force	Assistant Director Housing				4 October 2023	Part A
Council Tax – Local Discount for Care Leavers	Assistant Director Revenues, Benefits and CSC			Devon Chief Executives and Leaders	4 October 2023	Part A
Housing Benefit – Modified Scheme	Assistant Director Revenues, Benefits and CSC		N		4 October 2023	Part A

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]
Updates to Discretionary Rate Relief Polices	Asst Director – Revs, Bens, CSC		N		4 October 2023	Part A
Annual Homelessness Update - update regarding proposed cuts to Devon County Council Homelessness Budget	Assistant Director Housing				29 November 2023	Part A
Approval of Homelessness and Rough and Sleeper Strategy 2024-2028	Assistant Director Housing				29 November 2023	Part A
Beach Amenity Management Plan	Assistant Director StreetScene				3 January 2024	Part A
Council Tax Reduction Scheme 2024/25	Asst Director – Revs, Bens, CSC				29 November 2023	Part A
Council Tax Base 2024/25	Asst Director – Revs, Bens, CSC				03 January 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).

September 2023