

## **SOUTH HAMS DISTRICT COUNCIL: EXECUTIVE LEADER'S FORWARD PLAN**

This is the Leader of Council's provisional forward plan for the four months starting 1 February 2018. It provides an indicative date for matters to be considered by the Executive. Where possible, the Executive will keep to the dates shown in the plan. However, it may be necessary for some items to be rescheduled and other items added.

The forward plan is published to publicise consultation dates and enable dialogue between the Executive and all councillors, the public and other stakeholders. It will also assist the Council's Overview and Scrutiny Panel in planning their contribution to policy development and holding the Executive to account.

Local authorities are required to publish updated forward plans on a monthly basis. The Plan is published in hard copy and on the Council's website ([www.southhams.gov.uk](http://www.southhams.gov.uk))

**Members of the public are welcome to attend all meetings of the Executive, which are normally held at Follaton House, Totnes, and normally start at 10.00 am. If advance notice has been given, questions can be put to the Executive at the beginning of the meeting.**

*The Executive consists of six Councillors. Each has responsibility for a particular area of the Council's work.*

*Cllr John Tucker – Leader of the Council*

*Cllr Simon Wright – Deputy Leader and lead Executive Member for Support Services*

*Cllr Keith Wingate – lead Executive Member for Business Development*

*Cllr Rufus Gilbert – lead Executive Member for Commercial Services*

*Cllr Hilary Bastone – lead Executive Member for Customer First*

*Cllr Nicky Hopwood – lead Executive Member for Customer First*

Further information on the workings of the Executive, including latest information on agenda items, can be obtained by contacting the Member Services Section on 01803 861185 or by e-mail to [member.services@southhams.gov.uk](mailto:member.services@southhams.gov.uk)

**All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated for the reasons shown**

## INDEX OF KEY DECISIONS

Service	Title of Report and summary	Lead Officer and Executive member	Anticipated date of decision

### KEY DECISIONS:

For the purpose of the Executive Forward Plan, a key decision is a decision that will be taken by the Executive, and which will satisfy either of the following criteria:

'to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates

(For this purpose significant expenditure or savings shall mean:

Revenue – Any contract or proposal with an annual payment of more than £50,000; and

Capital – Any project with a value in excess of £100,000); or

to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority, in the opinion of the Monitoring Officer (or the Democratic Services Manager in his/her absence).

A key decision proforma will be attached for each key decision listed above.

**OTHER DECISIONS TO BE TAKEN BY THE EXECUTIVE**

<b>Service</b>	<b>Title of Report and summary</b>	<b>Lead Officer and Executive Member</b>	<b>Decision maker</b>	<b>Anticipated date of meeting</b>
SLT	<b>Revenue Budget Proposals 2018/19</b> - to set out recommendations for the Revenue Budget for 2018/19 (including the council tax level for 2018/19)	LB/Cllr Tucker	Council	1 February 2018
SLT	<b>Capital Budget Proposals 2018/19</b> – to set out recommendations for the Capital Programme Budget for 2018/19	LB/Cllr Tucker	Council	1 February 2018
SLT	<b>Revenue Budget Monitoring for 2017/18 (nine monthly position)</b> - A revenue budget monitoring report to monitor income and expenditure variations against the approved revenue budget for 2017/18, and to provide a forecast of the year end position.	LB/Cllr Wright	Executive	1 February 2018
SLT	<b>Capital Programme Budget Monitoring for 2017/18 (nine monthly position)</b> - The report advises Members of the progress on individual schemes within the approved capital programme, including an assessment of their financial position.	LB/Cllr Wright	Executive	1 February 2018
Support Services	<b>Write Off Report Q3 2017/18</b> – the Council is responsible for the collection of Housing Rents, Sundry Debts including Housing Benefits Overpayments, Council Tax and National Non Domestic Rates. The report infirms Members of the debt written off for these revenue streams	LB/Cllr Wright	Executive	1 February 2018
Customer First	<b>Air Quality Strategy</b> – to consider a report that seeks a recommendation to Council to go to public consultation	IL/Cllr Hopwood	Council	1 February 2018
Customer First	<b>Planning Applications Validation Checklist</b> – to update Members on the review of the Planning Applications Validation Checklist	PW/Cllr Bastone	Executive	1 February 2018
Customer First	<b>Community Reinvestment Fund annual report</b> – to provide Members with a summary of all applications and officer recommendations for use of the Community Reinvestment Fund	RS/Cllr Bastone	Executive	1 February 2018

Support Services	<b>Transformation Programme Closedown</b> – to provide a closedown report of the T18 Transformation Programme	LB/Cllr Wright	Executive	26 April 2018
Support Services	<b>Treasury Management Strategy for 2018/19 onwards</b> – to set out the strategy for the Council’s investments together with associated prudential indicators	LB/Cllr Wright	Council	15 March 2018
Commercial Services	<b>Procurement of the Waste Contract - Haulage</b>	JS/Cllr Gilbert	Executive	15 March 2018
Commercial Services	<b>Waste Policies - Update</b>	JS/Cllr Gilbert	Executive	15 March 2018
SLT	<b>Set up of Wholly Owned Company</b>	SH/Cllr Tucker	Council	26 April 2018
Strategy and Commissioning	<b>Corporate Plan</b>	NT/Cllr Tucker	Council	26 April 2018
SLT	<b>Peer Review Report</b>	SH/Cllr Tucker	Council	October 2018
Strategy and Commissioning	<b>Business Development Opportunities</b>	DA/Cllr Wingate	Council	STANDING ITEM

\* Exempt Item (This means information contained in the report is not available to members of the public)

SJ – Steve Jordan – Executive Director Strategy and Commissioning and Head of Paid Service

SH – Sophie Hosking – Executive Director Service Delivery and Commercial Development

LB – Lisa Buckle – Finance COP Lead and s151 Officer

HD – Helen Dobby – Group Manager Commercial Services

SM – Steve Mullineaux – Group Manager Support Services

IB – Isabel Blake – COP Lead Housing, Revenues and Benefits

AR – Alex Rehaag – Specialist Place and Strategy

CBowen – Catherine Bowen – Monitoring Officer

DA – Darren Arulvasagam – Group Manager Business Development

SLT – Senior Leadership Team

CB – Chris Brook – COP Lead Assets

TJ – Tom Jones – COP Lead Place Making



**South Hams**  
District Council

