

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

This is the Leader of Council's provisional forward plan for the four months starting September 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*

*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 and Support Services*

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
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### 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>	
				<b>Executive</b>	<b>Council</b>
Support Services	<b>GDPR/Data Protection Act 2018 Compliance - SEPT</b>	DA/Cllr Wingate	Council	13 Sept 2018	27 Sept 2018
Customer First	<b>CTR draft scheme - SEPT</b>	IB/Cllr Bastone	Executive	13 Sept 2018	27 Sept 2018
Customer First	<b>Brixton Community Housing Scheme</b>	RE/Cllr Tucker	Council	13 Sept 2018	27 Sept 2018
Customer First	<b>Policy for Civil Penalties for breaches of Housing Standards Enforcement Notices</b>	IL/Cllr Hopwood	Council	13 Sept 2018	27 Sept 2018
Support Services	<b>Annual Treasury Management Report 2017/18</b>	PH/Cllr Wright	Council	13 Sept 2018	27 Sept 2018
Support Services	<b>Write Off Report – Quarter 1 2018/19</b>	LB/Cllr Wright	Council	13 September 2018	27 Sept 2018
Commercial Services	<b>Public Toilet Pay on Entry Contract Award</b>	CA/Cllr Gilbert	Executive	13 September 2018	27 September 2018
Customer First	<b>Governance Arrangements post JLP adoption</b>	TJ/Cllr Bastone	Council	13 September 2018	27 Sept 2018
Customer First	<b>Kingsbridge Masterplan</b>	CB/DP/Cllr Tucker	Executive	13 September 2018	27 Sept 2018
Customer First	<b>AONB Management Plan Review 2019-2024</b>	RS/Cllr Bastone	Executive	13 September 2018	27 Sept 2018
Customer First	<b>Coastal Concordat</b>	RS/Cllr Bastone	Council?	13 September 2018	27 Sept 2018
Support Services	<b>Medium Term Financial Strategy for 2019/20 onwards</b>	LB/Cllr Tucker	Executive	13 September 2018	27 Sept 2018
Support Services	<b>Revenue Budget Monitoring to June 2018 (quarter 1 position)</b>	PH/Cllr Wright	Council	13 September 2018	27 Sept 2018
Strategy & Commissioning	<b>IT Procurement: Next steps</b>	NT/MW/Cllr Hopwood	Council	13 September 2018	27 Sept 2018
Support Services	<b>Capital Budget Monitoring to June 2018 (quarter 1 position)</b>	PH/Cllr Wright	Council	13 September 2018	27 Sept 2018
SLT	<b>Peer Review Report</b>	SH/Cllr Tucker	Council	18 October 2018	6 December 2018
Customer First	<b>Adoption of Clean Air Strategy</b>	IB/Cllr Tucker	Council	18 October	6 December

				2018	2018
Customer First	<b>Adoption of Business Continuity Plan</b>	IL/	Council	18 October 2018	6 December 2018

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

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

SM – Steve Mullineaux – Group Manager Support Services and Customer First

LB – Lisa Buckle –s151 Officer

HD – Helen Dobby – Group Manager Commercial Services

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

AR – Alex Rehaag – Specialist Place and Strategy

TJ – Tom Jones – COP Lead Place Making

CBowen – Catherine Bowen – Monitoring Officer

DA – Darren Arulvasagam – Group Manager Business Development

SLT – Senior Leadership Team

CB – Chris Brook – COP Lead Assets



