

SOUTH HAMS DISTRICT COUNCIL: EXECUTIVE LEADER'S FORWARD PLAN

This is the Leader of Council's provisional forward plan for the four months starting 20 October 2016. 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 Panels 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)

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 Hilary Bastone – lead Executive Member for Customer First

Cllr Rufus Gilbert – lead Executive Member for Commercial Services

Cllr Michael Hicks – lead Executive Member for Business Development

Cllr John Tucker – Leader of the Council

Cllr Lindsay Ward – Deputy Leader of the Council

Cllr Simon Wright – lead Executive Member for 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

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

| Service | Title of Report and summary | Lead Officer and Executive Member | Decision maker | Anticipated date of meeting |
|---|--|--|-----------------------|------------------------------------|
| Strategy and Commissioning | Business Development Opportunities | DA/Cllr Hicks | Council | STANDING ITEM |
| Commercial Services | Fleet Replacement Report (Deferred from 15 September) | HD/Cllr Gilbert | Council | 20 October 2016 |
| Strategy and Commissioning | Self and Custom Build Policy – draft for consultation | PB/Cllr Hicks | Executive | 20 October 2016 |
| Support Services | ICT Strategy | MW/Cllr Wright | Council | 20 October 2016 |
| Customer First | Council Tax Reduction Scheme | IB/Cllr Bastone | Council | 20 October 2016 |
| Support Services | 2016/17 Revenue Budget Monitoring Report | LB/Cllr Wright | Executive | 20 October 2016 |
| Support Services | 2016/17 Capital Budget Monitoring Report | LB/Cllr Wright | Executive | 20 October 2016 |
| Customer First | Health and Safety Policy | IL/Cllr Bastone | Council | 20 October 2016 |
| Strategy & Commissioning/Customer First | Draft Policy on Flying Drones from Public Open Space | LC&CB/Cllr Tucker | Council | 1 December 2016 |
| SLT | Sherford Delivery Team | SJ/Cllr Tucker | Council | 1 December 2016 |
| Strategy & Commissioning | Devolution – Combined Authority Scheme | SJ/Cllr Tucker | Council | 1 December 2016 |
| Customer First | Devon Home Choice and Allocations Policy | IB/Cllr Bastone | Council | 1 December 2016 |
| Support Services | Draft Budget Proposals for 2017/18 | LB/Cllr Tucker | Council | 1 December 2016 |
| Support Services | Draft Capital Programme Proposals for 2017/18 | LB/Cllr Tucker | Council | 1 December 2016 |
| Support Services | Treasury Management Mid Year Update 2016/17 | LB/Cllr Wright | Executive | 1 December 2016 |
| Support Services | Write Off Report (Q1 and Q2 2016/17) | LB/Cllr Wright | Executive | 1 December 2016 |
| Customer First | Housing Benefit Risk Based Verification Policy | IB/Cllr Bastone | Council | 2 February 2017 |
| SLT | Local Authority Controlled Company – Final Decision | SJ/Cllr Tucker | Council | 2 February 2017 |
| Support Services | Revenue Budget Proposals for 2017/18 | LB/Cllr Tucker | Council | 2 February 2017 |
| Support Services | Capital Programme Proposals for 2017/18 | LB/Cllr Tucker | Council | 2 February 2017 |
| Customer First | Approval of Homelessness Strategy | IB/Cllr Bastone | Council | 9 March 2017 |

* **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

CBowen – Catherine Bowen – Monitoring Officer

DA – Darren Arulvasagam – Group Manager Business Development

SLT – Senior Leadership Team



IB – Isabel Blake – COP Lead Housing, Revenues and Benefits
LC – Lesley Crocker – Senior Specialist Media and Communications

CB – Chris Brook – COP Lead Assets
TJ – Tom Jones – COP Lead Place Making

