

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

This is the Leader of Council's provisional forward plan for the four months starting 10 September 2015. 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](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 Hilary Bastone – lead Executive Member for Customer First*

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

*Cllr Michael Hicks – lead Executive Member for Strategy and Commissioning*

*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](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
Strategy & Commissioning	Release of s106 Funds for Open Space, Sport & Recreation and Community and Landscape projects	RK/Cllr Tucker	10 September 2015

**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 decision</b>
Support Services	<b>Data Protection Policy</b> – to recommend a new Joint Data Protection Policy	CBowen/Cllr Wright	Council	10 Sept 2015
Strategy and Commissioning	<b>Business Development Opportunities</b> – to update Members on any business opportunities that have arisen	DA/Cllr Hicks	Executive	10 Sept 2015
Commercial Services	<b>Glass Banks at Tor Quarry</b> – a report to outline a plan to store our glass recycle on the depot site which the Council can then sell on securing greater income per tonne	TP/Cllr Gilbert	Council	10 Sept 2015
Support Services	<b>Write Off Report (Q1 2015/16)</b> - to update Members on write offs for all revenue streams within the Revenue and Benefits service	LB/Cllr Wright	Executive	10 Sept 2015
Customer First	<b>Council Tax Reduction Scheme</b> – an update on the Council Tax Reduction Scheme	IB/Cllr Bastone	Executive	10 Sept 2015
Support Services	<b>Annual Treasury Management Report 2014/15</b> – to inform Members of the results and performance of the Treasury Management activity undertaken in 2014/15	LB/Cllr Wright	Executive	10 Sept 2015
Customer First	<b>Devon Home Choice &amp; Local Allocations Policy Review</b> -	IB/Cllr Bastone	Council	10 Sept 2015
Support Services	<b>Medium Term Financial Strategy 2016/17 onwards</b> – to update the Medium Term Financial forecast with a view to setting a direction of travel for the next 4 years	LB/Cllr Wright	Executive	15 October 2015
Customer First	<b>Health and Safety</b> – to consider a report that updates the Health and Safety Policy and Statement	HF/Cllr Bastone	Council	15 October 2015
Support Services	<b>Treasury Management Mid Year Update 2015/16</b> – to update on the Treasury Management position	LB/Cllr Wright	Executive	15 October 2015
Strategy & Commissioning	<b>Our Plan Update</b>	RK/Cllr Tucker	Executive	15 October 2015
Support Services	<b>Revenue Budget Monitoring</b> - to update Members on the latest revenue budget position	LB/Cllr Wright	Executive	15 October 2015
Support Services	<b>Capital Programme Monitoring</b> – to update Members on the financial position of capital projects	LB/Cllr Wright	Executive	15 October 2015
SLT	<b>T18 Budget Monitoring</b> - to update Members on the financial position of the T18 Programme	LB/Cllr Tucker	Executive	10 Dec 2015

Support Services	<b>Write Off Report (Q2 2015/16)</b> - to update Members on write offs for all revenue streams within the Revenue and Benefits service	LB/Cllr Wright	Executive	10 Dec 2015
Support Services	<b>Draft Budget Proposals for 2016/17</b> -	LB/Cllr Tucker	Council	10 Dec 2015
Support Services	<b>Draft Capital Programme Proposals for 2016/17</b> -	LB/Cllr Tucker	Council	10 Dec 2015
Support Services	<b>Revenue Budget Proposals for 2016/17</b>	LB/Cllr Tucker	Council	28 January 2016
Support Services	<b>Revenue Budget Monitoring</b> - to update Members on the latest revenue budget position	LB/Cllr Wright	Executive	28 January 2016
Support Services	<b>Capital Programme Monitoring</b> – to update Members on the financial position of capital projects	LB/Cllr Wright	Executive	28 January 2016
Support Services	<b>Capital Programme Proposals for 2016/17</b>	LB/Cllr Tucker	Council	28 January 2016
Support Services	<b>Revenue Budget Monitoring</b> - to update Members on the latest revenue budget position	LB/Cllr Tucker	Executive	10 March 2016
Support Services	<b>Capital Programme Monitoring</b> – to update Members on the financial position of capital projects	LB/Cllr Wright	Executive	10 March 2016
SLT	<b>T18 Budget Monitoring</b> - to update Members on the financial position of the T18 Programme	LB/Cllr Tucker	Executive	10 March 2016
Support Services	<b>Write Off Report (Q3 2015/16)</b> - to update Members on write offs for all revenue streams within the Revenue and Benefits service	LB/Cllr Wright	Executive	10 March 2016
Support Services	<b>Treasury Management and Annual Investment Strategy for 2016/17</b> -	LB/Cllr Wright		10 March 2016
Customer First	<b>Community Reinvestment Project Fund 2015/16 Grant Allocations</b> -		Executive	10 March 2016
Customer First	<b>Homeless Strategy</b> -	IB/Cllr Bastone	Council	10 March 2016
Support Services	<b>Revenue Budget Monitoring</b> - to update Members on the latest revenue budget position	LB/Cllr Wright	Executive	May 2016
Support Services	<b>Capital Programme Monitoring</b> – to update Members on the financial position of capital projects	LB/Cllr Wright	Executive	May 2016
SLT	<b>T18 Budget Monitoring</b> - to update Members on the financial position of the T18 Programme	LB/Cllr Tucker	Executive	May 2016
Support Services	<b>Write Off Report (Q4 2015/16)</b> - to update Members on write offs for all revenue streams within the Revenue and Benefits service	LB/Cllr Wright	Executive	May 2016

**\* 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

CBowen – Catherine Bowen – Monitoring Officer

TB – Tracey Beeck – Group Manager Customer First

SLT – Senior Leadership Team

CB – Chris Brooks – COP Lead Assets



**South Hams**  
District Council

## KEY DECISION PROFORMA

<b>Title:</b>	Release of s106 Funds for Open Space, Sport & Recreation and Community and Landscape projects
<b>Wards affected:</b>	<p><b><u>Langage Landscape s106 Fund:</u></b></p> <p>All or parts of: Bickleigh and Cornwood, Burrator, Charterlands, Ermington and Ugborough, Ivybridge East, Ivybridge West, Newton and Yealmpton, Wembury and Brixton.</p> <p><b><u>Other s106 Agreements:</u></b></p> <p>Blackawton and Stoke Fleming, Dartington and Staverton, Dartmouth and East Dart, Kingsbridge, Loddiswell and Aveton Gifford, Marldon and Littlehempston, Newton and Yealmpton, Salcombe and Thurlestone, South Brent, Totnes, Wembury and Brixton.</p>
<b>Summary of decision to be taken:</b>	To agree the release of secured s106 funds for Open Space, Sport & Recreation and Community and Landscape projects over £30,000 for delivery through the Assets Community of Practice.
<b>Reason why it is a key decision:</b>	<p>All of the financial contributions secured through the s106 agreements listed in the Executive Report are over £30,000 in value and many are significantly greater than £30,000, for example the total value of the remaining Langage Landscape s106 Fund is £250,000. The total value of the other s106 funds is more than £1 million.</p> <p>The agreement to the release of funds will have significant effects on the communities in question through the provision of enhancements to open space, sport and recreation facilities as well as enhancements to community facilities and landscapes to mitigate the impacts of specific developments.</p>
<b>Corporate priorities:</b>	<p><u>Economy</u> – maximising funding opportunities to ensure Council resources are used to their full potential and deliver added value (match funding for s106 contributions will be encouraged to maximise benefits).</p> <p><u>Built and Natural Environment</u> - support the development and delivery of Open Space, Sport and Recreation facilities in towns and villages and support countryside management and access projects.</p>

**Decision taker:** Executive

**Executive Member responsible:** Cllr Tucker

**Anticipated date of decision:** 10<sup>th</sup> September 2015

**Principal consultees:** Where project proposals are to be confirmed through a Parish Open Space, Sport & Recreation Plan it is expected that the Parish Council or Neighbourhood Plan group would lead on the development of the Plan in consultation with local sports clubs, community groups and parish residents.

**Means of consultation:** See above - to be determined by Parish Council or Neighbourhood Plan group in due course.

**Consultation period:** See above - to be determined by Parish Council or Neighbourhood Plan group in due course.

**When and how to make representations:**

**Documents which will be used to inform the decision:** Report titled 'Release of s106 Funds for Open Space, Sport & Recreation and Community and Landscape projects'.

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