

## **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 December 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 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](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 decision</b>
Support Services	<b>Treasury Management Mid Year Update 2015/16</b> – to update on the Treasury Management position	LB/Cllr Wright	Executive	10 December 2015
Support Services	<b>Revenue Budget Monitoring</b> - to update Members on the latest revenue budget position	LB/Cllr Wright	Executive	10 December 2015
Commercial Services	<b>Lower Ferry Service Options Review</b>	HD/Cllr Gilbert	Executive	10 December 2015
SLT	<b>T18 Budget Monitoring</b> - to update Members on the financial position of the T18 Programme	LB/Cllr Tucker	Executive	10 December 2015
SLT	<b>Devolution Draft Proposal</b>	SJ/Cllr Tucker	Council	10 December 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 December 2015
Customer First	<b>Safeguarding Policy</b>	IB/Cllr Bastone	Council	10 December 2015
Customer First	<b>Debt Recovery Policy</b>	IB/Cllr Bastone	Council	10 December 2015
Customer First	<b>Rent Plus</b>	CH/Cllr Bastone	Council	10 December 2015
Customer First	<b>Community Led Housing Initiative</b>	CH/Cllr Bastone	Executive	10 December 2015
Strategy & Commissioning	<b>Social Media Policy and Protocol</b>	LC/Cllr Tucker	Council	10 December 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>Enforcement Policy</b>	CB/Cllr Wright	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
Strategy & Commissioning	<b>Our Plan – Progress Monitoring Report</b>	RK/Cllr Tucker	Executive	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 Brook – COP Lead Assets

