



Agenda for Overview Committee Thursday, 28th May, 2026, 6.00 pm

Members of Overview Committee

Councillors: A Bailey, B Bailey, K Bloxham, J Brown, B Collins, R Collins, O Davey, T Dumper (Vice-Chair), A Hall (Chair), M Hall, J Heath, S Hunt, D Mackinder and D Wilson

Venue: Council Chamber, Blackdown House, Honiton

Contact: Sarah James;

01395 519978 email sarah.james@eastdevon.gov.uk

(or group number 01395 517546)

Tuesday, 19 May 2026

East Devon District Council
Blackdown House
Border Road
Heathpark Industrial Estate
Honiton
EX14 1EJ

DX 48808 HONITON

Tel: 01404 515616

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1 Minutes of the previous meeting (Pages 3 - 6)

2 Apologies

3 Declarations of interest

Guidance is available online to Councillors and co-opted members on making [declarations of interest](#).

4 Public Speaking

Information on [public speaking](#) is available online.

5 Matters of urgency

Information on [matters of urgency](#) is available online.

6 Confidential/exempt item(s)

To agree any items to be dealt with after the public (including press) have been excluded. There are **no** items that officers recommend should be dealt with in this way.

7 Jurassic Coast World Heritage Site arrangements (Pages 7 - 12)

8 Work programme 2026-2027 (Pages 13 - 24)

- i) To receive the Overview Committee Work Programme 2026 – 2027
- ii) To consider the Cabinet Forward Plan; would the Committee wish to receive a report on key decisions prior to Cabinet?

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful if you could let the democratic services team know you plan to film or record so that any necessary arrangements can be made to provide reasonable facilities for you to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting.

Members of the public exercising their right to speak during Public Speaking will be recorded.

[Decision making and equalities](#)

For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546

EAST DEVON DISTRICT COUNCIL

**Minutes of the meeting of Overview Committee held at Council Chamber,
Blackdown House, Honiton on 26 March 2026**

Attendance list at end of document

The meeting started at 6.00 pm and ended at 8.40 pm

60 Minutes of the previous meeting held on 22 January 2026

The minutes of the previous meeting held on 22 January 2026 were agreed as a true and accurate record.

61 Declarations of interest

Minute 66. Public Toilets programme review options appraisal.
Cllr Aurora Bailey, Affects Non-Registerable Interest, Member of Exmouth Town Council.

Minute 66. Public Toilets programme review options appraisal.
Cllr Brian Bailey, Affects Non-Registerable Interest, Member of Exmouth Town Council.

Minute 66. Public Toilets programme review options appraisal.
Cllr Ian Barlow, Affects Non-Registerable Interest, Member of Sidmouth Town Council.

Minute 66. Public Toilets programme review options appraisal.
Cllr Tim Dumper, Affects Non-Registerable Interest, Member of Exmouth Town Council.

Minute 66. Public Toilets programme review options appraisal.
Cllr Matt Hall, Affects Non-Registerable Interest, Member of Exmouth Town Council.

Minute 66. Public Toilets programme review options appraisal.
Cllr John Heath, Affects Non-Registerable Interest, Member of Beer Parish Council.

Minute 66. Public Toilets programme review options appraisal.
Cllr Dan Wilson, Affects Non-Registerable Interest, Member of Exmouth Town Council.

62 Public Speaking

No members of the public had registered to speak at the meeting.

63 Matters of urgency

There were no matters of urgency.

64 Confidential/exempt item(s)

There was one confidential/exempt item (minute 66 refers).

65 Work Programme 2025 - 2026

The Overview Committee's Work Programme 2025-2026 was received and noted.

Following review of proposal forms received, Members agreed to add the following items to the Work Programme:

- Community Action Groups Devon update; and
- Preventative maintenance of trees in high amenity use area and another policy for tree maintenance of trees in EDDC controlled social housing.

66 **Public Toilets programme review options appraisal**

The Assistant Director Place, Assets & Leisure presented this report concerning the Public Toilets Programme Review, together with a confidential options appraisal.

The report followed a Member briefing to the Overview and Scrutiny committees in July 2025, a report to Overview Committee on 30 September 2025, and recommendations from Cabinet on 4 February 2026 which included the following:

- The principle, and community benefit, of transferring council-owned public conveniences to town and parish councils with the possibility of the concurrent release of proportional amounts of residual capital funding, subject to the timely review of the existing refurbishment arrangements, and potential transfer protocols, by the Overview Committee to ensure best value for both EDDC and the lower tier authorities.

The Committee was asked to consider the options appraisal and make recommendations to Cabinet in order to inform next steps.

The Vice-Chair moved that under Section 100(A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description set out in the agenda is likely to be disclosed and on balance the public interest is in discussing these items in private session (Part B). The motion was carried by a majority show of hands.

Members discussed the options appraisal and relevant considerations in detail and at length, including the following points:

- Views were expressed that transferring public toilets to Town and Parish Councils was the only option to protect them going into Local Government Reorganisation (LGR), given that they are a discretionary service.
- There was no indication that LGR would not go ahead; however, should it halt, the Finance Director explained that the spending review received recently had hit district councils hard and there were significant savings to be made. It would therefore be necessary to look at areas of discretionary spend.
- It was possible, subject to budget, to complete the Public Toilets programme and, prior to vesting day, enter into conditional contracts with Town and Parish Councils to transfer the toilets on completion of the programme. This would involve this Council needing to find millions of pounds of additional budget, and would be a Member decision.
- In the event that this Council completed the Public Toilets programme and retained the assets, the successor authority could nevertheless take the decision to close them or sell the sites for commercial development.
- If public toilets were transferred to Town and Parish Councils with a dowry then it was suggested that the Town and Parish Councils should be free to decide how the money was spent, without restriction.
- The Assistant Director explained there was an intention to include contiguous assets such as parks and open spaces in the package offered to Towns and Parish Councils, to make the proposal more attractive and with a view to protecting community assets.

- One Member suggested that adding contiguous assets would make the proposals more complicated and expensive and could scare Towns and Parish Councils who would not want the cost of maintaining parks and gardens.
- Another Member expressed that including contiguous assets would be helpful to Towns and Parish Councils, suggesting that Beer Parish Council would want Jubilee Gardens and hardstanding.
- This Council needed to understand and provide detailed costings to Town and Parish Councils before negotiations could commence, and this work required resource across services including Streetscene, Legal, HR, Finance and Place.
- It was suggested to have joint working groups between the district and parish and town councils, which could help both tiers of councils to make decisions in a better way and help to spread an understanding of how the transfers could work.
- The Assistant Director stated that he would check if the Council was in contract with the payment provider to continue charging for the 4 pay-to-use sites.
- Members considered the role Overview Committee was to have in the Public Toilets Programme moving forward, and indicated that the Committee would like to be appraised with the transfer protocols in order to have oversight of them.
- The Assistant Director was asked to also confirm at a later date which sites had been disposed of, so that Overview Committee could consider the remaining sites.

Following the discussion, Members agreed by a majority show of hands, to support the recommendation that public toilets be transferred to Town and Parish Councils in current condition and with a dowry reflecting appropriate share of remaining approved capital budget.

Attendance List

Councillors present:

A Bailey
B Bailey
B Collins
R Collins
T Dumper (Vice-Chair)
A Hall (Chair)
M Hall
J Heath
Y Levine
D Mackinder
D Wilson

Councillors also present (for some or all the meeting)

I Barlow
M Goodman

Officers in attendance:

Tim Child, Assistant Director Place, Assets & Leisure
Simon Davey, Director of Finance
James Docherty, Assistant Director Governance & Legal
Sarah James, Democratic Services Officer

Anita Williams, Principal Solicitor (Deputy Monitoring Officer)

Councillor apologies:

K Bloxham

P Fernley

Chair:

Date:



Report to: Overview Committee

Date of Meeting 28 May 2026

Heading/Title: Jurassic Coast World Heritage Site arrangements

Cabinet Member(s): Cllr Richard Jefferies/Cllr Nick Hookway

Director/Assistant Director: Andy Wood/Charlie Plowden

Author and Directorate: Sam Scriven, WHS Principal Officer (Dorset Council)

Contact Details sam.scriven@dorsetcouncil.gov.uk

Key decision No

If a Key Decision has it appeared on Forward Plan

Document classification: Part A Public Document

Exemption applied: None

1. Background

With the closure of the Jurassic Coast Trust in January 2025, the governance and management structures for the Jurassic Coast were dissolved and delivery of the management of the World Heritage Site (WHS) returned to Dorset Council and Devon County Council. One Jurassic Coast Trust staff member was retained by Dorset Council in the role of Principal Officer for World Heritage, providing key expertise and advice on the ongoing conservation of the Site's Outstanding Universal Value. In May 2025 a Jurassic Coast stakeholder consultation event was led by Dorset Coast Forum and was well attended. The purpose of the event was to provide a space to discuss the future of the WHS and gather views on site management priorities and key issues. Based on the feedback, the councils pursued the following key work areas;

- Re-establishing the governance structure for the WHS and developing a pathway to create a new management plan for the Site.
- Recruit a World Heritage Officer to focus on creating a new website for the WHS, a priority request from the stakeholder consultation event.
- Continue with ongoing conservation and stakeholder liaison work, including planning consultations, liaising and collaborating with key public bodies, supporting stakeholders on request, delivering key conservation projects
- Celebrate the 25th anniversary of the WHS inscription throughout the year in 2026

Progress has been made across all areas. A new Executive Group has been established to steer the management decision making for the WHS, with EDDC officers actively participating. The new management plan for the WHS has started being drafted and is following guidance provided by Historic England. Stakeholder and public consultation on the new plan is expected to take place later in 2026 and spring 2027 is being targeted for local authority adoption of a new plan.

A new World Heritage Officer was recruited and started in post in January 2026. A scope for a new Jurassic Coast website has been drafted, and stakeholder feedback will be sought April and May 2026. The intent is to appoint a web developer by summer and launch the new site by the end of 2026.

Conservation and stakeholder liaison work has continued successfully, in particular in relation to a significant strategic project titled the Jurassic Coast Flood and Coastal Erosion Risk Management (FCERM) Mitigation Study. This technical piece of work is highly innovative and aims to create bespoke guidance for how the Jurassic Coast should be addressed throughout environmental impact assessment processes. The project is being led by the Flood and Coast South West team at Bournemouth, Christchurch and Poole Council with input from the Principal Officer for World Heritage and officers in local councils, Natural England, Historic England, the Environment Agency.

The 25th anniversary celebrations for the WHS are ongoing. Stakeholders were invited to organise new or align existing events to the anniversary and were provided with a simple logo to use. A great variety of events have been linked to the celebrations, including art exhibitions, beach cleans, family events, talks, walks and whole-day programmes of engagement. A volunteer was recruited to help co-ordinate promotion of these events and create original content as part of the WHS team's contribution. In addition to this, the team have also commissioned a new artwork to showcase the world class palaeontological heritage of East Devon. Plans to use the artwork as the basis for community engagement activities in Sidmouth during late autumn are at the early stages of development.

2026 will be a crucial year for the Jurassic Coast, in which the commitment of local and national stakeholders to the Site's incredible geological heritage is reaffirmed and a new governance structure and management plan is established as the foundation for future collaborative work. Not only will this focus on preserving this spectacular coastline for future generations but also on how its values can help benefit and enrich the lives of local communities.

2. Recommendations/Decision

- 2.1 That Overview Committee note the report and supports the work of the Jurassic Coast team in East Devon.

3. Reasons for Recommendations/Decision

- 3.1 To enable the work programmes and review of the WHS Management Plan to align with a number of East Devon District Council's Strategies including our Council Plan, Climate Change Strategy, and emerging Local Plan.

4. Options

4.1 The site management framework, updated every six years, is not a statutory document but is nevertheless essential in demonstrating to UNESCO that this globally significant asset is being managed in a way that meets the UK Government's obligations to the World Heritage Convention.

5. Relevance to Council Plan/priorities

Set out how report links to the Council Plan/priorities:

- A supported and engaged community that has the right homes in the right places, with appropriate infrastructure
- A sustainable environment that is moving towards carbon neutrality and which promotes ecological recovery.
- A vibrant and resilient economy that supports local business, provides local jobs and leads to a reduction in poverty and inequality.
- A well-managed, financially secure and continuously improving council that delivers quality services

6. Financial Comments/Implications

6.1 There are no direct financial implications from the recommendations in this report.

7. Legal Comments/Implications

7.1 There are no substantive legal issues to be added to this report

8. Risk Implications

Please complete the risk table – further guidance available on the [Intranet](#)

- 8.1 Set out a short description (narrative) of the Risks that may arise if the proposed decision and related work is not taken.
- 8.2 Include details of the Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks.
- 8.3 The risk section should also include the risks for all the options considered.

Activity/			Assessment of Risk		
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plant/ materials etc	List significant hazards	People at risk	*Impact 1-4	*Likeli hood 1-4	Risk Score	Existing controls e.g. Safety procedures	What further action Is required to control/mitigate the risk?
No risks identified within the report	N/A	N/A	N/A	N/A	N/A	N/A	N/A

*Impact – Major = 4 Serious = 3 Significant = 2 Minor = 1
 *Likelihood – Very Likely = 4 Likely = 3 Unlikely = 2 Remote = 1

9. Equality Implications (Public Sector Equality Duty)

9.1 This relevance assessment aims to analyse gathered information for potential relevance to equality. If a Full Equality Impact Assessment is required ([Equality analysis impact assessment form](#)), include it as an appendix. At the minimum, the following table must be completed.

Scope (<i>Provide an overview, including objectives and desired outcomes</i>)	The report is providing Overview Committee with an update on the changes that have been made to the governance arrangements to the World Heritage Site and also the planned programme of activities for 2026/27.
Evidence gathered and engagement (<i>List stakeholders consulted and relevant processes, policies, and data sources</i>)	N/A
Relevance assessment findings (<i>If relevant to equality, undertake a full EIA or If no relevance to equality, explain why with supporting information</i>)	<p>A full EIA is required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, this assessment has demonstrated relevance to equality with regard to: Please check relevant boxes</p> <p> <input type="checkbox"/> Age <input type="checkbox"/> Pregnancy and maternity <input type="checkbox"/> Disability <input type="checkbox"/> Sexual orientation <input type="checkbox"/> Race <input type="checkbox"/> Gender reassignment <input type="checkbox"/> Sex <input type="checkbox"/> Marriage or Civil Partnership <input type="checkbox"/> Religion or Belief <input type="checkbox"/> Armed Forces <input type="checkbox"/> Other, e.g. carers, care leavers, low income, rurality/isolation, etc. </p> <p>If no, explain why: This is a report to update Members only on the changes to governance arrangements and to understand more about the priorities for the WHS moving forward.</p>
Relevance ranking	<input type="checkbox"/> High – Very relevant to protected characteristics <input type="checkbox"/> Medium – Somewhat relevant to protected characteristics

	<input checked="" type="checkbox"/> Low – Not relevant to protected characteristics
Key findings and impacts	N/A
Conclusion drawn (<i>i.e No major changes needed; EIA found no negative impact or adjust policy/process to remove identified barriers</i>)	N/A
Actions (<i>Proposed actions to mitigate negative impacts on identified groups</i>)	N/A
Signed off by	Charlie Plowden

10. HR and Workforce Implications

N/A

11. Community Safety Implications (Crime and Disorder)

N/A.

12. Climate Change Implications

12.1 The World Heritage Site has positive climate benefits (enhanced biodiversity etc). The site is significantly impacted by the impacts of climate change with rising sea levels and increasing sea temperatures impacting on the dynamic nature of the coastline. The WHS Management Plan has within it policies that seek to guide how to understand and protect the dynamic nature of the coastline when considering planning related matters such as coastal defence schemes.

13. Health & Safety and Health & Wellbeing Implications

N/A

14. Procurement and Social Value implications

N/A

15. Land and Buildings (non-housing)/Asset Management Implications

N/A

16. Overview and Scrutiny Committees Comments/Recommendations

N/A

17. Digital and Data

N/A

18. Consultation and Engagement

N/A

19. Communications

There is an opportunity to reaffirm the Council's commitment to the World Heritage Coast and how it provides both an environmental, social and economic benefit to the district.

20. Next Steps

- 20.1 The Jurassic Coast team will provide a timetable of the review of the existing Site Management Plan and a process of consultation with key stakeholders which will include East Devon DC.
- 20.2 The team will also look to develop activities and projects that will positively engage East Devon's coastal communities and where opportunities present to work with some of the Council's internal teams (e.g Streetscene Engineers, Climate Change team and Culture) as well as the East Devon National Landscape Partnership.

21. Appendices

- 21.1 List and attach with report to ensure councillors have all the documents necessary for the decision making process.

22. Background Papers

- 22.1 No need to refer to minutes or previous reports on the same matter as these are already publicly available.

Proposed Report Sign Off process

Please make sure you have obtained the relevant sign off and the date completed before submitting your report to Democratic Services.

	Officer Name	Date requested	Date Completed
Legal & Governance	Monitoring Officer or Deputy Monitoring Officer	13/05/26	Required
Finance	Section 151 Officer or Deputy S151 Officer	13/05/26	Required
Communications	communications@eastdevon.gov.uk	N/A	If applicable
Digital and Data	digital@eastdevon.gov.uk	N/A	If applicable
Engagement	engagement@eastdevon.gov.uk	N/A	If applicable
HR	HR Lead	N/A	If applicable
Chief Executive	Chief Executive	N/A	If applicable
Director	Relevant Director	13/05/26	Required
Assistant Director(s)	Relevant Assistant Director(s)	N/A	Required
Cabinet Lead Member(s)	Relevant Lead Member (s)	13/05/26	Required
Executive Leadership Team	ELT	N/A	Required
Strategic Leadership Team	SLT	N/A	If applicable

Overview Committee Work Programme 2026 – 2027

Proposed date	Topic
28 May 2026	World Heritage Site Overview (Officer: AD Countryside and Leisure)
24 September 2026	<ol style="list-style-type: none"> 1. Climate Change Strategy and Action Plan (Officer: Climate Change Officer) 2. Community Action Groups (CAG) Devon update (Officer: Climate Change Officer)
26 November 2026	Integrated Weed Management Framework (Officer: AD Streetscene)
4 February 2027	
Dates TBC	Topic – dates to be confirmed with lead officers
TBC	Anti-Poverty Strategy Annual Report (AD Revenues, Benefits, Customer Service, Fraud and Compliance)
TBC	SANG Delivery Strategy (Officer: Green Infrastructure Project Manager)
TBC	Preventative tree maintenance in high amenity use areas and in EDDC controlled social housing (Officer: AD Streetscene)

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4-month period: 1 June 2026 to 30 September 2026

This plan contains all the Key Decisions that the Council's Cabinet expects to make during the 4-month period referred to above. The plan is rolled forward every month.

12.1.1 Key decisions: A "key decision" means an executive decision which is likely:

- (a) to result in the Council incurring expenditure or the making of savings of £100,000 or more; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Council's area:
 - (i) In accordance with section 38 of the Local Government Act 2000, in determining the meaning of "significant" regard shall be had to any guidance for the time being issued by the Secretary of State
 - (ii) A decision taker may only make a key decision in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of this Constitution.

A public notice period of 28 clear working days is required when a Key Decision is to be taken by the Council's Cabinet even if the meeting is wholly or partly to be in private.

The Cabinet may only take Key Decisions in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of the Constitution and the Local Authorities (Executive Arrangements) (Meetings and Access to information) (England) Regulations 2012. A minute of each Key Decision is published within 2 days of it having been made. This is available for public inspection on the Council's website <http://www.eastdevon.gov.uk>, and at the Council Offices, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton. The law and the Council's constitution permit urgent Key Decisions to be made without 28 clear days' notice of the proposed decisions having been published provided certain procedures are followed. A decision notice will be published for these in exactly the same way.

This plan also identifies Key Decisions which are to be considered in the private part of the meeting (Part B) and the reason why. Any written representations that a particular decision should be moved to the public part of the meeting (Part A) should be sent to the Democratic Services Team (address as above) as soon as possible. **Members of the public have the opportunity to speak on the relevant decision at the meeting in accordance with the Council's public speaking rules.**

Obtaining documents

Committee reports in respect of Key Decisions include links to the relevant background documents. If a printed copy of all or part of any report or background document is required, please contact Democratic Services (address as above) or by calling 01395 517546.

Members of the public who wish to make any representations or comments concerning any of the Key Decisions referred to in this Forward Plan may do so by writing to the Leader of the Council c/o Democratic Services (as above).

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
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Use of Climate Change Budget to support Green Loans to Householders	Assistant Director Environmental Health			Part A
Air Quality/Contaminated Land Strategies	Assistant Director Environmental Health			Part A
Anti-Poverty Strategy page 15	Asst Director Revenues, Benefits, CSC, Fraud & Compliance	Outcomes from consultation	1 July 2026	Part A
Potent Green Team Funding for Broadclyst Tree Nursery	Assistant Director Countryside, Environment and Ecology		1 July 2026	Part A
Formation of an Exmouth Town and Seafront Subgroup	Assistant Director Place Assets & Leisure	Steering Group ToR		Part A
Council Depots Review	Project Manager Place, Assets & Commercialisation			Part B (commercially sensitive)
Exmouth Town Hall	Assistant Director Place Assets & Leisure			Part B (commercially sensitive)

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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Hayne Lane Masterplan	Assistant Director Place Assets & Leisure	Hayne Lane Masterplan		Part A
Strategic Development Review – Exeter Science Park Limited	Director of Place			Part B
Public Toilets Review	Assistant Director Place Assets & Leisure			Part A
Housing Strategy	Director Housing and Health			Part A
Cranbrook Category 4 contributions mechanism for allocation and spend	Assistant Director Planning Strategy and Development Management			Part A
Dog Control Enforcement Policy	Assistant Director Environmental Health			Part A
Private Sector Housing Enforcement Policy	Assistant Director Environmental Health			Part A

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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Supported Housing Services	Assistant Director Statutory Housing Services			Part A
Complaint Policy Review	Information Governance Manager & Data Protection Officer			Part A
Procurement of CBRE through the Crown Commercial Services Framework to undertake work in relation to the second new community	Delivery Manager			Part A
Colyford Road and Fosse Way Viability Assessment	Assistant Director Place Assets & Leisure	Colyford Road and Fosse Way Viability Assessment		Part A *possibly some Part B commercially sensitive
Cloakham Lawns Employment Site Viability Assessment	Assistant Director Place Assets & Leisure	Colyford Road and Fosse Way Viability Assessment		Part A *possibly some Part B commercially sensitive

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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Update report on Council Tax Second Homes and Empty Homes Premiums	Assistant Director for Revenues & Benefits		3 June 2026	Part A
Community Asset Transfer Programme	Interim Director of Place	Programme Initiation Document	6 May 2026	Part B
Disposal Opportunities	Assistant Director Place, Assets & Leisure			Part B
Potential Adoption and Management of SANG by Countryside Services	Assistant Director Countryside, Environment and Ecology		3 June 2026	Part A

Key Officer/Portfolio Holder Decisions

Sale of Workshop Site, Exmouth	Estates Surveyor	Part B Portfolio Holder Assets & Economy Decision
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Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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Individual property: external and internal repairs and refurbishment	Assistant Director Housing	Part B Officer Decision
Discretionary Business Rates Relief Policy for Pub & Live Music Venues, Retail Hospitality Leisure, Supporting Small Business & Eligible Vehicle Charging Points	Assistant Director for Revenues & Benefits	Part A Officer Decision
Individual property: external and internal repairs and refurbishment	Assistant Director Housing	Part B Officer Decision
Individual property: external and internal repairs and refurbishment	Assistant Director Housing	Part B Officer Decision
Procurement Support from Devon County Council – renew 5- year SLA	Director of Finance	Officer Executive Decision

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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Household Support Fund – Determining groups for targeted support	Assistant Director Customer Services, Revenues & Benefits	Officer key decision
Sewerage Treatment Plant Replacement Programme 2025/26	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
Bathroom Adaptations to 20 properties	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
Bathroom Adaptations to properties ED0322-24	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
Structural Repairs & Refurbishment – 33, 35 & 37 Underleys, Beer	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
Refurbishment of Flats, Langford Avenue, Honiton	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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Refurbishment of 4no. Blocks of Flats, Arcot Park, Sidmouth	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
Refurbishment & Extension of 1 School Lane, Newton Poppleford	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
Internal Adaptations to various properties	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
LAD 1 Completion – Heating & Fabric Upgrades	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
Upgrade of Peazen Flats, Beer	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision
Internal Adaptations Q2-25	Planned Works & Climate Change Manager	Appointment of contractor. Request for Officer Executive Decision

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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Radon Testing and Mitigation Contract for the Compliance Department	Compliance Surveyor	Appointment of contractor. Request for Officer Executive Decision
Disposal of HRA asset in Axminster	Assistant Director - Programme, Development & Investment	Part B
Disposal of HRA asset in Upottery	Assistant Director - Programme, Development & Investment	Part B

Officer Decisions to enter into Contract

Recycling and Waste: - MRF/Baling Plant Refurbishment/Site Compliance - vehicle refurbishment programme	Assistant Director StreetScene	
Seaton Wetlands southern expansion and habitat creation project – HLF bid over £100K	Countryside Manager	EOI by January/Feb 2025 TBC

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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Radon Testing & Mitigation	Compliance Manager	
Electrical Testing and remedials	Compliance Manager	
East Devon National Landscape HLF Open Programmes bid for Landscape Connections Project	East Devon NL Manager	EOI Dec 2024
Recycling & Waste – Green Waste Narrow Access Vehicle purchase.	Assistant Director StreetScene	
Phear Park and The Green Resurfacing Works	Assistant Director StreetScene	

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Date of Cabinet meeting	Part A = Public meeting Part B = private
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