

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4-month period: 1 November 2023 to 29 February 2024

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.

Key Decisions are defined by law as “an executive decision which is likely: –

- (a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; 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.”

In accordance with section 9Q of the Local Government Act 2000, in determining the meaning of “significant” in (a) and (b) above regard shall be had to any guidance for the time being issued by the Secretary of State.

A public notice period of 28 clear 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.

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
StreetScene Public Bin Review	Assistant Director StreetScene			Overview Committee 12 October 2023	1 November 2023	Part A
Housing Benefit – Modified Scheme	Assistant Director Revenues, Benefits and CSC		N		1 November 2023	Part A
Safeguarding recommendations update	Director Governance and Licensing				1 November 2023	Part A
Science Park Rate – Discretionary rate relief	Director Finance		N		1 November 2023	Part B
Feniton Flood Alleviation Scheme, Project Board Set up	Assistant Director StreetScene				1 November 2023	Part A
Shared Service agreement with BCP Council	Assistant Director StreetScene				1 November 2023	Part A
Place & Prosperity investment proposal	Project Manager Place and Prosperity (Exmouth)	Place & Prosperity Framework			Decision to be taken by Place & Prosperity Investment Board – 27 November 2023	Part B (By virtue of Paragraph 3 of Schedule 12A of the LGA 1972 – Financial and business affairs)

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Council Tax Reduction Scheme 2024/25	Asst Director – Revs, Bens, CSC				29 November 2023	Part A
Annual Homelessness Update	Assistant Director Housing				29 November 2023	Part A
Beach Amenity Management Plan	Assistant Director StreetScene				3 January 2024	Part A
Towards Zero Carbon Development in the West End: Interconnector Project Final Investment Decision	Assistant Director Growth, Development and Prosperity				3 January 2024	Part B
Future delivery of the Housing Task Force	Assistant Director Housing				3 January 2024	Part A
Council Tax Base 2024/25	Asst Director – Revs, Bens, CSC				3 January 2024	Part A
Approval of Homelessness and Rough and Sleeper Strategy 2024-2028	Assistant Director Housing				28 February 2024	Part A

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).

October 2023