

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4-month period: 1 January 2026 to 30 April 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	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]
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Towards Zero Carbon Development in the West End: Interconnector Project Final Investment Decision (Parts 2)	Director of Place	Full Business Case				Part B
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	Asst Director Revenues, Benefits, CSC, Fraud & Compliance	Outcomes from consultation		Poverty Working Panel	4 March 2026	Part A
Formation of an Exmouth Town and Seafront Subgroup	Assistant Director Place Assets & Leisure	Steering Group ToR		Placemaking in Exmouth Town and Seafront Group		Part A
Council Depots Review	Project Manager Place, Assets & Commercialisation					Part B (commercially sensitive)

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Exmouth Town Hall	Assistant Director Place Assets & Leisure					Part B (commercially sensitive)
Hayne Lane Masterplan	Assistant Director Place Assets & Leisure	Hayne Lane Masterplan	No	Asset Management Forum		Part A
Strategic Development Review – Exeter Science Park Limited	Director of Place		No			Part B
Public Toilets Review	Assistant Director Place Assets & Leisure					Part A
Supported accommodation	Assistant Director - Statutory Housing Services				4 March 2026	Part B
Ukraine support funding	Assistant Director - Statutory Housing Services				4 March 2026	Part B
Mutual Exchange Policy	Assistant Director - Statutory Housing Services				4 March 2026	Part A

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Temporary Accommodation Allocations and Procurement Policy	Assistant Director - Statutory Housing Services				4 March 2026	Part A
Housing Strategy	Director Housing and Health			Overview Committee		Part A
Cranbrook Category 4 contributions mechanism for allocation and spend	Assistant Director Place Assets & Leisure					Part A
Dog Control Enforcement Policy	Assistant Director Environmental Health			Overview Committee		Part A
Private Sector Housing Enforcement Policy	Assistant Director Environmental Health					Part A
Climate Change Strategy	Assistant Director Environmental Health				Winter 2025/26	Part A
EDDC Local Nature Recovery Plan	Assistant Director Countryside, Environment and Ecology				4 March 2026	Part A

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Supported Housing Services	Assistant Director Statutory Housing Services					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	No	Asset Management Forum		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	No	Asset Management Forum		Part A *possibly some Part B commercially sensitive
Exmouth Town and Seafront Placemaking Plan Adoption	Assistant Director Place Assets & Leisure	Placemaking Plan and appendices	Yes some Strategic Outline Business Cases (SOBC)	Placemaking in Exmouth Town and Seafront Group		Part A *possibly some Part B commercially sensitive

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Biodiversity Duty Report	Assistant Director Countryside, Environment and Ecology				4 March 2026	Part A
Sidmouth and East Beach BMP – Approval to enter design and construction contracts	Assistant Director StreetScene				4 March 2026	Part A
Community Asset Transfer Programme	Interim Director of Place	Programme Initiation Document			1 April 2026	Part B
Disposal Opportunities	Assistant Director Place, Assets & Leisure			Asset Management Forum		Part B

Key Officer/Portfolio Holder Decisions

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Sale of Workshop Site, Exmouth	Estates Surveyor					Part B Portfolio Holder Assets & Economy 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
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

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Household Support Fund – Determining groups for targeted support	Assistant Director Customer Services, Revenues & Benefits		As per Cabinet recommendation at their meeting 30 October 2024			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

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Refurbishment of Flats, Langford Avenue, Honiton	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
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

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Internal Adaptations Q2-25	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Radon Testing and Mitigation Contract for the Compliance Department	Compliance Surveyor					Appointment of contractor. Request for Officer Executive Decision

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
Radon Testing & Mitigation	Compliance Manager	

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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	
Resurfacing Land of Canaan and Foxholes Car Parks	Assistant Director StreetScene	11 December 2025

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