

SOUTH HAMS DISTRICT COUNCIL: EXECUTIVE LEADER'S FORWARD PLAN

This is the Leader of Council's provisional forward plan for the four months starting July 2019. 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 Panel 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)

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.

Leader of the Council – Cllr Judy Pearce

Deputy Leader – Cllr Hilary Bastone

lead Executive Member for Health and Wellbeing – Cllr Jonathan Hawkins

lead Executive Member for Communities and Enterprise – Cllr David May

lead Executive Member for Environment – Cllr Keith Baldry

lead Executive Member for Customer Service Delivery – Cllr Nicky Hopwood

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 democratic.services@southhams.gov.uk

All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated

KEY DECISIONS TO BE TAKEN BY THE EXECUTIVE

Portfolio Area	Report Title and Summary	Lead Officer/ Member	Documents to be considered in making decision	Date of Decision	Consultees and means of Consultation
OTHER DECISIONS					
	Title: Coastal Concordat Purpose of report: To consider the Concordat agreed between SHDC and Marine Management Organisation in respect of planning matters below the mean low tide	Tom Jones	Report of the Head of Place Making Practice Coastal Concordat	Date tbc	
Deputy Leader – Strategic Assets	Title: Dartmouth Health Hub Update Report Purpose of Report: To report on progress and seek approval for next steps, including any finance requirements	Chris Brook/ Cllr Bastone	Report of Head of Assets Business case	18 July 2019	NHS led public consultation and stakeholder engagement Meetings with Town Council
Deputy Leader – Strategic Assets	Title: Kingsbridge Commercial proposals Purpose of report: To seek approval for the business case for a commercial opportunity for a hotel in Kingsbridge, to include the granting of a long lease.	Chris Brook/ Cllr Bastone	Report of HOP Lead Assets Business Case for development	18 July 2019	Meetings with Town Council
Deputy Leader – Strategic Assets	Title: Ivybridge Commercial Development Opportunity Purpose of report: To report on progress and seek approval for next steps, including any finance requirements	Chris Brook/ Cllr Bastone	Report of Head of Assets	18 July 2019	Meetings with Town Council
Leader – Council	Title: Restructure of SLT Purpose of report: To approve the Senior Leadership Team structure, roles and salaries and request the Chief Executive to review and implement changes to the Extended Leadership Team	Sophie Hosking & Andy Wilson/ Cllr Pearce	Report of the Chief Executive , LGA Peer Review and SLT Consultation Paper responses	18 July 2019	Staff consulted via consultation paper
Communities	Title: Crowdfunding Purpose of report: To approve the proposed creation of a South Hams Crowdfund, details set out in the report	Nadine Trout/ Cllr May	Report of the Commissioning Manager	18 July 2019	

Environment	<p>Title: Electric charging points in car parks – update to Off Street Parking Order</p> <p>Purpose of report: To seek approval for amending the Off Street Parking Order</p>	Cathy Aubertin/ Cllr Baldry	Report of Environment Services Head of Practice	18 July 2019	
Deputy Leader – Strategic Assets	<p>Title: Commercial Acquisition Strategy – Renewable Energy</p> <p>Purpose of report: to amend the current acquisition strategy to widen the geographic constraints for investment in the renewable energy sector</p>	Chris Brook/ Cllr Bastone	Report of Head of Assets	18 July 2019	Internal consultees
Council	<p>Title: IT Procurement Update</p> <p>Purpose of the report: Proposal for the approach for the ICT Procurement, including proposals for joint arrangements with South Hams District Council</p>	Mike Ward/ Cllr Bastone	Report of Head of IT IT Evaluation Report Appendix	18 July 2019	Lead Member Support Services
Wellbeing	<p>Title: To consider the adoption of an Air Quality Action Plan for Totnes as required under the Environment Act 1995</p> <p>Purpose of report: The Air Quality Action Plan is a legal framework of measures that the Council with its partners will be seeking to undertake to address poor air quality in an Air Quality Management Area. The report follows on from the adoption by the Council of its Clean Air Strategy and air quality action plans for Ivybridge and Dean Prior. I will also provide an update on the proposals for Ivybridge.</p>	James Kershaw/ Cllr Hawkins	Report of Senior Specialist Environmental Health	18 July 2019	
Council	<p>Title: Budget Update report for 2020/21</p> <p>Purpose of report: To give an update on the outline financial modelling for the budget position for 2020/21, including asking Members for an early indication on the Council Tax Support Grant for 2020/21 for Town and Parish Councils</p>	Lisa Buckle/ Cllr Pearce	Report of s151 Officer	18 July 2018	
Council	<p>Title: Write Off Report for Quarter 4 2018/2019</p> <p>Purpose of report: The Council is responsible for the collection of: Housing Rents, Sundry Debts including Housing Benefit Overpayments, Council Tax and</p>	Lisa Buckle/ Cllr Bastone	Report of Strategic Lead Finance	18 July 2019	

	National Non-Domestic Rates. The report informs members of the debt written off for these revenue streams.				
Leader – Strategic Assets	Title: Formation of a wholly owned company Purpose of Report: To consider the formation of a wholly owned company to facilitate commercial activity	Chris Brook/ Cllr Pearce	Report of Head of Assets	19 September 2019	
Enterprise	Title: Accommodation Strategy Purpose of report: To make recommendations for a future accommodation strategy	Chris Brook/ Cllr May	Report of Head of Assets	19 September 2019	
Leader	Title: Draft Corporate Strategy Delivery Plans Purpose of report: To consider the feedback gathered by Members from their community engagement	Nadine Trout/ Cllr Pearce	Report of the Commissioning Manager	19 September 2019	
Environment	Title: Grounds maintenance service Purpose of report: To consider the future provision of a grounds maintenance service, and opportunities for income growth in respect of service area	Steve Mullineaux & Cathy Aubertin/ Cllr Baldry	Report of the Group Manager Commercial Services and Head of Environment Services Practice	19 September 2019	
Homes	Title: Homeless Strategy Year 3 Purpose of the report: To set out Year 3 of the Strategy	Issy Blake/ Cllr Pearce	Report of the Head of Housing, Revenues and Benefits	19 September 2019	
Council	Title: Write Off Report for Quarter 1 Purpose of report: The Council is responsible for the collection of: Housing Rents, Sundry Debts including Housing Benefit Overpayments, Council Tax and National Non-Domestic Rates. The report informs members of the debt written off for these revenue streams.	Lisa Buckle/ Cllr Bastone	Report of Strategic Lead of Finance	19 September 2019	
Council	Title: Revenue Budget Monitoring Quarter 1 Purpose of report: A revenue budget monitoring report to monitor income and expenditure variations against	Pauline Henstock/ Cllr Bastone	Report of Head of Finance	19 September 2019	

	the approved revenue budget for 2019/20, and to provide a forecast of the year end position				
Council	Title: Capital Budget Monitoring Quarter 1 Purpose of report: The report advises Members of the progress on individual schemes within the approved capital programme for 2019/20, including an assessment of their financial position	Pauline Henstock/ Cllr Bastone	Report of Head of Finance	19 September 2019	
Council	Title: Medium Term Financial Strategy for the five years 2020/21 to 2024/25 Purpose of the report: To set the strategic intention for all of the different strands of funding available to the Council. This brings together all known factors affecting the Council's financial position and its financial sustainability, to provide a long term financial forecast.	Lisa Buckle/ Cllr Pearce	Report of Strategic Lead of Finance	19 September 2019	
Communities/ Wellbeing	Title: Partnership Funding Levels 2020/21 Purpose of the report: To review Partnership Funding Levels for 2020/21 onwards and to consider moving from a grants basis to a commissioning model	Nadine Trout/ Cllr May and Cllr Hawkins	Report of Head of Housing, Revenues and Benefits Practice	19 September 2019	
Communities/ Wellbeing	Title: Council Tax Reduction Scheme 2020/21 Purpose of the report: It is an annual requirement for the Council to revisit its existing council tax support scheme	Issy Blake/ Cllr May and Cllr Hawkins	Report of Head of Housing, Revenues and Benefits Practice	19 September 2019	
Council	Title: Customer Satisfaction Quarterly Updates Purpose of report: To update Members on progress with Customer Satisfaction	Nadine Trout/ Cllr Pearce	Report of Commissioning Manager	19 September 2019	
Enterprise	Title: Langage Enterprise Proposals Purpose of the report: To make recommendations to facilitate development, growth and enterprise at Langage Energy Park	Chris Brook/ Cllr May	Report of Head of Assets	31 October 2019	

