

Date: 6 June 2005
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Our Reference: DV



To: The Chairman and Members of the Executive Board
Other Members of the Council for information
Chief Executive
Corporate Directors
Heads of Service

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Dear Sir/Madam

Executive Board, Wednesday, 15 June 2005 at 5.30 pm

The above Board meeting will be held in the Council Chamber, Knowle, Sidmouth, to consider the matters detailed on the agenda below.

Members of the Council who do not sit on the Executive Board are welcome to attend as observers.

Yours faithfully

MARK WILLIAMS

Chief Executive

Members of the public are welcome to attend this meeting when items listed under Part A of the agenda are being considered. For the benefit of Councillors and members of the public a hearing loop system will be in operation in the Council Chamber.

AGENDA

Part A

Page/s

- 1 To confirm the minutes of the meeting of the Executive Board held on 6 April 2005 (previously circulated).
- 2 To receive any apologies for absence.
- 3 To consider any items which in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances.

(Note: Such circumstances need to be specified in the minutes; any Member wishing to raise a matter under this item is requested to notify the Chief Executive in advance of the meeting)

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| 4 | To agree any items to be dealt with after the public (including the press) have been excluded. The item which Officers recommend should be dealt with in this way is shown under Part B of the agenda. | |
| 5 | To note the contents of the Forward Plan for the period 1 June to 30 September 2005 | 4-5 |
| 6 | Matters referred to the Executive Board by the Overview or Scrutiny Committees or the Council for re-consideration in accordance with the Overview/Scrutiny Procedure or budget and Policy Framework Procedure Rules under Part 4 of the Constitution. No items have been put forward. | |
| 7 | I&DeA Peer Review letter – follow up visit 21 March 2005 | 6-22 |
| | (a) To receive and consider the letter | |
| | (b) To refer the letter to the Scrutiny Committee to consider as part of its assessment of work plan issues for the forthcoming year. | |
| 8 | To note the report of the meeting of the Exmouth Joint Forum held on 23 May 2005. | 23-28 |
| 9 | To note the report of the meeting of the Folk Festival Working Party held on 25 May 2005 and to consider the recommendations. | 29-30 |

Key Decisions

- | | | | |
|----|---|--------------------------------|--------------------|
| 10 | Revenue and Capital Outturn report for 2004/05 | Financial Services Manager | 31-37
+ booklet |
| 11 | Customer Access Strategy – up-date | Head of ICT | 38-44 |
| 12 | Leisure Services – transfer to a non-profit distributing organisation | Head of Leisure and Lifestyles | 45-58 |

Matters for Decision

- | | | | |
|----|---|--------------------------------------|-------|
| 13 | Treasury Fund management 2004/05 | Financial Services Manager | 59-62 |
| 14 | Banking arrangements – contract extension to March 2007 | Financial Services Manager | 63-65 |
| 15 | Delivering efficiency in local services | Corporate Director - Economy | 66-68 |
| 16 | Housing Strategy Statement 2004-2007 – Fit for Purpose | Head of Housing and Social Inclusion | 69-71 |
| 17 | Housing Revenue Account adjustment to 2005/06 budget | Housing Contract Services Manager | 72-74 |

Matters for Decision – cont/..

18	Standing Orders exemptions: appointment of consultant for the validation of the Council's Housing Stock Condition Survey data	Head of Housing and Social Inclusion	75-85
19	East Devon Citizens Advice Bureau – service level agreement	Corporate Director – Communities	86-102
20	Honiton Community complex – phase 1	Corporate Director - Economy	103-104
21	The Vice-Chairman of the Board to move the following:- “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 on the agenda, is likely to be disclosed”.		104

PART B

Matter for Decision – Exempt Information

22	Post Number: 06/006 – Client Services Manager	Para 1 Schedule 12a – Information relating to a particular employee	Head of Organisational Development	105-106
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Members Remember!

You must declare any personal or prejudicial interests in an item before it is discussed. Make sure you say the reason for your interest, as this has to be included in the minutes. If your interest is prejudicial you must leave the room. You also need to declare when you are subject to the party whip, again before the matter is discussed.