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

Dear Sir/Madam

**Executive Board, Monday, 17 January 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.

**Would Members please retain the papers in respect of the draft Revenue and Capital Estimates 2005/06 (agenda item 10 refers) - with separate booklet to follow - and also those in relation to the draft Housing Revenue Account Estimates 2005/06 (agenda item 11 refers) as these issues will be considered at the next meetings of the Overview Committees.**

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 24 November 2004, 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)

- |   |  |      |
|---|--|------|
| 4 | To agree any items to be dealt with after the public (including the press) have been excluded. The items which the Officers recommend should be dealt with in this way are shown under Part B of the agenda.   |      |
| 5 | To note the contents of the Forward Plan for the period 1 January to 30 April 2005   | 4-6  |
| 6 | Matters referred to the Executive Board (by an Overview Committee or the Council) for re-consideration in accordance with the Overview Procedure or budget and Policy Framework Procedure Rules under Part 4 of the Constitution (no items have been put forward). |      |
| 7 | Audit and Inspection Annual Letter   | 7-20 |
|   | To receive the Audit and Inspection annual letter from the Audit Commission  |      |

### Key Decision

- |   |   |   |       |
|---|---|---|-------|
| 8 | Exmouth Seawall Emergency Repairs – the failure of the Beach Gardens Sea Wall through recent storm damage and the impact on the current Sea Wall Capital Project. (Report also refers to the damage caused to the Beer Jetty in the same storms). | Corporate Director – Environment/<br>Head of Streetscene Services | 21-24 |
|---|---|---|-------|

### Matters for Decision

- |    |   |                                |                                   |
|----|---|--------------------------------|-----------------------------------|
| 9  | Revenue and Capital Monitoring report 2004/05 – months seven (October) and eight (November) | Financial Services Manager     | 25-29                             |
| 10 | Draft Revenue and Capital Estimates 2005/06   | Corporate Director – Economy   | 30-36<br>+ booklet<br>(to follow) |
| 11 | Draft Housing Revenue Account Estimates 2005/06   | Corporate Director – Economy   | 37-39                             |
| 12 | Council Tax Base 2005/06  | Corporate Director – Economy   | 40-42                             |
| 13 | Car Parking Charges 2005/06   | Assistant Treasurer – Revenues | 43-53                             |
| 14 | Actuarial Valuation of the Pension Fund   | Financial Services Manger      | 54-56                             |
| 15 | Preparations for Comprehensive Performance Assessment – 2006/07                             | Chief Executive                | 57-68                             |
| 16 | Delivering Efficiency in Local Services   | Chief Executive                | 69-73                             |

17	Independent Remuneration Panel report	Corporate Director – Economy	74-81
18	Exemption of Contract Standing Orders	Head of Finance	82-84
19	Planned Maintenance 2005/06 – 2009/10	Property Services Manager	85-87
20	Extended delegation scheme for planning applications	Head of Planning and Countryside	88-100
21	Proposals for the allocation of the Planning Delivery Grant 2005/06	Head of Planning and Countryside	101-103 + booklet
22	<b>The Vice-Chairman of the Board to move the following:-</b>		
	“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”.		103

### **Matters for Decision – Exempt Information**

23	Revenues and Housing Benefits staffing structure	Para 1 Schedule 12a – Information relating to particular employees	Head of Finance	104-109
24	Sheppards Row Depot and Exmouth Town Museum: Transfer to South West Water Ltd.	Para 9 Schedule 12a – Negotiations of terms for a contract	Property Services Manager	110-113

### **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.