

Date: 29 March 2004  
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Our Reference:



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

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Dear Sir/Madam

**Executive Board, Wednesday, 7 April 2004 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 attend as observers.

**Would Members please bring to the meeting:**

- **the reports arising from the Best Value Reviews of Community Safety and Housing Services which were circulated to all Members with the Communities Overview agenda, and**
- **copy of the draft Waste Management Strategy circulated to all Members with the Joint Overview agenda for the meeting on 30 March 2004.**

Yours faithfully

MARK WILLIAMS

Chief Executive

**AGENDA**

**Part A**

|  | <b>Page/s</b> |
|--|---------------|
| 1 To confirm the minutes of the meeting of the Executive Board held on 10 March 2004 (attached).   | 4-12          |
| 2 To receive any apologies.  |               |
| 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 1 April 2004 to 31 July 2004  |                           | 13-15 |
| 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 |                           |       |
| 7 | To note or take appropriate action in respect of the following reports from the Overview Committees:   |                           |       |
|   | Environment Overview   | 26 February 2004          | 16-18 |
|   | Economy Overview (Special meeting)   | 3 March 2004              | 19-21 |
|   | Communities Overview (Special meeting)   | 4 March 2004              | 22-24 |
|   |  | 24 March 2004 (to follow) |       |
|   | Special Joint Overview   | 30 March 2004 (to follow) |       |

The minutes of the Joint meeting of the Economy and Environment Overview Committees held on 3 February 2004 were referred to the last meeting of the Board and considered at the same time as the Seaton Regeneration Area – Development Brief report.

### Key Decisions

- |    |  |  |   |
|----|--|--|---|
| 8  | Best Value Review of Housing Services            | Policy Manager                           | 25-28<br>+separate<br>booklet<br>previously<br>circulated |
| 9  | Stock Options Appraisal Project – Scoping Report | Head of Housing and Social Inclusion     | 29-46   |
| 10 | Balancing Housing Markets                        | Corporate Director –<br>Communities      | 47-48<br>+separate<br>booklet                             |
| 11 | Best Value Review of Community Safety            | Policy Manager                           | 49-51<br>+separate<br>booklet<br>previously<br>circulated |
| 12 | Draft Waste Management Strategy                  | Corporate Director -<br>Environment      | 52-53<br>+separate<br>booklet<br>previously<br>circulated |
| 13 | Customer Access Strategy                         | Corporate Director –<br>Central Services | 54-59   |
| 14 | Proposed Exmouth Waterside Centre                | Corporate Director -<br>Environment      | 60-72   |

## Matters for Decision

|    |  |                                      |         |
|----|--|--------------------------------------|---------|
| 15 | Council Tax on second homes – housing initiative   | Head of Housing and Social Inclusion | 73-79   |
| 16 | ‘Home Board’ – animal boarding establishments  | Head of Health and Health Equalities | 80-85   |
| 17 | East Devon Local Plan – from revised Deposit to Local Plan Public Inquiry<br><br>(a summary of representation on the revised deposit Local Plan (App 1) is attached for Members of the Executive Board. A copy is available in the Members’ Area for information)                                    | Corporate Director – Environment     | 86-92   |
| 18 | New community supplementary planning guidance: draft aims  | Corporate Director – Environment     | 93-101  |
| 19 | The Planning Delivery Grant 2004/05  | Corporate Director – Environment     | 102-107 |
| 20 | Best Value reviews in 2004/05  | Head of Policy                       | 108-111 |
| 21 | Performance Monitoring 2003/04 – monthly report for February 2004  | Head of Policy                       | 112-113 |
| 22 | The Vice-Chairman of the Executive Board to move the following:-<br><br>“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(s) set out on the agenda, is likely to be disclosed”. |                                      | 113     |

## Part B – Exempt Information

|    |  |  |                                   |         |
|----|--|--|-----------------------------------|---------|
| 23 | Legal Services – cost of early retirement  | Para 1 Schedule 12A – information relating to particular employees                           | Head of Legal and Member Services | 114-127 |
| 24 | Restructuring of Financial Services and Revenues Sections                                | Para 1 Schedule 12A – information relating to particular employees                           | Head of Finance                   | 128-142 |
| 25 | Financial Management, Income Management and Human Resource and Payroll Systems Procedure | Para 9 Schedule 12A – information relating to negotiations for a contract                    | Payroll and Pensions Manager      | 143-151 |
| 26 | Local Settlement following planning decision   | Para 12 Schedule 12A – information relating to legal proceedings by or against the authority | Corporate Director - Environment  | 152-155 |

### Interests

Members are reminded of their obligation to declare the existence and nature of any personal interests they may have in any items to be considered at this meeting and to withdraw, if it is a prejudicial interest, before any discussion takes place.