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

Dear Sir/Madam

### **Executive Board, Wednesday, 10 March 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 Building Control Best Value Review Report which was circulated to all Members with the Environment Overview agenda.**

Yours faithfully

MARK WILLIAMS

Chief Executive

## **AGENDA**

### **Part A**

**Page/s**

- 1 To confirm the minutes of the meeting of the Executive Board held on 11 February 2004 (previously circulated).
- 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. (There are no items which the Officers recommend should be dealt with in this way).

		<b>Page/s</b>
5	To note the contents of the Forward Plan for 1 March 2004 to 30 June 2004	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	
7	To receive the report of the Exmouth Joint Forum held on 16 February 2004 and to consider the recommendations contained therein.	7-11
8	To receive the report of the Exeter Area Rail Project Working Party held on 12 February 2004.	12-15

### **Key Decision**

9	Building Control Best Value Review Report	Head of Planning and Countryside	16-18 +separate booklet previously circulated
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### **Matters for Decision**

10	Homelessness and temporary accommodation	Head of Housing and Social Inclusion	19-26
11	Rent deposit and rent in advance scheme	Head of Housing and Social Inclusion	27-37
12	Empty homes	Head of Environmental Health and Health Equalities	38-44
13	Devon Structure Plan 2001 – 2016: Proposed Modifications to the Deposit Plan	Policy and Conservation Manager	45-66
14	Sports Centre Charges 2004/05	Head of Leisure and Lifestyles	67-72
15	Annual review of Hackney Carriage and Private Hire licensing fees	Head of Legal and Member Services	73-76
16	Criminal Records Bureau disclosure fees and administration charge	Head of Legal and Member Services	77-79
17	Performance Monitoring 2003/04 – January 2004	Corporate Director – Central Services	80-81 +booklet
18	Approval of the revised Financial Operating Procedures and Contract Standing Orders	Internal Audit and Risk Manager	82-86

A separate booklet containing financial regulations, financial operating procedures and contract standing orders is attached for Executive Board Members – a copy of this booklet is also available in the Members' Area for information.

19	Independent Remuneration Panel recommendations	Corporate Director - Economy	87-93
20	Tourism Promotion 2004/05	Economic Development Manager	94-98
21	Seaton Regeneration Area – Development Brief	Economic Development Manager	99-100 +booklet

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.