

East Devon District Council

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Your Ref

Our Ref DV/AS

5th June 2003

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, 16TH JUNE 2003 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 may attend as observers.

Yours faithfully

MARK WILLIAMS

Chief Executive

A G E N D A

PART A

Page/s

- | | | |
|---|--|-----------------------|
| 1 | To confirm the minutes of the meeting of the Executive Board held on 9th April 2003 | 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).

PART A (cont)

Page/s

- 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 1st June to 30th September 2003.
- 6 Pennington Point/Salcombe Hill Cliffs – Quarterly Update: to note that the scheme has been submitted for planning permission and will be considered by the Development Control Committee on 8th July.
- 7 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. (There are no items).

4 - 6

KEY DECISION

- 8 East Devon AONB – Draft Management Strategy East Devon AONB Officer 7 - 29

MATTERS FOR DECISION

- 9 Revenue and Capital Outturn Report for 2002/03 Financial Services Manager 30– 34+ booklet*
*Already circulated with Environment Overview Agenda
- 10 Treasury Management Performance 2002/03 Corporate Director – Economy 35 - 39
- 11 Capital Strategy and Corporate Asset Management Plan for 2003 Joint Report by Head of Property & Economic Development and Financial Services Manager 40- 58
- 12 Communications, Customer First, Training & Development and Acceptable Behaviour – Draft Policies Corporate Director – Central Services 59 – 88
- 13 Private Sector Leasing Scheme Head of Environmental Health & Health Equalities 89 - 98
- 14 Transitional Private Sector Housing Renewal Strategy Head of Environmental Health & Health Equalities 99 – 100 + booklet
- 15 Collection of overpaid Housing Benefit Benefit Manager 101 - 105
- 16 Colin Tooze Sports Centre – Capital Funding for the New Dance Studio Head of Leisure & Lifestyles 106 - 107

PART A (cont)Page/s

17	Disposal of Land at Stowford Rise, Sidmouth	Joint Report of Interim Head of Housing & Head of Property & Economic Development	108 - 111
18	The Vice-Chairman of the Executive 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(s) set out on the agenda, is likely to be disclosed”.		111

PART B**MATTERS FOR DECISION - EXEMPT INFORMATION**

19	Procurement of Building Control and Development Control System	Para 9, Schedule 12A Information relating to negotiation of terms for a contract	Corporate Director – Environment	112 - 117
20	Extended Member Services Officer Role	Para 1, Schedule 12A Information relating to particular employees	Corporate Director – Central Services	118 – 119
21	Proposals for the restructuring of the Internal Trading Organisation and Technical Services	Para 1, Schedule 12A Information relating to particular employees	Corporate Director – Environment	120 – 138
22	The Planning Delivery Grant and Proposals for Staffing in the Planning and Countryside Service	Para 1, Schedule 12A Information relating to particular employees	Corporate Director – Environment	139 – 146
23	Proposals for the Structure of the Property and Economic Development Service	Para 1, Schedule 12A Information relating to particular employees	Head of Property & Economic Development	147 – 150
24	Retitle and Regrade Post 07/051	Para 1, Schedule 12A Information relating to particular employees	Corporate Director – Environment	151 – 152
25	Scheme for Homelessness and Letting of Council Housing	Para 1, Schedule 12A Information relating to particular employee	Principal Housing Officer	153 – 157 + procedural document

Note: Members' 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.