

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4-month period: 1 December 2025 to 31 March 2026

This plan contains all the Key Decisions that the Council's Cabinet expects to make during the 4-month period referred to above. The plan is rolled forward every month.

12.1.1 Key decisions: A "key decision" means an executive decision which is likely:

- (a) to result in the Council incurring expenditure or the making of savings of £100,000 or more; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Council's area:
 - (i) In accordance with section 38 of the Local Government Act 2000, in determining the meaning of "significant" regard shall be had to any guidance for the time being issued by the Secretary of State
 - (ii) A decision taker may only make a key decision in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of this Constitution.

A public notice period of 28 clear working days is required when a Key Decision is to be taken by the Council's Cabinet even if the meeting is wholly or partly to be in private.

The Cabinet may only take Key Decisions in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of the Constitution and the Local Authorities (Executive Arrangements) (Meetings and Access to information) (England) Regulations 2012. A minute of each Key Decision is published within 2 days of it having been made. This is available for public inspection on the Council's website <http://www.eastdevon.gov.uk>, and at the Council Offices, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton. The law and the Council's constitution permit urgent Key Decisions to be made without 28 clear days' notice of the proposed decisions having been published provided certain procedures are followed. A decision notice will be published for these in exactly the same way.

This plan also identifies Key Decisions which are to be considered in the private part of the meeting (Part B) and the reason why. Any written representations that a particular decision should be moved to the public part of the meeting (Part A) should be sent to the Democratic Services Team (address as above) as soon as possible. **Members of the public have the opportunity to speak on the relevant decision at the meeting in accordance with the Council's public speaking rules.**

Obtaining documents

Committee reports in respect of Key Decisions include links to the relevant background documents. If a printed copy of all or part of any report or background document is required, please contact Democratic Services (address as above) or by calling 01395 517546.

Members of the public who wish to make any representations or comments concerning any of the Key Decisions referred to in this Forward Plan may do so by writing to the Leader of the Council c/o Democratic Services (as above).

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
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Towards Zero Carbon Development in the West End: Interconnector Project Final Investment Decision (Parts 2)	Director of Place	Full Business Case			3 December 2025 Part 2	Part B
Use of Climate Change Budget to support Green Loans to Householders	Assistant Director Environmental Health					Part A
Air Quality/Contaminated Land Strategies	Assistant Director Environmental Health					Part A
Anti-Poverty Strategy	Asst Director Revenues, Benefits, CSC, Fraud & Compliance	Outcomes from consultation		Poverty Working Panel	7 January 2026	Part A
Place and Prosperity Fund acquisition	Assistant Director Place Assets & Commercialisation	None	Business case/Appraisal of proposal	Place and Prosperity Investment Board		Part B
Formation of an Exmouth Town and Seafront Subgroup	Assistant Director Place Assets & Commercialisation	Steering Group ToR		Placemaking in Exmouth Town and Seafront Group		Part A

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Council Depots Review	Project Manager Place, Assets & Commercialisation					Part B (commercially sensitive)
Exmouth Town Hall	Assistant Director Place Assets & Leisure					Part B (commercially sensitive)
Site Acquisition opportunity	Assistant Director Place Assets & Leisure			Place and Prosperity Investment Board	3 December 2025	Part B (commercially sensitive)
Hayne Lane Masterplan	Assistant Director Place Assets & Commercialisation	Hayne Lane Masterplan	No	Asset Management Forum		Part A
Strategic Development Review – Exeter Science Park Limited	Director of Place		No			Part B
Public Toilets Review	Assistant Director Place Assets & Commercialisation					Part A
Housing Strategy	Director Housing and Health			Overview Committee	7 January 2026	Part A

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Cranbrook Category 4 contributions mechanism for allocation and spend	Assistant Director Place Assets & Commercialisation				7 January 2026	Part A
Harepath Road, Seaton	Assistant Director Place Assets &	None	N	AMF (Part B)		Part B
Dog Control Enforcement Policy	Assistant Director Environmental Health			Overview Committee		Part A
Private Sector Housing Enforcement Policy	Assistant Director Environmental Health					Part A
Review and approval of a Leisure Addendum to the Leisure and Built Facilities 2021 – 2031 Strategy to cover Cranbrook and Marcombe.	Assistant Director Place Assets & Commercialisation	None	N	Leisure Delivery Forum – 16th Sept 2025	3 December 2025	Part A
Submission of Full Proposal for Local Government Reorganisation	Director of Place	Full Proposal	N	Council 26 November 2025	26 November 2025	Part A

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Climate Change Strategy	Assistant Director Environmental Health				Winter 2025/26	Part A
Public Space Protection Orders	Assistant Director Environmental Health				Winter 2025	Part A
Asset acquisition in Exmouth	Project Manager Estates					Part B
Update re Management Funding for Clyst Meadows Country Park	Assistant Director Countryside and Leisure			Strategic Planning Committee	3 December 2025	Part A possibly Part B some
EDDC Local Nature Recovery Plan	Assistant Director Countryside and Leisure				3 December 2025	Part A
Exmouth BMP Update	Assistant Director Countryside and Leisure				3 December 2025	Part A
Supported Housing Services	Assistant Director Statutory Housing Services				3 December 2025	Part A
Cranbrook SANG Management Organisation	Assistant Director Countryside and Leisure				3 December 2025	Part A

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Procurement of CBRE through the Crown Commercial Services Framework to undertake work in relation to the second new community	Delivery Manager					Part A
Council Tax Empty Homes Discounts	Asst Director Revenues, Benefits, CSC, Fraud & Compliance				3 December 2025	Part A
Council Tax Reduction Scheme for 2026/27	Asst Director Revenues, Benefits, CSC, Fraud & Compliance				3 December 2025	Part A
Structural Inspections of East Devon District Council Bridges	Engineering Projects Manager				3 December 2025	Part A
Council Tax Base for 2026/27	Asst Director Revenues, Benefits, CSC, Fraud & Compliance				7 January 2026	Part A

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Heaths to Sea – Clinton Devon Estates Project Update	Director of Place	Heaths to Sea Project Summary (to be submitted by CDE mid Nov)			7 January 2026	Part A
Colyford Road and Fosse Way Viability Assessment	Assistant Director Place Assets & Commercialisation	Colyford Road and Fosse Way Viability Assessment	No	Asset Management Forum		Part A *possibly some Part B commercially sensitive
Cloakham Lawns Employment Site Viability Assessment	Assistant Director Place Assets & Commercialisation	Colyford Road and Fosse Way Viability Assessment	No	Asset Management Forum		Part A *possibly some Part B commercially sensitive
Exmouth Town and Seafront Placemaking Plan Adoption	Assistant Director Place Assets & Commercialisation	Placemaking Plan and appendices	Yes some Strategic Outline Business Cases (SOBC)	Placemaking in Exmouth Town and Seafront Group		Part A *possibly some Part B commercially sensitive
Percy Wakley Woods Suitable Alternative Natural Greenspace	Assistant Director Countryside and Leisure				3 December 2025	Part A

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Key Officer/Portfolio Holder Decisions

Sale of Workshop Site, Exmouth	Estates Surveyor					Part B Portfolio Holder Assets & Economy Decision
Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision
Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision
Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision
Procurement Support from Devon County Council – renew 5- year SLA	Director of Finance					Officer Executive Decision

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Household Support Fund – Determining groups for targeted support	Assistant Director Customer Services, Revenues & Benefits		As per Cabinet recommendation at their meeting 30 October 2024			Officer key decision
Sewerage Treatment Plant Replacement Programme 2025/26	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Bathroom Adaptations to 20 properties	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Bathroom Adaptations to properties ED0322-24	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Structural Repairs & Refurbishment – 33, 35 & 37 Underleys, Beer	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision

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Refurbishment of Flats, Langford Avenue, Honiton	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Refurbishment of 4no. Blocks of Flats, Arcot Park, Sidmouth	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Refurbishment & Extension of 1 School Lane, Newton Poppleford	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Internal Adaptations to various properties	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
LAD 1 Completion – Heating & Fabric Upgrades	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Upgrade of Peazen Flats, Beer	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision

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Internal Adaptations Q2-25	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
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Officer Decisions to enter into Contract

Sidmouth and East Beach BMP – Approval to enter design and construction contracts	Assistant Director StreetScene	Date
Recycling and Waste: - MRF/Baling Plant Refurbishment/Site Compliance - vehicle refurbishment programme	Assistant Director StreetScene	
Seaton Wetlands southe expansion and habitat creation project – HLF bid over £100K	Countryside Manager	EOI by January/Feb 2025 TBC
East Devon National Landscape HLF Open	East Devon NL Manager	EOI Dec 2024

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Programmes bid for Landscape Connections project		
Recycling & Waste – Green Waste Narrow Access Vehicle purchase.		

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