

Executive Forward Plan – October 2007

Date of Decision	Decision	Portfolio	Head of Service	Contact	Committees	Approval of Council Required	Date of Council	Consultation
06/12/2007	Update report on Lufton 2000 Joint Venture	Economic Development, Planning and Transport	Corporate Director (Economic Vitality)	Mark Pollock, Corporate Director (Economic Vitality) 01935 462401	District Executive	No		Information report to update District Executive on this Venture
06/12/2007	Yeovil Innovation Centre – update report when the conversion contract is let	Economic Development, Planning and Transport	Corporate Director (Economic Vitality)	Andy Foyne, Head of Economic Development, Planning & Transport 01935 462650	District Executive	No		At its meeting on 2nd August the Executive agreed the principles of Governance arrangements for the Yeovil Innovation Centre and asked that an update report be submitted when the conversion contract was let.
06/12/2007	Revisions to Council Disciplinary Procedures	Finance, Revenues and Support Services	Corporate Director (Communities)	Mike Holliday, HR & Performance Manager 01935 462637	District Executive	Yes	13/12/07	Review of the Council's Disciplinary Policy.
06/12/2007	To adopt a County Wide Air Quality Strategy	Housing, Environmental Health and Inclusion	Head of Environmental Health & Community Protection	Laurence Willis, Head of Environmental Health & Community Protection 01935 462428	District Executive	No		This report will propose a County Wide Air Quality Strategy and is being developed in consultation with other district councils.
06/12/2007	To introduce the draft Data Quality Strategy for South Somerset District Council	Leader of the Council	Corporate Director (Communities)	Rina Singh, Corporate Director (Communities) 01935 462010	District Executive	No		This report will ask the District Executive to approve the Data Quality Strategy

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06/12/2007	To agree Quality Parish Charter for consultation	Leader of the Council	Head of Legal & Democratic Services	Ian Clarke, Head of Legal & Democratic Services 01935 462184	District Executive	No		This report will ask District Executive to agree a draft charter for consultation with parish councils in accordance with the Quality Parish Scheme.
06/12/2007	To agree the allocation of the Planning Delivery Grant	Economic Development, Planning and Transport	Corporate Director (Economic Vitality)	Andy Foyne, Head of Economic Development, Planning & Transport 01935 462650	District Executive	No		This report will ask the District Executive to approve the allocation of the Planning Delivery Grant
06/12/2007	Local Development Framework Annual Monitoring Report	Economic Development, Planning and Transport	Andy Foyne, Head of Economic Development, Planning & Transport	Tiffany Housley, Strategic Monitoring & Appraisal Officer, Planning Policy Team 01935 462589	District Executive	Yes	13/12/07	This reports will ask the District Executive to recommend that Full Council approves the Annual Monitoring Report for submission to the Secretary of State by 31 st December 2007
06/12/2007	Update report on the Medium Term Financial Plan	Finance, Revenues and Support Services	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	No		This report will update members on the progress of the various savings streams in respect of the Medium Term Financial Plan
06/12/2007	Capital Programme - Proposed Schemes for inclusion in 2008/09 Programme	Finance, Revenues and Support Services	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	No		The Scrutiny Committee will be consulted as part of the development of the Capital Programme

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06/12/2007	To consider initial recommendations on revenue budget for 2008/9 and Medium Term Financial Plan	Finance, Revenues and Support Services	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	No		The Scrutiny Committee will be consulted as part of the preparation of the budget. Appropriate public consultation will also take place.
06/12/2007	To approve the Council's Income Collection Strategy	Finance, Revenues and Support Services	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	No		This report will ask the District Executive to approve the Income Collection Strategy
06/12/2007	Proposal for the Redevelopment of South Petherton Community Hospital	Leisure, Culture and Well-Being	Corporate Director (Health & Well-Being)	David Stapleton, Corporate Director (Health & Well-Being) 01935 462388	District Executive	No		This report will ask District Executive to receive and respond to a presentation on the proposals for the redevelopment of South Petherton Community Hospital, from Jan Hull, Deputy Chief Executive and Director of Strategic Development and Partnerships, Somerset PCT. This being part of the PCT's consultation exercise on the redevelopment of the community hospital
06/12/2007	Report back on the review of the long term provision of toilet facilities in Yeovil Town Centre.	Environment and Property	Head of Engineering & Property	Brian Tufton, Head of Engineering & Property 01935 462220	District Executive	No		This report will update members on the latest position with the review of the long term provision of toilet facilities in Yeovil Town Centre.
06/12/2007	Revisions to Standing Orders for Contracts and new Procurement Procedure Rules.	Finance, Revenues and Support Services	Corporate Director (Communities)	Gary Russ, Procurement and Support Services Manager 01935 462076	District Executive	Yes	13/12/07	This report will ask District Executive to agree the revisions to Standing Orders for Contracts and new Procurement Procedure Rules and to recommend their adoption by Council. The Audit Committee is being consulted on the documents.

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06/12/2007	Adoption of Corporate Policy & Procedures Document on the Regulation of Investigatory Powers Act 2000 (RIPA).	Leader of the Council	Head of Legal and Democratic Services	Ian Clarke, Head of Legal and Democratic Services 01935 462184	District Executive	Yes	13/12/07	This report will ask District Executive to agree a Corporate Policy & Procedures Document on the Regulation of Investigatory Powers Act 2000 (RIPA) and to recommend its adoption by Council.
03/01/2008	Local Development Framework Core Strategy Issues & Options Document	Economic Development, Planning and Transport	Andy Foyne, Head of Economic Development, Planning & Transport	Philip Higginbottom, Planning Policy Team Leader 01935 462442	District Executive	No		This reports will ask the District Executive to approve the Local Development Framework Core Strategy Issues & Options document for public consultation
03/01/2008	Revenue Budget 2008/09 - Medium Term Financial Strategy/ Plan and Revised Capital Programme Update	Finance, Revenues and Support Services	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	No		Update on preparation of budgets for following year.
07/02/2008	Revenue and capital budget quarterly monitoring reports - 3rd Quarter 2007/8	Finance, Revenues and Support Services	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	No		Regular monitoring report.
07/02/2008	Revenue Budget 2008/09 - Medium Term Financial Strategy/ Plan and Revised Capital Programme	Finance, Revenues and Support Services	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	Yes	21/02/08	This report will include recommendations on the Council's Revenue and Capital Budgets, which are also considered by the Scrutiny Committee. The budgets are required to be approved by the full Council

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07/02/2008	To agree the Council's Treasury Management Strategy and Investment Policy 2008/09	Finance, Revenues and Support Services	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	Yes	21/02/08	The decision on the Council's Financial Strategy has to be taken by the full Council.
07/02/2008	To agree the level of Council Tax for 2008/9	Leader of the Council	Financial Services	Donna Parham, Head of Finance 01935 462225	District Executive	Yes	21/02/2008	The District Executive recommends the level of Council Tax as part of its budget report for next year. The full Council agrees the level of Council Tax for South Somerset and the final bills for households including precepts levied by the County Council, police, fire service and parish councils.
tbc	To receive a report on Procurement and savings targets	Finance, Revenues and Support Services	Corporate Director (Communities)	Gary Russ, Procurement Manager 01935 462076	District Executive	No		Update report requested by the District Executive when considering the revenue budget outturn report for 2006/7.
tbc	Outcome of consultation on Changes to Street Trading Policy and approval of finalised policy	Housing, Environmental Health and Inclusion	Head of Environmental Health & Community Protection	Julia Bradburn, Licensing Team Leader 01935 462113	District Executive	Yes		The District Executive agreed that public notice be given of the new Street Trading Policy - allowing street trading throughout the district - and the Licensing Committee has been consulted. The final decision on the adoption of the legislation will be taken by the full Council
tbc	Proposal to indemnify members/ officers as a consequence of a change on the legal position in respect of serving on outside bodies	Finance, Revenues and Support Services	Head of Legal & Democratic Services	Ian Clarke, Head of Legal & Democratic Services 01935 462184	District Executive	No		Reports on members on outside bodies, including new guidance for members, have been considered by the Health and Housing Policy Panel and the Standards Committee. The new guidance will also be reported to full Council on 18th May.

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tbc	To approve the final draft of the Sustainable Community Strategy	Leader of the Council	Area Development (East)	Helen Rutter, Head of Area Development (East) 01963 435012	District Executive	Yes		The Local Strategic Partnership develop the strategy in consultation with a wide cross section of community groups, and partnerships. As of May 2007 the draft document is about to go for consultation and the outcome will be reported to members towards the end of 2007 - date to be confirmed.
tbc	Update report on the Housing Options IT System with details of any implications arising from the project.	Housing, Environmental Health and Inclusion	Head of Housing & Welfare	Colin McDonald, Head of Housing & Welfare 01935 462941	District Executive	No		The ICT Funding Committee in May 2007 agreed that contract for the Housing IT system be proceeded with in partnership with all, or three, of the following local authorities: Sedgemoor, Mendip, Taunton Deane and West Somerset. It also agreed the funding and asked for an update report to District Executive.