

# MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

June 2016

The Forward Plan containing key Decisions is published 28 days prior to each Cabinet meeting

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
<b>Land for Affordable Housing</b>  To acquire land ( in consultation with the Cabinet Member for Housing) for the provision of affordable housing (under the scheme of delegation) at Waddeton Park, Post Hill, Tiverton	Head of Housing and Property Services	Not before 30th Jun 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960		Open
<b>Partial Disposal of Council Asset</b>  To agree in consultation with the Cabinet Member for Housing and the Cabinet Member for Planning & Economic Development the disposal to Premier Inn for 125 years of part of the multi-storey car park and ancillary grass area for the provision	Head of Housing and Property Services	Not before 30th Jun 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960		Open

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of a hotel.					
<b>Devolution for Mid Devon within the Heart of the South West</b>  Report of the Chief Executive outlining details with regard to devolution	Cabinet  Council	7 Jul 2016  Before 31 Jul 2016	Stephen Walford, Chief Executive	Leader of the Council (Councillor Clive Eginton)	Open <i>The Heart of the South West PMO has contacted all LAs to secure decision-making on devolution prior to the end of July in order that we can give an official response to the Secretary of State by this date.</i>
<b>Proposed changes to Council Tax Reduction Scheme</b>  To provide members with details of the proposed changes to the Council Tax Reduction Scheme from April 2017	Community Well Being Policy Development Group  Cabinet	7 Jun 2016  7 Jul 2016	Andrew Jarrett, Head of Finance Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<b>Early Services Help</b>  To update members on the latest developments with the Early Help Services (formerly	Community Well Being Policy Development Group	7 Jun 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open

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the Troubled Families Programme).	Cabinet	7 Jul 2016	Tel: 01884 234246		
<b>Devon Districts Safeguarding Policy and Mid Devon District Council Safeguarding Guidance</b>  To receive a report of the Head of Communities and Governance providing Members with the updated Safeguarding Policy, Guidance and Procedures.	Community Well Being Policy Development Group  Cabinet	7 Jun 2016  7 Jul 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)  Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Local Enforcement Plan</b>  A Plan setting out the approach and policies towards planning enforcement within the district	Cabinet  Council	7 Jul 2016  31 Aug 2016	Jenny Clifford, Head of Planning and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Asset Management and Capital Strategy Plan</b>	Cabinet	7 Jul 2016	Nick Sanderson, Head of Housing	Cabinet Member for Housing	Open

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<b>(Corporate)</b>  A report of the Head of Housing and Property Services reviewing the existing policy and providing an update on recent acquisitions / disposals			and Property Services Tel: 01884 234960	(Councillor Ray Stanley)	
<b>Senior Officer Structure Revisions</b>  Report of the Chief Executive requesting agreement of changes to the senior officer structure.	Cabinet	7 Jul 2016	Stephen Walford, Chief Executive	Leader of the Council (Councillor Clive Eginton)	Open
<b>Strategic Land Issues</b>  To receive a report of the Head of Housing and Property Services advising on responses to the Town Centre Masterplanning to include expressions of interest and the potential for acquiring a new site for depot redevelopment.	Cabinet	1 Sep 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Fully exempt <i>Financial and business issues</i>

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<b>Jointworking with other Local Authorities</b>  To consider a report of the Head of Planning and Regeneration regarding further joint working ventures with other Local Authorities	Cabinet	7 Jul 2016	Jenny Clifford, Head of Planning and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Public Health Enforcement Policy</b>  Report of the Head of HR and Development outlining a new policy to cover public health, Environmental Health and Licensing.	Community Well Being Policy Development Group  Cabinet  Council	Before 30 Jul 2016  4 Aug 2016  31 Aug 2016	Jill May, Head of HR and Development Tel: 01884 234381	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)  Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Empty Homes Strategy</b>  To receive a report from the Head of Human Resources and	Decent and Affordable Homes Policy Development Group	19 Jul 2016	Jill May, Head of HR and Development Tel: 01884 234381	Cabinet Member for Housing (Councillor Ray Stanley)	Open

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Development on the Strategy regarding Empty Homes.	Cabinet	4 Aug 2016			
<b>Tenancy Agreement (recommendations following section 102 consultation)</b>  To receive a report from the Head of Housing and Property Services seeking approval of the revised Tenancy Agreement following the section 102 consultation.	Decent and Affordable Homes Policy Development Group  Cabinet	19 Jul 2016  4 Aug 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>High Hedges Policy</b>  Report of the Head of Housing and Property Services regarding a review of the policy.	Managing the Environment Policy Development Group  Cabinet	12 Jul 2016  4 Aug 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Fire Risk in Communal Areas Policy</b>  Report of the Head of Housing and Property	Decent and Affordable Homes Policy Development Group	19 Jul 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open

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Services regarding a revised policy.	Cabinet	4 Aug 2016			
<b>Tenancy Inspection Policy</b> To consider a revised policy	Decent and Affordable Homes Policy Development Group  Cabinet	19 Jul 2016  4 Aug 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Private Sector Housing Renewal Policy</b> To receive a report from the Head of Housing and Property Services reviewing the existing policy.	Decent and Affordable Homes Policy Development Group  Cabinet	19 Jul 2016  4 Aug 2016	Jill May, Head of HR and Development Tel: 01884 234381	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Service Standards Review</b> To receive a report from the Head of Housing and Property Services reviewing standards within the Housing Service.	Decent and Affordable Homes Policy Development Group  Cabinet	19 Jul 2016  4 Aug 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open

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<b>Inward Investment Policy</b>  Report of the Head of Communities and Governance regarding this policy	Economy Policy Development Group  Cabinet  Council	21 Jul 2016  4 Aug 2016  31 Aug 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Community Engagement Strategy 2016-17</b>  Report updating Members on progress made with the Community Engagement Action Plan (2015-16) and to review the strategy and focus for 2016-17.	Community Well Being Policy Development Group  Cabinet	2 Aug 2016  1 Sep 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Community Engagement Action Plan</b>  To receive information regarding the action plan.	Community Well Being Policy Development Group  Cabinet	2 Aug 2016  1 Sep 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open

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<b>Ageing Well Strategy</b>  Report of the Head of Communities and Governance regarding a new strategy.	Community Well Being Policy Development Group  Cabinet  Council	2 Aug 2016  1 Sep 2016  26 Oct 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Town and Parish Charter</b>  To undertake a four yearly review the Town and Parish Charter	Community Well Being Policy Development Group  Cabinet	2 Aug 2016  1 Sep 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Gas Service Contract</b>  Report of the Head of Housing and Property Services regarding the awarding of the tender for maintenance, servicing and responsive repairs.	Cabinet	4 Aug 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Fully exempt

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<b>Masterplan - Area B Tiverton Eastern Urban Extension</b>  Report of the Head of Planning and Regeneration requesting the Cabinet to consider consultation drafts	Cabinet	4 Aug 2016	Jenny Clifford, Head of Planning and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Local Plan Review</b>  To receive a report of the Head of Planning and Regeneration regarding the Local Plan Review	Cabinet  Council	15 Sep 2016  22 Sep 2016	Jenny Clifford, Head of Planning and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Statement of Community Involvement</b>  Report of the Head of Planning and Regeneration seeking approval of a revised draft Statement of Community Involvement following public consultation.	Cabinet	1 Sep 2016	Jenny Clifford, Head of Planning and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open

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<b>Waste Storage Supplementary Planning Document</b>  Report of the Head of Planning and Regeneration seeking approval of the new Supplementary Planning Document	Cabinet  Council	1 Sep 2016  26 Oct 2016	Jenny Clifford, Head of Planning and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Introductory Tenancy Policy (update)</b>  To receive a report from the Head of Housing and Property Services outlining some minor changes to the Introductory Tenancies Policy.	Decent and Affordable Homes Policy Development Group  Cabinet	13 Sep 2016  29 Sep 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Recharge Policy (update)</b>  To receive a report from the Head of Housing and Property Services outlining some minor changes to the Recharge policy.	Decent and Affordable Homes Policy Development Group  Cabinet	13 Sep 2016  29 Sep 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open

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<b>Grant Payments to External Organisations 2017-18</b>  To consider grant funding for 2017/18	Community Well Being Policy Development Group  Cabinet	27 Sep 2016  27 Oct 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Economic Development Strategy</b>  To consider a report of the Head of Communities and Governance revising this policy	Economy Policy Development Group  Cabinet	15 Sep 2016  29 Sep 2016	Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Regulation of Investigatory Powers</b>  To undertake an annual review of the Policy	Community Well Being Policy Development Group  Cabinet	27 Sep 2016  27 Oct 2016	Jill May, Head of HR and Development Tel: 01884 234381	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Health and Safety Policy</b>  Report of the Head of HR and Development regarding a revised policy	Community Well Being Policy Development Group	27 Sep 2016	Jill May, Head of HR and Development Tel: 01884 234381	Cabinet for the Working Environment and Support Services (Councillor Margaret	Open

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	Cabinet	24 Nov 2016		Squires)	
<b>Communication Strategy Action Plan</b>  Report of the Head of Customer Services reviewing the Communication Strategy	Cabinet	29 Sep 2016	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
<b>Common Room Policy (new policy)</b>  To receive a report from the Head of Housing and Property Services regarding a new policy in relation to common rooms.	Decent and Affordable Homes Policy Development Group  Cabinet  Council	15 Nov 2016  24 Nov 2016  14 Dec 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Half Year Investment Performance &amp; Review of Treasury Management Strategy 2016/17</b>  Report of the Head of Finance informing the	Cabinet	27 Oct 2016	Andrew Jarrett, Head of Finance Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

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Cabinet of the treasury performance during the first six months of 2016/17 and agree the ongoing deposit strategy for the remainder of 2016/17					
<b>Workforce Plan and Human Resources Strategy</b>  Report of the Head of HR and Development providing a review of the current strategy and reflecting the latest legislative and economic changes.	Cabinet	29 Sep 2016	Jill May, Head of HR and Development Tel: 01884 234381	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
<b>Medium Term Financial Plan - Capital Programme</b>  Report of the Head of Finance outlining the Medium Term Financial Plan with regard to the Capital Programme.	Cabinet	27 Oct 2016	Andrew Jarrett, Head of Finance Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<b>Medium Term Financial Plan - HRA and Business Plan</b>	Cabinet	27 Oct 2016	Andrew Jarrett, Head of Finance Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter	Open

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Report of the Head of Finance outlining the Medium Term Financial Plan with regard to the Housing Revenue Account and Business Plan.				Hare-Scott)	
<b>Medium Term Financial Plan - General Fund</b>  Report of the Head of Finance outlining the Medium Term Financial Plan with regard to the General Fund.	Cabinet	27 Oct 2016	Andrew Jarrett, Head of Finance Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<b>Supply and Demand Policy</b>  To receive a report from the Head of Housing and Property Services providing the annual review of the Supply and Demand Policy.	Decent and Affordable Homes Policy Development Group  Cabinet	15 Nov 2016  24 Nov 2016	Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Tax Base Calculation</b>  Report of the Head of Finance detailing the	Cabinet  Council	1 Dec 2016  14 Dec 2016	Andrew Jarrett, Head of Finance Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

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statutory calculations necessary to determine the Tax Base for the Council Tax					
<b>Council Tax Reduction Scheme</b>  Report of the Head of Finance setting out the Council Tax Reduction Scheme for 2017/18 for recommendation to Council	Cabinet  Council	1 Dec 2016  14 Dec 2016	Andrew Jarrett, Head of Finance Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<b>Freedom of Information Policy</b>  Report of the Head of Customer Services regarding a review of the FOI Policy	Cabinet	1 Dec 2016	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>ICT Strategy</b>  Report of the Head of Customer Services regarding a review of the ICT Strategy	Cabinet	1 Dec 2016	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open