

MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

September 2017

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)
<p>Compensation Policy</p> <p>A report presenting the biannually updated Compensation Policy designed to be invoked when service standards are not met.</p>	<p>Homes Policy Development Group</p> <p>Cabinet</p>	<p>12 Sep 2017</p> <p>28 Sep 2017</p>	<p>Andrew Pritchard, Director of Operations Tel: 01884 234950</p>	<p>Cabinet Member for Housing (Councillor Ray Stanley)</p>	<p>Open</p>
<p>Severe Weather Emergency Protocol and Extended Winter Provision Protocol</p> <p>As a member of the Devon and Cornwall Housing Options Partnership (DCHOP) the Housing service recognises that local areas should try to prevent rough sleeping at any time of the year. However, the winter period can present the greatest risks to the health of rough sleepers. Therefore a</p>	<p>Homes Policy Development Group</p> <p>Cabinet</p>	<p>12 Sep 2017</p> <p>28 Sep 2017</p>	<p>Michael Parker, Housing Options Manager Tel: 01884 234906</p>	<p>Cabinet Member for Housing (Councillor Ray Stanley)</p>	<p>Open</p>

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protocol needs to be agreed with the other LAs in the County.					
<p>Gas Safety Policy</p> <p>To consider a report regarding the revised Gas Safety Policy.</p>	<p>Homes Policy Development Group</p> <p>Cabinet</p>	<p>12 Sep 2017</p> <p>28 Sep 2017</p>	<p>Mark Baglow, Building Services Manager Tel: 01884 233011</p>	<p>Cabinet Member for Housing (Councillor Ray Stanley)</p>	<p>Open</p>
<p>Land for Affordable Housing</p> <p>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</p>	<p>Director of Finance, Assets and Resources</p>	<p>Not before 15th Sep 2017</p>	<p>Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242</p>		<p>Open</p>
<p>Corporate Debt Recovery Policy</p> <p>To receive a revised Corporate Debt Recovery Policy which is clear and transparent and ensures any recovery action is timely and</p>	<p>Audit Committee</p> <p>Cabinet</p>	<p>19 Sep 2017</p> <p>28 Sep 2017</p>	<p>Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242</p>	<p>Cabinet Member for Finance (Councillor Peter Hare-Scott)</p>	<p>Open</p>

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)
proportionate.					
Air Quality To consider the formation of a new policy.	Community Policy Development Group Cabinet Council	26 Sep 2017 26 Oct 2017 13 Dec 2017	Simon Newcombe, Public Health and Professional Services Manager Tel: 01884 234615	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Town and Parish Charter To undertake a four yearly review the Town and Parish Charter	Community Policy Development Group Cabinet	26 Sep 2017 26 Oct 2017	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet Member for Community Well Being (Councillor Colin Slade) Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Gypsies and Travellers Policy To receive a report regarding a policy for Gypsy and Travellers.	Community Policy Development Group Cabinet	26 Sep 2017 26 Oct 2017	Simon Newcombe, Public Health and Professional Services Manager Tel: 01884 234615	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open

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)
	Council	13 Dec 2017			
Local Enforcement Policy (post consultation) Report of the Head of Planning and Regeneration following the consultation process	Cabinet Council	28 Sep 2017 25 Oct 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Lords Meadow Depot Sale of the Lords Meadow Depot	Cabinet	28 Sep 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Housing (Councillor Ray Stanley)	Fully exempt
Strategic Leisure Partner for Fitness Equipment To consider the outcome of the tender process	Cabinet	28 Sep 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Tiverton Town Centre Masterplan Report of the Head of Planning and Regeneration	Cabinet	28 Sep 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor	Open

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)
outlining the draft masterplan for consultation following deferral from the meeting on 11 May to allow for further consideration to take place.				Richard Chesterton)	
ICT Strategy Report of the Head of Customer Services regarding a review of the ICT Strategy	Cabinet	28 Sep 2017	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Discretionary Business Rates Relief Scheme To receive a report seeking agreement on the context of the scheme.	Cabinet	28 Sep 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Insurance Tender To consider delegating authority to the Head of Finance, Assets and Resources in consultation with the Cabinet Member for Finance to decide the outcome of the insurance tender process due to time restrictions.	Cabinet	28 Sep 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

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)
<p>Temporary Agency Staffing Contract</p> <p>To consider the outcome of the tender process</p>	Cabinet	28 Sep 2017	Jane Cottrell, Group Human Resources Manager Tel: 01884 234919	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
<p>Council Offices, Crediton</p> <p>To consider a report of the Director of Finance, Assets and Resources</p>	Cabinet	28 Sep 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Housing (Councillor Ray Stanley)	Fully exempt <i>To consider financial and business affairs of the Council</i>
<p>Heart of the South West - Joint Committee</p> <p>To receive a report to formally agree the joint committee.</p>	Cabinet Council	26 Oct 2017 13 Dec 2017	Stephen Walford, Chief Executive Tel: 01884 234201	Leader of the Council (Councillor Clive Eginton)	Open
<p>Strategic Land Issues</p> <p>To receive a report of the Director of Finance, Assets and Resources advising on responses to the Town Centre Masterplanning.</p>	Cabinet	26 Oct 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Housing (Councillor Ray Stanley)	Fully exempt <i>Financial and business issues</i>

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)
<p>Half Yearly Investment Performance and Review of Treasury Management Strategy</p> <p>Report regarding treasury performance during the first 6 months of the 2017/18 financial year.</p>	Cabinet	26 Oct 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<p>Corporate Debt Recovery Policy</p> <p>To consider a revised policy.</p>	Cabinet	26 Oct 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<p>Medium Term Financial Plan</p> <p>Report producing an updated Medium Term Financial Plan taking into account the Council's key strategies.</p>	Cabinet	26 Oct 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<p>Draft 18/19 General Fund and Capital Programme</p> <p>Report considering options available in order for the Council to set a balanced</p>	Cabinet	26 Oct 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

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budget for 2018/19					
Asbestos Surveying - Licensed and Unlicensed Removal 2017-2021 To consider the outcome of the tender process	Cabinet	26 Oct 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
10 Year Management Plan for Open Spaces The Open Spaces Manager will put forward provisional plans for a framework of development for open spaces, play areas and cemeteries in the District.	Environment Policy Development Group Cabinet	7 Nov 2017 23 Nov 2017	Joe Scully, Operations Manager Tel: 01884 234339	Cabinet Member for the Environment (Councillor Karl Busch)	Open
Cemetery Works To receive a report detailing proposed works for the cemeteries in Tiverton and Crediton regarding concrete bases as foundations for headstones.	Environment Policy Development Group Cabinet	7 Nov 2017 23 Nov 2017	Joe Scully, Operations Manager Tel: 01884 234339	Cabinet Member for the Environment (Councillor Karl Busch)	Open

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)
<p>Review of Bereavement Services</p> <p>To receive a report regarding a review of Bereavement Services, to include National Assisted Burials</p>	<p>Environment Policy Development Group</p> <p>Cabinet</p>	<p>7 Nov 2017</p> <p>23 Nov 2017</p>	<p>Joe Scully, Operations Manager Tel: 01884 234339</p>	<p>Cabinet Member for the Environment (Councillor Karl Busch)</p>	<p>Open</p>
<p>Market Rights Policy</p> <p>A report proposing the adoption of a new Market Policy.</p>	<p>Economy Policy Development Group</p> <p>Cabinet</p> <p>Council</p>	<p>9 Nov 2017</p> <p>23 Nov 2017</p> <p>13 Dec 2017</p>	<p>Alan Ottey, Tiverton Town Centre and Market Manager</p>	<p>Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)</p>	<p>Open</p>
<p>Amenity car parks</p> <p>A report presenting options for the use of Amenity Car Parks going forwards.</p>	<p>Economy Policy Development Group</p> <p>Cabinet</p>	<p>9 Nov 2017</p> <p>23 Nov 2017</p>	<p>Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242</p>	<p>Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)</p>	<p>Open</p>

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)
<p>Mid Devon Destination Management Plan & Action Plan (report with recommendation to the Cabinet)</p> <p>Report updating Members on the current impact tourism has on Mid Devon's local economy and how we can develop the sector over the next 5 years.</p>	<p>Economy Policy Development Group</p> <p>Cabinet</p>	<p>9 Nov 2017</p> <p>23 Nov 2017</p>	<p>John Bodley-Scott, Economic Development Team Leader</p>	<p>Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)</p>	<p>Open</p>
<p>Tenancy Policy</p> <p>To consider a report regarding the revised Policy.</p>	<p>Homes Policy Development Group</p> <p>Cabinet</p>	<p>14 Nov 2017</p> <p>23 Nov 2017</p>	<p>Claire Fry, Housing Services Manager Tel: 01884 234920</p>	<p>Cabinet Member for Housing (Councillor Ray Stanley)</p>	<p>Open</p>
<p>Tenancy Strategy</p> <p>To consider a report regarding the revised strategy.</p>	<p>Homes Policy Development Group</p> <p>Cabinet</p>	<p>14 Nov 2017</p> <p>23 Nov 2017</p>	<p>Claire Fry, Housing Services Manager Tel: 01884 234920</p>	<p>Cabinet Member for Housing (Councillor Ray Stanley)</p>	<p>Open</p>
<p>Tax Base Calculation</p> <p>Report detailing the statutory calculations necessary to</p>	<p>Cabinet</p> <p>Council</p>	<p>23 Nov 2017</p> <p>13 Dec 2017</p>	<p>Andrew Jarrett, Director of Finance, Assets and Resources Tel:</p>	<p>Cabinet Member for Finance (Councillor Peter Hare-Scott)</p>	<p>Open</p>

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determine the Tax Base for the Council Tax			01884 234242		
Council Tax Reduction Scheme Report regarding a scheme for 2018	Cabinet Council	23 Nov 2017 13 Dec 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Greater Exeter Strategic Plan To consider a report of the Head of Planning, Economy and Regeneration regarding a draft strategic plan.	Cabinet Council	23 Nov 2017 13 Dec 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Corporate Anti Social Behaviour Policy 4 yearly review	Community Policy Development Group Cabinet	28 Nov 2017 4 Jan 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Community Safety Partnership Plan	Community Policy Development		Andrew Pritchard, Director of Operations Tel:	Cabinet Member for Community Well Being	Open

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2 yearly review	Group Cabinet	28 Nov 2017 4 Jan 2018	01884 234950	(Councillor Colin Slade)	
Town Centre Masterplan following public consultation To consider that masterplan.	Cabinet	4 Jan 2018	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Vehicle Maintenance Contract To consider the maintenance contract.	Environment Policy Development Group Cabinet	9 Jan 2018 1 Feb 2018	Stuart Noyce, Waste and Transport Manager	Cabinet Member for the Environment (Councillor Karl Busch)	Open
Bereavement Services Fees and Charges A review of fees and charges	Environment Policy Development Group Cabinet	9 Jan 2018 1 Feb 2018	Joe Scully, Operations Manager Tel: 01884 234339	Cabinet Member for the Environment (Councillor Karl Busch)	Open
Economic Strategy To consider a new policy.	Economy Policy Development Group	11 Jan 2018	Adrian Welsh, Group Manager Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration	Open

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	Cabinet Council	1 Feb 2018 21 Feb 2018		(Councillor Richard Chesterton)	
Community Engagement Strategy 2016-17 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 Policy Development Group Cabinet	30 Jan 2018 1 Feb 2018	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Budget Report outlining options available in order for the Council to move towards a balanced budget for 2018/19	Cabinet Council	1 Feb 2018 21 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Capital Programme Report seeking Council approval for the 2018/19 Capital Programme	Cabinet Council	1 Feb 2018 21 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

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<p>National Non - Domestic Rates</p> <p>Report providing an update on the income generation and financial implications of the number of business rates properties in Mid Devon and requesting that the NNDR1 be approved.</p>	Cabinet	1 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<p>Policy Framework</p> <p>Report outlining the Policy Framework for the year</p>	Cabinet Council	1 Feb 2018 21 Feb 2018	Stephen Walford, Chief Executive Tel: 01884 234201	Leader of the Council (Councillor Clive Eginton)	Open
<p>Establishment</p> <p>Report outlining the overall structure of the Council</p>	Cabinet Council	1 Feb 2018 21 Feb 2018	Jane Cottrell, Group Human Resources Manager Tel: 01884 234919	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open