

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) |
|---|--|---------------------------------|--|----------------|---|
| <p>Land for Affordable Housing 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>Head of Housing and Property Services</p> | <p>Not before 30th Jun 2016</p> | <p>Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960</p> | | <p>Open</p> |
| <p>Partial Disposal of Council Asset 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 of a hotel.</p> | <p>Head of Housing and Property Services</p> | <p>Not before 30th Jun 2016</p> | <p>Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960</p> | | <p>Open</p> |

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|--|---|---------------------------------------|---|---|---|
| <p>Proposed changes to Council Tax Reduction Scheme To provide members with details of the proposed changes to the Council Tax Reduction Scheme from April 2017</p> | <p>Community Well Being Policy Development Group Cabinet</p> | <p>7 Jun 2016 7 Jul 2016</p> | <p>Andrew Jarrett, Head of Finance Tel: 01884 234242</p> | <p>Cabinet Member for Finance (Councillor Peter Hare-Scott)</p> | <p>Open</p> |
| <p>Early Services Help To update members on the latest developments with the Early Help Services (formerly the Troubled Families Programme). RECOMMENDATION: That the PDG recommends the Working Practice Agreement for the sharing of information to support Early Help Provision (Appendix B) to the Cabinet for approval.</p> | <p>Community Well Being Policy Development Group Cabinet</p> | <p>7 Jun 2016 7 Jul 2016</p> | <p>Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246</p> | <p>Cabinet Member for Community Well Being (Councillor Colin Slade)</p> | <p>Open</p> |
| <p>Devon Districts Safeguarding Policy and Mid Devon District Council Safeguarding Guidance To receive a report of the</p> | <p>Community Well Being Policy Development Group</p> | <p>7 Jun 2016</p> | <p>Amy Tregellas, Head of Communities and Governance and Monitoring Officer Tel: 01884 234246</p> | <p>Cabinet for the Working Environment and Support Services (Councillor Margaret)</p> | <p>Open</p> |

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|---|-----------------------|---------------------------|---|---|--|
| Head of Communities and Governance providing Members with the updated Safeguarding Policy, Guidance and Procedures. | Cabinet | 7 Jul 2016 | | Squires) | |
| Local Enforcement Plan 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 |
| Asset Management and Capital Strategy Plan (Corporate) A report of the Head of Housing and Property Services reviewing the existing policy and providing an update on recent acquisitions / disposals | Cabinet | 7 Jul 2016 | Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |
| Senior Officer Structure Revisions 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 |

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|---|--|--|---|---|--|
| <p>Strategic Land Issues 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.</p> | Cabinet | 7 Jul 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> |
| <p>Jointworking with other Local Authorities To consider a report of the Head of Planning and Regeneration regarding further joint working ventures with other Local Authorities</p> | 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 |
| <p>Public Health Enforcement Policy Report of the Head of HR and Development outlining a new policy to cover public health, Environmental Health and Licensing.</p> | <p>Community Well Being Policy Development Group</p> <p>Cabinet</p> <p>Council</p> | <p>Before 30 Jul 2016</p> <p>4 Aug 2016</p> <p>31 Aug 2016</p> | Jill May, Head of HR and Development Tel: 01884 234381 | <p>Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)</p> <p>Cabinet Member for Community</p> | <p>Open</p> <p>Joint PDG Meeting Community Well-Being and Decent & Affordable Homes PDG's</p> |

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| | | | | Well Being (Councillor Colin Slade) | |
| <p>Empty Homes Strategy To receive a report from the Head of Human Resources and Development on the Strategy regarding Empty Homes.</p> | <p>Decent and Affordable Homes Policy Development Group Cabinet</p> | <p>19 Jul 2016 4 Aug 2016</p> | <p>Jill May, Head of HR and Development Tel: 01884 234381</p> | <p>Cabinet Member for Housing (Councillor Ray Stanley)</p> | <p>Open</p> |
| <p>Tenancy Agreement (recommendations following section 102 consultation) To receive a report from the Head of Housing and Property Services seeking approval of the revised Tenancy Agreement following the section 102 consultation.</p> | <p>Decent and Affordable Homes Policy Development Group Cabinet</p> | <p>19 Jul 2016 4 Aug 2016</p> | <p>Nick Sanderson, Head of Housing and Property Services Tel: 01884 234960</p> | <p>Cabinet Member for Housing (Councillor Ray Stanley)</p> | <p>Open</p> |
| <p>High Hedges Policy Report of the Head of Housing and Property</p> | <p>Managing the Environment Policy Development</p> | <p>12 Jul 2016</p> | <p>Nick Sanderson, Head of Housing and Property Services Tel: 01884</p> | <p>Cabinet Member for Housing (Councillor Ray Stanley)</p> | <p>Open</p> |

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|---|---|-------------------------------|---|---|---|
| Services regarding a review of the policy. | Group Cabinet | 4 Aug 2016 | 234960 | | |
| Fire Risk in Communal Areas Policy Report of the Head of Housing and Property Services regarding 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 |
| Tenancy Inspection Policy 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 |
| Private Sector Housing Renewal Policy 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 |
| Service Standards Review To receive a report from the | Decent and Affordable | 19 Jul 2016 | Nick Sanderson, Head of Housing | Cabinet Member for Housing | Open |

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|--|--|--|---|---|---|
| Head of Housing and Property Services reviewing standards within the Housing Service. | Homes Policy Development Group Cabinet | 4 Aug 2016 | and Property Services Tel: 01884 234960 | (Councillor Ray Stanley) | |
| Inward Investment Policy 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 |
| 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 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 |
| Community Engagement Action Plan To receive information regarding the action plan. | Community Well Being Policy Development | 2 Aug 2016 | Amy Tregellas, Head of Communities and Governance and | Cabinet Member for Community Well Being (Councillor Colin | Open |

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| | Group Cabinet | 1 Sep 2016 | Monitoring Officer Tel: 01884 234246 | Slade) | |
| Ageing Well Strategy 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 |
| Town and Parish Charter 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 |
| Gas Service Contract 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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| Masterplan - Area B Tiverton Eastern Urban Extension Report of the Head of Planning and Regeneration requesting the Cabinet to consider consultation drafts | 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 |
| Local Plan Review To receive a report of the Head of Planning and Regeneration regarding the Local Plan Review | Cabinet Council | Before 30 Sep 2016 Before 30 Sep 2016 | Jenny Clifford, Head of Planning and Regeneration Tel: 01884 234346 | Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton) | Open |
| Statement of Community Involvement 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 |
| Waste Storage Supplementary Planning Document | Cabinet Council | 1 Sep 2016 26 Oct 2016 | Jenny Clifford, Head of Planning and Regeneration Tel: | Cabinet Member for Planning and Economic | Open |

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|--|---|--------------------------------|--|--|---|
| Report of the Head of Planning and Regeneration seeking approval of the new Supplementary Planning Document | | | 01884 234346 | Regeneration (Councillor Richard Chesterton) | |
| Introductory Tenancy Policy (update) 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 |
| Recharge Policy (update) 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 |
| Grant Payments to External Organisations 2017-18 To consider grant funding for 2017/18 | Community Well Being Policy Development Group | 27 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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| | Cabinet | 27 Oct 2016 | | | |
| Economic Development Strategy 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 |
| Regulation of Investigatory Powers 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 |
| Health and Safety Policy Report of the Head of HR and Development regarding a revised policy | Community Well Being Policy Development Group Cabinet | 27 Sep 2016 24 Nov 2016 | Jill May, Head of HR and Development Tel: 01884 234381 | Cabinet for the Working Environment and Support Services (Councillor Margaret Squires) | Open |
| Common Room Policy (new policy) | Decent and Affordable | 15 Nov 2016 | Nick Sanderson, Head of Housing | Cabinet Member for Housing | Open |

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|---|--|--------------------------------|--|--|---|
| To receive a report from the Head of Housing and Property Services regarding a new policy in relation to common rooms. | Homes Policy Development Group Cabinet Council | 24 Nov 2016 14 Dec 2016 | and Property Services Tel: 01884 234960 | (Councillor Ray Stanley) | |
| <p>Half Year Investment Performance & Review of Treasury Management Strategy 2016/17</p> <p>Report of the Head of Finance informing the 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</p> | Cabinet | 27 Oct 2016 | Andrew Jarrett, Head of Finance Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| <p>Workforce Plan and Human Resources Strategy</p> <p>Report of the Head of HR and Development providing a review of the current strategy and reflecting the latest legislative and economic changes.</p> | 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 |

| 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) |
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| <p>Medium Term Financial Plan - Capital Programme Report of the Head of Finance outlining the Medium Term Financial Plan with regard to the Capital Programme.</p> | Cabinet | 27 Oct 2016 | Andrew Jarrett, Head of Finance Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| <p>Medium Term Financial Plan - HRA and Business Plan Report of the Head of Finance outlining the Medium Term Financial Plan with regard to the Housing Revenue Account and Business Plan.</p> | Cabinet | 27 Oct 2016 | Andrew Jarrett, Head of Finance Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| <p>Medium Term Financial Plan - General Fund Report of the Head of Finance outlining the Medium Term Financial Plan with regard to the General Fund.</p> | Cabinet | 27 Oct 2016 | Andrew Jarrett, Head of Finance Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| <p>Supply and Demand Policy To receive a report from the Head of Housing and Property Services</p> | Decent and Affordable Homes Policy Development | 15 Nov 2016 | Nick Sanderson, Head of Housing and Property Services Tel: 01884 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |

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| providing the annual review of the Supply and Demand Policy. | Group Cabinet | 24 Nov 2016 | 234960 | | |
| Tax Base Calculation Report of the Head of Finance detailing the statutory calculations necessary to determine the Tax Base for the Council Tax | 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 |
| Council Tax Reduction Scheme 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 |