

## MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

**August/September 2017**

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

<b>Title of report and summary of decision</b>	<b>Decision Taker</b>	<b>Date of Decision</b>	<b>Officer contact</b>	<b>Cabinet Member</b>	<b>Intention to consider report in private session and the reason(s)</b>
<b>Devon District Council's Joint Safeguarding Policy and MDDC Guidance and Procedures</b>  Annually or whenever there is a change in the legislation.	Community Policy Development Group  Cabinet	1 Aug 2017  31 Aug 2017	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
<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	Director of Finance, Assets and Resources	Not before 12th Aug 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242		Open
<b>Local Enforcement Policy (post consultation)</b>  Report of the Head of Planning and Regeneration	Cabinet  Council	31 Aug 2017  25 Oct 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor	Open

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following the consultation process				Richard Chesterton)	
<b>Council Offices, Crediton</b>  To consider a report of the Director of Finance, Assets and Resources	Cabinet	31 Aug 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>
<b>Vinyl Flooring Renewal Contract 2017-2021</b>  To consider the outcome of the tender process for the Vinyl Flooring Renewal Contract from 2017-2021	Cabinet	31 Aug 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Strategic Leisure Partner for Fitness Equipment</b>  To consider the outcome of the tender process	Cabinet	31 Aug 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Project Management for Culm Garden Village</b>  To consider the outcome of the tender process.	Cabinet	31 Aug 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor	Part exempt

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				Richard Chesterton)	
<b>Heart of the South West - Joint Committee</b>  To receive a report to formally agree the joint committee.	Cabinet Council	31 Aug 2017  25 Oct 2017	Stephen Walford, Chief Executive Tel: 01884 234201	Leader of the Council (Councillor Clive Eginton)	Open
<b>Bid Submissions to Housing Infrastructure Fund</b>  To consider a report from the Group Manager for Growth, Economy & Delivery regarding a bid to the Housing Infrastructure Fund.	Cabinet	31 Aug 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Update to the Corporate Plan</b>  To receive a report of the Internal Audit Team Leader highlighting updated tasks within the Corporate Plan	Cabinet Council	31 Aug 2017  25 Oct 2017	Catherine Yandle, Internal Audit Team Leader Tel: 01884 234975	Leader of the Council (Councillor Clive Eginton)	Open
<b>10 Year Management Plan for Open Spaces</b>	Environment Policy		Joe Scully, Operations Manager	Cabinet Member for the	Open

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The Open Spaces Manager will put forward provisional plans for a framework of development for open spaces, play areas and cemeteries in the District.	Development Group  Cabinet	5 Sep 2017  28 Sep 2017	Tel: 01884 234339	Environment (Councillor Karl Busch)	
<b>Mid Devon Destination Management Plan &amp; Action Plan</b>  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.	Economy Policy Development Group  Cabinet	7 Sep 2017  28 Sep 2017	John Bodley-Scott, Economic Development Team Leader	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Amenity car parks</b>  A report presenting options for the use of Amenity Car Parks going forwards.	Economy Policy Development Group  Cabinet	7 Sep 2017  28 Sep 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>Market Policy</b>  A report proposing the	Economy Policy Development		Alan Ottey, Tiverton Town Centre and Market Manager	Cabinet Member for Planning and Economic	Open

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adoption of a new Market Policy.	Group  Cabinet	7 Sep 2017  28 Sep 2017		Regeneration (Councillor Richard Chesterton)	
<b>Compensation Policy</b>  A report presenting the biannually updated Compensation Policy designed to be invoked when service standards are not met.	Homes Policy Development Group  Cabinet	12 Sep 2017  28 Sep 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Severe Weather Emergency Protocol and Extended Winter Provision Protocol</b>  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	Homes Policy Development Group  Cabinet	12 Sep 2017  28 Sep 2017	Michael Parker, Housing Options Manager Tel: 01884 234906	Cabinet Member for Housing (Councillor Ray Stanley)	Open

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rough sleepers. Therefore a protocol needs to be agreed with the other LAs in the County.					
<b>Gas Safety Policy</b>  To consider a report regarding the revised Gas Safety Policy.	Homes Policy Development Group  Cabinet	12 Sep 2017  28 Sep 2017	Mark Baglow, Building Services Manager Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Air Quality</b>  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
<b>Town and Parish Charter</b>  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	Open

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				(Councillor Colin Slade)	
<b>Gypsies and Travellers Policy</b>  To receive a report regarding a policy for Gypsy and Travellers.	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 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 Policy Development Group  Cabinet	26 Sep 2017  26 Oct 2017	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Strategic Land Issues</b>  To receive a report of the Director of Finance, Assets and Resources advising on responses to the Town Centre Masterplanning.	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>

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<b>Tiverton Town Centre Masterplan</b>  Report of the Head of Planning and Regeneration outlining the draft masterplan for consultation following deferral from the meeting on 11 May to allow for further consideration to take place.	Cabinet	28 Sep 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
<b>ICT Strategy</b>  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
<b>Discretionary Business Rates Relief Scheme</b>  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
<b>Half Yearly Investment Performance and Review of Treasury Management Strategy</b>	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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Report regarding treasury performance during the first 6 months of the 2017/18 financial year.					
<b>Corporate Debt Recovery Policy</b>  To consider a revised policy.	Cabinet	26 Oct 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<b>Medium Term Financial Plan</b>  Report producing an updated Medium Term Financial Plan taking into account the Council's key strategies.	Cabinet	26 Oct 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<b>Draft 18/19 General Fund and Capital Programme</b>  Report considering options available in order for the Council to set a balanced budget for 2018/19	Cabinet	26 Oct 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<b>Cemetery Works</b>  To receive a report detailing	Environment Policy Development		Joe Scully, Operations Manager Tel: 01884 234339	Cabinet Member for the Environment	Open

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proposed works for the cemeteries in Tiverton and Crediton regarding concrete bases as foundations for headstones.	Group  Cabinet	7 Nov 2017  23 Nov 2017		(Councillor Karl Busch)	
<b>Review of Bereavement Services</b>  To receive a report regarding a review of Bereavement Services, to include National Assisted Burials	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
<b>Town Centre Masterplan following public consultation</b>  To consider the 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
<b>Vehicle Maintenance Contract</b>  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
<b>Tenancy Policy</b>	Homes Policy		Claire Fry, Housing	Cabinet Member	Open

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To consider a report regarding the revised Policy.	Development Group Cabinet	14 Nov 2017 23 Nov 2017	Services Manager Tel: 01884 234920	for Housing (Councillor Ray Stanley)	
<b>Tenancy Strategy</b>  To consider a report regarding the revised strategy.	Homes Policy Development Group Cabinet	14 Nov 2017 23 Nov 2017	Claire Fry, Housing Services Manager Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
<b>Tax Base Calculation</b>  Report detailing the statutory calculations necessary to determine the Tax Base for the Council Tax	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
<b>Council Tax Reduction Scheme</b>  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
<b>Greater Exeter Strategic Plan</b>  To consider a report of the	Cabinet Council	23 Nov 2017 13 Dec 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel:	Cabinet Member for Planning and Economic Regeneration	Open

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Head of Planning, Economy and Regeneration regarding a draft strategic plan.			01884 234346	(Councillor Richard Chesterton)	
<b>Corporate Anti Social Behaviour Policy</b> 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
<b>Community Safety Partnership Plan</b> 2 yearly review	Community Policy Development Group  Cabinet	28 Nov 2017  4 Jan 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<b>Economic Strategy</b> To consider a new policy.	Economy Policy Development Group  Cabinet  Council	11 Jan 2018  1 Feb 2018  21 Feb 2018	Adrian Welsh, Group Manager Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open

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<b>Budget</b>  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
<b>Capital Programme</b>  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
<b>National Non - Domestic Rates</b>  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.	Cabinet	1 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
<b>Policy Framework</b>  Report outlining the Policy Framework for the year	Cabinet  Council	1 Feb 2018  21 Feb 2018	Stephen Walford, Chief Executive Tel: 01884 234201	Leader of the Council (Councillor Clive Eginton)	Open

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<b>Establishment</b>  Report outlining the overall structure of the Council	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