

MENDIP DISTRICT COUNCIL FORWARD PLAN

The Council is required to publish a document which sets out details of planned key decisions at least 28 calendar days before they are due to be taken. This forward plan sets out key decisions to be taken at Cabinet meetings, full Council meetings and meetings of the Phoenix Sponsorship Board. It also includes some matters which are not key decisions, but are included in the interest of transparency.

Regulation 8 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 defines a key decision as an executive decision which is likely:

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority.

*The Council has decided that the relevant threshold at or above which the decision is significant will be £100,000 for capital /revenue expenditure or savings.

Cabinet meetings, full Council meetings and meetings of the Phoenix Sponsorship Board are held in public in at the Council Offices Shepton Mallet, unless there is a resolution for all or part of the meeting to be held in private in order to consider exempt information/confidential business. Decisions to discuss any items of business in private (whether forming part of a public meeting or not) will be published at least 28 days before the meeting at which they are due to be discussed. This applies whether or not the item to be discussed is a key decision. The Forward Plan will show where this is intended. Agendas and reports for Cabinet meetings, full Council meetings and meetings of the Phoenix Sponsorship Board are also published on the Council's website at least five clear working days before the meeting date.

In addition to key decisions, the forward plan shown below lists other business that is scheduled to be considered during the period of the Plan, which will also include reports for information. The Plan is updated on a weekly basis and the latest version is published on the Council's website usually on a Monday (except where this is a bank holiday). Where possible, the Council, will attempt to keep to the dates shown in the Plan. It is quite likely, however, that some items will need to be rescheduled and new items added as new circumstances come to light. Please ensure therefore that you refer to the most up to date plan.

The Cabinet meets regularly and comprises the following elected Members:

- [Cllr Harvey Siggs](#), Leader of Mendip District Council
- [Cllr Tom Killen](#), Deputy Leader of Mendip District Council
- [Cllr Philip Ham](#) – Portfolio Holder for Transformation
- [Cllr John Parham](#) – Portfolio Holder for Finance, Governance and Corporate Services
- [Cllr Nigel Taylor](#) – Portfolio Holder for Neighbourhood and Community Health Services
- [Cllr Nigel Woollcombe-Adams](#) – Portfolio Holder for Planning, Growth and Housing Services

The Phoenix Sponsorship Board also meets regularly and comprises of the following elected Members:

- [Cllr Harvey Siggs](#), Leader of Mendip District Council
- [Cllr Tom Killen](#), Deputy Leader of Mendip District Council
- [Cllr Philip Ham](#) – Portfolio Holder for Transformation
- [Cllr Bryan Beha](#) – Leader of the Opposition

For general enquiries about the Forward Plan:

- You can view it on the Council's web site at: <http://www.mendip.gov.uk/forwardplan>
- You can arrange to inspect it at the Council Offices (in Shepton Mallet).
- Alternatively, copies can be obtained from the Committee Services Team by telephoning 0300 303 8588.

To make representations about proposed decisions please contact the Committee Services Team at Committee_Services@mendip.gov.uk or by telephoning 01749 341341

The agenda and papers for all of the Council's public meetings can be found on the Council's website at: <http://www.mendip.gov.uk/calendarmeeting>

Proposed decision published in Forward Plan	Date/period when decision due to be taken and by whom	Details of the proposed decision	Documents and background papers to be available to decision maker	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?
22.06.2017	To be taken Sometime after 25 August 2017 By Phoenix Sponsorship Board	Strategic Investment Opportunities	Report and relevant background papers	Yes, on the grounds that exempt information (as defined in Schedule 12A Local Government Act 1972) of the following description is likely to be disclosed: Category 3 – Information relating to the financial or business affairs of any particular person (including those of the Council).
22.06.2017	To be taken Sometime after 25 August 2017 By Phoenix Sponsorship Board	Strategic Acquisition Opportunities	Report and relevant background papers	Yes, on the grounds that exempt information (as defined in Schedule 12A Local Government Act 1972) of the following description is likely to be disclosed: Category 3 – Information relating to the financial or business affairs of any particular person (including those of the Council).

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22.06.2017	To be taken Sometime after 25 August 2017 By Phoenix Sponsorship Board	Development and Investment opportunities in respect of the Shape Mendip site, Shepton Mallet	Report and relevant background papers	Yes, on the grounds that exempt information (as defined in Schedule 12A Local Government Act 1972) of the following description is likely to be disclosed: Category 3 – Information relating to the financial or business affairs of any particular person (including those of the Council).
15.05.2017	To be taken every other month By: Cabinet	Economic Development – verbal update By the Deputy Leader of the Council	Report and relevant background papers	No
15.05.2017	To be taken 25 September 2017 and every September thereafter By Full Council	Outturn Treasury Management Strategy Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No

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15.05.2017	To be taken 9 October 2017 By: Cabinet	Public Space Protection Orders (PSPOs) Report Author: Judi Thompson Judi.Thompson@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken 9 October 2017 By: Cabinet	Review of Temporary Road Closure in Frome Report Author: Ian Glover Ian.Glover@mendip.gov.uk	Report and relevant background papers	No
04.08.2017	To be taken 9 October 2017 By: Cabinet	Changing Places Project Report Author: Jane Sharp Jane.Sharp@mendip.gov.uk	Report and relevant background papers	No
16.08.2017	To be taken 9 October 2017 By: Cabinet	Updated Fixed Penalty Notice Procedural Guide (including new ASB Powers) Report Author: Ian Glover Ian.Glover@mendip.gov.uk	Report and relevant background papers	No

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15.05.2017	To be taken 9 October 2017 and every September thereafter By: Cabinet	Quarter 1 Corporate Performance Report Author: Sara Skirton Sara.Skirton@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken 13 November 2017 By: Cabinet	Contaminated Land Strategy Report Author: Claire Malcolmson Claire.Malcolmson@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken 13 November 2017 and every November thereafter By Cabinet	Quarter 2 Budget Monitoring Report Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken 13 November 2017 and every November thereafter By: Cabinet	Quarter 2 Corporate Performance Report Author: Sara Skirton Sara.Skirton@mendip.gov.uk	Report and relevant background papers	No

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15.05.2017	To be taken 4 December 2017 and every December thereafter By Cabinet	Regulation of Investigatory Powers Act 2000 (RIPA) Report Author: Lesley Dolan Lesley.Dolan@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken 4 December 2017 By Cabinet	Shape Mendip Lottery Review Report Author: Jane Sharp Jane.Sharp@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken December 2017 and every December thereafter By Full Council	Treasury Management Strategy – Mid Year Update Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken December 2017 and every December thereafter By Full Council	Set Council Tax Taxbase Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No

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15.05.2017	To be taken every February By Cabinet	Quarter 3 Budget Monitoring Report Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every February By Cabinet	Medium Term Resource Strategy (MTRS) with recommendation to full Council Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every February By Full Council	Medium Term Resource Strategy (MTRS) Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every February By Full Council	Treasury Management Strategy Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No

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15.05.2017	To be taken every February By Full Council	Pay Policy Statement 2017 / 2018 Report Author: David Clark David.Clark@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken March 2018 and every March thereafter By: Cabinet	Quarter 3 Corporate Performance Report Author: Sara Skirton Sara.Skirton@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every April By Cabinet	Member Development Report Author: Claire Dicken Claire.Dicken@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every May By: Cabinet	Quarter 4 Corporate Performance Report Author: Sara Skirton Sara.Skirton@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every May By Cabinet	Regulation of Investigatory Powers Act 2000 (RIPA) Report Author: Lesley Dolan Lesley.Dolan@mendip.gov.uk	Report and relevant background papers	No

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15.05.2017	To be taken every May By Cabinet	Annual Safeguarding Report Report Author: Tracy Aarons Tracy.Aarons@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every May By full Council	Calendar of Public Meetings Report Author: Claire Dicken Claire.Dicken@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every May By full Council	Member Development Report Author: Claire Dicken Claire.Dicken@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every June By Cabinet	Outturn Budget Monitoring Report Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken every August By Cabinet	Quarter 1 Budget Monitoring Report Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No

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15.05.2017	To be taken every September By Cabinet	Outturn Treasury Management Strategy Report Author: Paul Deal Paul.Deal@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken TBC By: Cabinet	Review of Car Parking Charges Report Author: Alison Payne Alison.Payne@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken TBC By Cabinet	Communications Strategy Report Author: Matt Smith Matt.Smith@mendip.gov.uk	Report and relevant background papers	No
15.05.2017	To be taken TBC By Cabinet	Abandoned Vehicle Policy and Procedure Ian Glover Ian.Glover@mendip.gov.uk	Report and relevant background papers	No