

## WEEKLY VERSION OF PLAN PUBLISHED ON 28 DECEMBER 2017

### 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](mailto: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 November 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 November 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 November 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
31.10.2017	To be taken 8 January 2018  By Cabinet	Fusion Lease Update  Report Authors: Donna Nolan <a href="mailto:Donna.Nolan@mendip.gov.uk">Donna.Nolan@mendip.gov.uk</a>	Reports and relevant background papers	No

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15.05.2017	To be taken 8 January 2018 and every November thereafter  By: Cabinet	Quarter 2 Corporate Performance  Report Author: Sara Skirton <a href="mailto:Sara.Skirton@mendip.gov.uk">Sara.Skirton@mendip.gov.uk</a>	Report and relevant background papers	No
16.11.2017	To be taken 8 January 2018  By Cabinet	Debt Write Offs Above £5K  Report Author: Duncan Moss <a href="mailto:Duncan.Moss@mendip.gov.uk">Duncan.Moss@mendip.gov.uk</a>	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 1, information relating to any individual Category 2, information which is likely to reveal the identity of an individual Category 3, information relating to the financial or business affairs of any particular person (including those of the Council)
07.11.2017	To be taken 12 February 2018  By Cabinet	Small Plot Disposal Process  Report Author: Ian Munday <a href="mailto:Ian.Munday@mendip.gov.uk">Ian.Munday@mendip.gov.uk</a>	Report and relevant background papers	No

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17.10.2017	To be taken 12 February 2018  By Cabinet	The Somerset Homelessness Strategy  Report Author: Jai Vick <a href="mailto:Jai.vick@mendip.gov.uk">Jai.vick@mendip.gov.uk</a>	Report and relevant background papers	No
18.10.2017	To be taken 12 February 2018  By Cabinet	Fixed Penalty Notice Policy  Report Author: Ian Glover <a href="mailto:Ian.Glover@mendip.gov.uk">Ian.Glover@mendip.gov.uk</a>	Report and relevant background papers	No
18.10.2017	To be taken 12 February 2018  By Cabinet	Environmental Crime Policy  Report Author: Ian Glover <a href="mailto:Ian.Glover@mendip.gov.uk">Ian.Glover@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken 12 February 2018  and every February thereafter  By Cabinet	Quarter 3 Budget Monitoring Report  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
15.11.2017	To be taken 12 February 2018  By Cabinet	Community Governance Reviews  Report Author: Steven Lake <a href="mailto:Steven.Lake@mendip.gov.uk">Steven.Lake@mendip.gov.uk</a>	Report and relevant background papers	No

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15.05.2017	To be taken 12 February 2018  and every February  By Cabinet	Medium Term Resource Strategy (MTRS) with recommendation to full Council Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
11.10.2017	To be taken 12 February 2018  By Cabinet	Modern.Gov Software  Report Author: Jane Sharp <a href="mailto:Jane.Sharp@mendip.gov.uk">Jane.Sharp@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken 19 February 2018 and every February  By Full Council	Medium Term Resource Strategy (MTRS)  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken  every February  By Full Council	Treasury Management Strategy  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken  every February  By Full Council	Pay Policy Statement 2017 / 2018  Report Author: David Clark <a href="mailto:David.Clark@mendip.gov.uk">David.Clark@mendip.gov.uk</a>	Report and relevant background papers	No

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17.10.2017	To be taken 19 February 2018 By Full Council	The Somerset Homelessness Strategy  Report Author: Jai Vick <a href="mailto:Jai.vick@mendip.gov.uk">Jai.vick@mendip.gov.uk</a>	Report and relevant background papers	No
20.11.2017	To be taken 19 February 2018 By Full Council	Review of Members' Allowances  Report Author: Claire Dicken <a href="mailto:Claire.Dicken@mendip.gov.uk">Claire.Dicken@mendip.gov.uk</a>	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 <a href="mailto:Sara.Skirton@mendip.gov.uk">Sara.Skirton@mendip.gov.uk</a>	Report and relevant background papers	No
18.10.2017	To be taken March 2018  By Cabinet	Public Space Protection Order – Berkley Marsh  Report Author: Ian Glover <a href="mailto:Ian.Glover@mendip.gov.uk">Ian.Glover@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken March 2018  By: Cabinet	Contaminated Land Strategy  Report Author: Claire Malcolmson <a href="mailto:Claire.Malcolmson@mendip.gov.uk">Claire.Malcolmson@mendip.gov.uk</a>	Report and relevant background papers	No



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15.05.2017	To be taken every April  By Cabinet	Member Development  Report Author: Claire Dicken <a href="mailto:Claire.Dicken@mendip.gov.uk">Claire.Dicken@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken 9 April 2018  By Cabinet	Shape Mendip Lottery Review  Report Author: Jane Sharp <a href="mailto:Jane.Sharp@mendip.gov.uk">Jane.Sharp@mendip.gov.uk</a>	Report and relevant background papers	No
28.11.2017	To be taken 9 April 2018	Equality Objective Update  Report Author: Tom Rutland <a href="mailto:txrutland@somerst.gov.uk">txrutland@somerst.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken every May  By: Cabinet	Quarter 4 Corporate Performance  Report Author: Sara Skirton <a href="mailto:Sara.Skirton@mendip.gov.uk">Sara.Skirton@mendip.gov.uk</a>	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 <a href="mailto:Lesley.Dolan@mendip.gov.uk">Lesley.Dolan@mendip.gov.uk</a>	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 <a href="mailto:Tracy.Aarons@mendip.gov.uk">Tracy.Aarons@mendip.gov.uk</a>	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 <a href="mailto:Claire.Dicken@mendip.gov.uk">Claire.Dicken@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken every May  By full Council	Member Development  Report Author: Claire Dicken <a href="mailto:Claire.Dicken@mendip.gov.uk">Claire.Dicken@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken every June  By Cabinet	Outturn Budget Monitoring Report  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	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 <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	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 <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken September 2018 every September thereafter  By: Cabinet	Quarter 1 Corporate Performance  Report Author: Sara Skirton <a href="mailto:Sara.Skirton@mendip.gov.uk">Sara.Skirton@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken September 2018 and every September thereafter  By Full Council	Outturn Treasury Management Strategy  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken November 2018 and every November  By Cabinet	Quarter 2 Budget monitoring Report  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No

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09.10.2017	To be taken December 2018  and every December thereafter  By: Cabinet	Council Tax Support Plans for 2019/20  Report Author: Steve Shrimplin <a href="mailto:Steve.Shrimplin@mendip.gov.uk">Steve.Shrimplin@mendip.gov.uk</a>	Report and relevant background papers	No
13.10.2017	To be taken December 2018  and every December thereafter  By: Cabinet	Business Rates Discretionary Relief Policy 2019-20  Report Author: Steve Shrimplin <a href="mailto:Steve.Shrimplin@mendip.gov.uk">Steve.Shrimplin@mendip.gov.uk</a>	Report and relevant background papers	No
05.12.2017	To be taken December 2018  By Cabinet	Treasury Management Strategy – Mid Year Update  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken December 2018 and every December thereafter  By Full Council	Treasury Management Strategy – Mid Year Update  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No

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15.05.2017	To be taken  December 2018 and every December thereafter  By Full Council	Set Council Tax Taxbase  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken TBC  By: Cabinet	Review of Car Parking Charges  Report Author: Alison Payne <a href="mailto:Alison.Payne@mendip.gov.uk">Alison.Payne@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken TBC  By Cabinet	Communications Strategy  Report Author: Sara Skirton <a href="mailto:Sara.Skirton@mendip.gov.uk">Sara.Skirton@mendip.gov.uk</a>	Report and relevant background papers	No
15.05.2017	To be taken TBC  By Cabinet	Abandoned Vehicle Policy and Procedure  Ian Glover <a href="mailto:Ian.Glover@mendip.gov.uk">Ian.Glover@mendip.gov.uk</a>	Report and relevant background papers	No