

## WEEKLY VERSION OF PLAN PUBLISHED ON 17 MAY 2019

### 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:

- Leader of Mendip District Council
- Deputy Leader of Mendip District Council
- Portfolio Holder for Transformation
- Portfolio Holder for Finance, Governance and Corporate Services
- Portfolio Holder for Neighbourhood and Community Health Services
- Portfolio Holder for Planning, Growth and Housing Services

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

- Leader of Mendip District Council
- Deputy Leader of Mendip District Council
- Portfolio Holder for Transformation
- 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?
14.05.2018	<p>To be taken Sometime after 15 March 2019</p> <p>By Phoenix Sponsorship Board</p>	Strategic Investment Opportunities	Report and relevant background papers	<p>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:</p> <p>Category 3 – Information relating to the financial or business affairs of any particular person (including those of the Council).</p>
14.05.2018	<p>To be taken Sometime after 15 March 2019</p> <p>By Phoenix Sponsorship Board</p>	Strategic Acquisition Opportunities	Report and relevant background papers	<p>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:</p> <p>Category 3 – Information relating to the financial or business affairs of any particular person (including those of the Council).</p>

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14.05.2018	To be taken Sometime after 15 March 2019  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).
14.05.2018	To be taken every March, June, September and December  By: Cabinet	Economic Development – verbal update  By the Deputy Leader of the Council	Report and relevant background papers	No
14.05.2018	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
27.10.2018	To be taken May 2019  By full Council	Review of Scrutiny Arrangements  Report Author: Tracy Aarons <a href="mailto:Tracy.Aarons@mendip.gov.uk">Tracy.Aarons@mendip.gov.uk</a>	Report and relevant background papers	No

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06.03.2019	To be taken every May  By full Council	Review of Polling District and Polling Places  Report Author: Steven Lake <a href="mailto:Steven.Lake@mendip.gov.uk">Steven.Lake@mendip.gov.uk</a>	Report and relevant background papers	No
01.06.2018	To be taken June 2019 thereafter every June  By Cabinet	Outside Body Arrangement  Report Author: Claire Dicken <a href="mailto:Claire.Dicken@mendip.gov.uk">Claire.Dicken@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken June 2019 thereafter 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
14.05.2018	To be taken June 2019 thereafter every May  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
02.02.2019	To be taken June 2019  By Cabinet	Debt Write Offs  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@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

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				disclosed: Category 3 – Information relating to the financial or business affairs of any particular person (including those of the Council).
04.10.2018	To be taken July 2019  By Cabinet	Fields in Trust: Tor Sport and Leisure, Glastonbury  Report Author: George Dickens <a href="mailto:Georgina.Dickens@mendip.gov.uk">Georgina.Dickens@mendip.gov.uk</a>	Report and relevant background papers	No
19.12.2018	To be taken July 2019  By Cabinet	Revenues and Benefits Recovery Policy  Report Author: Steve Shrimplin <a href="mailto:Steve.Shrimplin@mendip.gov.uk">Steve.Shrimplin@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken July 2019 thereafter every June  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
14.05.2018	To be taken July 2019 thereafter every May  By Cabinet	Annual Safeguarding Report  Report Author: Nicola Fensham <a href="mailto:Nicola.Fensham@mendip.gov.uk">Nicola.Fensham@mendip.gov.uk</a>	Report and relevant background papers	No

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14.05.2018	To be taken July 2019 thereafter every July  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
14.05.2018	To be taken every July  By Cabinet	Mendip Health and Wellbeing Board – update  Report Author: Nataliya Wills <a href="mailto:Nataliya.Wills@mendip.gov.uk">Nataliya.Wills@mendip.gov.uk</a>	Report and relevant background papers	No
19.03.2019	To be taken July 2019  By Cabinet	Export Certificate Service  Report Author: Claire Malcolmson <a href="mailto:Claire.Malcolmson@mendip.gov.uk">Claire.Malcolmson@mendip.gov.uk</a>	Report and relevant background papers	No
19.03.2019	To be taken July 2019  By Cabinet	Food Hygiene Advisory Service  Report Author: Claire Malcolmson <a href="mailto:Claire.Malcolmson@mendip.gov.uk">Claire.Malcolmson@mendip.gov.uk</a>	Report and relevant background papers	No
27.03.2019	To be taken July 2019  By Cabinet	Mendip Hills AONB Management Plan  Report Author: Robert Palmer <a href="mailto:Robert.Palmer@mendip.gov.uk">Robert.Palmer@mendip.gov.uk</a>	Report and relevant background papers	No

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27.03.2019	To be taken July 2019  By Cabinet	Cranborne Chase AONB Management Plan  Report Author: Robert Palmer <a href="mailto:Robert.Palmer@mendip.gov.uk">Robert.Palmer@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	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
29.10.2018	To be taken August 2019  By Cabinet	Enforcement Update  Report Author: Haylee Wilkins <a href="mailto:Haylee.Wilkins@mendip.gov.uk">Haylee.Wilkins@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken every September  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
14.05.2018	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

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14.05.2018	To be taken every September  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
30.10.2018	To be taken 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
30.10.2018	To be taken every December  By Cabinet	Quarter 2 Performance Report  Report Author: Sara Skirton <a href="mailto:Sara.Skirton@mendip.gov.uk">Sara.Skirton@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken every 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
14.05.2018	To be taken every December  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

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22.08.2018	To be taken every December  By Cabinet	Somerset Waste Authority Outline Business Plan 2019-24  Report Author: Haylee Wilkins <a href="mailto:Haylee.Wilkins@mendip.gov.uk">Haylee.Wilkins@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken every December  By: Cabinet	Council Tax Support Policy f  Report Author: Steve Shrimplin <a href="mailto:Steve.Shrimplin@mendip.gov.uk">Steve.Shrimplin@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken every December  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
14.05.2018	To be taken every December  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
14.05.2018	To be taken every February  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

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30.01.2019	To be taken every February  By Cabinet	Capital Strategy and 2019/20 detailed Capital Programme  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken every February  By Cabinet	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
14.05.2018	To be taken 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
30.01.2019	To be taken every February 2019  By full Council	Capital Strategy and 2019/20 detailed Capital Programme  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken every February  By full Council	2019/20 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

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14.05.2018	To be taken 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
14.05.2018	To be taken every February  By full Council	Council Tax Setting  Report Author: Paul Deal <a href="mailto:Paul.Deal@mendip.gov.uk">Paul.Deal@mendip.gov.uk</a>	Report and relevant background papers	No
30.01.2019	To be taken every February  By full Council	Mental Health Champion Report  Report Author: Nataliya Wills <a href="mailto:Nataliya.Wills@mendip.gov.uk">Nataliya.Wills@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken every February  By full Council	Pay Policy Statement 2018 / 2019  Report Author: David Clark <a href="mailto:David.Clark@mendip.gov.uk">David.Clark@mendip.gov.uk</a>	Report and relevant background papers	No
30.10.2018	To be taken every March 2019 and every March thereafter  By Cabinet	Quarter 3 Performance Report  Report Author: Sara Skirton <a href="mailto:Sara.Skirton@mendip.gov.uk">Sara.Skirton@mendip.gov.uk</a>	Report and relevant background papers	No

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14.05.2018	To be taken usually every March By: Cabinet	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
28.11.2017	To be taken every April by Cabinet	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
14.05.2018	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
20.12.2018	To be taken TBC By Cabinet	Create Strobe Report Author: Robert Palmer <a href="mailto:Robert.Palmer@mendip.gov.uk">Robert.Palmer@mendip.gov.uk</a>	Report and relevant background papers	No
14.05.2018	To be taken TBC 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

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14.05.2018	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
19.09.2018	To be taken TBC  By Cabinet	Bereavement Strategy  Report Author: Haylee Wilkins <a href="mailto:Haylee.Wilkins@mendip.gov.uk">Haylee.Wilkins@mendip.gov.uk</a>	Report and relevant background papers	No
25.06.2018	To be taken TBC  By Cabinet	Markets Strategy  Report Author: Haylee Wilkins <a href="mailto:Haylee.Wilkins@mendip.gov.uk">Haylee.Wilkins@mendip.gov.uk</a>	Report and relevant background papers	No
19.09.2018	To be taken TBC  By Cabinet	Events Policy  Report Author: Haylee Wilkins <a href="mailto:Haylee.Wilkins@mendip.gov.uk">Haylee.Wilkins@mendip.gov.uk</a>	Report and relevant background papers	No