



FORWARD PLAN OF KEY DECISIONS

February 2008

The Forward Plan is produced by the Council under the Local Government Act 2000. The purpose of the Plan is to give advance notice of Key Decisions to be made by the Cabinet, Cabinet Committees, Portfolio Holders or officers on its behalf. This is to give both Members of the Council and the public the opportunity of making their views known at the earliest possible stage.

This Forward Plan has been prepared for the period 1 February 2008 to 31 May 2008. It is only valid for the month of February 2008. It will be replaced in March 2008. Changes from the January 2008 Forward Plan are shown in bold type.

The Plan shows the Key Decisions likely to be taken within the above period. Key Decisions are those which are financially significant or which have a significant impact. This has been decided, by the Council, to be decisions which involve income or expenditure over £100,000 or which will have a significant effect on people or organisations in two or more wards.

The majority of decisions are taken by Cabinet and the membership of that body is set out below, together with the individual Portfolios held, where appropriate. Other decisions may be taken by Portfolio Holders or Officers in accordance with the Officers Scheme of Delegation, as agreed by the Council (a key to the abbreviations used in the Plan is set out overleaf).

Anyone who wishes to make representations about any item included in the Plan should write to the officer listed in Column 8 of the Plan, at the above address. Copies of documents submitted to a decision taker are available for inspection, again at the above address. Where the document is a committee report, it will usually be available five days before the meeting. Documents that are confidential or exempt from publication under the Local Government Acts are not available to the public.

If you have any queries regarding the operation or content of the Forward Plan please contact Chris Ashcroft (Head of Democratic Services) on 01962 848 284.

Cllr George Beckett
Leader of the Council

Cabinet Members:

George Beckett (*Leader*)
George Hollingbery (*Deputy Leader*)
Frederick Allgood
Tony Coates
Frank Pearson
Patricia Stallard
Keith Wood

Portfolio Held:

Economy and Tourism
Performance and Communications
Finance and Resources
Housing and Communities
Environment, Health and Safety
Culture, Heritage and Sport
Planning and Transport

KEY TO ABBREVIATIONS

CMT	Corporate Management Team Incorporates: Chief Executive - Simon Eden Corporate Director (Governance) - Stephen Whetnall Corporate Director (Policy) - Bob Merrett Corporate Director (Operations) - Steve Tilbury
SMG	Senior Managers Group Comprises all Heads of Division
HE	Head of Estates (Tony Langridge)
TACT	Tenants and Council Together
N/K	Not Known
N/A	Not Applicable

KEY DECISIONS – FEBRUARY 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
1.	Treasury Management – decisions in accordance with the Council’s approved strategy and policy	Finance & Resources	Up to £5m per transaction	All	None	None	Alexis Garlick – daily	Designated working papers	Designated Finance staff daily	
2.	Corporate Strategy 2008-2013	Leader	N/A	All	Principal Scrutiny Committee Scrutiny Panels Major Businesses Parish Councils	Meetings and draft report	Jacky Adams by 25.01.08	Committee Report	Cabinet 13.02.08 Council 21.02.08	
3.	Corporate Sustainability Appraisal	Environment Health and Safety	N/A	All	Cabinet, CMT, SMG	Meetings and draft report	Teresa Kennard	Committee Report and SA Document	Cabinet 13.02.08	
4.	Car Parks Capital Programme	Planning and Transport	£200	All	Cabinet, CMT	Meetings and draft report	Andy Hickman by 25.01.08	Committee Report	Cabinet 13.02.08	
5.	Sewage Treatment Works Capital Programme	Planning and Transport	£200	All	Cabinet, CMT, TACT	Meetings and draft report	Andy Hickman by 25.01.08	Committee Report	Cabinet 13.02.08	

KEY DECISIONS – FEBRUARY 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
6.	Housing Revenue Account Budget and Rent Setting – 2008/09	Housing and Communities	£20m	All	Cabinet and Council TACT	Committee Report	Richard Botham 25.01.08	Committee Report	Cabinet 13.02.08 Council 21.02.08	Dec 07
7.	Budget and Council Tax 2008/09	Leader Finance & Resources	£14m net Revenue	All	CMT, Members	Committee Report	Alexis Garlick 25.01.08	Committee Report	Cabinet 13.02.08 Council 21.02.08	
8.	Winchester Town Access Plan	Planning and Transport	Not yet known	All	Key Stakeholders, Members	Committee Report	Andy Hickman 25.01.08	Committee Report	Cabinet 13.02.08	June 07
9.	Traffic Restrictions – Winchester High Street inc St Georges Street loading restrictions	Planning and Transport	N/A	All	CMT, Members, HCC	Committee Report	Andy Hickman 25.01.08	Committee Report	Cabinet 13.02.08	
10.	Evening Economy Framework	Leader	N/A	All	CMT, Members	Draft Report	Kate Crawford 25.01.08	Committee Report	Cabinet 13.02.08	
11.	Treasury Management Strategy	Finance & Resources	Up to approx. £35m invested at any one time	All	None	None	Alexis Garlick 25.01.08	Committee Report	Cabinet 13.02.08	

KEY DECISIONS – FEBRUARY 2008

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12.	Disposal of HRA land at Willis Waye, Headbourne Worthy	Housing and Communities	EXEMPT	Headbourne Worthy	CMT, Cabinet, TACT	Committee Report	Richard Botham 25.01.08	Committee Report	Cabinet 13.02.08	Nov 07
13.	Affordable Housing Supplementary Planning Document	Planning & Transport	N/A	All	CMT, Members	Committee Report	Steve Opacic by 28.01.08	Committee Report	LDF 05.02.08	Sep 07
14.	Capital Programme 2008/09	Finance & Resources		All	CMT, Members	Committee Report	Alexis Garlick 25.01.08	Committee Report	Cabinet 13.02.08	Jan 08
15	Highway Contributions – Revised Policy	Planning and Transport	N/A	All	CMT, Cabinet, HCC	Committee Report	Steve Opacic / Fiona Tebbutt 25.01.08	Committee Report	Cabinet 13.02.08	Dec 07
16.	Revisions to Council Housing Tenancy Conditions	Housing and Communities	N/A	All	CMT, Cabinet, TACT	Committee Report	Richard Botham 25.01.08	Committee Report	Cabinet 13.02.08	
17.	Small scale disposal of vacant HRA properties to other Social Landlords	Housing and Communities	EXEMPT	All	CMT, Cabinet, TACT	Committee Report	Richard Botham 25.01.08	Committee Report	Cabinet 13.02.08	

KEY DECISIONS – MARCH 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
2.	Treasury Management – decisions in accordance with the Council's approved strategy and policy	Finance & Resources	Up to £5m per transaction	All	None	None	Alexis Garlick – daily	Designated working papers	Designated Finance staff daily	
3.	Approval of Business Plan for Partnerships & Communications Division	Leader Performance & Communications Housing & Communities Environment, Health & Safety	To be confirmed	All	Principal Scrutiny Committee, Social Issues Scrutiny Panel, Environment Scrutiny Panel	Circulation of Business Plan	Jen Anderson 01.02.08	Decision Notice and Business Plan	Portfolio Holders as listed in third column (date to be confirmed)	
4.	Approval of Business Plan for Performance & Scrutiny Division	Performance & Communications Finance & Resources	To be confirmed	All	Principal Scrutiny Committee Resources Scrutiny Panel	Circulation of Business Plan	Jacky Adams 01.02.08	Decision Notice and Business Plan	Portfolio Holders as listed in third column (date to be confirmed)	
5.	Approval of Business Plans for Strategic Planning Division	Planning & Transport	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Environment Scrutiny Panel	Circulation of Business Plan	Steve Opacic 26.02.08	Decision Notice and Business Plan	Planning & Transport Portfolio Holder (date to be confirmed)	

KEY DECISIONS – MARCH 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
6.	Approval of Business Plans for Strategic Housing Division	Housing & Communities	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Social Issues Scrutiny Panel	Circulation of Business Plan	Andrew Palmer 22.02.08	Decision Notice and Business Plan	Housing & Communities Portfolio Holder (date to be confirmed)	
7.	Approval of Business Plans for Planning Division	Planning & Transport	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Environment Scrutiny Panel	Circulation of Business Plan	Fiona Tebbutt 26.02.08	Decision Notice and Business Plan	Planning & Transport Portfolio Holder (date to be confirmed)	
8.	Approval of Business Plans for Building Control Division	Planning & Transport	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Environment Scrutiny Panel	Circulation of Business Plan	Chris Griffith Jones 26.02.08	Decision Notice and Business Plan	Planning & Transport Portfolio Holder (date to be confirmed)	
9.	Approval of Business Plans for Access & Infrastructure Division	Planning & Transport	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Environment Scrutiny Panel	Circulation of Business Plan	Andy Hickman 26.02.08	Decision Notice and Business Plan	Planning & Transport Portfolio Holder (date to be confirmed)	

KEY DECISIONS – MARCH 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
10.	Approval of Business Plans for Environment Division	Environment, Health & Safety	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Environment Scrutiny Panel	Circulation of Business Plan	Robert Heathcock 26.02.08	Decision Notice and Business Plan	Environment Health & Safety Portfolio Holder (date to be confirmed)	
11.	Approval of Business Plan for Cultural Services Division	Economy & Tourism Culture, Heritage & Sport	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee Local Economy Scrutiny Panel	Circulation of Business Plan	Eloise Appleby 03.03.08	Decision Notice and Business Plan	Culture, Heritage & Sport Portfolio Holder – 26.03.08 Economy & Tourism Portfolio Holder - date to be confirmed	
12.	Approval of Business Plans for Legal Services Division	Finance & Resources	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Resources Scrutiny Panel	Circulation of Business Plan	Howard Bone 04.03.08	Decision Notice and Business Plan	Finance & Resources Portfolio Holder (date to be confirmed)	

KEY DECISIONS – MARCH 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
13.	Approval of Business Plans for Democratic Services Division	Finance & Resources Environment, Health & Safety	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Resources Scrutiny Panel	Circulation of Business Plan	Chris Ashcroft 04.03.08	Decision Notice and Business Plan	Portfolio Holders as listed in third column (date to be confirmed)	
14.	Approval of Business Plans for Estates Division	Finance & Resources	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Resources Scrutiny Panel	Circulation of Business Plan	Tony Langridge 04.03.08	Decision Notice and Business Plan	Finance & Resources Portfolio Holder (date to be confirmed)	
15.	Approval of Business Plans for Financial Services Division	Finance & Resources	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Resources Scrutiny Panel	Circulation of Business Plan	Alexis Garlick 04.03.08	Decision Notice and Business Plan	Finance & Resources Portfolio Holder (date to be confirmed)	
16.	Approval of Business Plans for Customer Service Division	Finance & Resources	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Resources Scrutiny Panel	Circulation of Business Plan	Paul Wood 04.03.08	Decision Notice and Business Plan	Finance & Resources Portfolio Holder (date to be confirmed)	

KEY DECISIONS – MARCH 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
17.	Approval of Business Plans for IMT Division	Finance & Resources	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Resources Scrutiny Panel	Circulation of Business Plan	Sheila Davidge 04.03.08	Decision Notice and Business Plan	Finance & Resources Portfolio Holder (date to be confirmed)	
18.	Approval of Business Plans for Revenues Division	Finance & Resources	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Resources Scrutiny Panel	Circulation of Business Plan	Gill Cranswick 04.03.08	Decision Notice and Business Plan	Finance & Resources Portfolio Holder (date to be confirmed)	
19.	Approval of Business Plans for Organisational Development Division	Finance & Resources Housing & Communities	To be confirmed	All	Chair & Vice Chair, Principal Scrutiny Committee; Resources Scrutiny Panel	Circulation of Business Plan	Alison Gavin 04.03.08	Decision Notice and Business Plan	Finance & Resources Portfolio Holder (date to be confirmed)	
20.	Henry Beaufort School - Community Sports Turf Pitch – Open Space Contribution	Culture, Heritage and Sport	£120,000	Littleton & Harestock	CMT, Members	Draft Report	Mandy Ford 22.02.08	Committee Report	Cabinet 05.03.08	
21.	Homelessness Strategy	Housing & Communities	None	All	Stakeholders CMT Members	Draft Report	Andrew Palmer 22.02.08	Committee Report	Cabinet 05.03.08	

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No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
22.	Community Safety Partnership Plan	Environment, Health & Safety	None	All	CMT Members	Draft Report	Robert Heathcock 22.02.08	Committee Report	Cabinet 17.03.08	
23.	Alresford market town health check and action plan	Economy & Tourism and Planning & Transport	c £150	The Alresfords	CMT, Members	Draft Report and Action Plan	Kate Crawford 22.02.08	Committee Report	Cabinet 05.03.08	
24.	Planning Grants 2008/09	Planning & Transport	To be confirmed	All	CMT, Members	Draft Report	Fiona Tebbutt 22.02.08	Committee Report	Cabinet 05.03.08	
25.	Review of Need to Release Local Reserve Housing Sites	Planning & Transport	N/A	All	CMT, Cabinet	Draft Assessment Document	Steve Opacic by 22.02.08	Committee Report	Cabinet 05.03.08	Jan 08
26.	Corporate Business Plan	Leader	N/A	All	Principal Scrutiny Committee Scrutiny Panels Major Businesses Parish Councils	Meetings and draft report	Jacky Adams by 22.02.08	Committee Report	Cabinet 05.03.08 Council 16.04.08	Feb 08

KEY DECISIONS – APRIL 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
1.	Treasury Management – decisions in accordance with the Council's approved strategy and policy	Finance & Resources	Up to £5m per transaction	All	None	None	Alexis Garlick – daily	Designated working papers	Designated Finance staff daily	
2.	Housing Allocation Policy	Housing & Communities	N/A	All	Stakeholders TACT CMT Members	Committee Report	Andrew Palmer 12.04.08	Committee Report	Cabinet 21.04.08	
3.	Possible open Space Compulsory Purchase Order for New Alresford Town Council	Planning & Transport	Not Yet Known	The Alresfords	Portfolio Holder, Parish Council, CMT	Committee Report	Howard Bone 12.04.08	Committee Report	Cabinet 21.04.08	April 06
4.	Future Options for Meadowside Centre, Whiteley	Culture, Heritage and Sport	Not yet known	Whiteley	CMT, Members	Draft Report	Mandy Ford 12.04.08	Committee Report	Cabinet 21.04.08	February

KEY DECISIONS – APRIL 2008

No	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Consultees	Method of Consultation	Comments to	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)
1.	Treasury Management – decisions in accordance with the Council's approved strategy and policy	Finance & Resources	Up to £5m per transaction	All	None	None	Alexis Garlick – daily	Designated working papers	Designated Finance staff daily	
2.	Future Options for River Park Leisure Centre	Culture, Heritage and Sport	Not yet known	All	CMT, Members	Draft Report	Mandy Ford 06.05.08	Committee Report	Cabinet 15.05.08	March