



FORWARD PLAN OF KEY DECISIONS

APRIL 2006

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 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 April to 31 July 2006. It is only valid for the month of April 2006. It will be replaced in May 2006. Changes from the March 2006 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 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 6 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 on 01962 848284.

Cllr Sheila Campbell
Leader of the Council

Cabinet Members:

Sheila Campbell (*Leader*)
Therese Evans (*Deputy Leader*)
John Beveridge
Brian Collin
Dominic Hiscock
Richard Knasel
Kelsie Learney
Jim Wagner

Portfolio Held:

Community Strategy
Culture, Heritage and Sport
Planning
Healthy and Inclusive Communities
Housing
Economy and Transport
Finance and Resources
Environmental Health

KEY TO ABBREVIATIONS

CMT	Corporate Management Team Incorporates:
CX	Chief Executive (Simon Eden)
CSS	City Secretary & Solicitor (Stephen Whetnall)
DC	Director of Communities (Bob Merrett)
DD	Director of Development (Steve Tilbury)
DF	Director of Finance (Sheila Boden)
DHR	Director of Human Resources (Alison Gavin)
TACT	Tenants And Council Together
N/K	Not Known
N/A	Not Applicable

KEY DECISIONS – FINANCIAL – CHIEF EXECUTIVE

No	Item	Project Cost £000	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
	None								

KEY DECISIONS – NON-FINANCIAL – CHIEF EXECUTIVE

No	Item	Wards affected	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
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1.	Biodiversity Action Plan	All	Environmental Organisations, All Members	Circulation of draft Plan	Head of Policy by 31.03.06	Report and draft Plan	Cabinet 18.05.06	Jun 05	May 06
2.	Performance Plan Part 2 (Annual Report)	All	None	None	Head of Performance & Management by 12.05.06	Covering report and draft Annual Report	Cabinet 31.05.06 Council 28.06.06	Jun 06	
3.	Corporate Procurement Strategy and Action Plan	All	Resources Scrutiny Panel	Report and draft strategy and action plan.	Head of Performance and Management by 30.06.06	Report and draft strategy and action plan	Cabinet 26.07.06	Dec 04	Jul 06
4.	Selling to the Council Guide	All	Representative Business Organisations	Circulation of draft guide	Head of Performance & Management by 30.06.06	Report and draft Guide	Cabinet 26.07.06	Jul 06	
5.	Adoption of Springvale / Headbourne Worthy Local Area Design Statement.	Sparsholt Kings Worthy	Public Parish Councils Development interests	Publication of draft document.	Head of Strategic Planning by 30.04.05	Report and proposed Design Statement	Cabinet 26.07.06	Dec 05	Jul 06
6.	Winchester District Local Plan Review	All	Public All other stakeholders	Notification of proposed modifications	Head of Strategic Planning by 09.03.06	Report and proposed Winchester District Local Plan	Cabinet 31.05.06 Council 31.05.06	Jun 06	May 06

KEY DECISIONS – NON-FINANCIAL – CHIEF EXECUTIVE

No	Item	Wards affected	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
7.	WCC Representations on South East Plan	All	All Councillors	Cabinet Report	Head of Strategic Planning by 2 June 2006	Report with recommended response	Cabinet 21.06.06	Jun 06	
8.	Statement of Community Involvement – Submission Draft	All	Public All Stakeholders All Councillors Staff	Consultation Draft	Head of Strategic Planning by 27.04.06	Report and revised Statement of Community Involvement	Cabinet 26.07.06	Jul 06	
9.	Adoption of the 'Implementation of Local Reserve Sites Policy' – Supplementary Planning Document	St Luke, St Bartholomew Denmead, New Alresford	Public All Stakeholders Councillors	Draft supplementary planning document	Head of Strategic Planning by 09.03.06	Report and revised Supplementary Planning document	Cabinet 26.07.06	Jul 06	
10.	Adoption of the 'Implementation of Infilling Policy' – Supplementary Planning Document	All	Public All Stakeholders Councillors	Draft supplementary planning document	Head of Strategic Planning by 09.03.06	Report and revised Supplementary Planning document	Cabinet 26.07.06	Jul 06	
11.	Draft Winnall Study	St John & All Saints	Winnall Businesses; Representative Business organisations	Consultation during Winnall Study work	Head of Strategic Planning by 07.07.06	Report and draft Winnall Study	Cabinet 26.07.06	Jul 06	

KEY DECISIONS – FINANCIAL – CITY SECRETARY AND SOLICITOR

No	Item	Project cost £000	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
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1.	Capital Works to Abbey House	Not yet available		Cabinet Report	CSS 05.03.06	Report	Cabinet 22.03.06	Feb 06	Mar 06
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KEY DECISIONS – NON-FINANCIAL – CITY SECRETARY AND SOLICITOR

No	Item	Wards affected	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
1.	Annual Review of the Constitution	All	Group Leaders		CSS 28.02.06	Report	Cabinet 22.03.06 & 13.04.06	Mar 06	
2.	Business Plans	All	Resources Scrutiny Panel	Report	CSS 05.03.06	Report		Mar 06	

KEY DECISIONS – FINANCIAL – COMMUNITIES

No	Item	Project cost £000	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
1.	CCTV Control Room Relocation-Project Plan	Not known	Members CMT	Meetings, Committee Report	Lorraine Mansfield 04.04.06	Committee Report	Cabinet 13.04.06	Jan 05	Apr 06

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1.	Sport and Recreation Strategy	All	Members CMT Key stakeholders	Draft Strategy Document	Lorraine Mansfield 04.04.06	Committee Report	Cabinet 13.04.06	Mar 04	Apr 06
2.	Air Quality Action Plan - review	All	Members CMT	Meetings Reports Letters	Robert Heathcock 04.04.06	Committee Report	Cabinet 13.04.06	Nov 05	Apr 06
3.	Hampshire Joint Municipal Waste Strategy	All	Members CMT	Meetings Reports Letters	David Boardman 04.04.06	Committee Report	Cabinet 13.04.06	Apr 06	
4.	Project Integra Annual Business Plan	All	Members CMT	Meetings Reports Letters	David Boardman 04.04.06	Committee Report	Cabinet 13.04.06	Apr 06	
5.	Affordable Housing Development Guidelines	All	Members CMT	Meetings Reports Letters	Simon Maggs 09.05.06	Committee Report	Cabinet 18.05.06	May 06	

KEY DECISIONS – FINANCIAL – DEVELOPMENT

No	Item	Project cost £000	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
1.	Council Offices Feasibility Update / Use of Bapsy Bequest	Exempt	CMT, Members	Committee Report	Tony Langridge 12.05.06	Committee Report	Cabinet 31.05.06 Full Council 19.07.06	Jul 04	Jul 06
2.	Guildhall Cleaning Contract	Exempt	CMT, Members	Committee Report	Eloise Appleby 03.03.06	Committee Report	Cabinet 13.04.06	April 06	

KEY DECISIONS – NON-FINANCIAL – DEVELOPMENT

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1.	Biodiversity Action Plan	All	Key Stakeholders	Draft Action Plan	Vivienne Fifield 21.04.06	Committee Report	Cabinet 18.05.06	Mar 06	May 06
2.	Open Space Strategy	ALL	Members, CMT	Committee Report	Steve Tilbury 28.04.06	Committee Report	Cabinet 18.05.06	May 06	
3.	Tree Strategy	ALL	Key Stakeholders	Draft Strategy Document	Vivienne Fifield 21.04.06	Committee Report	Cabinet 18.05.06	Mar 06	May 06

KEY DECISIONS – FINANCIAL – FINANCE

No	Item	Project cost £000	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
1.	Treasury management – decisions in accordance with the Council’s approved strategy and policy	Up to £5m per transaction	None	None	Fred Lyon daily	Designated working papers	Designated Finance staff daily	Daily	Daily
2.	Insurance Fund Review	N/A	None	None	Fred Lyon 12.04.06	Committee report	Cabinet 13.04.06	Mar 06	Apr 06
3.	Electronic Document and Records Management System	N/K	None	None	Sheila Davidge 12.04.06	Committee report	Cabinet 13.04.06	Apr 06	
4.	Customer Service Centre	N/K	Staff and union	Various	Paul Wood 17.05.06	Committee report	Cabinet 18.05.06	Mar 06	May 06
5.	Capital Outturn	N/A	None	None	Fred Lyon 20.06.06	Committee report	Cabinet 21.06.06	Jun 06	
6.	Capital Strategy	N/A	None	None	Fred Lyon 25.07.06	Committee report	Cabinet 26.07.06	Jul 06	
7.	Financial Strategy	N/A	None	None	Fred Lyon 25.07.06	Committee report	Cabinet 26.07.06	Jul 06	

KEY DECISIONS – NON-FINANCIAL – FINANCE

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1.	None								
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KEY DECISIONS – FINANCIAL – HUMAN RESOURCES

No	Item	Project cost £000	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
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KEY DECISIONS – NON-FINANCIAL – HUMAN RESOURCES

No	Item	Wards affected	Consultees	Method of consultation	Representation – to whom and date	Documents submitted to decision taker	Decision taker	Month decision to be taken (original)	Month decision to be taken (revised)
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