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FORWARD PLAN OF KEY DECISIONS

JUNE 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 June to 30 September 2006. It is only valid for the month of June 2006. It will be replaced in July 2006. Changes from the May 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.

S Eden
Chief Executive

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)
1.	Performance Plan Part 2 (Annual Report)	All	None	None	Head of Performance & Management by 02.06.06	Covering report and draft Annual Report	Cabinet 21.06.06 Council 28.06.06	Jun 06	
2.	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
3.	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	
4.	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
5.	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
6.	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	

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.	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	
8.	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	
9.	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	
10.	Community Strategy 'refresh'	All	Public Partnerships LSP Board	Articles in Perspectives Discussion at partnership meetings Discussion at meetings	Head of Policy by 17.08.06	Report and proposed 'refresh' of the Community Strategy	Cabinet 13.09.06	Sept 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)
11	Consultation Draft of Corporate Strategy	All	Cabinet	Meetings and Discussions	Head of Performance & Management by 17.08.06	Report and proposed consultation draft	Cabinet 13.09.06	Sept 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.	New Alresford Town Council request for Compulsory Purchase Order (CPO) on their behalf	Not yet available	New Alresford Town Council	Cabinet Report	CSS 21.06.06	Report	Cabinet 21.06.06	May 06	June 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 20.05.06 and 08.06.06	Reports	Cabinet 31.05.06 & 21.06.06	Mar 06	May 06 & June 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 22.05.06	Committee Report	Cabinet 31.05.06	Jan 05	May 06
2	University Outdoor Sports Centre – Bar End	Estimated	Members CMT Key Stake- holders	Meetings Committee Report	Amanda Ford 07.06.06	Committee Report	21.06.06 key decision	May 06	June 06

KEY DECISIONS – NON-FINANCIAL – COMMUNITIES

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.	Affordable Housing Development Guidelines	All	Members CMT	Meetings Reports Letters	Simon Maggs 09.05.06	Committee Report	Cabinet 31.05.06	May 06	June 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 26.05.06	Committee Report	Cabinet 21.06.06 Full Council 19.07.06	Jul 04	Jul 06
2.	Council Offices - Surplus Property	Exempt	CMT Members	Committee Report	Tony Langridge 26.05.06	Committee Report	Cabinet 21.06.06 Full Council 19.07.06	Jul 06	
3.	Open Space Strategy	All	Members, CMT	Committee Report	Steve Tilbury 28.04.06	Committee Report	Cabinet 21.06.06	May 06	June 06
4.	Whiteley School Update Report	N/K	HCC, CMT, Whiteley Parish Council, Members	Committee Report	Steve Tilbury	Committee Report	Cabinet 31.05.06	June 06	
5.	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 – NON-FINANCIAL – DEVELOPMENT

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	Key Stakeholders	Draft Action Plan	Vivienne Fifield 25.08.06	Committee Report	Cabinet 13.09.06	Mar 06	Sept 06
2.	Tree Strategy	All	Key Stakeholders	Draft Strategy Document	Vivienne Fifield 25.08.06	Committee Report	Cabinet 13.09.06	Mar 06	Sept 06
3.	Forward Plan for Winchester Museums Service	All	Key Stakeholders	Draft Plan	Eloise Appleby 27.10.06	Committee Report	Cabinet 15.11.06	Nov 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)
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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.	Customer Service Centre	N/K	Staff and union	Various	Paul Wood 20.06.06	Committee report	Cabinet 21.06.06	Jun 06	Mar 06
3.	Capital Outturn	N/A	None	None	Fred Lyon 20.06.06	Committee report	Cabinet 21.06.06	Jun 06	
4.	Printer review	Exempt	None	None	Sheila Davidge 20.06.06	Committee report	Cabinet 21.06.06	Jun 06	
5.	Capital Strategy	N/A	None	None	Fred Lyon 25.07.06	Committee report	Cabinet 26.07.06	Jul 06	
6.	Financial Strategy	N/A	None	None	Fred Lyon 25.07.06	Committee report	Cabinet 26.07.06	Jul 06	
7.	Flexible Working Project	Exempt	None	None	Sheila Davidge 25.07.06	Committee report	Cabinet 26.07.06	Jul 06	
8.	Electronic document and records management system	Exempt	None	None	Sheila Davidge 12.09.06	Committee report	Cabinet 13.09.06	Sep 06	

KEY DECISIONS – NON-FINANCIAL – FINANCE

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.	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)
1.	Contract in conjunction with HCC for using a preferred Recruitment Agency for hiring Agency staff to work for the Council	Not yet known	Members CMT	Meetings Report	Alison Gavin 12.05.06	Committee Report	Cabinet 31.05.06	May 06	

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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