



FORWARD PLAN OF KEY DECISIONS

November and December 2013

The Forward Plan is produced by the Council under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. 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 is the Forward Plan prepared for the period **1 November 2013 - 31 December 2013** and will normally be replaced at the end of each calendar month.

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 its committees, together with the individual Portfolios held, where appropriate. The membership of Cabinet and its committees, and their meeting dates can be found [via this link](#). Other decisions may be taken by Portfolio Holders or Officers in accordance with the Officers Scheme of Delegation, as agreed by the Council (a list of Portfolio Holders and key to the abbreviations used in the Plan is set out overleaf).

The Plan has been set out in the following sections:

Section A – Cabinet and Committees

Section B - Individual Portfolio Holders

Section C – Officer Decisions



Anyone who wishes to make representations about any item included in the Plan should write to the officer listed in Column 5 of the Plan, at the above address. Copies of documents listed in the Plan for submission to a decision taker are available for inspection on the Council's website or by writing to the above address. Where the document is a committee report, it will usually be available five days before the meeting. Other documents



relevant to the decision may also be submitted to the decision maker and are available on Council's website or via email democracy@winchester.gov.uk or by writing to the above address. Documents that are confidential or exempt from publication under the Local Government Acts are not available to the public.

Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 refers to the requirement to provide notice of an intention to hold a meeting in private, inclusive of a statement of reasons. If you have any representations as to why the meeting should be held in private, then please contact the Council via democracy@winchester.gov.uk or by writing to the above address. **Please follow this link to definition of the paragraphs** (Access to Information Procedure Rules, Part 4, page 32, para 10.4) detailing why a matter may be classed as exempt from publication under the Local Government Acts, and 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 Keith Wood
Leader of the Council

30 September 2013

Cabinet Members:	Portfolio Held:
• Cllr Keith Wood	Leader
• Cllr Rob Humby	Deputy Leader and Economic Development
• Cllr Tony Coates	Housing
• Cllr Stephen Godfrey	Finance & Organisational Development
• Cllr Stephen Miller	Business Services
• Cllr Jan Warwick	Neighbourhoods & Environment
• Cllr Victoria Weston	Built Environment

KEY TO ABBREVIATIONS

CMT Corporate Management Team

Comprises of:

Chief Executive - Simon Eden
Chief Operating Officer - Stephen Whetnall
Corporate Director - Steve Tilbury
Chief Finance Officer – Alexis Garlick

ADs Assistant Directors

Comprises of:

Assistant Director (Neighbourhoods & Environment) – Robert Heathcock
Assistant Director (Economy & Communities) – Eloise Appleby
Assistant Director (Built Environment) – Simon Finch
Assistant Director (Chief Housing Officer) – Richard Botham

SMG Senior Managers Group

Comprises of all Heads of Operational Teams

TACT	Tenants and Council Together
N/K	Not Known
N/A	Not Applicable

	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Comments to	Documents submitted to decision taker	Decision taker	Date/period decision to be taken	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
Section A – Decisions made by Cabinet and Cabinet Committees									
1	Capital Programme Budget Considerations	Finance and & Organisational Development	TBC	All	Alexis Garlick	Committee Report	Cabinet 4/12/13	Dec-13	Open Meeting
2	Portfolio Plans Consultation Draft	All	N/A	All	Eloise Appleby / Rob Heathcock / Jenny Nell	Committee Report	Cabinet 4/12/13	Dec-13	Open Meeting
3	Development of Extra Care Housing Scheme	Housing	£11million aprx	Town Centre Ward TBC	Andrew Palmer	Committee Report	Cabinet 4/12/13	Dec-13	Open Meeting
4	Future funding for voluntary sector support	Economic Development	TBC	All	Eloise Appleby	Committee Report	Cabinet 4/12/13	Dec-13	Open Meeting
5	Sustainable Community Strategy Refresh	Leader	N/A	All	Jenny Nell	Committee Report	Cabinet 4/12/13	Dec-13	Open Meeting
6	Cultural Strategy	Economic Development	N/A	All	Eloise Appleby	Committee Report	Cabinet 4/12/13	Dec-13	Open Meeting
7	Governance Review	Business Services	N/A	All	Stephen Whetnall	Committee Report	Cabinet 4/12/13	Dec-13	Open Meeting
8	Car Parking Strategy	Neighborhoods and Environment	N/A	All	Andy Hickman	Committee Report	Cabinet 4/12/13	Dec-13	Open Meeting
9	Adoption and Implementation of Community Infrastructure Levy Charging Schedule	Built Environment	N/A	All	Steve Opacic	Committee Report	Cabinet (LDF) Committee TBC Nov, Cabinet 4/12/13, Council 8/1/14	Nov-13/Dec-13 & Jan-14	Open Meeting
10	Museums Integration	Economic Development	TBC	All	Eloise Appleby	Committee Report	Council 6/11/13	Nov-13	Open Meeting

	Item	Portfolio Holder	Cost (over £100,000)	Wards Affected	Comments to	Documents submitted to decision taker	Decision taker	Date/period decision to be taken	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
Section C – Decisions made by Officers									
1	Treasury Management – decisions in accordance with the Council’s approved strategy and policy	Finance and & Organisational Development	In accordance with the Prudential Indicators approved by the Council	All	Alexis Garlick, daily	Designated working papers	Designated Finance staff, daily	Nov-13 / Dec-13	Open