



## FORWARD PLAN OF KEY DECISIONS

**June 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 June 2013 to 30 June 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](mailto: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](mailto: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 April 2013

<b>Cabinet Members:</b>	<b>Portfolio Held:</b>
• Cllr Keith Wood	Leader
• Cllr Rob Humby	Deputy Leader and Strategic Planning & Economic Development
• Cllr Tony Coates	Housing
• Cllr Ian Tait	New Homes Delivery
• Cllr Stephen Godfrey	Finance & Administration
• Cllr Roger Huxstep	Environment
• Cllr Patricia Stallard	Communities, Culture & Sport
• Cllr Victoria Weston	Planning & Transport

## **KEY TO ABBREVIATIONS**

CMT Corporate Management Team

Comprises of:

Chief Executive - Simon Eden  
Chief Operating Officer - Stephen Whetnall  
Corporate Director - Steve Tilbury

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
<b>Section A – Decisions made by Cabinet and Cabinet Committees</b>									
1	Exempt Minutes of previous meeting held 16 May 2013	to be confirmed	N/A	All	Nancy Graham	Minutes of previous meeting	Cabinet 26/6/2013	Jun-13	Closed meeting by virtue of exempt paragraphs - to be confirmed
2	Stanmore planning framework	Planning and Transport	TBC	St Lukes	Eloise Appleby	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
3	Provision of Floating support services	Housing	£400,000	All	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013	Jun-13	Closed meeting by virtue of exempt paragraphs 1,2&4 - to be confirmed
4	HRA Finance / Performance Outturn	Housing	£25m	All	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013, Cabinet 26/6/2013 and Council 17 July 2013	Jun-13	Open Meeting
5	Loft Conversion Programme	Housing	£200k	All	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013	Jun-13	Open Meeting
6	Repairs and Renewals Programme	Housing	£12m	All	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013	Jun-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
7	Woolford Close Improvements	Housing	£100k	St Lukes	Richard Botham	Committee Report	Cabinet (Housing) Committee 19/6/2013	Jun-13	Open Meeting
8	Cultural Strategy	Communities, Culture and Sport	N/A	All	Eloise Appleby	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
9	Public Transport Informal Scrutiny Group - Recommendations	Planning and Transport	N/A	All	Simon Finch	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
10	Museums Integration	Communities, Culture and Sport	N/A	All	Eloise Appleby	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
11	Update to the Open Space Fund Strategy	Environment	N/A	All	Stuart Dunbar-Dempsey	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
12	Hockley Viaduct / NCN23	Planning and Transport	N/A	All	Andy Hickman	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
13	Decision Making Structures	Finance and Administration	N/A	All	Simon Eden/ Stephen Whetnall	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
14	St Clements GP Surgery	Leader	TBC	St Bartholomew	Kevin Warren	Committee Report	Cabinet 26/6/2013	Jun-13	Closed meeting by virtue of exempt paragraph 3
15	Property Acquisitions	Leader	TBC	TBC	Kevin Warren	Committee Report	Cabinet 26/6/2013	Jun-13	Closed meeting by virtue of exempt paragraph 3
16	Capital Expenditure Outturn 2012/13	Finance and Administration	c£20m	All	Alexis Garlick	Committee Report	Cabinet 26/6/2013	Jun-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
17	General Fund Revenue Outturn 2012/13	Finance and Administration	c £15m	All	Alexis Garlick	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
18	Low Carbon Route Map	Strategic Planning & Economic Development	N/A	All	Eloise Appleby/Rob Heathcock	Committee Report	Cabinet 26/6/2013	Jun-13	Open Meeting
<b>Section B – Decisions made individual Portfolio Holders</b>									
1	Abbey Mill	Leader	TBC	St Michael	Kevin Warren	Committee Report	Cabinet 26/6/2013	Jun-13	Closed decision by virtue of exempt paragraph 3
<b>Section C – Decisions made by Officers</b>									
1	Treasury Management – decisions in accordance with the Council's approved strategy and policy	Finance & Administration	In accordance with the Prudential Indicators approved by the Council	All	Alexis Garlick, daily	Designated working papers	Designated Finance staff, daily	Jun-13	Open