



## **FORWARD PLAN OF KEY DECISIONS April 2017**

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 April 2017 – 30 April 2017** 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 £200,000 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 David Blakemore (Democratic Services Manager) on 01962 848 217.

**Cllr Caroline Horrill**  
Leader of the Council

3 March 2017

<b>Cabinet Members:</b>	<b>Portfolio Held:</b>
• Cllr Caroline Horrill	Leader & Portfolio for Housing Services
• Cllr Victoria Weston	Deputy Leader & Portfolio for Built Environment
• Cllr Guy Ashton	Professional Services
• Cllr Stephen Godfrey	Finance
• Cllr Rob Humby	Business Partnerships
• Cllr Stephen Miller	Estates
• Cllr Jan Warwick	Environment
• Cllr Lisa Griffiths	Health & Wellbeing

## **KEY TO ABBREVIATIONS**

CMT Corporate Management Team

Comprises of:

Chief Executive – Laura Taylor  
Corporate Director (Service Delivery) - Steve Tilbury  
Corporate Director (Professional Services) – Joseph Holmes  
Head of Finance – Simon Little  
Head of Legal and Democratic Services – Howard Bone

ADs Assistant Directors

Comprises of:

Assistant Director (Economy & Communities) – Eloise Appleby  
Assistant Director (Built Environment) – Simon Finch  
Assistant Director (Chief Housing Officer) – Richard Botham  
Assistant Director (Policy & Planning) – Andy Hickman  
Assistant Director (Estates & Regeneration) – Kevin Warren  
Assistant Director (Organisational & Service Development) – Alison Gavin

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 £200,000)	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Committee, Portfolio Holder or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
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**Section A -**

**Decisions made by Cabinet and Cabinet Committees**

1	Proposed Land Transaction	Estates	tbc	tbc	Kevin Warren	Committee Report	Cabinet	Apr-17	date tbc	Closed decision by virtue of exempt paragraph 3
2	Air Quality Action Plan	Environment	tbc	All	Eloise Appleby	Committee Report	Cabinet	Apr-17	26-Apr-17	Open
3	Managed Service for Temporary Agency Resources	Professional Services	tbc	All	Jamie Cann	Committee Report	Cabinet	Apr-17	26-Apr-17	Part Open/Part Closed decision by virtue of exempt paragraph 3

**Section B -**

**Decisions made by individual Portfolio Holders**

1	Managed Service for Temporary Agency Resources	Professional Services	tbc	All	Jamie Cann	Portfolio Holder Decision Notice	Portfolio Holder	Apr-17		Part Open/Part Closed decision by virtue of exempt paragraph 3
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**Section C -  
Decisions made by Officers**

1	Treasury Management - decisions in accordance with the Council's approved strategy and policy	Finance	In accordance with the Prudential Indicators approved by the Council	All	Hampshire County Council (HCC) Finance Department on behalf of WCC	Designated Working Papers	Officer	Apr-17		Open
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