



FORWARD PLAN OF KEY DECISIONS

MARCH 2005

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 March to 30 June 2005. It is only valid for the month of March 2005. It will be replaced in April 2005. Changes from the February 2005 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:	Portfolio Held:
Sheila Campbell (<i>Leader</i>)	Community Strategy
Therese Evans (<i>Deputy Leader</i>)	Culture, Heritage and Sport
John Beveridge	Planning
Brian Collin	Healthy and Inclusive Communities
Dominic Hiscock	Housing
Richard Knasel	Economy and Transport
Kelsie Learney	Finance and Resources
Jim Wagner	Environmental Health

KEY TO ABBREVIATIONS

CMT	Corporate Management Team
	Incorporates:
CX	Chief Executive (Simon Eden)
CSS	City Secretary & Solicitor (Stephen Whetnall)
DCS	Director of Community Services (Steve Tilbury)
DDS	Director of Development Services (Steve Tilbury)
DF	Director of Finance (Sheila Boden)
DHH	Director of Health & Housing (Bob Merrett)
DP	Director of Personnel (Alison Gavin)
CEO	Chief Estates Officer (Tony Langridge)
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.	Corporate Procurement Strategy and Action Plan	All	Principal Scrutiny Committee	Report and draft strategy and action plan.	Head of Performance and Management by 22.03.05	Report and draft strategy and action plan	Cabinet 23.03.05	Dec 04	Mar 05
2.	Performance Plan Part 1	All	Directors, Portfolio Members Principal Scrutiny Committee	Circulation of draft Performance Plan	Head of Performance & Management by 25.02.05	Report and draft Performance Plan	Cabinet 23.03.05	Mar 05	
3.	Chief Executive's Department Business Plan	All	Central Services Performance Improvement Committee	Circulation of draft Business Plan	Head of Performance & Management by 25.02.05	Report and draft Business Plan	Cabinet 23.03.05	Mar 05	
4.	Review of Scrutiny	All	Directors, All Members	Circulation of draft Report	Head of Performance & Management by 11/03/05	Report	Principal Scrutiny Committee 29/03/05 Cabinet 23/03/05	March 05	
5.	Biodiversity Action Plan	All	Environmental Organisations, All Members	Circulation of draft Plan	Head of Policy by 29.04.05	Report and draft Plan	Cabinet 01.06.05	June 05	
6	Partnership Review	All	Partners, Partnership Chairs,	Circulation of draft Report	Head of Policy by 18.05.05	Report	29.06.05	June 05	

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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			Principal Scrutiny Committee						
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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.	Land Charges IT Feasibility Study	Not yet available	Staff & ICT Group	Feasibility Study	CSS 11.03.05	Report	Cabinet 23.03.05	Dec	March 05
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KEY DECISIONS – NON-FINANCIAL – CITY SECRETARY AND SOLICITOR

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1.	Review of the Constitution – Member Roles and Accountability Statements	All	Management Team and Members	Political Groups consultation Reports	CSS 14.02.05	Report	Cabinet 2.03.05	Oct 04	Mar 05
2.	Review of Decision Making Structures	All	Management Team and Members	Member Survey, Group Leaders and Principal Scrutiny Committee	CSS 11/03/05t	Report	Cabinet 23/03/05	March 05	
3.	CSS Business Plan	All	CMT	Report	CSS 11.02.05	Report	Cabinet 23.03.05	March 05	

KEY DECISIONS – FINANCIAL – COMMUNITY SERVICES

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.	CCTV Control Room Relocation-Project Plan	N/K	Management Team, Members	Meetings, Committee Report	Steve Tilbury 4.03.05	Committee Report	Cabinet 23.03.05	Jan 05	Mar 05
2.	RPLC Refurbishment – appointment of consultants	N/K	Management Team, Members	Meetings, Committee Report	Steve Tilbury 18.02.05	Committee Report	Cabinet 2.03.05	Mar 05	

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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.	Heritage Best Value review	ALL	Other local authorities, SEMLAC	Questionnaire meetings, Committee Report	Steve Tilbury 4.03.05	Committee Report	Cabinet 23.03.05	Jan 04	Mar 05
2.	Arts Strategy	ALL	Key Stakeholders	Draft Strategy Document	Lorraine Mansfield 4.03.05	Committee Report	Cabinet 23.03.05	Mar 04	Mar 05
3.	Community Safety Strategy	ALL	Management Team, Members, HCC, Parish Councils, Hampshire Police	Draft Strategy Document	Steve Tilbury 18.02.05	Committee Report	Cabinet 2.03.05	Nov 04	Mar 05
4.	Sport and Recreation Strategy	ALL	Management Team & Members, Key stakeholders	Draft Strategy Document	Steve Tilbury 31.03.05	Committee Report	Cabinet 20.04.05	Mar 04	April 05

KEY DECISIONS – FINANCIAL – DEVELOPMENT SERVICES

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 Site Selection	N/K	CMT, Cabinet	Committee Report	Tony Langridge 23.05.05	Committee Report	Principal Scrutiny 6.06.05 Cabinet 29.06.05	Jun 04	Jun 05
2.	Council Offices Business Case	Exempt	CMT, Cabinet	Committee Report	Tony Langridge 23.05.05	Committee Report	Principal Scrutiny 6.06.05 Cabinet 29.06.05 Full Council 20.07.05	Jul 04	Jul 05
3.	Park and Ride Bus Contract	N/K	CMT, Cabinet	Committee Report	Alan Jowsey	Committee Report	Cabinet 29.06.05		Jun 05

KEY DECISIONS – NON-FINANCIAL – DEVELOPMENT SERVICES

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.	Local Development Scheme	All	CMT, Cabinet	Committee Report	Steve Opacic 01.03.05	Committee Report	Cabinet	16.03.05	March 2005

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.	Reception area contract (subject to portfolio holder decision)	Exempt	None	None	Alex Moore 11.03.05	Committee report	Cabinet 23.03.05	Oct 04	Mar 05

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 – HEALTH & HOUSING

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.	Disposal of HRA land at Harwood Place, Kings Worthy	Not known	Members CMT TACT	Meetings Reports Letters	Ken Kershaw 2.05.04	Committee Report	Cabinet 19.05.05	Feb 04	May 05
2.	Disposal of HRA land at Wesley Road, Kings Worthy	Not known	Members CMT TACT	Meetings Reports Letters	Ken Kershaw 2.05.04	Committee Report	Cabinet 19.05.05	Feb 04	May 05
3.	Delivering Decent Homes - Housing Stock Maintenance and Renewal Strategy	£66,000	Members CMT TACT	Meetings Reports Letters	Richard Botham 11.03.05	Committee Report	Cabinet 23.03.05	Mar 05	

KEY DECISIONS – NON-FINANCIAL – HEALTH & HOUSING

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.	Health and Housing General Fund Business Plan	All	Members CMT	Meetings Reports	Bob Merrett 11.03.04	Committee Report	Cabinet 23.03.05	Mar 05	
2.	Housing Revenue Account Business Plan	All	Members CMT TACT	Meetings Reports	Richard Botham 11.03.04	Committee Report	Cabinet 23.03.05	Mar 05	
3.	Review of Sheltered Housing	All	Members CMT TACT	Meetings Reports Letters	Richard Botham 11.03.05	Committee Report	Cabinet 23.03.05	Jan 05	Mar 05
4.	Project Integra Annual Business Plan	All	Members CMT	Meetings Reports	Bob Merrett 11.03.04	Committee Report	Cabinet 23.03.05	Mar 05	

KEY DECISIONS – FINANCIAL – PERSONNEL

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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