



FORWARD PLAN OF KEY DECISIONS

MAY 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 May to 30 August 2005. It is only valid for the month of May 2005. It will be replaced in June 2005. Changes from the April 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:

Sheila Campbell (*Leader*)
Therese Evans (*Deputy Leader*)
John Beveridge
Brian Collin
Dominic Hiscock
Richard Knasel
Kelsie Learney
Jim Wagner

Portfolio Held:

Community Strategy
Culture, Heritage and Sport
Planning
Healthy and Inclusive Communities
Housing
Economy and Transport
Finance and Resources
Environmental Health

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.	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 29.06.05	Dec 04	Jun 05
2.	Performance Plan Part 1	All	Directors, Portfolio Members Principal Scrutiny Committee	Circulation of draft Performance Plan	Head of Performance & Management by 16.05.05	Report and draft Performance Plan	Cabinet 1.06.05	Mar 05	Jun 05
3.	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	Jun 05	
4.	Partnership Review	All	Partners, Partnership Chairs, Principal Scrutiny Committee	Circulation of draft Report	Head of Policy by 18.05.05	Report	29.06.05	Jun 05	
5.	Response to the IDeA Peer Review	All	Directors, Cabinet, Group Leaders, Chair of Principal Scrutiny	Circulation of draft report	CX 16.05.05	Report, IDeA report and draft action plan	Cabinet 1.06.05	Jun 05	

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 20.05.05	Report	Cabinet 01.06.05	Dec	Jun 05
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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)
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1.	Consequential updates to the Constitution following a review of Decision Making and Scrutiny Structures	All	Management Team and Members	Group Leaders and Principal Scrutiny Committee	CSS 6.05.05 and 20.05.05	Report	Cabinet 19.05.05 and 1.06.05	May/June 05	
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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)
2.	Disposal of HRA land at Harwood Place, Kings Worthy	Not known	Members CMT TACT	Meetings Reports Letters	Head of Strategic Housing 10.06.04	Committee Report	Cabinet 29.06.05	Feb 04	June 05
3.	Disposal of HRA land at Wesley Road, Kings Worthy	Not known	Members CMT TACT	Meetings Reports Letters	Head of Strategic Housing 10.06.04	Committee Report	Cabinet 29.06.05	Feb 04	June 05
3.	CCTV Control Room Relocation-Project Plan	Not known	Members CMT	Meetings, Committee Report	Lorraine Mansfield 03.05.05	Committee Report	Cabinet 19.05.05	Jan 05	May 05
4.	Air Quality Action Plan	All	Members CMT	Meetings Reports Letters	Robert Heathcock 10.06.04	Committee Report	Cabinet 29.06.05	June 05	

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)
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1.	Sport and Recreation Strategy	All	Members CMT Key stakeholders	Draft Strategy Document	Lorraine Mansfield 08.07.05	Committee Report	Cabinet 26.07.05	Mar 04	Jul 05
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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)
4.	Council Offices Site Selection	Not known	CMT, Members	Meetings, Committee Report	Tony Langridge 23.05.05	Committee Report	Principal Scrutiny 6.06.05 Cabinet 29.06.05	Jun 04	Jun 05
5.	Council Offices Business Case	Exempt	CMT, Members	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
6.	City Museum Capital Repairs	£100	CMT, Members	Committee Report	Eloise Appleby 03.05.05	Committee Report	Cabinet 19.05.05	May 05	
7.	Park and Ride Bus Contract	Not known	CMT, Members	Committee Report	Alan Jowsey 23.05.05	Committee Report	Cabinet 29.06.05	Jun 05	

KEY DECISIONS – NON-FINANCIAL – DEVELOPMENT

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1.	Arts Strategy	ALL	Key Stakeholders	Draft Strategy Document	Eloise Appleby 30.06.05	Committee Report	Cabinet 26.07.05	Mar 04	July 05
2.	High Hedges Legislation	ALL	CMT, Members	Committee Report	John Hearn 03.05.05	Committee Report	Cabinet 19.05.05	May 05	
3.	Planning Improvement Plan	ALL	CMT, Members	Committee Report	Steve Tilbury 30.06.05	Committee Report	Cabinet 26.07.05	July 05	

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.	EDRMS	N/K	None	None	Sheila Boden 18.05.05	Committee report	Cabinet 19.05.05	Apr 05	May 05
3.	Capital Outturn 2004/05	N/A	None	None	Fred Lyon 28.06.05	Committee report	Cabinet 29.06.05	Jun 05	
4.	Final Accounts Overview 2004/05	N/A	None	None	Fred Lyon 28.06.05	Committee report	Cabinet 29.06.05	Jun 05	
5.	Statement of Accounts 2004/05	N/A	None	None	Fred Lyon 18.07.05	Committee report	Statement of Accounts Committee 19.07.05	Jul 05	
6.	Financial Strategy	N/A	None	None	Sheila Boden 25.07.05	Committee report	Cabinet 26.07.05	Jul 05	
7.	Capital Strategy	N/A	None	None	Fred Lyon 25.07.05	Committee report	Cabinet 26.07.05	Jul 05	
8.	IT Managed Service Contract	Exempt	None	None	Alex Moore 25.07.05	Committee report	Cabinet 26.07.05	Jul 05	

KEY DECISIONS – NON-FINANCIAL – FINANCE

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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)
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KEY DECISIONS – NON-FINANCIAL – HUMAN RESOURCES

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