



## FORWARD PLAN OF KEY DECISIONS

### OCTOBER 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 October to 31 January 2006. It is only valid for the month of October 2005. It will be replaced in November 2005. Changes from the September 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**

	<b>Project Cost £000</b>	<b>Consultees</b>	<b>Method of consultation</b>	<b>Representation – to whom and date</b>	<b>Documents submitted to decision taker</b>	<b>Decision taker</b>	<b>Month decision to be taken (original)</b>

**KEY DECISIONS – NON-FINANCIAL – CHIEF EXECUTIVE**

<b>No</b>	<b>Item</b>	<b>Wards affected</b>	<b>Consultees</b>	<b>Method of consultation</b>	<b>Representation – to whom and date</b>	<b>Documents submitted to decision taker</b>	<b>Decision taker</b>	<b>Month decision to be taken (original)</b>	<b>Month decision to be taken (revised)</b>
1.	Draft Roll Forward of Corporate Strategy and key business targets	All	Portfolio Holders Directors	Through development of the draft document	Chief Executive by 27.09.05	Report including draft of proposed changes	Cabinet 12.10.05	Oct 05	
2	Response to consultation on SE Plan District Housing figures.	All	Public Parish Councils Amenity Groups City Councillors Local Strategic Partnership	Draft document Public meetings Member briefing.	Head of Strategic Planning by 23.09.05	Report and proposed response	Cabinet 12.10.05	Oct 05	
<b>3.</b>	<b>Response to consultation on Southampton Airport Masterplan</b>	<b>All</b>	<b>Relevant officers and Members</b>	<b>Discussion</b>	<b>Head of Strategic Planning by 23.09.05</b>	<b>Report and proposed response</b>	<b>Cabinet 12.10.05</b>	<b>Oct 05</b>	
4.	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 <b>16.11.05</b>	Dec 04	<b>Nov 05</b>
5	Proposed modifications to District Local Plan Review following Inspector's report (part 1)		Winchester District Local Plan Review Committee	Discussion in public at Local Plan Review Committee	Head of Strategic Planning by 28.10.05	Report and proposed modifications	Cabinet 16.11.05	Nov 05	

**KEY DECISIONS – NON-FINANCIAL – CHIEF EXECUTIVE**

<b>No</b>	<b>Item</b>	<b>Wards affected</b>	<b>Consultees</b>	<b>Method of consultation</b>	<b>Representation – to whom and date</b>	<b>Documents submitted to decision taker</b>	<b>Decision taker</b>	<b>Month decision to be taken (original)</b>	<b>Month decision to be taken (revised)</b>
6.	Biodiversity Action Plan	All	Environmental Organisations, All Members	Circulation of draft Plan	Head of Policy by 29.04.05	Report and draft Plan	Cabinet 16.11.05	Jun 05	Nov 05
7.	Partnership Review	All	Partners, Partnership Chairs, Principal Scrutiny Committee	Circulation of draft Report	Head of Policy by 18.05.05	Report	Cabinet 16.11.05	Jun 05	Nov 05
8.	Spatial Planning Annual Monitoring Report	All	Local Strategic Partnership Directors	Through contributing to the draft report	Head of Strategic Planning by 21.10.05	Covering report and draft monitoring report	Cabinet <b>14.12.05</b>	Nov 05	<b>Dec 05</b>
9	Proposed modifications to District Local Plan Review following Inspector's report (part 2)		Winchester District Local Plan Review Committee	Discussion in public at Local Plan Review Committee	Head of Strategic Planning by 25.11.05	Report and proposed modifications	Cabinet 14.12.05	Dec 05	
10.	Adoption of Springvale / Headbourne Worthy Local Area Design Statement.	Sparsholt Kings Worthy	Public Parish Councils Development interests	Publication of draft document.	Head of Strategic Planning by 25.11.05	Report and proposed Design Statement	Cabinet 14.12.05	Dec 05	

**KEY DECISIONS – FINANCIAL – CITY SECRETARY AND SOLICITOR**

<b>No</b>	<b>Item</b>	<b>Project cost £000</b>	<b>Consultees</b>	<b>Method of consultation</b>	<b>Representation – to whom and date</b>	<b>Documents submitted to decision taker</b>	<b>Decision taker</b>	<b>Month decision to be taken (original)</b>	<b>Month decision to be taken (revised)</b>
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1.	Land Charges IT Feasibility Study	Not yet available	Staff & ICT Group	Feasibility Study	CSS <b>28.10.05</b>	Report	Cabinet <b>16.11.05</b>	Dec	<b>Nov 05</b>
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**KEY DECISIONS – NON-FINANCIAL – CITY SECRETARY AND SOLICITOR**

<b>No</b>	<b>Item</b>	<b>Wards affected</b>	<b>Consultees</b>	<b>Method of consultation</b>	<b>Representation – to whom and date</b>	<b>Documents submitted to decision taker</b>	<b>Decision taker</b>	<b>Month decision to be taken (original)</b>	<b>Month decision to be taken (revised)</b>
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	<b>Minor Update to the Constitution</b>				<b>CSS 28.10.05</b>	<b>Report</b>	<b>Cabinet 16.11.05</b>	<b>Nov 05</b>	
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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)
1.	Air Quality Action Plan - review	All	Members CMT	Meetings Reports Letters	Robert Heathcock 28.10.05	Committee Report	Cabinet 16.11.05		
2.	Outcome of Recycling Pilot Project	All	Members CMT	Meetings Reports Letters	Robert Heathcock 05.12.05	Committee Report	Cabinet 14.12.05	Dec 05	
3.	CCTV Control Room Relocation-Project Plan	Not known	Members CMT	Meetings, Committee Report	Lorraine Mansfield 16.09.05	Committee Report	Cabinet 12.10.05	Jan 05	Sep 05
4.	Young Persons Accommodation at Sussex St – Management Arrangements	Not known	Members CMT	Meetings Reports	Richard Botham <b>21.09.05</b>	Committee Report	Cabinet <b>12.10.05</b>	Sep 05	
5.	CCTV Monitoring Contract - Extension	Not known	Members CMT	Meetings Reports Letters	Lorraine Mansfield 16.09.05	Committee Report	Cabinet 12.10.05	Sep 05	
6.	<b>Great Field Road, Weeke Urban Capacity Site Development Scheme</b>	<b>Not known cost of land</b>	<b>Members CMT</b>	<b>Meetings Exhibitions Reports</b>	<b>Andrew Palmer 05.12.05</b>	<b>Committee Report</b>	<b>Cabinet 14.12.05</b>	<b>Dec 05</b>	
7.	<b>River Park Leisure Centre Refurbishment</b>	<b>Not known</b>	<b>Members CMT</b>	<b>Meetings Reports Letters</b>	<b>Amanda Ford 16.09.05</b>	<b>Committee Report</b>	<b>Cabinet 12.10.05</b>	<b>Oct 05</b>	



### 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)
1.	Sport and Recreation Strategy	All	Members CMT Key stakeholders	Draft Strategy Document	Lorraine Mansfield 17.01.06	Committee Report	Cabinet 07.02.06	Mar 04	Feb 06
2.	Policy Review - Community Grants	All	Members CMT Key stakeholders	Draft Strategy Document	Lorraine Mansfield 21.09.05	Committee Report	Cabinet 12.10.05	Oct 05	

### 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)
1.	Council Offices Update	Exempt	CMT, Members	Committee Report	Tony Langridge 30.09.05	Committee Report	Cabinet 12.10.05 Full Council 2.11.05	Jul 04	Oct 05
2.	Silver Hill Development (Broadway/Friarsgate) consideration of scheme variations	Exempt	CMT, Members	Committee Report	Tony Langridge <b>31.10.05</b>	Committee Report	<b>Cabinet 16.11.05</b>	Sep 05	<b>Nov 05</b>
3.	<b>Review of Car Parking Charges</b>	<b>Not Known</b>	<b>CMT, Members</b>	<b>Committee Report</b>	<b>Alan Jowsey 30.11.05</b>	<b>Committee Report</b>	<b>Cabinet 14.12.06</b>	<b>Dec 05</b>	
4.	<b>Concessionary Travel Scheme</b>	<b>Not Known</b>	<b>CMT, Members</b>	<b>Committee Report</b>	<b>Alan Jowsey 30.11.05</b>	<b>Committee Report</b>	<b>Cabinet 14.12.05</b>	<b>Dec 05</b>	
5.	City Museum Capital Repairs	£100	CMT, Members	Committee Report	Eloise Appleby 30.09.05	Committee Report	Cabinet 12.10.05	May 05	Oct 05
6.	Planning Improvement Plan	Not Known	CMT, Members	Committee Report	Steve Tilbury 30.09.05	Committee Report	Cabinet 12.10.05	July 05	Oct 05
7.	Guildhall – use of Bapsy bequest	£1,000	CMT, Members	Committee Report	Eloise Appleby 30.09.05	Committee Report	Cabinet 12.10.05	Oct 05	
8.	Guildhall Catering Contract	Exempt	CMT, Members	Committee Report	Eloise Appleby 30.12.05	Committee Report	Cabinet 18.01.06	Jan 06	
9.	Park & Ride Bus Contract	Exempt	CMT, Members	Committee Report	Alan Jowsey 30.09.05	Committee Report	Cabinet 12.10.05	Oct 05	

**KEY DECISIONS – NON-FINANCIAL – DEVELOPMENT**

<b>No</b>	<b>Item</b>	<b>Wards affected</b>	<b>Consultees</b>	<b>Method of consultation</b>	<b>Representation – to whom and date</b>	<b>Documents submitted to decision taker</b>	<b>Decision taker</b>	<b>Month decision to be taken (original)</b>	<b>Month decision to be taken (revised)</b>
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1.	Arts Strategy	ALL	Key Stakeholders	Draft Strategy Document	Eloise Appleby 06.01.06	Committee Report	Cabinet 7.02.06	Mar 04	Feb 06
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### 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.	General Fund Budget Report	N/A	None	None	Fred Lyon 11.10.05	Committee report	Cabinet 12.10.05	Oct 05	
<b>3.</b>	<b>External Audit Management Letter</b>	<b>N/A</b>	<b>None</b>	<b>None</b>	<b>Sheila Boden 30.10.05</b>	<b>Committee report</b>	<b>31.10.05</b>	<b>Oct 05</b>	
4. +	General Fund Budget Report	N/A	None	None	Fred Lyon 13.12.05	Committee report	Cabinet 14.12.05	Dec 05	
5.	Council Tax Base	N/A	None	None	Gill Cranswick 13.12.05	Committee report	Cabinet 14.12.05	Dec 05	
<b>6.</b>	<b>Rural Settlement List</b>	<b>N/A</b>	<b>None</b>	<b>None</b>	<b>Gill Cranswick 13.12.05</b>	<b>Committee report</b>	<b>Cabinet 14.12.05</b>	<b>Dec 05</b>	

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1.	None								
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**KEY DECISIONS – FINANCIAL – HUMAN RESOURCES**

<b>No</b>	<b>Item</b>	<b>Project cost £000</b>	<b>Consultees</b>	<b>Method of consultation</b>	<b>Representation – to whom and date</b>	<b>Documents submitted to decision taker</b>	<b>Decision taker</b>	<b>Month decision to be taken (original)</b>	<b>Month decision to be taken (revised)</b>
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<b>No</b>	<b>Item</b>	<b>Wards affected</b>	<b>Consultees</b>	<b>Method of consultation</b>	<b>Representation – to whom and date</b>	<b>Documents submitted to decision taker</b>	<b>Decision taker</b>	<b>Month decision to be taken (original)</b>	<b>Month decision to be taken (revised)</b>
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