



FORWARD PLAN OF KEY DECISIONS

DECEMBER 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 December to 31 March 2006. It is only valid for the month of December 2005. It will be replaced in January 2006. Changes from the November 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) |
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| | 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) |
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| 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 14.12.05 | Dec 04 | Dec 05 |
| 2. | Partnership Review | All | Partners, Partnership Chairs, Principal Scrutiny Committee | Circulation of draft Report | Head of Policy by 04.11.05 | Report | Cabinet 14.12.05 | Jun 05 | Dec 05 |
| 3. | 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 14.12.05 | Nov 05 | Dec 05 |
| 4 | Proposed modifications to District Local Plan Review following Inspector's report | | 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 | |
| 5. | 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 | |
| 6. | Corporate Strategy | All | LSP; Principal Scrutiny Committee Scrutiny Panels | Discussion at meetings | Chief Executive by 31.01.06 | Report and draft document | Cabinet 18.01.06 Council 23.02.06 | Feb 06 | Jan 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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| 7. | Performance Plan Part 1 (Corporate Business Plan) | All | Principal Scrutiny Committee Scrutiny Panels LSP | Discussion at meetings | Chief Executive by 31.01.06 | Report and draft document | Cabinet 18.01.05 Council 23.02.06 | Feb 06 | Jan 06 |
| 8. | Biodiversity Action Plan | All | Environmental Organisations, All Members | Circulation of draft Plan | Head of Policy by 28.02.06 | Report and draft Plan | Cabinet 22.03.06 | Jun 05 | Mar 06 |
| 9. | Chief Executive Directorate and Divisional Business Plans | All | Staff in CX Directorate Relevant scrutiny panels | Meetings Draft report | Head of Performance & Management / Head of Policy / Head of Strategic Planning by | Report and Draft Business Plans | Cabinet 22.03.06 | Mar 06 | |
| 10. | Carbon Management Programme Strategy and Implementation Plan | All | Members and staff | Workshop | Director of Communities & by 28.02.06 | Report and Draft Strategy and Implementation Plan | Cabinet 22.03.06 | Mar 06 | |
| 11. | Economic Development Action Plan | All | Local Businesses | Discussion at meetings | Head of Strategic Planning by 31.01.06 | Report and Draft Action Plan | Cabinet 22.03.06 | Mar 06 | |

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 28.11.05 | Report | Cabinet 14.12.05 | Dec 04 | Dec 05 |
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| | Annual Review of the Constitution | All | Group Leaders | | CSS 12.02.06 | Report | Cabinet 1and22.03. 06 | | |
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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) |
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| 1. | CCTV Control Room Relocation-Project Plan | Not known | Members CMT | Meetings, Committee Report | Lorraine Mansfield 13.03.06 | Committee Report | Cabinet 22.03.06 | Jan 05 | Mar 06 |
| 2. | Young Persons Accommodation at Sussex St – Management Arrangements | Not known | Members CMT | Meetings Reports | Richard Botham 1.12.05 | Committee Report | Cabinet 14.12.05 | Sep 05 | |
| 3. | Great Field Road, Weeke Urban Capacity Site Development Scheme | Not known cost of land | Members CMT | Meetings Exhibitions Reports | Andrew Palmer 05.12.05 | Committee Report | Cabinet 14.12.05 | Dec 05 | |
| 4. | Drayton Street, Stanmore Urban Capacity Site Development Scheme | Not known cost of land | Members CMT | Meetings Exhibitions Reports | Andrew Palmer | Committee Report | Cabinet 4.1.06 | Jan 06 | |
| 5. | Housing Revenue Account Budget and Rents 2006/7 | 18000 | Members CMT TACT | Meetings Reports | Richard Botham 1.12.2005 | Committee Report | Cabinet 14.12.05 | Dec 05 | |

KEY DECISIONS – NON-FINANCIAL – COMMUNITIES

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| 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. | Air Quality Action Plan - review | All | Members CMT | Meetings Reports Letters | Robert Heathcock 09.01.06 | Committee Report | Cabinet 18.01.06 | Nov 05 | Jan 06 |
| 3. | Outcome of Recycling Pilot Project | All | Members CMT | Meetings Reports Letters | Robert Heathcock 27.01.06 | Committee Report | Cabinet 07.02.06 | Dec 05 | Feb 06 |

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) |
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| 1. | Council Offices Feasibility Update / Use of Bapsy Bequest | Exempt | CMT, Members | Committee Report | Tony Langridge 27.01.06 | Committee Report | Cabinet 7.02.06 Full Council 22.02.06 | Jul 04 | Feb 06 |
| 2. | Silver Hill Development (Broadway/Friarsgate) Landowner's approval of draft application | Exempt | CMT, Members | Committee Report | Tony Langridge 2.12.05 | Committee Report | Special Cabinet 12.12.05 Special Council 01.02.06 | Sep 05 | Feb 06 |
| 3. | Review of Car Parking Charges | Not Known | CMT, Members | Committee Report | Alan Jowsey 30.11.05 | Committee Report | Cabinet 14.12.05 | Dec 05 | |
| 4. | Development Control – Appeal costs - budget implications | Not known | CMT, Members | Committee Report | Steve Tilbury 30.11.05 | Committee Report | Cabinet 14.12.05 | Dec 05 | |
| 5. | Concessionary Travel Scheme | Not Known | CMT, Members | Committee Report | Alan Jowsey 30.11.05 | Committee Report | Cabinet 14.12.05 | Dec 05 | |
| 6. | Guildhall Catering Contract | Exempt | CMT, Members | Committee Report | Eloise Appleby 30.12.05 | Committee Report | Cabinet 18.01.06 | Jan 06 | |

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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 |
| 2. | Biodiversity Action Plan | All | Key Stakeholders | Draft Action Plan | Vivienne Fifield 10.02.06 | Committee Report | Cabinet 01.03.06 | Mar 06 | |
| 3. | Development Directorate - Divisional Business Plans | ALL | Key stakeholder s | Draft Business Plans | Heads of Divisions 31.01.06 | Committee Report | Cabinet 01.03.06 | Mar 06 | |
| 4. | Tree Strategy | ALL | Key Stakeholders | Draft Strategy Document | Vivienne Fifield 10.02.06 | Committee Report | Cabinet 01.03.06 | Mar 06 | |

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) |
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| 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. | External Audit Management Letter | N/A | None | None | Sheila Boden 04.12.05 | Committee report | Principal Scrutiny 05.12.05 | Oct 05 | Dec 05 |
| 3. | Council Tax Base | N/A | None | None | Gill Cranswick 13.12.05 | Committee report | Cabinet 14.12.05 | Dec 05 | |
| 4. | Rural Settlement List | N/A | None | None | Gill Cranswick 13.12.05 | Committee report | Cabinet 14.12.05 | Dec 05 | |
| 5. | IEG5 Submission | N/A | None | None | Sheila Davidge 13.12.05 | Committee report | Cabinet 14.12.05 | Dec 05 | |
| 6. | General Fund Budget Report | N/A | None | None | Fred Lyon 17.01.06 | Committee report | Cabinet 18.01.06 | Jan 06 | |
| 7. | Treasury Management Strategy | N/A | None | None | Fred Lyon 06.02.06 | Committee report | Cabinet 07.02.06 | Feb 06 | |
| 8. | Budget and Council Tax | N/A | LSP, Business Reps | Report | Fred Lyon 06.02.06 | Committee report | Cabinet 07.02.06 | Feb 06 | |
| 9. | Insurance Fund Review | N/A | None | None | Fred Lyon 21.03.06 | Committee report | Cabinet 22.03.06 | Mar 06 | |

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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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