



Cabinet Work Programme

Further information

1. This is a formal notice under Regulation 9 of The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 This edition supersedes all previous editions.
2. Documents submitted to the Cabinet or Cabinet Member(s) for decision will be in the form of a formal report, which if public and non-urgent, will be available for public inspection on this website at least 5 clear working days before the date that the decision is due to be made.
3. Background papers for such reports are listed in this Programme where their identity is known in advance of the report being written
4. Documents shown will be available from the Democratic Services Manager at Test Valley Borough Council, Beech Hurst, Weyhill Road, Andover, Hants, SP10 3AJ. They can also be contacted at admin@testvalley.gov.uk.
5. Please note that additional documents relevant to those matters mentioned in the Work Programme may be submitted to the decision maker.
6. To view details of the members of the Council's Cabinet who will be making these decisions, please click the link below:
[Cabinet Members](#)

Whilst the majority of the Cabinet's business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

If you have any questions, would like further information or wish to make representations in relation to part of a meeting being held in private, please email the Democratic Services Manager at admin@testvalley.gov.uk or visit them at Beech Hurst, Weyhill Road, Andover SP10 3AJ

KEY DECISIONS

A key decision is one which is likely

1. to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates;

or

2. to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

The Council's thresholds are

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|----|--|---|-------------------|
| a. | Decisions on spending which are within the annual budgets approved by the Council | NO THRESHOLD | NOT KEY DECISION |
| b. | Decisions on spending above £50,000 included, with reservations, in the annual budget. | | ALL KEY DECISIONS |
| c. | Decisions on cash flow, investments and borrowings. | NO THRESHOLD | NOT KEY DECISION |
| d. | Decisions for spending beyond any approved budget. | SPENDING EXCESS OF £50,000 PER ITEM IS A KEY DECISION | |

CABINET WORK PROGRAMME

Date of Decision Date Location	ITEM	Key Decision	Decision-maker and title if any	May include information which is not to be made public*	Documents to be Submitted for Consideration	Head of Service
11 Mar 15 (R)	Councillor Community Grants	No	Cabinet	No	Report of the Community and Leisure Portfolio Holder	Head of Community and Leisure
11 Mar 15 (R)	Appointment of Consultant(s) for Leisure Management Contract Procurement	No	Cabinet	No	Report of the Community and Leisure Portfolio Holder	Head of Community and Leisure
11 Mar 15 (R)	Corporate Plan	No	Cabinet	No	Report of the Leader	Chief Executive
11 Mar 15 (R)	Review of Local Information Requirements for the Validation of Planning and Related Applications	Yes	Cabinet	No	Report of the Planning and Transport Portfolio Holder	Head of Planning and Building
11 Mar 15 (R)	Adoption of the Appleshaw and Reddenham Village Design Statement SPD	No	Council	No	Report of the Planning and Transport Portfolio Holder	Head of Planning Policy and Transport
11 Mar 15 (R)	Adoption of the Sherfield English Village Design Statement SPD	No	Council	No	Report of the Planning and Transport Portfolio Holder	Head of Planning Policy and Transport
11 Mar 15 (R)	Write off of non-collectable debts	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Revenues (Local Taxation)

Test Valley Borough Council – Overview and Scrutiny – 18 March 2015

Date of Decision Date Location	ITEM	Key Decision	Decision-maker and title if any	May include information which is not to be made public*	Documents to be Submitted for Consideration	Head of Service
11 Mar 15 (R)	Property Issues	No	Cabinet	Yes	Report of the Economic Portfolio Holder	Head of Estates and Economic Development
8 Apr 15 (R)	Hampshire Community Bank	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Finance
8 Apr 15 (R)	Carry Forward of Unspent Revenue Budget – to approve the carry forward of unspent revenue estimates into the new financial year	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Finance
20 May 15 (A)	Project Integra – Annual Action Plan 2015-18	No	Cabinet	No	Report of the Environment Portfolio Holder	Head of Environmental Services
20 May 15 (A)	Adoption of the Romsey Town Access Plan SPD	No	Council	No	Report of the Planning and Transport Portfolio Holder	Head of Planning Policy and Transport
17 Jun 15 (A)	Capital Outturn – to present and analyse the final capital position for the last financial year	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Finance
17 Jun 15 (A)	Revenue Outturn – to present and analyse the final revenue position for the last financial year	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Finance
17 Jun 15 (A)	Treasury Management Outturn – to review the activities of the Treasury Management function during the last financial year	No	Council	No	Report of the Economic Portfolio Holder	Head of Finance

Test Valley Borough Council – Overview and Scrutiny – 18 March 2015

Date of Decision Date Location	ITEM	Key Decision	Decision-maker and title if any	May include information which is not to be made public*	Documents to be Submitted for Consideration	Head of Service
17 Jun 15 (A)	Asset Management Outturn – to review the works completed as part of the Asset Management Plan during the last financial year	No	Council	No	Report of the Economic Portfolio Holder	Head of Finance
15 Jul 15 (R)	Review of Local Information Requirements for the Validation of Planning and Related Applications	Yes	Cabinet	No	Report of the Planning and Transport Portfolio Holder	Head of Planning and Building
2 Sept 15 (R)	Corporate Financial Monitoring – compares the actual revenue income and expenditure against profiled budget for the first four months of the financial year with explanations of significant variances	No	Council	No	Report of the Economic Portfolio Holder	Head of Finance
28 Oct 15 (A)	Budget Strategy – includes an update of the Medium Term Financial Strategy and considers initial budget proposals for the next financial year and the process and timetable for the preparation of the Estimates	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Finance
28 Oct 15 (A)	Fees and Charges – to consider the annual changes to fees and charges for the next financial year	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Finance
28 Oct 15 (A)	Second Quarter Corporate Financial Monitoring – compares actual revenue income and expenditure against profiled budget for the year to date with explanations of significant variances	No	Council	No	Report of the Economic Portfolio Holder	Head of Finance

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Date of Decision Date Location	ITEM	Key Decision	Decision-maker and title if any	May include information which is not to be made public*	Documents to be Submitted for Consideration	Head of Service
25 Nov 15 (R)	Asset Management Plan Update – to review progress of the current year’s projects and recommend the works to be included in the Asset Management Plan for the following financial year	No	Council	No	Report of the Economic Portfolio Holder	Head of Finance
25 Nov 15 (R)	Capital Programme update – to consider the current position of existing capital projects and new bids	No	Council	No	Report of the Economic Portfolio Holder	Head of Finance
TBA	City Deal – to consider participation in the ‘Southampton and Portsmouth’ City Deal	Yes	Cabinet	No	Report of the Planning & Transport Portfolio Holder	Head of Planning Policy & Transport

* Members of the public will be excluded from the discussion during the consideration of these reports in the event that they contain information which is not to be made public in accordance with the relevant legal provisions.

MOVED/DELETED ITEMS

Original Date Of Decision	Item	Moved/Deleted	Reason For Move/Deletion	Informed By	Date Informed
11 Mar 15	Hampshire Community Bank	Moved to 8 April 15	Awaiting more information	Head of Finance	19 Feb 15
11 Mar 15	Property Issues	Moved to 8 April 15	Awaiting more information	Corporate Director	19 Feb 15

ARRANGEMENTS FOR MAKING REPRESENTATIONS TO THE CABINET REGARDING DECISIONS CONTAINED WITHIN THE FORWARD PLAN

PUBLIC: A member of the public may address the Cabinet in accordance with the Public Participation Scheme. Notice must be given to the Democratic Services Manager by noon on the day before the meeting.

Members of the public are welcome to write to the appropriate Head of Service as listed in the last column of the Work Programme on any matter where a decision is to be made.