



# 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](mailto: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](mailto: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

- |    |  |   |                   |
|----|--|---|-------------------|
| 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
28 Oct 15 (A)	Project Enterprise – Housing Development Management Options	Yes	Cabinet	No	Report of the Corporate Portfolio Holder/Housing and Environmental Health Portfolio Holder	Head of Legal and Democratic Services
28 Oct 15 (A)	Project Enterprise – Housing Development & Management Company	Yes	Cabinet	No	Report of the Corporate Portfolio Holder	Head of Legal and Democratic Services
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
28 Oct 15 (A)	Gambling Act 2005 – Statement of Licensing Principles	No	Council	No	Report of the Corporate Portfolio Holder	Head of Legal and Democratic Services
28 Oct 15 (A)	Valley Leisure Pensions	No	Council	Yes	Report of the Economic Portfolio Holder	Head of Finance

Test Valley Borough Council – Overview and Scrutiny Committee – 4 November 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
28 Oct 15 (A)	Access Rights to Properties adjacent to Romsey Abbey	No	Council	Yes	Report of the Economic Portfolio Holder	Head of Estates and Economic Development/Head of Legal and Democratic Services
25 Nov 15 (R)	Devolution for the People of Hampshire and the Isle of Wight	Yes	Council	No	Report of the Leader of the Council	Chief Executive
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
16 Dec 15 (R)	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
16 Dec 15 (R)	Housing Strategy	Yes	Council	No	Report of the Housing and Environmental Health Portfolio Holder	Head of Housing and Environmental Health

Test Valley Borough Council – Overview and Scrutiny Committee – 4 November 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
16 Dec 15 (R)	Homelessness Strategy	Yes	Council	No	Report of the Housing and Environmental Health Portfolio Holder	Head of Housing and Environmental Health
16 Dec 15 (R)	Homes Energy Conservation Act (HECA) Action Plan	Yes	Council	No	Report of the Housing and Environmental Health Portfolio Holder	Head of Housing and Environmental Health
13 Jan 16 (A)	Budget Strategy Update - provides the latest position of the budget for the current year and following year and an update of the Medium Term Financial Strategy.	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Finance
10 Feb 16 (A)	Revenue Budget & Council Tax Proposals - to consider the revenue budget and level of Council Tax to be set for the following financial year and the revised budget for the current financial year.	No	Cabinet	No	Report of the Economic Portfolio Holder	Head of Finance
10 Feb 16 (A)	Capital Programme Update - to provide an update on the expected phasing and total cost of the approved Capital Programme.	No	Council	No	Report of the Economic Portfolio Holder	Head of Finance
10 Feb 16 (A)	Treasury Management Strategy - to consider the Treasury Management Strategy for the following financial year.	No	Council	No	Report of the Economic Portfolio Holder	Head of Finance

Test Valley Borough Council – Overview and Scrutiny Committee – 4 November 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
9 Mar 16 (R)	Write off of Uncollectable Debts	No	Cabinet	No	Report of the Economic Portfolio Holder	Acting Head of Revenues (Local Taxation)
6 Apr 16 (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
22 Jun 16 (A)	Leisure Centre Contract Shortlist Candidates	No	Cabinet	Yes	Report of the Community and Leisure Portfolio Holder	Head of Community and Leisure
22 Jun 16 (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
22 Jun 16 (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
22 Jun 16 (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
22 Jun 16 (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

Test Valley Borough Council – Overview and Scrutiny Committee – 4 November 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
7 Sept 16 (R)	Corporate Financial Monitoring - compares 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
2 Nov 16 (R)	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
2 Nov 16 (R)	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
2 Nov 16 (R)	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
2 Nov 16 (R)	Appointment of Preferred Bidder for Leisure Centre Contract	No	Cabinet	Yes	Report of the Community and Leisure Portfolio Holder	Head of Community and Leisure
30 Nov 16 (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



Test Valley Borough Council – Overview and Scrutiny Committee – 4 November 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
30 Nov 16 (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

\* 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**

<b>Original Date Of Decision</b>	<b>Item</b>	<b>Moved/Deleted</b>	<b>Reason For Move/Deletion</b>	<b>Informed By</b>	<b>Date Informed</b>
28 Oct 15	Devolution for the People of Hampshire and the Isle of Wight	Moved to 25 Nov	Awaiting more information	Chief Executive	5 Oct 15
28 Oct 15	Budget Strategy	Moved to 16 Dec	Awaiting more information	Head of Finance	5 Oct 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.