

# EASTLEIGH BOROUGH COUNCIL

## FORWARD PLAN: April 2021 - July 2021

This Forward Plan sets out matters which may be considered by Cabinet in the four month period. It includes items on which a “key decision” is likely to be taken.

**A KEY DECISION IS** - An executive decision (whether or not taken by the Cabinet) which is likely to:

- (1) result in the Council incurring expenditure or making savings which amount to either £50,000 or 20% (whichever is the larger) of the gross expenditure budget for the service or general function to which the decision relates; or
- (2) be significant in terms of its effect on communities living or working in an area comprising two or more wards within the Borough of Eastleigh.

The Plan also includes matters for likely decision relating to the Council’s policy or budget framework.

KEY	ITEM	TO BE TAKEN BY	DATE DECISION TO BE TAKEN	PRE-DECISION SCRUTINY	DESCRIPTION	Contact Officer / Cabinet Member
<b>24 May 2021</b>						
Yes	Trees and Development Supplementary Planning Document	Cabinet	24 May 2021		Cabinet will be asked to approve the draft Trees and Development Supplementary Planning Document (SPD) ahead of public consultation.	Dawn Heppell /
Yes	Appointments to Outside Bodies	Cabinet	24 May 2021		Cabinet will be asked to consider and approve the Appointments to Outside Bodies for the municipal year 2021 to 2022.	Laura Johnston /

KEY	ITEM	TO BE TAKEN BY	DATE DECISION TO BE TAKEN	PRE-DECISION SCRUTINY	DESCRIPTION	Contact Officer / Cabinet Member
Yes	Appointments to the Procurement Executive Group (PEG)	Cabinet	24 May 2021		Cabinet will be asked to consider and approve the appointments to the Procurement Executive Group (PEG) for the 2021/22 municipal year.	Laura Johnston /
Yes	Appointments to the Strategic Risk Management Group (SRMG)	Cabinet	24 May 2021		Cabinet will be asked to consider and approve the appointments to the Strategic Risk Management Group (SRMG) for the 2021/22 municipal year.	Laura Johnston /
Yes	Community Investment Programme Scheme(s) Approval	Cabinet	24 May 2021		To consider and approve projects within the Community Investment Programme (CIP).	Tom Andrews, Finance Specialist /
Yes	Property Transactions	Cabinet	24 May 2021		To consider and approve property transactions.	Liz Suatt, Lead Asset Manager /
<b>27 May 2021</b>						
Yes	Eastleigh Borough Local Plan (2016-2036): Modifications for Public Consultation	Cabinet	27 May 2021		Approve the proposed modifications for Local Plan for public consultation.	Graham Tuck, Planning Planning Senior Specialist /
<b>24 June 2021</b>						

<b>KEY</b>	<b>ITEM</b>	<b>TO BE TAKEN BY</b>	<b>DATE DECISION TO BE TAKEN</b>	<b>PRE-DECISION SCRUTINY</b>	<b>DESCRIPTION</b>	<b>Contact Officer / Cabinet Member</b>
Yes	Members Allowances - Actual Amounts Paid 2020/21	Cabinet	24 Jun 2021		Cabinet will be asked to consider and approve the report which details the actual amounts paid in Members Allowances for the 2020/21 municipal year.	Laura Johnston /
Yes	Provisional Outturn 2020/21	Cabinet	24 Jun 2021		Cabinet will be asked to consider and approve the provisional 2020/21 outturn report.	Andy Smith, Finance Lead Specialist (Deputy Chief Financial Officer) /

<b>KEY</b>	<b>ITEM</b>	<b>TO BE TAKEN BY</b>	<b>DATE DECISION TO BE TAKEN</b>	<b>PRE-DECISION SCRUTINY</b>	<b>DESCRIPTION</b>	<b>Contact Officer / Cabinet Member</b>
Yes	PSH Caravan Licensing & Fees Policy	Cabinet	21 Jun 2021		The Council has a statutory duty to administer the licensing regime in respect of caravan sites within the borough. We are required to have a policy which is published, outlining how the Council delivers this duty and how the fees charged in relation to the licensing scheme are determined. The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020 were enacted last year and come into force on 1st October 2021, with the Council required to accept applications from 1st July 2021. This updated policy implements the requirements of the new Fit & Proper Person (F&PP) assessment and introduces the fee for applications as permitted under the regulations, which will be applied to the fees & charges for 2021 on approval.	Andrew Saunders, Strategy Development Senior Specialist /
Yes	Community Investment Programme Scheme(s) Approval	Cabinet	24 Jun 2021		To consider and approve projects within the Community Investment Programme (CIP).	Tom Andrews, Finance Specialist /

KEY	ITEM	TO BE TAKEN BY	DATE DECISION TO BE TAKEN	PRE-DECISION SCRUTINY	DESCRIPTION	Contact Officer / Cabinet Member
Yes	Property Transactions	Cabinet	24 Jun 2021		To consider and approve property transactions.	Liz Suatt, Lead Asset Manager /
<b>29 July 2021</b>						
Yes	Regulation of Investigatory Powers Policy	Cabinet	21 Jul 2021		Cabinet will be asked to consider and approve the Regulation of Investigatory Powers Policy.	Ian Austin, Legal Services Manager /
Yes	Corporate Performance and Financial Monitoring	Cabinet	21 Jul 2021		To consider the quarterly report outlining the Council's performance against outcomes in the Corporate Plan.	Emma Pearce /
Yes	Community Investment Programme Scheme(s) Approval	Cabinet	21 Jul 2021		To consider and approve Community Infrastructure Projects (CIP).	Tom Andrews, Finance Specialist /
Yes	Property Transactions	Cabinet	21 Jul 2021		To consider and approve property transactions.	Liz Suatt, Lead Asset Manager /

**FOOTNOTES:**

**Public Participation will apply to enable representations to be made at the time the decision is to be taken.**

**Written reports for public items will be available as part of the agenda papers and are usually available one week prior to the meeting.**

Contact Officer: Laura Johnston – Lead Specialist – Democratic Services

Publication Date: 01 June 2021

KEY	ITEM	TO BE TAKEN BY	DATE DECISION TO BE TAKEN	PRE-DECISION SCRUTINY	DESCRIPTION	Contact Officer / Cabinet Member
-----	------	-------------------	---------------------------------	--------------------------	-------------	-------------------------------------