



THE CABINET FORWARD PLAN

This Notice, known as the Cabinet Forward Plan, sets out the Decisions, including Key Decisions, which are likely to be taken during the period covered by the Plan by either Cabinet as a whole or by individual members of the Executive. The Plan is updated each month and at least 28 clear days before a key decision is to be taken and is available from Council Offices, libraries and on the Council's Internet site (www.shropshire.gov.uk). This edition supersedes all previous editions.

Further Information

Cabinet is comprised of the following members: Mr M Pate (Leader); Mr S Charmley (Deputy Leader); Mrs K Calder; Mr L Chapman; Mr S Jones; Mr D Minnery, Mrs C Motley; Mr M Price, Mr S West; Mr M Wood. To view more details, please click on the following link :

<http://shropsdemserv.web.coop/CommitteeServices/CouncilMeetingsAndDecisions/Cabinet>

A Key Decision is one which is likely to result in income, expenditure or savings of £500,000 or greater, or to have a significant effect, on, two or more Electoral Divisions. In two member divisions i.e. Oswestry and Market Drayton, these are to be treated for the purpose of a key decision as two divisions.

Members of the public are welcome to attend Cabinet meetings and ask a question and/or make a statement in accordance with the Council's Procedure Rules. If you would like further details please email jane.palmer@shropshire.gov.uk or telephone 01743 257712

Members of the public are also welcome to submit a request to address or to ask a question of the Member making the Portfolio Holder decision. Any request should be submitted in writing to the Chief Executive at the address below by no later than 2 clear working days before the proposed Member Session. This is to ensure that the individual member has sufficient time to decide whether or not to hear such persons and if so the arrangements to be made. If you would like further details please telephone 01743 257712 or email jane.palmer@shropshire.gov.uk

All Executive including individual member decisions (except in extreme urgency) are subject to call-in and Scrutiny.

Documents submitted for decision will be a formal report, which if public, will be available on this website at least 5 clear working days before the date the decision can be made. If you would like to request such a document, please email jane.palmer@shropshire.gov.uk or telephone 01743 257712.

Documents shown are listed at Shropshire Council, The Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND.

CABINET FORWARD PLAN FOR 1 JULY 2016 ONWARDS

DECISION MAKER - Cabinet 8 June 2016

| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
|-----------------|---|--------------|---|------------------------------|---|-------------------------|
| 8 June 2016 | Community Infrastructure Levy List and LDF Implementation Plan 2016 Update | Yes | Portfolio Holder for Planning, Housing, Regulatory Services and Environment | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk 01743 255003 george.candler@shropshire.gov.uk | 9 May 2016 |
| 8 June 2016 | Community Infrastructure Levy Payment In-Kind Policy | Yes | Portfolio Holder for Planning, Housing, Regulatory Services and Environment | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk 01743 255003 george.candler@shropshire.gov.uk | 9 May 2016 |
| 8 June 2016 | Revenue Outturn 2015/16 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk 01743 255011 | 26 May 2016 |

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| 8 June 2016 | Capital Outturn 2015/16 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 26 May 2016 |
| 8 June 2016 | One Public Estate | Yes | Leader of the Council | | Clive Wright, Chief Executive Tel: 01743 252702 clive.wright@shropshire.gov.uk 01743 254312 clive.wright@shropshire.gov.uk | 10 May 2016 |
| 8 June 2016 | Decommissioning of Shrop.NET | Yes | Portfolio Holder for Corporate Support | | Dale Shepherd 0345 678 9000 | 20 May 2016 |
| 8 June 2016 | Report to Cabinet to confirm the approach being taken by Shropshire Council in respect of the Court of Appeal decision of 11th May 2016 in the case of: Secretary of State for Communities and Local Government -v- 1) West Berkshire District Council (2 | Yes | Portfolio Holder for Planning, Housing, Regulatory Services and Environment | Exempt | Ian Kilby, Planning Services Manager Tel: 01743 252622 ian.kilby@shropshire.gov.uk 0345 678 9000 | 20 May 2016 |

DECISION MAKER - Cabinet 13 July 2016

| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
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| 13 July 2016 | Financial Strategy - Budget 2017/18 and 2018/19 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk 01743 255011 james.walton@shropshire.gov.uk | 9 May 2016 |
| 13 July 2016 | Report from the Performance Management Scrutiny Committee on the Financial Strategy 2017/18 - Issues identified to date | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | Tom Dodds, Performance Manager Tel: 01743 252011 tom.dodds@shropshire.gov.uk | 14 June 2016 |
| 13 July 2016 | Digital Transformation Programme | Yes | Portfolio Holder for Corporate Support | | Michele Leith michele.leith@shropshire.gov.uk Email - michele.leith@shropshire.gov.uk, Tel: 01743 254402 | 2 June 2016 |
| 13 July 2016 | Connecting Shropshire Broadband Strategy | Yes | Deputy Leader and Portfolio Holder for Business and Economy | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 10 June 2016 |
| 13 July 2016 | Shropshire Council Corporate Plan | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | Clive Wright, Chief Executive Tel: 01743 252702 clive.wright@shropshire.gov.uk 01743 254312 clive.wright@shropshire.gov.uk | 9 May 2016 |

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| 13 July 2016 | Shropshire Council Equality Objectives Action Plan 2016 - 2020 | Yes | Portfolio Holder for Rural Services and Communities | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk 01743 255036 | 12 May 2016 |
| 13 July 2016 | Improved Swimming Facilities for Shrewsbury | Yes | Deputy Leader and Portfolio Holder for Business and Economy | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 31 July 2014 |
| 13 July 2016 | Opening Hours Across Customer Service Points | Yes | Portfolio Holder for Corporate Support | | Professor Rod Thomson Tel: 01743 253934 rod.thomson@shropshire.gov.uk 01743 253934 | 12 May 2016 |
| 13 July 2016 | New Policy for Highways Inspections | Yes | Portfolio Holder for Highways and Transportation | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 24 March 2016 |
| 13 July 2016 | Proposed Kinnerley Conservation Area Designation | Yes | Portfolio Holder for Planning, Housing, Regulatory Services and Environment | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 3 June 2016 |
| 13 July 2016 | Transfer of Emstrey Crematorium Contract | Yes | Portfolio Holder for Health | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 3 June 2016 |

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|--------------|---|-----|-----------------------------|--|---|------------|
| 13 July 2016 | Day Services for Adults with Learning Disabilities - Award of Contract for Innage Lane, Oak Farm and The Meres including Ellesmere Library Provision | Yes | Portfolio Holder for Adults | | Julie Ruler julie.ruler@shropshire.gov.uk 01743 252421 ruth.houghton@shropshire.gov.uk | 9 May 2016 |
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DECISION MAKER - Cabinet 27 July 2016

| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
|-----------------|--|--------------|---|------------------------------|---|-------------------------|
| 27 July 2016 | Annual Treasury Report | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 6 June 2016 |
| 27 July 2016 | Treasury Management Update Quarter 4, 2015/2016 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 6 June 2016 |
| 27 July 2016 | Treasury Management Update Quarter 1, 2016/17 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 6 June 2016 |

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| 27 July 2016 | Revenue Monitor 2016/17 Quarter 1 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 28 June 2016 |
| 27 July 2016 | Capital Monitor 2016/17 Quarter 1 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 28 June 2016 |
| 27 July 2016 | Report from Performance Management Scrutiny Committee - Scrutiny of the Financial Strategy 2017/18 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | Tom Dodds, Performance Manager Tel: 01743 252011 tom.dodds@shropshire.gov.uk | 14 June 2016 |
| 27 July 2016 | Review of Library Opening Times | Yes | Portfolio Holder for Leisure and Culture | | Fiona Gee fiona.gee@shropshire.gov.uk 01743 255003 george.candler@shropshire.gov.uk | 9 May 2016 |
| 27 July 2016 | Review of Library Delivery Options in Shawbury | Yes | Portfolio Holder for Leisure and Culture | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk 01743 255003 george.candler@shropshire.gov.uk | 9 May 2016 |

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|--------------|--|-----|---|--|---|--------------|
| 27 July 2016 | West Midlands Rail Limited - Collaboration Agreement with Department of Transport | Yes | Portfolio Holder for Highways and Transportation | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 16 June 2016 |
| 27 July 2016 | Bus Strategy | Yes | Portfolio Holder for Highways and Transportation | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 16 June 2016 |
| 27 July 2016 | Connecting Shropshire Phase 2b Procurement Strategy | Yes | Deputy Leader and Portfolio Holder for Business and Economy | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 10 June 2016 |
| 27 July 2016 | Community Asset Transfer - Bog Visitor Centre, Stiperstones | Yes | Portfolio Holder for Corporate Support | | Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk | 28 June 2016 |

DECISION MAKER - Cabinet 7 September 2016

| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
|------------------|--|--------------|--|------------------------------|--|-------------------------|
| 7 September 2016 | Charging Policy for Academy Conversions of Local Authority Maintained Schools | Yes | Portfolio Holder for Children and Young People | | Karen Bradshaw, Director of Childrens Services Tel: 01743 254201 Karen.Bradshaw@shropshire.gov.uk 01743 254201 | 26 May 2016 |

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|------------------|---|-----|--|--------|---|------------------|
| 7 September 2016 | Update on Refugee Resettlement Programme & Unaccompanied Asylum Seeking Children (UASC) Transfer Programme | Yes | Portfolio Holder for Children's Services, Malcolm Price, Portfolio Holder, David Minnery, Portfolio Holder | | Ruth Houghton, Head of Social Care Improvement and Efficiency Tel: 01743 254203 ruth.houghton@shropshire.gov.uk | 23 June 2016 |
| 7 September 2016 | Update on the Commissioning of Youth Activities | Yes | Portfolio Holder for Children and Young People | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk 01743 255003 george.candler@shropshire.gov.uk | 18 April 2016 |
| 7 September 2016 | WME Governance | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 16 June 2016 |
| 7 September 2016 | Foster Care Payments Policy | Yes | Portfolio Holder for Children and Young People | | Karen Bradshaw, Director of Children's Services Tel: 01743 254201 Karen.Bradshaw@shropshire.gov.uk | 4 July 2016 |
| 7 September 2016 | Disposal of land for residential development and provision of new community hub on land at former Oakland School site and Library site, Bayston Hill | Yes | Portfolio Holder for Planning, Housing, Regulatory Services and Environment | Exempt | Chris Edwards, Area Commissioner South chris.edwards@shropshire.gov.uk | 17 November 2015 |

| 7 September 2016 | University Centre Shrewsbury Accommodation Update | Yes | Portfolio Holder for Corporate Support | Exempt | Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk 01743 253861 steph.jackson@shropshire.gov.uk | 18 April 2016 |
|---|--|--------------|---|------------------------------|--|-------------------------|
| 7 September 2016 | Smallholding Update | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | Exempt | Steph Jackson, Head of Commercial Services Tel: 01743 253862 steph.jackson@shropshire.gov.uk | 16 June 2016 |
| DECISION MAKER - Cabinet 28 September 2016 | | | | | | |
| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
| 28 September 2016 | New Highways Operating Model: Approval to Proceed | Yes | Portfolio Holder for Highways and Transportation | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 21 March 2016 |
| 28 September 2016 | Financial Strategy 2017/18 to 2019/20 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |

| 28 September 2016 | Community Energy | Yes | Deputy Leader and Portfolio Holder for Business and Economy | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 4 July 2016 |
|---|--|--------------|---|------------------------------|---|-------------------------|
| DECISION MAKER - Cabinet 19 October 2016 | | | | | | |
| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
| 19 October 2016 | Shropshire Hills Area Of Outstanding Natural Beauty, New Delivery Model | Yes | Portfolio Holder for Planning, Housing, Regulatory Services and Environment | | George Candler, Director of Commissioning Tel: 01743 255003 george.candler@shropshire.gov.uk | 20 June 2016 |
| DECISION MAKER - Cabinet 9 November 2016 | | | | | | |
| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
| 9 November 2016 | Financial Strategy 2017/18 to 2019/20 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |

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| 9 November 2016 | Revenue Monitor 2016/17 Quarter 2 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |
| 9 November 2016 | Capital Monitor 2016/17 Quarter 2 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |
| 9 November 2016 | Regional Adoption Agency | Yes | Portfolio Holder for Children and Young People | | Karen Bradshaw, Director of Childrens Services Tel: 01743 254201 Karen.Bradshaw@shropshire.gov.uk | 4 July 2016 |

DECISION MAKER - Cabinet 30 November 2016

| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
|------------------|---|--------------|---|------------------------------|--|-------------------------|
| 30 November 2016 | Treasury Management Update - Quarter 2 2015/16 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |

| 30 November 2016 | Treasury Strategy 2015/16 - Mid Year Review | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk | 7 July 2016 |
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| DECISION MAKER - Cabinet 21 December 2016 | | | | | | |
| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
| 21 December 2016 | Financial Strategy 2017/18 to 2019/20 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk | 7 July 2016 |
| 21 December 2016 | Fees and Charges 2017/18 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk | 7 July 2016 |
| 21 December 2016 | Setting the Council Tax Taxbase for 2016/17 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.g ov.uk | 7 July 2016 |
| DECISION MAKER - Cabinet 18 January 2017 | | | | | | |

| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
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| DECISION MAKER - Cabinet 8 February 2017 | | | | | | |
| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
| 8 February 2017 | Revenue Monitor 2016/17 Quarter 3 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |
| 8 February 2017 | Capital Monitor 2016/17 Quarter 3 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |
| 8 February 2017 | Financial Strategy 2017/18 to 2019/20 - Final | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |

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| 8 February 2017 | Robustness of Estimates and Adequacy of Reserves | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |
| 8 February 2017 | Estimated Collection Fund | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |
| 8 February 2017 | Treasury Strategy 2017/18 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |
| 8 February 2017 | Treasury Management Update Quarter 3 2016/17 | Yes | Leader of the Council and Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan | | James Walton, Head of Finance, Governance and Assurance (Section 151 Officer) Tel: 01743 255001 james.walton@shropshire.gov.uk | 7 July 2016 |

DECISION MAKER - Cabinet 1 March 2017

| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
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DECISION MAKER - Cabinet 22 March 2017

| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |
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| DECISION MAKER - Cabinet 12 April 2017 | | | | | | |
| Date of Meeting | Purpose and Report title | Key Decision | Portfolio Holder | Report Exempt / confidential | Contact for further information re documents / report to be submitted to decision maker | Date Uploaded onto Plan |

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