

**CABINET FORWARD WORK PLAN**

1 SEPTEMBER 2011 TO 31 DECEMBER 2011

**Explanatory Note** This work plan consists of future items to be considered by the Cabinet in the next four months. It will be published at least 14 days before the start of the period covered in the plan.

This Plan includes matters which the Leader has reason to believe will be the subject of a key decision to be taken by Cabinet during the period covered by this Plan. Key decisions are marked as (🔑)

The Plan shows the following details for Key Decisions: -

- Title of the matter for decision
- Date that the decision will be made
- Reporting process (all other meetings that have or will consider the item)
- A description of the purpose of the report to be considered
- Individuals/Parties consulted regarding decision
- Means of Consultation carried out
- Any documents relied upon in carrying out the decision
- Officer contact name and telephone number

The Council has adopted the following criteria to determine what item qualifies as a key decision: -


1. Any decision which would result in the closure of an amenity or total withdrawal of a service.
2. Any restriction of service greater than 5 per cent measured by reference to current expenditure or hours of availability to the public.
3. Any action incurring expenditure or producing savings greater than 20 per cent of budget service areas against which the budget is determined by Full Council.
4. Any decision in accordance with the Council's Financial Regulations (Part 9), involving financial expenditure of £500,000 or above, with the exception of operational expenditure by Corporate Directors identified within the approved budget and policy framework.
5. Any proposal to change the policy framework.
6. Any proposal which would have a significant effect on communities living or working in an area comprising two or more electoral divisions.



## Membership of Cabinet:



Name	Portfolio Details
Cllr JA Scott	Leader of the Council
Cllr J Thomson	Deputy Leader and Cabinet Member for Adult Care, Communities and Housing
Cllr J Brady	Cabinet Member for Finance, Performance and Risk
Cllr F de Rhé-Philipe	Cabinet Member for Economic Development and Strategic Planning
Cllr L Grundy	Cabinet Member for Children's Services
Cllr K Humphries	Cabinet Member for Public Health and Protection Services
Cllr J Noeken	Cabinet Member for Resources
Cllr T Sturgis	Cabinet Member for Waste, Property, Environment and Development Control Services
Cllr D Tonge	Cabinet Member for Highways and Transport
Cllr S Wheeler	Cabinet Member for Campus Development and Culture (including Leisure, Sport and Libraries)


## Representations/Public Participation

If you would like to make representations on any of the items to be considered by Cabinet, please contact the officer named for the relevant item. Additionally, the Council welcomes participation at its meetings from members of the public. Meetings of Cabinet and its Committees are open to members of the public who may ask a question or make a statement. Written notice of questions should be sent to the Head of Democratic & Members' Services [john.quinton@wiltshire.gov.uk](mailto:john.quinton@wiltshire.gov.uk) by 12.00 noon two working days before the meeting. Please contact Democratic & Member Services on 01225 713018 for further information.

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact
September 2011					
<b>13 Sep 2011</b> Budget Monitoring	To receive an update on the Councils revenue budget.	Corporate Leadership Team	None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a>
<b>13 Sep 2011</b> Air Quality Strategy for Wiltshire	 To adopt the Air Quality Strategy for Wiltshire	Has been carried out with Area Boards, Environment Scrutiny Panel and other interest groups representing the local community. The document has been amended following feedback.	Strategy and appendices	Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	Gary Tomsett <a href="mailto:gary.tomsett@wiltshire.gov.uk">gary.tomsett@wiltshire.gov.uk</a>
<b>13 Sep 2011</b> Update on Performance	To inform Cabinet about progress against the Council's priorities as shown in the Business Plan		None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Sharon Britton (Service Director Performance) <a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a>

<p><b>13 Sep 2011</b> Annual Governance Statement 2010-11</p>	<p>To consider a draft Annual Governance Statement for 2010/11 for comment before final approval is sought from the Audit Committee at its meeting on 28 September 2010.</p>	<p>Corporate Leadership Team, Audit Committee and Standards Committee</p>	<p>None.</p>	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Marie Lindsay <a href="mailto:marie.lindsay@wiltshire.gov.uk">marie.lindsay@wiltshire.gov.uk</a> Tel: 01225 718465</p>
<p><b>13 Sep 2011</b> 13-19 Commissioning Strategy</p>	<p> To approve the 13-19 Commissioning Strategy which will include proposals for future organisation of youth services and for making £600,000 savings noted in the financial plan</p>	<p>A draft strategy is being issued early in April 2011. This will allow for consultation on the strategy and proposals for youth services prior to recommendations being made to Cabinet.</p>	<p>None.</p>	<p>Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a></p>	<p>Julia Cramp <a href="mailto:julia.cramp@wiltshire.gov.uk">julia.cramp@wiltshire.gov.uk</a> Tel: 01225 718221</p>
<p><b>13 Sep 2011</b> Denominational Home to School Transport</p>	<p> To seek approval for a change to the Council's Education Transport Policy, withdrawing denominational transport assistance with effect from September 2012</p>	<p>Letters being sent to affected schools, parents and the Diocese giving the opportunity to comment on the proposal</p>	<p>None.</p>	<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Ian White <a href="mailto:ian.white@wiltshire.gov.uk">ian.white@wiltshire.gov.uk</a></p>

<p><b>13 Sep 2011</b> Collaborative Working with Wiltshire Police</p>	<p> Outlines the context and the partnership work to date to develop collaborative working with Wiltshire Police and asks that this work is further developed and implemented</p>		None.	<p>Cllr Jane Scott OBE <a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a></p>	<p>Carlton Brand (Corporate Director Resources) <a href="mailto:carlton.brand@wiltshire.gov.uk">carlton.brand@wiltshire.gov.uk</a></p>
October 2011					
<p><b>18 Oct 2011</b> Budget Monitoring</p>	To receive an update on the Councils revenue budget	Corporate Leadership Team	None.	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>
<p><b>18 Oct 2011</b> Aggregate Minerals Site Allocations DPD - Proposals for Draft DPD</p>	<p> To seek approval to consult on a draft DPD in September 2011 and, where necessary, notify central government of the need for a reduced sand and gravel provision rate.</p>	<p>Formal consultation to commence in September 2011 for a period of 6 weeks. Submission of draft DPD to Secretary of State in November/Dec 2011.</p>	Evidence base documents	<p>Cllr Fleur de Rhe-Philipe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a> Tel: 01225 713203</p>
<p><b>18 Oct 2011</b> Provision of Internal Audit</p>	To explore options for the future deliver of Internal Audit and determine next steps.	Audit Committee	None.	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>

<b>18 Oct 2011</b> Campus Proposals	 Asks that Cabinet consider approval of three community developed campus proposals relating to the community areas of Melksham, Corsham and Salisbury		None.	Cllr Stuart Wheeler <a href="mailto:stuart.wheeler@wiltshire.gov.uk">stuart.wheeler@wiltshire.gov.uk</a>	Carlton Brand (Corporate Director Resources) <a href="mailto:carlton.brand@wiltshire.gov.uk">carlton.brand@wiltshire.gov.uk</a>
November 2011					
<b>15 Nov 2011</b> Budget Monitoring	To receive an update on the Council's revenue budget.	Corporate Leadership Team	None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a>
<b>15 Nov 2011</b> Update on Performance	To inform Cabinet about progress against the Council's priorities as shown in the Business Plan		None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Sharon Britton (Service Director Performance) <a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a>
<b>15 Nov 2011</b> Highways and Amenities Consultancy and Works Contract	 To consider the future contracts in connection with the highways and amenities service	Environment Select Committee	None.	Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a>	Peter Binley <a href="mailto:peter.binley@wiltshire.gov.uk">peter.binley@wiltshire.gov.uk</a>
December 2011					
<b>13 Dec 2011</b> Budget Monitoring	To receive an update on the Councils revenue budget.	Corporate Leadership Team	None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a>

<b>13 Dec 2011</b> Council Tax Base 2012/2013	To set and approve the Council Tax Base for 2012/2013.	Portfolio Holder in conjunction with Section 151 Officer.	None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Andrew J Brown <a href="mailto:AndrewJ.Brown@wiltshire.gov.uk">AndrewJ.Brown@wiltshire.gov.uk</a>
---	--	--	-------	---	--