

CABINET FORWARD WORK PLAN

1 APRIL 2012 TO 31 JULY 2012

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 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
April 2012					
17 Apr 2012 Quality of Life Survey	To note and approve the findings of the 'What Matters To You' survey.			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Maggie Rae (Director of Public Health and Public Protection) maggie.rae@wiltshire.gov.uk
17 Apr 2012 Children in Care Commissioning Strategy	To set out plans and priorities for services for children in care over the next 3 years. This will include how the Council will discharge corporate parenting functions.	The draft strategy was issued at the end of July 2011. A number of consultation events were held. This included consultation with children and young people in care, events for staff and discussion of the draft at the Looked After Children Scrutiny Task Group	The report will introduce the strategy. The strategy will be included as an Appendix. Will refer to reports on consultation vents.	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Jane Shuttleworth jane.shuttleworth@wiltshire.gov.uk
17 Apr 2012 Addressing Alcohol and Drugs at HMP Erlestoke	To provide an update on alcohol and drug services at HMP Erlestoke and to outline strategic changes, including plans to tender psychosocial services delivered at the prison.			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Mary-Ann McKibben Mary-Ann.McKibben@wiltshire.nhs.uk

<p>17 Apr 2012 Addressing Alcohol and Drugs in the Community</p>	<p>To provide an update on actions to reduce alcohol and drug related harms in Wiltshire, and to outline strategic changes, including plans to tender an integrated community substance misuse treatment and care service for adults.</p>			<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Mary-Ann McKibben Mary-Ann.McKibben@wiltshire.nhs.uk</p>
<p>17 Apr 2012 Budget Monitoring</p>	<p>To receive an update on the Councils revenue budget.</p>	<p>Corporate Leadership Team</p>		<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>17 Apr 2012 Emergency Preparedness in Response to the Olympics</p>	<p> To update the Cabinet on resilience for the evening event and torch relay.</p>			<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Maggie Rae (Director of Public Health and Public Protection) maggie.rae@wiltshire.gov.uk</p>
<p>17 Apr 2012 Full Utilisation of Care & Support Framework Agreement</p>	<p> To seek a decision to increase the choice and control of customers via the DCS0193 Care & Support Framework Agreement.</p>	<p>Full consultation with customers and staff will start once paper has an agreed schedule date for cabinet.</p>	<p>Report and appendices</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Hazel Matthews hazel.matthews@wiltshire.gov.uk</p>

<p>17 Apr 2012 National Illegal Money Lending Team - Authorisations</p>	<p>To seek approval to authorise the National Illegal Money Lending Team (Birmingham City Council) to investigate and institute proceedings against illegal money lenders operating within the Wiltshire Council area.</p>		<p>Protocol for illegal money lending project.</p>	<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Steve Clover steve.clover@wiltshire.gov.uk Tel: 01225 713548</p>
<p>May 2012</p>					
<p>22 May 2012 Transformation of the Passenger Assistant Service</p>	<p>To update Cabinet on the implementation phase of the transformation of the Passenger Assistant service and for Cabinet to approve suitable final recommendations.</p>	<p>Extensive consultation with the Passenger Assistants by means of face to face meetings across the county, FAQ's despatched and feedback forms collated. There has also been consultation with the following groups:</p> <ul style="list-style-type: none"> • The chair of each of the staff forums • Unions • Equal Chances Better Lives • Wiltshire & Swindon Users Network • Wiltshire Parent Carer Council • Equality and Diversity Policy Officer (internal) • HR • Transport suppliers • Parents / Carers of service users (27th March 2012) 		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Mr Jason Salter</p>

June 2012					
19 Jun 2012 Voluntary and Community Sector Strategy for Wiltshire	To seek formal adoption by Wiltshire Council.	We will have completed a 3 month consultation by the time of the Cabinet meeting	Strategy and Action Plan	Cllr John Thomson john.thomson@wiltshire.gov.uk	Emma Cooper emma.cooper@wiltshire.gov.uk
19 Jun 2012 Business Plan Scorecard Report	To inform Cabinet about progress against the Council's priorities as shown in the Business Plan.			Cllr John Brady john.brady@wiltshire.gov.uk	Sharon Britton sharon.britton@wiltshire.gov.uk
July 2012					
24 Jul 2012 Annual Governance Statement 2011-2012	To consider the draft Annual Governance Statement 2011-12 before final approval is sought from the Audit Committee on 7 September 2012.	Assurance Group CLT Audit Committee KPMG	Directors' Assurance Statements; Assurance Framework		Ian Gibbons ian.gibbons@wiltshire.gov.uk Tel: 01225 713052