

**FORWARD WORK PLAN**

1 MARCH 2010 TO 30 JUNE 2010

**Explanatory Note** This work plan consists of future items to be considered by the Cabinet, Scrutiny meetings and all other main Committees of the Council in the next four months, except development control items for Area Planning Committees and Area Boards. Cabinet items are detailed at the beginning of each month of the plan, and then followed by items for consideration by all other committees of the Council. A Cabinet Forward Work Plan will be published on the Council's website on the 15th of each month or the next available working day if this day falls on a weekend.

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% measured by reference to current expenditure, or hours of availability to public.
3. Any action incurring expenditure or producing savings greater than 20% of budget service areas against which the budget is determined by full Council.
4. Any area reorganisation plan extending, in effect, beyond a single County Electoral Division insofar as it will impact on the delivery of the service to the public (therefore internal organisational or staffing alterations would not be a "key" decision).
5. Any proposal to change the Council's policy framework (documents listed within the Council's Constitution).

## Membership of Cabinet:

Name	Portfolio Details
Mrs JA Scott	Leader of the Council
Mr J Thomson	Deputy Leader and Cabinet Member for Community Services
Mr J Brady	Cabinet Member for Economic Development, Planning and Housing
Miss F de Rhé-Phillipe	Cabinet Member for Finance, Performance and Risk
Mr L Grundy	Cabinet Member for Children's Services
Mr K Humphries	Cabinet Member for Health and Wellbeing
Mr J Noeken	Cabinet Member for Resources
Mr T Sturgis	Cabinet Member for Waste, Property and Environment
Mr D Tonge	Cabinet Member for Highways and Transport
Mr S Wheeler	Cabinet Member for Leisure, Sport and Culture




## Representations/Public Participation


If you would like to make representations on any of the items to be considered by Cabinet or Committees, please contact the officer named for the relevant item. Additionally, the Council welcomes participation at its meetings from members of the public. Meetings of Council, Cabinet and 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. You may register to speak at Committees by registering up to 10 minutes prior to the meeting. Agenda for each meeting will detail the public participation arrangements and officer contact details.



There are separate public participation arrangements in respect of development control items at Area Planning Committees and Strategic Planning Committees and also separate arrangements in respect of Area Boards. Please contact Democratic Services for advice.


Agenda for meetings of the Council can be accessed on the following link of the Council's web site:



<http://cms.wiltshire.gov.uk/ieDocHome.aspx?Categories=-13099>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact
<b>23 Mar 2010</b> Budget Monitoring	To receive a regular update on the capital and revenue budget		None.	Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a>	Martin Donovan <a href="mailto:martin.donovan@wiltshire.gov.uk">martin.donovan@wiltshire.gov.uk</a>
<b>23 Mar 2010</b> The South West UK Brussels Office (SWUKBO)	 To seek approval for Wiltshire Council to take over responsibility for the South West UK Brussels Office and its staff from Somerset County Council including the requirement to TUPE the 8 staff across.		None.		Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a>
<b>23 Mar 2010</b> Commissioning of Sure Start Children's Centres	 To agree the commissioning recommendations for 30 Sure Start Children's Centres from April 2011.	Will take place between 1 December 2009 and 23 February 2010.	None.	Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a>	Gill Hanlan <a href="mailto:gillhanlan@wiltshire.gov.uk">gillhanlan@wiltshire.gov.uk</a>
<b>23 Mar 2010</b> Local Development Framework "Wiltshire 2026" Consultation Results	To inform Cabinet of the results of the "Wiltshire 2026" consultation, and the impacts of that on LDF policy detail	Public and key stakeholders across Wiltshire	Evidence from public consultation and analysis of views	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Georgina Clampitt-Dix <a href="mailto:georginaclampitt-dix@wiltshire.gov.uk">georginaclampitt-dix@wiltshire.gov.uk</a>
<b>23 Mar 2010</b> Corporate Plan	 Consideration of the Corporate Plan 2010/14 for recommendation to Council		None.	Cllr Jane Scott OBE <a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a>	Laurie Bell <a href="mailto:laurie.bell@wiltshire.gov.uk">laurie.bell@wiltshire.gov.uk</a>



<p><b>23 Mar 2010</b> Admissions Arrangements</p>	<p>To annually evaluate the current arrangements in relation to schools admissions.</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>Bryan Cash <a href="mailto:bryan.cash@wiltshire.gov.uk">bryan.cash@wiltshire.gov.uk</a></p>
<p><b>23 Mar 2010</b> Planning Enforcement Strategy</p>	<p>To outline the purpose and scope of the draft Planning Enforcement Strategy and recommend that it be adopted by Cabinet.</p>	<p>Key stakeholder groups including Councillors, Parish Councils, enforcement service users including developers and enquirers, enforcement team and development control officers.</p>	<p>Draft Enforcement Strategy and draft Enforcement leaflet</p>	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Stephen Hawkins <a href="mailto:stephen.hawkins@wiltshire.gov.uk">stephen.hawkins@wiltshire.gov.uk</a> Tel: 01722 434691</p>
<p><b>23 Mar 2010</b> Area Boards Review</p>	<p>Six month review of Area Board operation.</p>	<p>Area Board Chairs and Councillors, partners, parish and town councils. Front line service providers.</p>	<p>Area Board Handbook</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Niki Lewis <a href="mailto:nikilewis@wiltshire.gov.uk">nikilewis@wiltshire.gov.uk</a></p>
<p><b>23 Mar 2010</b> Homelessness Strategy</p>	<p> Recommendation to adopt the first Homeless Strategy for Wiltshire which is a statutory document</p>	<p>Front line service providers, various stakeholders, service users, other internal departments</p>	<p>None.</p>	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Nicole Smith <a href="mailto:nicole.smith@wiltshire.gov.uk">nicole.smith@wiltshire.gov.uk</a></p>

<b>20 Apr 2010</b> Gypsies and Travellers	 To create a strategy and process to support Gypsies & Travellers from 1 <sup>st</sup> April 2010	Cabinet, CLT, ELT, Gypsies & Traveller Communities	Project Brief	Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a>	Graham Hogg <a href="mailto:graham.hogg@wiltshire.gov.uk">graham.hogg@wiltshire.gov.uk</a> Tel: 01225 713123
<b>23 Mar 2010</b> Family Justice Centre	Report progress on feasibility study	Total Place Board, Public Service Board, Key partners – Police, NHS	None.	Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a>	Richard Parker <a href="mailto:richard.parker@wiltshire.gov.uk">richard.parker@wiltshire.gov.uk</a>
<b>23 Mar 2010</b> Youth Service Re-provision in Salisbury and Corsham	 To confirm the re-provision of youth services in Salisbury and Corsham.		None.	Cllr John Noeken <a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a>	Mark Stone
<b>23 Mar 2010</b> Housing PFI - Agreement to Enter into Contract	To seek Cabinet's agreement to enter into a PFI contract with Silbury Housing Limited.		None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Chris Trowell <a href="mailto:chris.trowell@wiltshire.gov.uk">chris.trowell@wiltshire.gov.uk</a>
<b>23 Mar 2010</b> Municipal Waste Management (Landfill Diversion Contract)	 To seek approval for the award of a contract to Hills Waste Solutions Limited for the diversion of municipal waste from landfill		None.	Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a>	Tracy Carter <a href="mailto:tracycarter@wiltshire.gov.uk">tracycarter@wiltshire.gov.uk</a>
<b>23 Mar 2010</b> Decision on ICT Support Contract Re-let (Part II item)	 To consider plans for a new ICT support contract		None.	Cllr John Noeken <a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a>	Deborah Farrow <a href="mailto:deborah.farrow@wiltshire.gov.uk">deborah.farrow@wiltshire.gov.uk</a>

<p><b>23 Mar 2010</b> Learning Disability Residential Care Contracts</p>	<p> To request approval to proceed with the procurement of an accredited provider list for the provision of learning disability residential care within Wiltshire and to seek exemption to extend the current Learning Disability Residential Framework agreements to allow for the procurement of the above</p>	<p>This activity requires the necessity to ensure security of supply and therefore service providers will be consulted as to the proposed activity. The scope of consultation with service users will be determined</p>	<p>Business Case and Risk Assessment</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a></p>
<p><b>23 Mar 2010</b> Anti-Money Laundering Policy</p>	<p>To request approval of the Anti-Money Laundering Policy</p>	<p>All relevant Officers and Cabinet Member.</p>	<p>Anti-Money Laundering Policy document</p>	<p>Cllr Fleur de Rhe-Philipe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Steve Memmott <a href="mailto:steve.memmott@wiltshire.gov.uk">steve.memmott@wiltshire.gov.uk</a></p>
<p><b>23 Mar 2010</b> Next Steps in Housing Revenue Reform</p>	<p>To obtain members approval for our approach to the governments proposals for Housing Revenue Account reform</p>	<p>Tenants Panel</p>	<p>Governments Proposal (not yet available, expected in February)</p>	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Derek Streek <a href="mailto:derek.streek@wiltshire.gov.uk">derek.streek@wiltshire.gov.uk</a></p>
<p><b>20 Apr 2010</b> Budget Monitoring</p>	<p>To receive a regular update on the capital and revenue budget</p>		<p>None.</p>	<p>Cllr Fleur de Rhe-Philipe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Martin Donovan <a href="mailto:martin.donovan@wiltshire.gov.uk">martin.donovan@wiltshire.gov.uk</a></p>

<b>20 Apr 2010</b> Corporate Plan	 Consideration of the Corporate Plan 2010/14 for recommendation to Council.		None.	Cllr Jane Scott OBE <a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a>	Laurie Bell <a href="mailto:laurie.bell@wiltshire.gov.uk">laurie.bell@wiltshire.gov.uk</a>
<b>20 Apr 2010</b> Older People Accommodation Development Strategy	 To outline key principles of development strategy and to seek approval to undertake Trowbridge development		Accommodation Strategy for Older People	Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a>	James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a>
<b>20 Apr 2010</b> Climate Change	To set out the Council's responsibilities regarding climate change and carbon reduction and agree a five year carbon reduction plan.	Climate Change Board March 2010	None.	Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a>	Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a>
<b>20 Apr 2010</b> Homes 4 Wiltshire Service Review	Following a review of this new service, the purpose of the report is to highlight any proposed changes to the service, policy or structure in light of the review findings		A Summary of the Review	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Laura Young <a href="mailto:laura.young@wiltshire.gov.uk">laura.young@wiltshire.gov.uk</a>
<b>20 Apr 2010</b> Inspection of Adult Social Care	Report the outcome of the CQC inspection and present the council's action plan in response to inspection findings		CQC Inspection of Adult Social Care Report	Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a>	Sue Geary <a href="mailto:sue.geary@wiltshire.gov.uk">sue.geary@wiltshire.gov.uk</a>
<b>24 May 2010</b> Budget Monitoring	To receive a regular update on the capital and revenue budget		None.	Cllr Fleur de Philippe <a href="mailto:fleur.derhephilipe@wiltshire.gov.uk">fleur.derhephilipe@wiltshire.gov.uk</a>	Martin Donovan <a href="mailto:martin.donovan@wiltshire.gov.uk">martin.donovan@wiltshire.gov.uk</a>



<p><b>24 May 2010</b> Contaminated Land Strategy for Wiltshire</p>	<p> To seek the adoption of a single contaminated land strategy for Wiltshire Council. The document is a statutory requirement under the Environment Act 1995 and details how the council will administer it's powers and duties under the Act</p>	<p>Statutory consultees' (Environment Agency etc) sent electronic copies. Public consultation copy on website, with cover letter and link sent to individuals and interest groups</p>	<p>The Contaminated Land Strategy for Wiltshire</p>	<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Gary Tomsett <a href="mailto:gary.tomsett@wiltshire.gov.uk">gary.tomsett@wiltshire.gov.uk</a></p>
<p><b>24 May 2010</b> CSED Care Pathway</p>	<p> To outline the CSED care pathway project and process undertaken and to seek approval to implement key recommendations to amend service provision for older people</p>		<p>Business Case</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a></p>
<p><b>24 May 2010</b> Council Funding Framework for the Voluntary &amp; Community Sector (VCS)</p>	<p>To seek endorsement of the new proposed funding framework. This is one of the proposals endorsed by Cabinet for the way forward with the VCS.</p>	<p>Being undertaken with the VCS now and across the Council via the Corporate VCS Working Group</p>	<p>2008 VCS Review commissioned by Wiltshire County Council and the PCT</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Sandie Lewis <a href="mailto:sandie.lewis@wiltshire.gov.uk">sandie.lewis@wiltshire.gov.uk</a></p>
<p><b>24 May 2010</b> Delegation of Services to Town &amp; Parish Councils</p>	<p>To update Cabinet on progress made with regard to the Delegation of Services to Towns and Parishes</p>		<p>None.</p>	<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Mark Smith <a href="mailto:mark.smith@wiltshire.gov.uk">mark.smith@wiltshire.gov.uk</a></p>

<p><b>22 Jun 2010</b> Budget Monitoring</p>	<p>To receive a regular update on the capital and revenue budget</p>		<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Martin Donovan <a href="mailto:martin.donovan@wiltshire.gov.uk">martin.donovan@wiltshire.gov.uk</a></p>
<p><b>22 Jun 2010</b> Update on Performance</p>	<p>To inform Cabinet about progress against the Council's priorities, including those in the Local Agreement for Wiltshire</p>		<p>Additional information will be placed on the website</p>	<p>Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Sharon Britton <a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a></p>