

## **FORWARD WORK PLAN**

1 APRIL 2010 TO 31 JULY 2010

**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% 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 Adult Care, Communities and Libraries
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>

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Officer Contact</b>
<b>20 Apr 2010</b> Budget Monitoring	To receive a regular update on the capital and revenue budget	Corporate Leadership Team	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>20 Apr 2010</b> Housing Strategy Statement	To approve the Housing Strategy statement		None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Graham Hogg <a href="mailto:graham.hogg@wiltshire.gov.uk">graham.hogg@wiltshire.gov.uk</a> Tel: 01225 713123
<b>20 Apr 2010</b> Next Steps in developing the Wiltshire Core Strategy	To update Councillors on further work that is being undertaken to inform preparation of the draft Wiltshire Core Strategy in response to the recent consultation.		None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@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> Office Decant proposals for the Workplace Transformation Programme	To recommend to members a solution to the decanting of staff from offices planned to be refurbished through the Workplace Transformation Programme.		None.	Cllr John Noeken <a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a>	
<b>20 Apr 2010</b> Next Steps in Housing Revenue Reform	To obtain Members approval for our approach to the Government's proposals for Housing Revenue Account reform.	Tenants Panel	Government's proposals (expected in March)	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Derek Streek <a href="mailto:derek.streek@wiltshire.gov.uk">derek.streek@wiltshire.gov.uk</a>



<p><b>20 Apr 2010</b> Homes 4 Wiltshire Service Review</p>	<p>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</p>		<p>A Summary of the Review</p>	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Laura Young <a href="mailto:laura.young@wiltshire.gov.uk">laura.young@wiltshire.gov.uk</a></p>
<p><b>20 Apr 2010</b> Inspection of Adult Social Care</p>	<p>Report the outcome of the CQC inspection and present the council's action plan in response to inspection findings</p>		<p>CQC Inspection of Adult Social Care Report</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Sue Geary <a href="mailto:sue.geary@wiltshire.gov.uk">sue.geary@wiltshire.gov.uk</a></p>
<p><b>20 Apr 2010</b> Developing a Family Justice Centre Approach for Wiltshire</p>	<p>Report progress on feasibility study</p>	<p>Total Place Board, Public Service Board, Key partners – Police, NHS</p>	<p>None.</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Richard Parker <a href="mailto:richard.parker@wiltshire.gov.uk">richard.parker@wiltshire.gov.uk</a></p>
<p><b>20 Apr 2010</b> Notification of an Additional Item of Key Decision Business (see attachment) - Report on the Corporate Plan</p>	<p> This key decision item will be considered by Cabinet at its meeting on 20 April 2010. It was not included in the Cabinet's Forward Work Plan (published on 17 March 2010) and it cannot wait until the next meeting of Cabinet on 24 May 2010.</p>		<p>Notice - Additional Key Decision (13.04.10)</p>	<p>Cllr Jane Scott OBE <a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a></p>	<p>Laurie Bell <a href="mailto:laurie.bell@wiltshire.gov.uk">laurie.bell@wiltshire.gov.uk</a></p>

<p><b>24 May 2010</b> Youth Service Re-provision in Salisbury and Corsham</p>	<p> To confirm the re-provision of youth services is Salisbury and Corsham.</p>		None.	<p>Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a></p>	Mark Stone
<p><b>24 May 2010</b> Gypsy and Traveller Strategy</p>	<p> To create a strategy and process to support Gypsies &amp; Travellers from April 2010</p>	<p>Cabinet, Corporate Leadership Team, ELT, Gypsies &amp; Traveller Communities</p>	Project Brief	<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Graham Hogg <a href="mailto:graham.hogg@wiltshire.gov.uk">graham.hogg@wiltshire.gov.uk</a> Tel: 01225 713123</p>
<p><b>22 Jun 2010</b> Climate Change</p>	<p>To set out the Council's responsibilities regarding climate change and carbon reduction and agree a five year carbon reduction plan.</p>	<p>Climate Change Board March 2010 and the Corporate Leadership Team</p>	None.	<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a></p>
<p><b>24 May 2010</b> Budget Monitoring</p>	<p>To receive a regular update on the capital and revenue budget</p>	<p>Corporate Leadership Team</p>	None.	<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>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> Interim report on Health Fairs and Community Area profiles</p>	<p>Evaluation of the community health profiles and health fair events with each Community Area Board. Full evaluation report will follow on completion of the programme.</p>		<p>None.</p>	<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Maggie Rae <a href="mailto:maggie.rae@wiltshire.gov.uk">maggie.rae@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 and the Corporate Leadership Team.</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>

<b>24 May 2010</b> Delegation of Services to Town & Parish Councils	To update Cabinet on progress made with regard to the Delegation of Services to Towns and Parishes	Corporate Leadership Team	None.	Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a>	Mark Smith <a href="mailto:mark.smith@wiltshire.gov.uk">mark.smith@wiltshire.gov.uk</a>
<b>22 Jun 2010</b> Final Outturn 2009/10	To receive a regular update on the capital and revenue budget	Corporate Leadership Team	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>22 Jun 2010</b> Future Contractual Arrangements for the Provision of Care and Support to People at Home	 To seek approval of the contractual arrangements for the procurement of care and support services	Providers, NHS customers and Corporate Leadership Team	Council's Procurement Strategy	Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a>	Nicola Gregson <a href="mailto:nicola.gregson@wiltshire.gov.uk">nicola.gregson@wiltshire.gov.uk</a> Tel: 01225 771673
<b>22 Jun 2010</b> Update on Performance	To inform Cabinet about progress against the Council's priorities, including those in the Local Agreement for Wiltshire	Corporate Leadership Team	Additional information will be placed on the website	Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a>	Sharon Britton <a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a>
<b>22 Jun 2010</b> Annual Report on Treasury Management 2009/10	To provide an update on the Treasury Management outturn for the financial year 2009/10 and then forwarded on to Council.		None.	Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a>	Keith Stephens <a href="mailto:keith.stephens@wiltshire.gov.uk">keith.stephens@wiltshire.gov.uk</a>
<b>22 Jun 2010</b> Development of the Transformation Programme	 To provide an update on the ICT Programme	Corporate Leadership Team	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>22 Jun 2010</b> Older People Accommodation Development Strategy</p>	<p> To outline key principles of development strategy and to seek approval to undertake Trowbridge development</p>		<p>Accommodation Strategy for Older People</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>27 Jul 2010</b> Total Place Initiative</p>	<p>To present an update on progress of the pilot project</p>		<p>None.</p>	<p>Cllr Jane Scott OBE <a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a></p>	<p>Matti Raudsepp <a href="mailto:matti.raudsepp@wiltshire.gov.uk">matti.raudsepp@wiltshire.gov.uk</a></p>
<p><b>27 Jul 2010</b> Waste Site Allocations Development Plan Document</p>	<p> To seek approval to consult on the formal Regulation 27 Waste Site Allocations Document.</p>	<p>This will commence for 6 weeks following the Cabinet meeting.</p>	<p>Draft of the document and technical reports</p>	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a></p>
<p><b>27 Jul 2010</b> Salisbury Conservation Area</p>	<p>To seek Cabinet's approval for the de-designation the Salisbury Conservation Area and its re-designation as four separate conservation areas, including some changes to the boundaries.</p>		<p>None.</p>	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Ms Elaine Milton <a href="mailto:elaine.milton@wiltshire.gov.uk">elaine.milton@wiltshire.gov.uk</a></p>