

FORWARD WORK PLAN

1 OCTOBER 2010 TO 31 JANUARY 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 (**Error! Objects cannot be created from editing field codes.**)

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. A financial threshold of £500,000 has been set on the basis that this does not include operational expenditure by Corporate Directors that is within the approved budget and the policy framework. (In accordance with the requirements of the new adopted financial regulations – adopted 18 May 2010)
5. 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).
6. Any proposal to change the Council’s policy framework (documents listed within the Council’s Constitution).

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 Libraries
Cllr J Brady	Cabinet Member for Economic Development, Planning and Housing
Cllr F de Rhé-Philipe	Cabinet Member for Finance, Performance and Risk
Cllr L Grundy	Cabinet Member for Children's Services
Cllr K Humphries	Cabinet Member for Health and Wellbeing
Cllr J Noeken	Cabinet Member for Resources
Cllr T Sturgis	Cabinet Member for Waste, Property and Environment
Cllr D Tonge	Cabinet Member for Highways and Transport
Cllr 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 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
19 Oct 2010 Budget Monitoring	To receive an update on the Councils capital and revenue budget	Corporate Leadership Team	None.	Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk
19 Oct 2010 Commissioning integrated care and support services for older people	 To seek Member approval to proceed with letting contracts for care.	Customers Service providers Staff of Wiltshire Council	None.	Cllr John Thomson john.thomson@wiltshire.gov.uk	Nicola Gregson nicola.gregson@wiltshire.gov.uk Tel: 01225 771673
19 Oct 2010 Integrating Tier 2 CAMHS (Healthy Minds) with Specialist CAMHS	To seek Cabinet's approval for the integration of the service through a Section 75		None.	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Julia Cramp julia.cramp@wiltshire.gov.uk
19 Oct 2010 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 john.thomson@wiltshire.gov.uk	James Cawley james.cawley@wiltshire.gov.uk
19 Oct 2010 Funding Delegated Services	To seek Cabinet approval of funding arrangements for services delegated to Town Councils, Parish Councils or Community Groups.	Corporate Leadership Team	None.	Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Mark Smith mark.smith@wiltshire.gov.uk

<p>19 Oct 2010 Wiltshire Air Quality Strategy</p>	<p> To seek adoption of the Wiltshire Air Quality Strategy</p>	<p>Full consultation will have been completed</p>	<p>Strategy document</p>	<p>Cllr Keith Humphries keith.humphries@wilts-hire.gov.uk</p>	<p>John Carter john.carter@wiltshire.gov.uk Tel: 01225 776655</p>
<p>19 Oct 2010 Quarterly Progress Update - Workplace Transformation Programme</p>	<p>Regular update on progress of Workplace Transformation Programme</p>		<p>None.</p>	<p>Cllr John Noeken john.noeken@wiltshire.gov.uk</p>	<p>Mark Stone mark.stone@wiltshire.gov.uk</p>
<p>19 Oct 2010 Wiltshire Council Browfort Hub, Devizes TUPE Building Cleaning</p>	<p> To consider the transfer of Wiltshire Council building cleaning staff to the Corporate Facilities Management Contract provider, currently Sodexo.</p>	<p>Sodexo, Staff and Recognised Unions (Unison, Unite and GMB)</p>	<p>Cabinet - January 2010: Wiltshire Council Grounds Maintenance</p>	<p>Cllr John Noeken john.noeken@wiltshire.gov.uk</p>	<p>Mike Swabey mike.swabey@wiltshire.gov.uk</p>
<p>19 Oct 2010 Review of Development Control Service</p>	<p>To seek member agreement for changes to the manner in which Wiltshire Council's Development Service operates following a review of the service.</p>	<p>The Members of Wiltshire Council, all parish, town and city councils.</p>	<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Brad Fleet brad.fleet@wiltshire.gov.uk</p>
<p>19 Oct 2010 Library Services Review</p>	<p> Re-design and modernisation of Library Service, including £500,000 savings target achievement</p>	<p>Focus Review, including user and non-user focus groups and consultation with Area Boards</p>	<p>Option proposals from focus review</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Niki Lewis nikilewis@wiltshire.gov.uk</p>



<p>19 Oct 2010 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 john.brady@wiltshire.gov.uk</p>	<p>Ms Elaine Milton elaine.milton@wiltshire.gov.uk</p>
<p>19 Oct 2010 Wiltshire's Housing Requirement</p>	<p> To seek approval for Wiltshire Council's approach to determining long term housing requirements for Wiltshire in light of the revocation of Regional Spatial Strategies (RSSs)</p>	<p>Wiltshire Councillors</p>	<p>Guidance from the Communities and Local Government</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>
<p>19 Oct 2010 Review of Constitution</p>	<p>To consider the outcome of the review of the constitution and to recommend any changes to the constitution as a result of the review to Council. This will include the review of development control, overview and scrutiny arrangements and other elements of the constitution.</p>		<p>None.</p>	<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>	<p>Yamina Rhouati Yamina.Rhouati@wiltshire.gov.uk</p>


<p>19 Oct 2010 Contribution Of Council Staff To Wiltshire Communities: 'Wiltshire's Community Action Scheme'</p>	<p>For Cabinet to consider the implementation of a Council staff employee volunteering scheme</p>	<p>Fully undertaken in the last year</p>	<p>None.</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Sandie Lewis sandie.lewis@wiltshire.gov.uk</p>
<p>19 Oct 2010 Visit Wiltshire Partnership</p>	<p> To consider proposals regarding the future business plan of Visit Wiltshire Partnership.</p>	<p>To be confirmed.</p>	<p>To be confirmed.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>
<p>19 Oct 2010 Proposed New Waste and Recycling Collection Services for Wiltshire</p>	<p> Obtain Cabinet approval to implement new, harmonised waste and recycling collection services across the county</p>	<p>The report will refer to the results of a public consultation on the proposed new waste and recycling service, undertaken during June, July and August 2010.</p>	<p>None.</p>	<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk</p>
<p>16 Nov 2010 Budget Monitoring</p>	<p>To receive an update on the Council's capital and revenue budget.</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk</p>

<p>16 Nov 2010 Outcome of consultation with tenants in sheltered housing about future support arrangements</p>	<p> To note the outcome of this consultation and, depending upon the outcome, to authorise officers to implement its recommendations for the future provision of care and support services to older people.</p>	<p>Customers Service providers Staff of Wiltshire Council</p>	<p>None.</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Nicola Gregson nicola.gregson@wiltshire.gov.uk Tel: 01225 771673</p>
<p>16 Nov 2010 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 in the website</p>	<p>Cllr Fleur de Rhe-Philipe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Sharon Britton (Service Director Performance) sharon.britton@wiltshire.gov.uk</p>
<p>16 Nov 2010 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 john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>
<p>16 Nov 2010 Carbon Management Plan for Wiltshire Council</p>	<p> To agree a five year carbon reduction plan.</p>	<p>Consulted with the Climate Change Board on 20/09/2010 and Environment Select Committee 07/09/2010</p>	<p>None.</p>	<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>

<p>16 Nov 2010 Approval of the Councils Health and Safety Enforcement Service Provision.</p>	<p>The Health and Safety Executive requires each local authority to provide a service to enforce the Health and Safety at Work Act .This report details Wiltshire Councils response to this requirement by bringing the details before members.</p>		<p>HSE “Section 18 Standard “ document with responses</p>	<p>Cllr Keith Humphries keith.humphries@wilts-hire.gov.uk</p>	<p>David Bardwell david.bardwell@wiltshire.gov.uk</p>
<p>14 Dec 2010 Budget Monitoring</p>	<p>To receive a regular update on the capital and revenue budget</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk</p>
<p>14 Dec 2010 Wiltshire Council's Business Plan</p>	<p> The Council's Business Plan will set out how the Council organises itself to deliver the Corporate Plan priorities and the Council's part of the Community Plan.</p>	<p>Corporate Leadership Team. Consultation relating to key decisions highlighted in the Business Plan will be undertaken as part of those decisions.</p>	<p>None.</p>	<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>	<p>Andrew Kerr andrew.kerr@wiltshire.gov.uk</p>
<p>14 Dec 2010 SEN Review Confirmation of Decisions</p>	<p> To confirm the decisions from the Review of SEN Provision after the expiry of the Statutory Notice Period.</p>	<p>There was full consultation as part of the review process.</p>	<p>Cabinet Report - 27 July 2010</p>	<p>Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk</p>	<p>Trevor Daniels trevor.daniels@wiltshire.gov.uk</p>

<p>14 Dec 2010 Interim Report on Treasury Management Strategy 2010-11</p>	<p>To provide an update on the interim treasury management position to the end of September 2010 for the financial year 2010/11.</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk</p>
<p>14 Dec 2010WTP: Campus and Operational Estate (FILL IN DETAILS)</p>			<p>None.</p>		<p>Mark Stone mark.stone@wiltshire.gov.uk</p>
<p>14 Dec 2010 Ofsted Children's Services Annual Rating 2010</p>	<p>To inform Cabinet of the Annual Rating outcome.</p>		<p>None.</p>	<p>Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk</p>	<p>Lynda Cox lynda.cox@wiltshire.gov.uk</p>
<p>14 Dec 2010 Street Naming and Numbering</p>	<p>To confirm changes to the Street Naming and Numbering (SNN) Policy and SNN process after consultation with Town and Parish Councils</p>	<p>Consulted with Town and Parish Councils regarding the interim SNN Policy and SNN Process consultation closes 1st October 2010</p>	<p>New Street Naming and Numbering Policy, including new processes</p>	<p>Cllr John Noeken john.noeken@wiltshire.gov.uk</p>	<p>Julie Seddon julie.seddon@wiltshire.gov.uk</p>

<p>14 Dec 2010 Leisure Facility Review</p>	<p> To provide an overview of the consultation carried out and to make relevant recommendations. The report will also provide an overview of the progress that has been made to extend the DC Leisure contract extension.</p>	<p>The Leisure facility consultation review runs until the end of October 2010.</p>	<p>None.</p>	<p>Cllr Stuart Wheeler stuart.wheeler@wiltshire.gov.uk</p>	<p>Mark Smith mark.smith@wiltshire.gov.uk</p>
<p>14 Dec 2010 Wiltshire Local Transport Plan - Car Parking Strategy</p>	<p> To approve the revised car parking strategy for Wiltshire.</p>	<p>Consultation Portal, Parish Newsletter, Press Release and Area Board Chairman's Announcement.</p>	<p>Wiltshire Local Transport Plan 2011-2026 – Car Parking Strategy</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Mr Robert Murphy robert.murphy@wiltshire.gov.uk</p>
<p>14 Dec 2010 Wiltshire and Swindon Minerals Site Allocations Development Plan Document</p>	<p>Reporting to Members the feedback on the recent consultation</p>		<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>

<p>11 Jan 2011 Wiltshire Housing Strategy</p>	<p> To ask Cabinet to recommend to full Council to approve the Housing Strategy for Wiltshire.</p>	<p>Full consultation through Compact. (3 months) Housing Strategy consultation event with stakeholders/user consultation and town and parish councils.</p>	<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Nicole Smith nicole.smith@wiltshire.gov.uk</p>
<p>11 Jan 2011 Budget Monitoring</p>	<p>To receive an update on the Councils capital and revenue budget.</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk</p>
<p>11 Jan 2011 Quarterly Progress Update - Workplace Transformation Programme</p>	<p>Regular update on progress of Workplace Transformation Programme</p>		<p>None.</p>	<p>Cllr John Noeken john.noeken@wiltshire.gov.uk</p>	<p>Mark Stone mark.stone@wiltshire.gov.uk</p>

<p>11 Jan 2011 Implementing a Resource Allocation System for Self Directed Support</p>	<p>To report on the project to trial self directed support, personal budgets and the resource allocation system (RAS) for adult social care. To seek agreement to implement the RAS and related support arrangements for customers.</p>	<p>The work on self directed has built upon an earlier trial undertaken last year with a group of volunteer customers. The RAS is being tested by the completion of 200 questionnaires with existing customers between June and September 2010. A live trial of self directed support is scheduled for October 2010 for approximately 20 new customers in East Wiltshire.</p>	<p>None.</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Sue Geary sue.geary@wiltshire.gov.uk</p>
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