

CABINET FORWARD WORK PLAN

1 MAY 2011 TO 31 AUGUST 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 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, 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
May 2011					
24 May 2011 Housing Improvement Plan	To consider a full revision and update of the Housing Landlords Service Improvements Plan.	Council Tenants, Tenant Services Authority and Housing Commission	Revised Plan	Cllr John Brady john.brady@wiltshire.gov.uk	Graham Hogg graham.hogg@wiltshire.gov.uk Tel: 01225 713123
24 May 2011 The Wiltshire Council Member and Parish, Town & City Council Review of the Development Control Service of Wiltshire Council	To seek Cabinet's agreement for changes to the manner in which Wiltshire Council's Development Control Service operates following a review of the service.	Members and parish and town councils.	None.	Cllr John Brady john.brady@wiltshire.gov.uk	Brad Fleet brad.fleet@wiltshire.gov.uk Tel: 01225 713169
24 May 2011 Public Protection Services Enforcement Policy	 To adopt the enforcement policy for the service	Has been carried out with Area Boards, chambers of commerce, and other groups representing the local business community	Policy and appendices	Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	John Carter john.carter@wiltshire.gov.uk Tel: 01225 776655


<p>24 May 2011 Wiltshire Military Civilian Integration Programme</p>	<p>This paper outlines current work being carried out by the Military Civilian Integration (MCI) Programme to support improvements in military civilian integration in Wiltshire. Work streams cover a range of activities that will have a much higher profile and merit consideration, and support, by members of the Cabinet.</p>		<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>
<p>24 May 2011 Wiltshire Council Charitable Trusts</p>	<p>To seek Cabinet's approval to obtain 'in principle' agreement from the Charity Commission for the transfer of a number of Trusts from the Council to the Community Foundation for Wiltshire & Swindon.</p>	<p>Consultation planned with both council and external key stakeholders</p>	<p>Proposal from the Community Foundation for Wiltshire & Swindon on the transfer of council Charitable Trusts to the Foundation</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Sandie Lewis sandie.lewis@wiltshire.gov.uk</p>
<p>24 May 2011 Provision of Internal Audit</p>	<p>To explore options for the future deliver of Internal Audit and determine next steps.</p>	<p>Audit Committee</p>	<p>None.</p>	<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>24 May 2011 Public Protection Enforcement Policy</p>	<p>To approve the public protection enforcement policy.</p>		<p>None.</p>	<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>John Carter john.carter@wiltshire.gov.uk Tel: 01225 776655</p>


<p>24 May 2011 PART II Item - Current Facilities Management Services; Extension to Contract</p>	<p> To consider proposals to extend the existing facilities management contact</p>	<p>Relevant Cabinet Member, Legal Services, Strategic Property Services and Finance</p>	<p>Corporate Procurement Program Board (Procurement Program; Quick Wins)</p>	<p>Cllr John Noeken john.noeken@wiltshire.gov.uk</p>	<p>Mike Swabey mike.swabey@wiltshire.gov.uk</p>
<p>24 May 2011 Contract Award for Term Property Maintenance Contracts</p>	<p>To approve the award of contracts for Term Property Maintenance contractors</p>	<p>Legal Services and Procurement</p>	<p>None.</p>	<p>Cllr John Noeken john.noeken@wiltshire.gov.uk</p>	<p>Neil Ward neil.ward@wiltshire.gov.uk</p>
<p>24 May 2011 Devizes Wharf Planning Brief</p>	<p> To seek approval for consultation on a draft Devizes Wharf Supplementary Planning Document which will become part of the Local Development Framework</p>	<p>Consultation has already taken place to develop the draft brief with key stakeholders with an interest in the site. Informal views of the Capital Assets Committee also been sought.</p>	<p>Draft Devizes Wharf Supplementary Planning Document</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Carolyn Gibson carolyn.gibson@wiltshire.gov.uk Tel: 01225 718452</p>



May 2011 Special Meeting


<p>24 May 2011 Draft Wiltshire Core Strategy Consultation</p>	<p> To seek approval to undertake consultation on a draft Wiltshire Core Strategy consultation document, including locally derived housing figures for Wiltshire.</p>	<p>Developing draft Core Strategy consultation document has involved:</p> <ul style="list-style-type: none">• Public consultation undertaken end 2009.• Discussions with key stakeholders e.g. Environmental Alliance; Natural England..• Special Area Board meetings during March/April 2011 (excluding south of county).	<p>i)) Draft Wiltshire Core Strategy consultation document; ii) Technical report on developing Wiltshire housing requirement.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>
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June 2011

14 Jun 2011 Budget Monitoring	To receive a regular update on the revenue budget		None.	Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk
14 Jun 2011 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 keith.humphries@wiltshire.gov.uk	Gary Tomsett gary.tomsett@wiltshire.gov.uk

<p>14 Jun 2011 Aggregate Minerals Site Allocations DPD - Results of the Site Appraisals</p>	<p> To provide Cabinet with the results of the detailed appraisals undertaken on the remaining 22 site options and to recommend a schedule of site options for inclusion within the Proposed Submission Draft Wiltshire and Swindon Aggregate Minerals Site Allocations DPD.</p>	<p>The results of the detailed assessments to be published on the Councils website. Information on the work leading to the publication of the Aggregate Minerals Site Allocations DPD will be made available through the 'Market Stall' consultation for the Wiltshire Core Strategy</p>	<p>Site appraisals and evidence base documents</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>
<p>14 Jun 2011 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>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Sharon Britton (Service Director Performance) sharon.britton@wiltshire.gov.uk</p>
<p>14 Jun 2011 Reducing Child Poverty</p>	<p>Cabinet to agree the strategy.</p>	<p>Wide consultation - Jan 2011 – April 2011. National strategy also being developed in similar timescale – final document due to be published by April 2011.</p>	<p>Child Poverty Needs assessment http://www.wiltshire.gov.uk/healthandsocialcare/childreynougpeoplefamilies/reducingchildpoveertyconsultation.htm</p>	<p>Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk</p>	<p>Lynda Cox lynda.cox@wiltshire.gov.uk Tel: 07500 605299</p>

<p>14 Jun 2011 Revenue Outturn 2010/11</p>	<p> To inform Cabinet of the 2010-11 outturn.</p>	<p>Scrutiny</p>	<p>2010/11 outturn report.</p>	<p>Cllr Fleur de Rhe- Philippe fleur.derhe- philipe@wiltshire.gov.u k</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>July 2011</p>					
<p>26 Jul 2011 Budget Monitoring</p>	<p>To receive a regular update on the revenue budget.</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr Fleur de Rhe- Philippe fleur.derhe- philipe@wiltshire.gov.u k</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>26 Jul 2011 Help to Live at Home and Community Equipment Services Contract Award Proposals</p>	<p> To seek approval from Members to award contracts with a value in excess of £1m and to update Members on the progress with implementing the Resource Allocation System.</p>	<p>The evaluation process has involved extensive consultation with all key stakeholders including customers, NHS, Members, officers. The Resource Allocation System has been developed with customers, carers and other stakeholders</p>	<p>Cabinet Report from February 15th 2011</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Nicola Gregson nicola.gregson@wiltshire.gov.uk Tel: 01225 771673</p>

<p>26 Jul 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>26 Jul 2011 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 lionel.grundy@wiltshire.gov.uk</p>	<p>Julia Cramp julia.cramp@wiltshire.gov.uk Tel: 01225 718221</p>
<p>26 Jul 2011 Extra Care Housing - Joint Procurement</p>	<p>To receive an update on the outcome of the joint procurement strategy for Extra Care Housing with Devon County Council.</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>

<p>26 Jul 2011 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>	<p>Evidence base documents</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>
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