

CABINET FORWARD WORK PLAN

1 JUNE 2013 TO 30 SEPTEMBER 2013

Explanatory Note

This work plan consists of items to be considered by the Cabinet in the next four months. It will be published at the beginning of each month.

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 relevant Cabinet member
- Where the item or part of the item will be considered in private

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 Highways, Streetscene and Broadband
Cllr D Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr F de Rhé-Philippe	Cabinet Member for Economy, Skills and Transport
Cllr L Mayes	Cabinet Member for Children's Services
Cllr K Humphries	Cabinet Member for Public Health and Protection, Adult Care and Housing
Cllr J Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr T Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste
Cllr S Wheeler	Cabinet Member for Hubs, Human Resources, Legal, Democratic Services, Governance, Heritage and Arts

Representations/Public Participation





Supporting documents other than those listed in the schedule below may be submitted to Cabinet if you would like to make representations on any of the items to be considered by Cabinet, please contact the officer named or Cabinet member 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, unless the agenda states that an item or part of an item will be considered in private. Members of the public may ask a question or make a statement. Written notice of questions should be sent Yamina Rhouati, Democratic Governance Manager Yamina.Rhouati@wiltshire.gov.uk by 12.00 noon two working days before the meeting. Please contact Democratic Services on 01225 718024 for further information.

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private (No, unless otherwise stated)
18 June 2013						
18 Jun 2013 Business Plan Scorecard Year End Report				Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Paul Mountford paul.mountford@wiltshire.gov.uk Tel: 01225 718431	
18 Jun 2013 Adoption Agency Report	 <p>To ensure that the Executive of the Council is satisfied that the Adoption Agency is effective and achieving good outcomes for children, young people and service users, as required by the 2011 Statutory Adoption Guidance and the 2011 Adoption National Minimum Standards.</p>			Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Lin Hitchman lin.hitchman@wiltshire.gov.uk Tel: 01225 713665	
18 Jun 2013 Revenue Outturn 2012/13	To advise Cabinet of the final outturn position as at 31 March 2013 for the financial year 2012/13.			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk	

<p>18 Jun 2013 Annual Report on Treasury Management 2012/13</p>	<p>To provide an update on the Treasury Management outturn for the financial year 2012/13 and then forwarded on to Council</p>	<p>CLT</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>18 Jun 2013 Final Report of the Safeguarding Children and Young People Task Group</p>	<p>To advise Cabinet of the conclusions and recommendations of the Safeguarding Children and Young People Task Group, and to provide an update on the delivery of safeguarding improvements.</p>	<p>The Task Group's report was endorsed by the Children's Select Committee on 28 March 2013.</p>		<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>	<p>Henry Powell, Fiona Fitzpatrick henry.powell@wiltshire.gov.uk, fiona.fitzpatrick@wiltshire.gov.uk</p>	
<p>18 Jun 2013 Update on Councillors' Induction Programme</p>	<p>An update for Cabinet on the progress and take up of the Induction Programme for Councillors.</p>			<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>	<p>Laurie Bell laurie.bell@wiltshire.gov.uk</p>	
<p>18 Jun 2013 (Late Item) - Primary Schools at East Trowbridge and Tidworth NEQ - Preferred Bidders</p>	<p>To confirm the outcome of the evaluation and interview process that the Local Authority (LA) held to find their preferred bidders to run the new 210 place primary school in East Trowbridge (with scope to expand to 420 places) and the new 315 place primary school at Tidworth NEQ (with scope to expand to 420 places)</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Nick Glass nick.glass@wiltshire.gov.uk</p>	<p>Yes</p>

23 July 2013

<p>23 Jul 2013 Senior Management Structure (Part II Item)</p>	<p> To inform Cabinet of the roles and responsibilities of the Council's three Corporate Directors.</p>			<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk Leader of the Council</p>		<p>Yes</p>
<p>23 Jul 2013 Review of Business Plan</p>	<p> To review the Council's Business Plan with a view to recommending to Council</p>			<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>	<p>Carlton Brand (Corporate Director) carlton.brand@wiltshire.gov.uk</p>	
<p>23 Jul 2013 Police Partnership Decision Paper</p>						
<p>23 Jul 2013 Proposal to close the Maintained Nursery at St Dunstan CEVC Primary School</p>	<p> To set out the results of the Statutory Notice period from 30 May to 11 July for the proposal to close the Maintained Nursery at St Dunstan CEVC Primary School.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Sarah Clover sarah.clover@wiltshire.gov.uk</p>	
<p>23 Jul 2013 Tender Options for Help to Live at Home (HTL@H) Service (Part II Item)</p>	<p> To provide Cabinet with the tender options for the Help to Live at Home (HTL@H) service.</p>			<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	<p>Yes</p>

<p>23 Jul 2013 Future Service Delivery Model for Waste Management: Business Case evaluation</p>	<p> To present completed business cases to support future delivery options as previously requested by Cabinet (November 2012) & obtain a decision on the preferred model for the Waste Collection & Waste Management services when current delivery contracts expire.</p>	<p>Workshops were held with members of the Wiltshire Environmental Alliance on priorities for a revised waste strategy. Consultation has also been carried out with private & VCS suppliers via interviews and a structured questionnaire as part of a soft market testing process. Unions have been consulted via regular meetings with the Service Director.</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk</p>	
<p>24 September 2013</p>						
<p>24 Sep 2013 Fees and Charges Policy</p>	<p>For Cabinet to consider the Policy in which the Council sets its fees and charges.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>22 October 2013</p>						
<p>22 Oct 2013 10 Year Capital Asset Strategy</p>	<p> To update the Council's Capital Asset Strategy to cover the next 10 years and drive the Capital Programme.</p>	<p>Area Boards</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Mark Stone, Michael Hudson mark.stone@wiltshire.gov.uk, michael.hudson@wiltshire.gov.uk</p>	