

CABINET FORWARD WORK PLAN

1 DECEMBER 2013 TO 31 MARCH 2014

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 three 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)
17 December 2013						
17 Dec 2013 Adoption Agency Report	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.			Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Lin Hitchman lin.hitchman@wiltshire.gov.uk Tel: 01225 713665	
17 Dec 2013 Multi Agency Safeguarding Hub (MASH)	To update Members on the implementation of a Wiltshire Multi Agency Safeguarding Hub.	Communication activity will be scheduled for launch		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Karen Jones karen.jones@wiltshire.gov.uk	
17 Dec 2013 Revenue and Capital Budget Monitoring	To receive an update on the Council's revenue and capital budget.			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk	

<p>17 Dec 2013 Redesign of Waste and Recycling Collection Rounds for Waste Collection Services</p>	<p> To inform Cabinet of options for delivering budget savings from re-modelling operational waste and recycling collection rounds which will impact differentially on cost, residents, and staff, and to seek approval of a preferred option.</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk</p>	
<p>17 Dec 2013 Community Infrastructure Levy Draft Charging Schedule</p>	<p>To seek Cabinet's approval to consult on the Draft Charging Schedule and, following consultation, submission for an independent examination.</p>		<p>Draft Charging Schedule</p>	<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix georgina.clampitt-dix@wiltshire.gov.uk Tel: 01225 713472</p>	
<p>17 Dec 2013 Council Tax Base 2014/2015</p>	<p> For Cabinet to consider and approve the Council Tax Base 2014/2015.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>17 Dec 2013 ***Care and Support Bill (details awaited)</p>					<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	
<p>21 January 2014</p>						

<p>21 Jan 2014 Local Transport Plan: Accessibility Cycling, Smarter Choices and Powered Two Wheeler Strategies</p>	<p> To present results of consultation and for Cabinet to approve the finalised strategies.</p>	<p>Public consultation closed in May.</p>	<p>Accessibility Cycling, Smarter Choices and Powered Two Wheeler Strategies.</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Heather Blake heather.blake@wiltshire.gov.uk</p>	
<p>21 Jan 2014 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>21 Jan 2014 Business Plan Scorecard Update</p>	<p>Update on Performance</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Robin Townsend robin.townsend@wiltshire.gov.uk</p>	
<p>21 Jan 2014 Wiltshire Council Direct Provision - CQC Registered Care Services for Adults</p>	<p>To brief members on the services provided in-house and advise of the achievements in terms of CQC ratings of those services as well as the management systems which are put in place to ensure that Wiltshire Council leads the way in terms of delivery of quality services.</p>			<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Debbie Medlock debbie.medlock@wiltshire.gov.uk</p>	

<p>21 Jan 2014 ***Council Tax Resolution Report (Details awaited)</p>				<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>21 Jan 2014 ***Integration with Health (details awaited)</p>					<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	
<p>11 February 2014</p>						
<p>11 Feb 2014 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>	
<p>11 Feb 2014 Wiltshire Council's Financial Plan 2014/15</p>	<p> The Leader of the Council will present Wiltshire Council's Financial Plan for approval by Cabinet for onward recommendation to Council on 25 February 2014.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	

<p>11 Feb 2014 2014/15 Budget Setting</p>	<p>🔑 To recommend approval of the Council's revenue budget to Council on 25 February 2014. This will also be considered by the Joint Scrutiny Committee in February 2014.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>11 Feb 2014 Personalisation Policy</p>	<p>Agree to go out to public consultation on 3 policies (Personalisation, Charging, Eligibility) and to make Council aware of the possible financial implications and agree to start to financially assess support for Carers,</p>	<p>Consultation with key stakeholders would lead to a requirement for a key decision</p>	<p>3 draft policy documents, Financial Implications</p>	<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	
<p>11 Feb 2014 Treasury Management Strategy 2014/15</p>	<p>To consider and recommend that Council approve the revised Prudential Indicators and a Treasury Management Strategy for 2014/15.</p>	<p>CLT</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>11 Feb 2014 ***Options for Learning Disabilities Provider Services (details awaited)</p>					<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	

11 Feb 2014 ***Mobile Home Act (details awaited)					James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951	
18 March 2014						
18 Mar 2014 Revenue Budget Monitoring	To receive an update on the Council's revenue budget.			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk	
18 Mar 2014 ***Winterbourne View - Progress Report (Details awaited)						