

CABINET FORWARD WORK PLAN

1 JULY 2011 TO 31 OCTOBER 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 Housing
Cllr J Brady	Cabinet Member for Finance, Performance and Risk
Cllr F de Rhé-Philipe	Cabinet Member for Economic Development and Strategic Planning
Cllr L Grundy	Cabinet Member for Children's Services
Cllr K Humphries	Cabinet Member for Public Health and Protection Services
Cllr J Noeken	Cabinet Member for Resources
Cllr T Sturgis	Cabinet Member for Waste, Property, Environment and Development Control Services
Cllr D Tonge	Cabinet Member for Highways and Transport
Cllr S Wheeler	Cabinet Member for Campus Development and Culture (including Leisure, Sport and Libraries)


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
July 2011					
26 Jul 2011 Budget Monitoring	To receive a regular update on the revenue budget.	Corporate Leadership Team	None.	Cllr John Brady john.brady@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk
26 Jul 2011 Reducing Child Poverty	Cabinet to agree the strategy.	Wide consultation - Jan 2011 – April 2011. National strategy also being developed in similar timescale – final document due to be published by April 2011.	Child Poverty Needs assessment http://www.wiltshire.gov.uk/healthandsocialcare/childreynongpeoplefamilies/reducingchildpovertyconsultation.htm	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Lynda Cox lynda.cox@wiltshire.gov.uk Tel: 07500 605299


<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 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 Denominational Home to School Transport</p>	<p> To seek approval for a change to the Council's Education Transport Policy, withdrawing denominational transport assistance with effect from September 2012</p>	<p>Letters being sent to affected schools, parents and the Diocese giving the opportunity to comment on the proposal</p>	<p>None.</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Ian White ian.white@wiltshire.gov.uk</p>
<p>26 Jul 2011 Nursing Provision for Older People, Older People with Mental Health Problems and Customers with Physical Impairment</p>	<p> To seek approval to go out to tender and to subsequently award contracts through delegated authority</p>	<p>Nursing home providers in Wiltshire and the surrounding areas and the Residential and Nursing Home Association</p>	<p>Wiltshire Older People Accommodation Strategy and Market analysis of residential care and nursing care – PA Consulting</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 Street Lighting Contract</p>	<p>To consider the options in connection with current street lighting contract,</p>	<p>Consultations with contract management staff and contractor.</p>	<p>None.</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Peter Binley peter.binley@wiltshire.gov.uk</p>

<p>26 Jul 2011 Procurement and Contract award of Mechanical & Electrical Servicing Contracts for Property Services</p>	<p>a) to note the process that is currently underway for procurement of M&E Servicing Contracts; and b) to delegate authority to a Lead Cabinet Member to approve the award of Contracts on conclusion of the formal Tendering process.</p>	<p>Legal Services, Procurement</p>	<p>None.</p>	<p>Cllr John Noeken, Cllr Toby Sturgis john.noeken@wiltshire.gov.uk, toby.sturgis@wiltshire.gov.uk</p>	<p>Neil Ward neil.ward@wiltshire.gov.uk</p>
<p>26 Jul 2011 Wiltshire Autism Strategy</p>	<p> To gain agreement for the Wiltshire Autism strategy in response to the Autism Act 2010</p> <p>To gain agreement for a tendering exercise to procure specialist residential beds for people with autism and complex needs.</p>	<p>Specialist groups of people with autism and carers have contributed to the draft strategy.</p> <p>Once agreed a wider public consultation will be undertaken.</p>	<p>Draft Autism strategy</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Philip Powell philip.powell@wiltshire.gov.uk</p>
<p>26 Jul 2011 Part II Item: Transformation of the Passenger Assistant Service</p>	<p>To establish an appropriate way forward in delivering Passenger Assistant services on behalf of DCE and DCS customers that is fit for purpose over the next 5 years.</p>		<p>Business Case</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Mr Jason Salter</p>

September 2011

13 Sep 2011 Budget Monitoring	To receive an update on the Councils revenue budget.	Corporate Leadership Team	None.	Cllr John Brady john.brady@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk
13 Sep 2011 Provision of Internal Audit	To explore options for the future deliver of Internal Audit and determine next steps.	Audit Committee	None.	Cllr John Brady john.brady@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk
13 Sep 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>13 Sep 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 Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>
<p>13 Sep 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>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Sharon Britton (Service Director Performance) sharon.britton@wiltshire.gov.uk</p>
<p>13 Sep 2011 Annual Governance Statement 2010-11</p>	<p>To consider a draft Annual Governance Statement for 2010/11 for comment before final approval is sought from the Audit Committee at its meeting on 28 September 2010.</p>	<p>Corporate Leadership Team, Audit Committee and Standards Committee</p>	<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Marie Lindsay marie.lindsay@wiltshire.gov.uk Tel: 01225 718465</p>

<p>13 Sep 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>October 2011</p>					
<p>13 Dec 2011 Fees and Charges Policy</p>	<p> To consider the Council's Corporate Fees, Charges and Concessions Policy</p>	<p>Area Boards and statutory consultees.</p>	<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>18 Oct 2011 Budget Monitoring</p>	<p>To receive an update on the Councils revenue budget</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>13 Dec 2011 Fees and Charges Policy</p>	<p> To consider the Council's Corporate Fees, Charges and Concessions Policy</p>	<p>Area Boards and statutory consultees.</p>	<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>