

CABINET FORWARD WORK PLAN

1 NOVEMBER 2012 TO 28 FEBRUARY 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 Adult Care, Communities and Housing
Cllr J Brady	Cabinet Member for Finance, Performance and Risk
Cllr F de Rhé-Philippe	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 Transformation, Culture, Leisure and Libraries


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)
Rearranged Meeting - 6 November 2012						
6 Nov 2012 Agency and Temporary Staff Contract Award	 To approve the award of the contract.	Completed with stakeholders.	Notification of Private Meeting Template 111012	Cllr John Noeken john.noeken@wiltshire.gov.uk	Barry Pirie barry.pirie@wiltshire.gov.uk	Yes, see attached document.
6 Nov 2012 Future Service Delivery for Waste Management	 To inform & obtain a decision on the future delivery of the Waste Collection & Waste Management services when current delivery contracts expire.	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.		Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Tracy Carter tracy.carter@wiltshire.gov.uk	



<p>6 Nov 2012 Controlled Waste Regulations 2012 and Proposed Changes to the Council's Charging Policies</p>	<p>To make a decision on changes to the Council's charging policies as a result of the reclassification of certain waste types outlined in the new Controlled Waste 2012 regulations.</p>	<p>Any changes agreed by Cabinet will be the subject of a minimum three month consultation period with voluntary & community sector bodies, as set out in the Wiltshire Compact.</p>	<p>Controlled Waste Regulations 2012 and Proposed Changes to the Council's Charging Policies Background Papers Controlled Waste Regulations 2012 and Proposed Changes to the Council's Charging Policies Background Annexes (3)</p>	<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Gareth Jones garethi.jones@wiltshire.gov.uk Tel: 01225 776655</p>	
<p>6 Nov 2012 Council Tax Support Scheme</p>	<p> To approve the council tax support scheme.</p>	<p>Public consultation -See supporting documentation</p>	<p>Consultation Feedback, EIA</p>	<p>Cllr John Brady john.brady@wiltsire.gov.uk</p>	<p>Ian P Brown ianp.brown@wiltshire.gov.uk Tel: 01380 734743</p>	
<p>6 Nov 2012 Revenue Budget Monitoring</p>	<p>Period 5</p>			<p>Cllr John Brady john.brady@wiltsire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	


<p>6 Nov 2012 Volunteering in Wiltshire</p>	<p>To update councillors on the work to develop volunteering across the county. This will include updates on volunteering in libraries and other council services, as well the Spice 'time credits' programme and employee volunteering.</p>	<p>Staff who volunteer</p> <ul style="list-style-type: none"> - Service teams that involve volunteers in their delivery - Volunteer Centre Wiltshire - Key internal stakeholders 	<p>Volunteering strategy and action plan, 'What Matters to You'survey</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Sandie Lewis sandie.lewis@wiltshire.gov.uk</p>	
<p>6 Nov 2012 Public Health Transition Update</p>	<p>To inform Cabinet of the progress of Public Health's planned transition to Wiltshire Council.</p>	<p>Staff Consultation for 6 weeks from 1st August 2012- 12th September.</p> <p>Public information available via residents' magazines</p> <p>Councillor seminars in September 2012</p>		<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Maggie Rae (Corporate Director of Public Health and Public Protection) maggie.rae@wiltshire.gov.uk</p>	
<p>6 Nov 2012 Interim Report on Treasury Management Strategy 2012-13</p>	<p>To provide an update on the interim treasury management position to the end of September 2012 for the financial year 2012/13.</p>	<p>CLT</p>		<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>6 Nov 2012 Housing Management Repairs and Maintenance Contract</p>					<p>Niki Lewis niki.lewis@wiltshire.gov.uk</p>	

18 December 2012

<p>18 Dec 2012 Highways and Streetscene Contract</p>	<p> To award a new contract for the Council's highways and streetscene services.</p>	<p>Consultations undertaken with service managers, procurement, legal and finance regarding contract requirements.</p>	<p>Notification of Private Meeting 011112</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Peter Binley, Parvis Khansari peter.binley@wiltshire.gov.uk, parvis.khansari@wiltshire.gov.uk</p>	<p>Yes, see attached document.</p>
<p>18 Dec 2012 Revenue Budget Monitoring</p>	<p>Period 7</p>			<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>18 Dec 2012 Business Plan Scorecard Update</p>	<p>To inform Cabinet about progress against the Council's priorities as shown in the Business Plan.</p>			<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Paul Mountford paul.mountford@wiltshire.gov.uk Tel: 01225 718431</p>	
<p>18 Dec 2012 Street Lighting Savings</p>	<p> To consider options for reducing the energy consumption and carbon footprint of the Council's street lighting.</p>	<p>Public Consultation is being undertaken. The results of the consultations will be included in the report.</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Peter Binley peter.binley@wiltshire.gov.uk</p>	

<p>18 Dec 2012 Tenancy Strategy</p>	<p> To consider and adopt Wiltshire's first Tenancy Strategy to fulfil its statutory duties following the introduction of the Localism Act.</p>	<p>Communities / members and stakeholders in Wiltshire have been informed and consulted on the strategy via a number of methods including the use of an on-line questionnaire, focus groups with stakeholders and discussion with the housing partnership and Wiltshire's strategic tenant group. The strategy has been amended to reflect those consultations.</p>	<p>1 Tenancy Strategy, 2 Response summary of consultation, 3 Summary of changes made</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Nicole Smith nicole.smith@wiltshire.gov.uk</p>	
<p>18 Dec 2012 Council Housing Governance</p>	<p> To agree new governance arrangements for making decisions regarding council housing</p>	<p>Tenants Panel, housing portfolio holder</p>		<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Derek Streek derek.streek@wiltshire.gov.uk</p>	
<p>18 Dec 2012 Council Tax Base 2013/2014</p>	<p>To set and approve the Council Tax Base for 2013/2014.</p>			<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>22 January 2013</p>						

<p>22 Jan 2013 Community Infrastructure Levy - Draft Charging Schedule</p>	<p> To report on the consultation on the Preliminary Draft Charging Schedule and advise on arrangements for the secondary consultation for the Revised Draft Charging Schedule.</p>			<p>Cllr Fleur de Rhé-Philipe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>	
<p>12 February 2013</p>						
<p>12 Feb 2013 Revenue Budget Monitoring</p>	<p>Period 9</p>			<p>Cllr John Brady john.brady@wilts-hire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk</p>	
<p>12 Feb 2013 Revenue Budget, Housing Revenue Account (HRA), Capital Programme for 2013/14 and Council Tax Setting</p>	<p> To recommend approval of the Council's revenue budget, HRA and capital programme for 2013/14 to Council on 26 February 2013. This will also be considered by the Joint Scrutiny Committee in February 2012.</p>			<p>Cllr John Brady john.brady@wilts-hire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>19 March 2013</p>						

<p>19 Mar 2013 Redesign of waste Collection rounds & future working patterns</p>	<p> To seek a decision on a preferred option to change rounds and staff working patterns within the collection service to achieve improved efficiencies.</p>	<p>Consultation with the recognised trade unions and staff to take place during November 2012.</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>John Geary john.geary@wiltshire.gov.uk</p>	
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