

**CABINET FORWARD WORK PLAN**

1 MARCH 2012 TO 30 JUNE 2012

**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](mailto: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
March 2012					
<b>20 Mar 2012</b> Notification of an Additional Item of Key Decision Business: Highways and Amenities Works Contract	 To approve the procurement of a new contract for the provision of the Council's highways and amenities works services.	Consultation has taken place with existing service managers, financial, procurement, environmental and legal officers of the Council.  Soft market testing has taken place with potential suppliers.	Notification of an Additional Item of Key Decision business 23.02.12	Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a>	Carlton Brand (Corporate Director Resources) <a href="mailto:carlton.brand@wiltshire.gov.uk">carlton.brand@wiltshire.gov.uk</a>
<b>20 Mar 2012</b> Joint Strategic Assessment	To note the progress of the Joint Strategic Assessment programme				Maggie Rae (Director of Public Health and Public Protection) <a href="mailto:maggie.rae@wiltshire.gov.uk">maggie.rae@wiltshire.gov.uk</a>
<b>20 Mar 2012</b> School Admission 2013/14	To determine Wiltshire Council's admission arrangements for Voluntary Controlled & Community school's for 2013/14 intake.  To determine Wiltshire Council's Co-ordinated Schemes for Admissions 2013/14.	Consulted with all schools in Wiltshire, Diocese, all neighbouring authorities. This has also been placed on Wiltshire Council website and press release/radio interview carried out to inform parents and other interested parties.	4 documents in total. Proposed Admission Arrangements Primary & Secondary 2013/14.	Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a>	Debbie Clare <a href="mailto:debbie.clare@wiltshire.gov.uk">debbie.clare@wiltshire.gov.uk</a> Tel: 01225 713010
April 2012					

<p><b>17 Apr 2012</b> Quality of Life Survey</p>	<p>To note and approve the findings of the 'What Matters To You' survey.</p>			<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Maggie Rae (Director of Public Health and Public Protection) <a href="mailto:maggie.rae@wiltshire.gov.uk">maggie.rae@wiltshire.gov.uk</a></p>
<p><b>17 Apr 2012</b> Children in Care Commissioning Strategy</p>	<p>To set out plans and priorities for services for children in care over the next 3 years.</p> <p>This will include how the Council will discharge corporate parenting functions.</p>	<p>The draft strategy was issued at the end of July 2011. A number of consultation events were held. This included consultation with children and young people in care, events for staff and discussion of the draft at the Looked After Children Scrutiny Task Group</p>	<p>The report will introduce the strategy. The strategy will be included as an Appendix. Will refer to reports on consultation vents.</p>	<p>Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a></p>	<p>Jane Shuttleworth <a href="mailto:jane.shuttleworth@wiltshire.gov.uk">jane.shuttleworth@wiltshire.gov.uk</a></p>
<p><b>17 Apr 2012</b> Psychosocial Services - Her Majesty's Prison, Erlestoke</p>	<p>To propose to Wiltshire Council's Cabinet the tendering of the psychosocial services delivered at HMP Erlestoke</p>			<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Joe Bowerbank</p>
<p><b>17 Apr 2012</b> Integrated Drug and Alcohol Treatment System</p>	<p>To propose to Wiltshire Council's Cabinet the re-commissioning and tendering of Tier 2 and 3 Substance Misuse Services</p>			<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Joe Bowerbank</p>

<b>17 Apr 2012</b> Budget Monitoring	To receive an update on the Councils revenue budget.	Corporate Leadership Team		Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a>
<b>17 Apr 2012</b> Fees and Charges Policy	 To consider the Council's Corporate Fees, Charges and Concessions Policy	Area Boards and statutory consultees.		Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a>
<b>17 Apr 2012</b> Emergency Preparedness in Response to the Olympics	 To update the Cabinet on resilience for the evening event and torch relay.			Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	Maggie Rae (Director of Public Health and Public Protection) <a href="mailto:maggie.rae@wiltshire.gov.uk">maggie.rae@wiltshire.gov.uk</a>
<b>17 Apr 2012</b> Full Utilisation of Care & Support Framework Agreement	 To seek a decision to increase the choice and control of customers via the DCS0193 Care & Support Framework Agreement.	Full consultation with customers and staff will start once paper has an agreed schedule date for cabinet.	Report and appendices	Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a>	Hazel Matthews <a href="mailto:hazel.matthews@wiltshire.gov.uk">hazel.matthews@wiltshire.gov.uk</a>
<b>17 Apr 2012</b> National Illegal Money Lending Team - Authorisations	To seek approval to authorise the National Illegal Money Lending Team (Birmingham City Council) to investigate and institute proceedings against illegal money lenders operating within the Wiltshire Council area.		Protocol for illegal money lending project.	Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	Steve Clover <a href="mailto:steve.clover@wiltshire.gov.uk">steve.clover@wiltshire.gov.uk</a> Tel: 01225 713548

May 2012					
June 2012					
<b>19 Jun 2012</b> Voluntary and Community Sector Strategy for Wiltshire	To seek formal adoption by Wiltshire Council.	We will have completed a 3 month consultation by the time of the Cabinet meeting	Strategy and Action Plan	Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a>	Emma Cooper <a href="mailto:emma.cooper@wiltshire.gov.uk">emma.cooper@wiltshire.gov.uk</a>
<b>19 Jun 2012</b> Business Plan Scorecard Report	To inform Cabinet about progress against the Council's priorities as shown in the Business Plan.			Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Sharon Britton <a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a>
Future Items					