

**CABINET FORWARD WORK PLAN**

1 JULY 2012 TO 31 OCTOBER 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:**


<b>Name</b>	<b>Portfolio Details</b>
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 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 Services on 01225 718220 for further information.

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact
July 2012					
<b>24 Jul 2012</b> Annual Governance Statement 2011-2012	To consider the draft Annual Governance Statement 2011-12 before final approval is sought from the Audit Committee on 7 September 2012.	Assurance Group CLT Audit Committee KPMG	Directors' Assurance Statements; Assurance Framework		Ian Gibbons <a href="mailto:ian.gibbons@wiltshire.gov.uk">ian.gibbons@wiltshire.gov.uk</a> Tel: 01225 713052
<b>24 Jul 2012</b> Annual Report on Treasury Management 2011-12	To provide an update on the Treasury Management outturn for the financial year 2011/12 and then forwarded on to Council.			Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Keith Stephens <a href="mailto:keith.stephens@wiltshire.gov.uk">keith.stephens@wiltshire.gov.uk</a>
<b>24 Jul 2012</b> Dog Control Orders	Cabinet to consider whether to make Dog Control orders <ul style="list-style-type: none"> <li>a) Requiring the keeper of a dog to clean up after it has fouled</li> <li>b) Excluding dogs from enclosed children's play areas</li> <li>c) Permitting an authorised officer to require a dog that appears to be causing or likely to cause alarm or distress to be put on a lead.</li> </ul>	<ol style="list-style-type: none"> <li>1. Informal public consultation – November 2010 to February 2011</li> <li>2. Informal consultation with Parish and Town Council's November 2011-January 2012</li> <li>3. Formal public consultation for 28 days ending on 19 April 2012</li> </ol>		Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	Mandy Bradley <a href="mailto:mandy.bradley@wiltshire.gov.uk">mandy.bradley@wiltshire.gov.uk</a>

<p><b>24 Jul 2012</b> Highways Consultancy Contract</p>	<p> To approve the award of the Highways Consultancy Contract.</p>			<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Peter Binley <a href="mailto:peter.binley@wiltshire.gov.uk">peter.binley@wiltshire.gov.uk</a></p>
<p><b>24 Jul 2012</b> Major Incident Plan</p>	<p>To obtain Cabinet Member's approval of the revised Major Incident Plan.</p>	<p>The review involved an extensive internal consultation exercise between August and October 2011, involving all services with Emergency Planning roles and responsibilities.</p>		<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Mandy Bradley <a href="mailto:mandy.bradley@wiltshire.gov.uk">mandy.bradley@wiltshire.gov.uk</a></p>
<p>August 2012</p>					
<p>September 2012</p>					
<p><b>24 Jul 2012</b> Building an Effective Local HealthWatch in Wiltshire</p>	<p> To make a decision on the proposed arrangements to secure a Local Healthwatch for Wiltshire which fulfils its statutory duties as set out in the Health and Social Care Act.</p>	<p>Communities in Wiltshire have been informed and consulted on the plans via a number of methods including the use of an on-line survey, focus groups with stakeholders and discussion with potential service providers. The specification reflects those consultations.</p> <p>The paper also draws on the views of the Healthwatch Implementation Task group facilitated by the LINK (WIN); made up of members of WIN, NHS and Wiltshire Council Officers.</p>	<p>Healthwatch Transition Plan and appendix Local Healthwatch: A strong voice for people – the policy explained</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Julie Martin <a href="mailto:julie.martin@wiltshire.gov.uk">julie.martin@wiltshire.gov.uk</a></p>

<p><b>10 Sep 2012</b> Voluntary and Community Sector Strategy for Wiltshire</p>	<p>To seek formal adoption by Wiltshire Council.</p>	<p>We will have completed a 3 month consultation by the time of the Cabinet meeting</p>	<p>Strategy and Action Plan</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Emma Cooper <a href="mailto:emma.cooper@wiltshire.gov.uk">emma.cooper@wiltshire.gov.uk</a></p>
<p><b>10 Sep 2012</b> Adult Education</p>	<p> To report the outcome of consultations undertaken following resolution of cabinet on 17 January 2012.</p>			<p>Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a></p>	<p>Simon Burke <a href="mailto:simon.burke@wiltshire.gov.uk">simon.burke@wiltshire.gov.uk</a></p>
<p><b>10 Sep 2012</b> 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 <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Paul Mountford <a href="mailto:paul.mountford@wiltshire.gov.uk">paul.mountford@wiltshire.gov.uk</a> Tel: 01225 718431</p>