

**CABINET FORWARD WORK PLAN**

1 OCTOBER 2012 TO 31 JANUARY 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:



<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-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](mailto: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)
Ordinary Meeting - 23 October 2012						
<b>23 Oct 2012</b> Local Healthwatch and NHS Complaints Service	 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>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>	Healthwatch Transition Plan and appendix Local Healthwatch: A strong voice for people – the policy explained	Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a>	Niki Lewis <a href="mailto:niki.lewis@wiltshire.gov.uk">niki.lewis@wiltshire.gov.uk</a>	



<p><b>23 Oct 2012</b> School Funding Reform: Arrangements for 2013-14</p>	<p> To inform Cabinet about the DfE proposals for school funding reform in 2013-14 and to gain approval for the proposed funding formula for Wiltshire schools. The revised formula must be submitted to the Education Funding Agency by 31 October 2012.</p>	<p>Consultation will be held with all Wiltshire maintained schools and academies through September. Consultation will also be held with Early Years settings.</p> <p>Schools Forum will recommend a revised formula, compliant with the new regulations, taking the consultation outcomes in to account.</p>	<p>School Funding Reform: arrangements for 2013-14 (DfE)</p>	<p>Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a></p>	<p>Elizabeth Williams <a href="mailto:elizabethA.williams@wiltshire.gov.uk">elizabethA.williams@wiltshire.gov.uk</a></p>	
<p><b>23 Oct 2012</b> (Updated 11 October) Agency and Temporary Staff Contract Award</p>	<p> To approve the award of the contract.</p>	<p>Completed with stakeholders.</p>		<p>Cllr John Noeken <a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a></p>	<p>Barry Pirie <a href="mailto:barry.pirie@wiltshire.gov.uk">barry.pirie@wiltshire.gov.uk</a></p>	<p>Yes, see attached document (updated 11 Oct 2012)</p>
<p><b>23 Oct 2012</b> Wiltshire's Annual Public Health Report 2011-12</p>	<p>To present to Cabinet Wiltshire's Public Health Annual Report 2011-12, publication of which is a statutory requirement</p>			<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Maggie Rae (Corporate Director of Public Health and Public Protection) <a href="mailto:maggie.rae@wiltshire.gov.uk">maggie.rae@wiltshire.gov.uk</a></p>	
<p><b>23 Oct 2012</b> Review of Wiltshire Council Recovery Plan</p>	<p>To agree plan and recommend approval to Council.</p>	<p>Internal only</p>	<p>Recovery Plan</p>	<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>John Carter <a href="mailto:john.carter@wiltshire.gov.uk">john.carter@wiltshire.gov.uk</a> Tel: 01225 776655</p>	


<p><b>23 Oct 2012</b> Second Tranche Campus Proposals and Update on Overall Delivery Programme</p>	<p> To update Cabinet on the work of the second tranche of campus proposals and to ask that Cabinet consider approving the finance required to deliver the proposals. An update on the programme as whole will also be given.</p>		<p>Notification of Private Meeting 250912</p>	<p>Cllr Stuart Wheeler <a href="mailto:stuart.wheeler@wiltshire.gov.uk">stuart.wheeler@wiltshire.gov.uk</a></p>	<p>Mark Stone, Lucy Murray- Brown <a href="mailto:mark.stone@wiltshire.gov.uk">mark.stone@wiltshire.gov.uk</a>, <a href="mailto:lucy.murray-brown@wiltshire.gov.uk">lucy.murray-brown@wiltshire.gov.uk</a></p>	<p>Yes – see appendix</p>
<p><b>23 Oct 2012</b> Integration of Public Health</p>				<p>Cllr Jane Scott OBE <a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a></p>	<p>Barry Pirie <a href="mailto:barry.pirie@wiltshire.gov.uk">barry.pirie@wiltshire.gov.uk</a></p>	
<p>Rearranged Meeting - 6 November 2012</p>						
<p><b>6 Nov 2012</b> Future Service Delivery for Waste Management</p>	<p> To inform &amp; obtain a decision on the future delivery of the Waste Collection &amp; Waste Management services when current delivery contracts expire.</p>	<p>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 &amp; VCS suppliers via interviews and a structured questionnaire.</p>		<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Tracy Carter <a href="mailto:tracy.carter@wiltshire.gov.uk">tracy.carter@wiltshire.gov.uk</a></p>	

<p><b>6 Nov 2012</b> 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 &amp; community sector bodies, as set out in the Wiltshire Compact.</p>		<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Gareth Jones <a href="mailto:garethi.jones@wiltshire.gov.uk">garethi.jones@wiltshire.gov.uk</a> Tel: 01225 776655</p>	
<p><b>6 Nov 2012</b> 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 <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Ian P Brown <a href="mailto:ianp.brown@wiltshire.gov.uk">ianp.brown@wiltshire.gov.uk</a> Tel: 01380 734743</p>	
<p><b>6 Nov 2012</b> Revenue Budget Monitoring</p>				<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>	
<p><b>6 Nov 2012</b> 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 - Service teams that involve volunteers in their delivery - Volunteer Centre Wiltshire - Key internal stakeholders</p>	<p>Volunteering strategy and action plan, 'What Matters to You' survey</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Sandie Lewis <a href="mailto:sandie.lewis@wiltshire.gov.uk">sandie.lewis@wiltshire.gov.uk</a></p>	

<p><b>6 Nov 2012</b> 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 1<sup>st</sup> August 2012- 12<sup>th</sup> September.</p> <p>Public information available via residents' magazines</p> <p>Councillor seminars in September 2012</p>		<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Maggie Rae (Corporate Director of Public Health and Public Protection) <a href="mailto:maggie.rae@wiltshire.gov.uk">maggie.rae@wiltshire.gov.uk</a></p>	
<p><b>6 Nov 2012</b> 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 <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>	
<p><b>6 Nov 2012</b> Housing Management Repairs and Maintenance Contract</p>					<p>Niki Lewis <a href="mailto:niki.lewis@wiltshire.gov.uk">niki.lewis@wiltshire.gov.uk</a></p>	
<p>18 December 2012</p>						
<p><b>18 Dec 2012</b> 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>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Peter Binley, Parvis Khansari <a href="mailto:peter.binley@wiltshire.gov.uk">peter.binley@wiltshire.gov.uk</a>, <a href="mailto:parvis.khansari@wiltshire.gov.uk">parvis.khansari@wiltshire.gov.uk</a></p>	



<p><b>18 Dec 2012</b> Revenue Budget Monitoring</p>	<p> To recommend approval of the Council's revenue budget, HRA and capital programme for 2011/12 to Council on 22 February 2011. This will also be considered by the Joint Scrutiny Committee on 10 February 2011.</p>	<p>Area Boards and statutory consultees</p>		<p>Cllr Fleur de Rhé-Philippe <a href="mailto:fleur.derhephilipe@wiltshire.gov.uk">fleur.derhephilipe@wiltshire.gov.uk</a></p>	<p>Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>	
<p><b>18 Dec 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>	
<p><b>18 Dec 2012</b> 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 <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>18 Dec 2012</b> 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 <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Nicole Smith <a href="mailto:nicole.smith@wiltshire.gov.uk">nicole.smith@wiltshire.gov.uk</a></p>	
<p><b>18 Dec 2012</b> 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 <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Derek Streek <a href="mailto:derek.streek@wiltshire.gov.uk">derek.streek@wiltshire.gov.uk</a></p>	