

**CABINET FORWARD WORK PLAN**

1 FEBRUARY 2011 TO 31 MAY 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 Libraries |
| Cllr J Brady          | Cabinet Member for Economic Development, Planning and Housing              |
| Cllr F de Rhé-Philipe | Cabinet Member for Finance, Performance and Risk                           |
| Cllr L Grundy         | Cabinet Member for Children's Services                                     |
| Cllr K Humphries      | Cabinet Member for Health and Wellbeing                                    |
| Cllr J Noeken         | Cabinet Member for Resources   |
| Cllr T Sturgis        | Cabinet Member for Waste, Property and Environment                         |
| Cllr D Tonge          | Cabinet Member for Highways and Transport                                  |
| Cllr S Wheeler        | Cabinet Member for Leisure, Sport and Culture                              |


## 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  |
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| <b>15 Feb 2011</b><br>Revenue Budget, Housing Revenue Account (HRA) and Capital Programme for 2011/12 | <br>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. | Area Boards and statutory consultees  | None.                | Cllr Fleur de Rhe-Philippe<br><a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a> | Michael Hudson<br><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a> |
| <b>15 Feb 2011</b><br>Fees and Charges 2011/12  | <br>To consider the Council's fees and charges for 2011/12.  | Area Boards and statutory consultees  | None.                | Cllr Fleur de Rhe-Philippe<br><a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a> | Michael Hudson<br><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a> |
| <b>15 Feb 2011</b><br>Wiltshire Council's Business Plan   | <br>The Council's Business Plan will set out how the Council organises itself to deliver the Corporate Plan priorities and the Council's part of the Community Plan.   | Corporate Leadership Team. Consultation relating to key decisions highlighted in the Business Plan will be undertaken as part of those decisions. | None.                | Cllr Jane Scott OBE<br><a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a>                          | Andrew Kerr<br><a href="mailto:andrew.kerr@wiltshire.gov.uk">andrew.kerr@wiltshire.gov.uk</a>          |
| <b>15 Feb 2011</b><br>Budget Monitoring   | To receive an update on the Council's capital and revenue budget  | Corporate Leadership Team   | None.                | Cllr Fleur de Rhe-Philippe<br><a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a> | Michael Hudson<br><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a> |


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| <p><b>15 Feb 2011</b><br/>Helped to Live at Home</p>  | <p><br/>To seek approval from Members to proceed with letting contracts in excess of £1m that will result in transferring Wiltshire Council staff to external providers and to report back on the outcome of consultation with sheltered housing tenants</p> | <p>Service providers, customers, sheltered housing tenants and the NHS</p>            | <p>None.</p>   | <p>Cllr John Thomson<br/><a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p> | <p>Nicola Gregson<br/><a href="mailto:nicola.gregson@wiltshire.gov.uk">nicola.gregson@wiltshire.gov.uk</a><br/>Tel: 01225 771673</p> |
| <p><b>15 Feb 2011</b><br/>Outline Campus Development Timetable and Campus Management Proposal</p> | <p><br/>To build on the Leisure Review and outline the proposed campus development programme and the timetable for developing and piloting and alternative approach to operational estate management and ownership</p>                                       | <p>Corporate Leadership Team, Capital Asset Board, internal and external partners</p> | <p>None.</p>   | <p>Cllr John Noeken<br/><a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a></p>    | <p>Mark Stone<br/><a href="mailto:mark.stone@wiltshire.gov.uk">mark.stone@wiltshire.gov.uk</a></p>                                   |
| <p><b>15 Feb 2011</b><br/>Wiltshire Local Transport Plan 2011 - 2026</p>                          | <p><br/>To recommend to Council the approval of the third Wiltshire Local Transport Plan.</p>  | <p>Issues Paper Mar-May 2009. Public consultation Oct-Nov 2010</p>                    | <p>Wiltshire Local Transport Plan - Strategy, Implementation Plan, Public Transport Strategy, Road Safety Strategy, Freight Strategy</p> | <p>Cllr Dick Tonge<br/><a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p> | <p>Mr Robert Murphy<br/><a href="mailto:robert.murphy@wiltshire.gov.uk">robert.murphy@wiltshire.gov.uk</a></p>                       |

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| <p><b>15 Feb 2011</b><br/>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>Additional information will be placed on the website</p> | <p>Cllr Fleur de Rhe-Philippe<br/><a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p> | <p>Sharon Britton (Service Director Performance)<br/><a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a></p> |
| <p><b>15 Feb 2011</b><br/>Aggregate Minerals Site Allocations DPD: Results of Recent Consultation on Initial Site Options</p> | <p>To present the results of the recent consultation exercise on the Aggregate Minerals initial site options report and outline the details of the next stages.</p> |  | <p>Appendices</p>   | <p>Cllr John Brady<br/><a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>                              | <p>Alistair Cunningham<br/><a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a></p>                 |
| <p><b>15 Feb 2011</b><br/>Census 2011</p>   | <p>To update on arrangements for the Census 2011.</p>   |  | <p>None.</p>  | <p>Cllr Keith Humphries<br/><a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>               | <p>Philip Morgan<br/><a href="mailto:philip.morgan@wiltshire.gov.uk">philip.morgan@wiltshire.gov.uk</a></p>                                   |

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| <p><b>15 Feb 2011</b><br/>Notification of an Additional Item of Key Decision Business - Municipal Waste Disposal (Landfill Diversion Contract)</p> | <p> To update Cabinet on progress with negotiations with the preferred Tenderer. To seek confirmation of the approval to award a contract to the preferred tenderer subject to completion of any outstanding detail of the contract documentation to the satisfaction of the Council and to seek confirmation of the approval to authorise the Chief Executive to complete the certification requirements of the Local Government (Contracts) Act 1997 in respect of the above contract.</p> |  | <p>Notification of Additional Items of Key Decision Business 4.2.11</p>  | <p>Cllr Toby Sturgis<br/><a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>                        | <p>Mark Boden - Director of Neighbourhood and Planning<br/><a href="mailto:mark.boden@wiltshire.gov.uk">mark.boden@wiltshire.gov.uk</a></p>        |
| <p><b>22 Mar 2011</b><br/>Budget Monitoring</p>  | <p>To receive a regular update on the capital and revenue budget</p>  | <p>Corporate Leadership Team</p>                         | <p>None.</p>   | <p>Cllr Fleur de Rhe-Philippe<br/><a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p> | <p>Michael Hudson<br/><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>                                     |
| <p><b>22 Mar 2011</b><br/>NHS White Paper - Healthy Lives, Healthy People</p>  | <p>Update following White Paper on new local authority responsibilities for Public Health</p>   | <p>National consultation Period ending 8 March 2011.</p> | <p><a href="http://www.dh.gov.uk/prod_consum_dh/groups/dh_digital_assets/@dh/@en/@ps/documents/digitalasset/dh_122347.pdf">http://www.dh.gov.uk/prod_consum_dh/groups/dh_digital_assets/@dh/@en/@ps/documents/digitalasset/dh_122347.pdf</a></p> | <p>Cllr Jane Scott OBE<br/><a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a></p>                          | <p>Maggie Rae (Joint Corporate Director Health and Wellbeing)<br/><a href="mailto:maggie.rae@wiltshire.gov.uk">maggie.rae@wiltshire.gov.uk</a></p> |

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| <p><b>22 Mar 2011</b><br/>Waste Site Allocations Development Plan Document</p>               | <p> To seek approval to consult on the formal Regulation 27 Waste Site Allocations Document.</p>                          | <p>This will commence for 6 weeks following the Cabinet meeting.</p> | <p>Draft of the document and technical reports</p> | <p>Cllr John Brady<br/><a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>                              | <p>Alistair Cunningham<br/><a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a></p> |
| <p><b>22 Mar 2011</b><br/>Proposals for Remodelled Roles within Waste Collection</p>         | <p>To seek endorsement of proposals to remodel the Waste Collection role(s) across the county to inform the work to harmonise staff terms and conditions within the service.</p>                           | <p>Corporate Leadership Team, Unions and staff.</p>                  | <p>None.</p>                                       | <p>Cllr Toby Sturgis<br/><a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>                        | <p>Tracy Carter<br/><a href="mailto:tracy.carter@wiltshire.gov.uk">tracy.carter@wiltshire.gov.uk</a></p>                      |
| <p><b>19 Apr 2011</b><br/>Budget Monitoring</p>  | <p>To receive a regular update on the capital and revenue budget</p>   | <p>Corporate Leadership Team</p>                                     | <p>None.</p>                                       | <p>Cllr Fleur de Rhe-Philippe<br/><a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p> | <p>Michael Hudson<br/><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>                |
| <p><b>19 Apr 2011</b><br/>Quarterly Progress Update - Workplace Transformation Programme</p> | <p>Regular update on progress of Workplace Transformation Programme</p>  |  | <p>None.</p>                                       | <p>Cllr John Noeken<br/><a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a></p>                           | <p>Mark Stone<br/><a href="mailto:mark.stone@wiltshire.gov.uk">mark.stone@wiltshire.gov.uk</a></p>                            |
| <p><b>19 Apr 2011</b><br/>Special Educational Needs (SEN) Confirmation of Decisions</p>      | <p> To report the outcome of the statutory notice published subsequent to the decisions of Cabinet on 27 July 2010.</p> | <p>Public Consultation in the Review of SEN Provision in 2010.</p>   | <p>None.</p>                                       | <p>Cllr Lionel Grundy OBE<br/><a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a></p>                 | <p>Trevor Daniels<br/><a href="mailto:trevor.daniels@wiltshire.gov.uk">trevor.daniels@wiltshire.gov.uk</a></p>                |



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| <p><b>19 Apr 2011</b><br/>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 Fleur de Rhe-Philippe<br/><a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p> | <p>Michael Hudson<br/><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p> |
| <p><b>19 Apr 2011</b><br/>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<br/><a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>                        | <p>James Cawley<br/><a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a></p>       |
| <p><b>24 May 2011</b><br/>Budget Monitoring</p>                      | <p>To receive an update on the Councils capital and revenue budget.</p>   | <p>Corporate Leadership Team</p>             | <p>None.</p> | <p>Cllr Fleur de Rhe-Philippe<br/><a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p> | <p>Michael Hudson<br/><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p> |