

CABINET FORWARD WORK PLAN

1 APRIL 2013 TO 31 JULY 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



Please Note - Membership of Cabinet from May 2013 is subject to the outcome of the Unitary Council elections on 2 May. Annual Council at its meeting on 14 May will appoint a Leader of the Council. This appointment will be for a period of four years. The Leader will then appoint his/her Cabinet members. This Forward Plan will be updated as soon as possible thereafter with the membership and responsibilities of Cabinet members.


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)
16 April 2013 - Cancelled						
21 May 2013						
18 June 2013						
18 Jun 2013 Community Infrastructure Levy - Draft Charging Schedule	 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.			Cllr Fleur de Rhé-Philippe fleur.derhephilipe@wiltshire.gov.uk	Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203	
18 Jun 2013 Fees and Charges Policy				Cllr John Brady john.brady@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk	
18 Jun 2013 Business Plan Scorecard Year End Report				Cllr John Brady john.brady@wiltshire.gov.uk	Paul Mountford paul.mountford@wiltshire.gov.uk Tel: 01225 718431	

<p>18 Jun 2013 Adoption Agency Report</p>	<p> To ensure that the Executive of the Council is satisfied that the Adoption Agency is effective and achieving good outcomes for children, young people and service users, as required by the 2011 Statutory Adoption Guidance and the 2011 Adoption National Minimum Standards.</p>			<p>Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk</p>	<p>Lin Hitchman lin.hitchman@wiltshire.gov.uk Tel: 01225 713665</p>	
<p>18 Jun 2013 Revenue Outturn 2012/13</p>	<p>To advise Cabinet of the final outturn position as at 31 March 2013 for the financial year 2012/13.</p>			<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>18 Jun 2013 Future Service Delivery Model for Waste Management: Business Case evaluation</p>	<p> To present completed business cases to support future delivery options as previously requested by Cabinet (November 2012) & obtain a decision on the preferred model for the Waste Collection & 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 & VCS suppliers via interviews and a structured questionnaire as part of a soft market testing process. Unions have been consulted via regular meetings with the Service Director.</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk</p>	
<p>23 July 2013</p>						

<p>23 Jul 2013 Proposal to close the Maintained Nursery at St Dunstan CEVC Primary School</p>	<p> To set out the results of the Statutory Notice period from 30 May to 11 July for the proposal to close the Maintained Nursery at St Dunstan CEVC Primary School.</p>			<p>Cabinet Member for Children's Services</p>	<p>Sarah Clover sarah.clover@wiltshire.gov.uk</p>
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