

Overview & Scrutiny Organisation and Resources Select Committee

Rolling Work Plan from November 2010

SUBJECTS	COMMITTEE/ TASK GROUP	NEXT DATE TO O & S COMMITTEE	SPECIFIC ISSUES FOR DISCUSSION	REPORT AUTHOR	CABINET MEMBER/ PORTFOLIO HOLDER
Major Contracts (Standing)	Task Group	Ongoing	To receive updates on major contracts when appropriate.	Ashley Matthews	Cllr John Noeken
Workplace Transformation Programme (inc. Business Transformation Programme)/ICT	Task Group	Ongoing	To consider updates on progress of the Workplace Transformation Programme (to include ICT) Four year programme	Mark Stone	Cllr John Noeken
S106 Agreements	Task Group	Ongoing	To receive an update on progress.	Ceri Williams/ Sharon Smith	Cllr John Brady/ Cllr Richard Beattie
Partnerships (Standing)	Task Group	Ongoing November 2010	To receive an update on progress.	Ceri Williams	Cllr John Noeken
Scrutiny Representation on Project Boards	Committee	Ongoing	Scrutiny representatives to provide written updates where applicable	Cllr Ricky Rogers Cllr Jonathon Seed Cllr Peggy Dow Cllr Pip Ridout	

SUBJECTS	COMMITTEE/ TASK GROUP	NEXT DATE TO O & S COMMITTEE	SPECIFIC ISSUES FOR DISCUSSION	REPORT AUTHOR	CABINET MEMBER/ PORTFOLIO HOLDER
Wiltshire Council's Business Plan	Committee	January 2011	To receive details of the Council's business plan expected in December 2010.	Andrew Kerr	Cllr Jane Scott
Business Management Programme (SAP)	Committee	January 2011	To receive an update report on the Shared Services Team developments, including the HR and Procurement aspects of SAP	Jacqui White	Cllr John Noeken/ Cllr Chris Cochrane
Area Boards - Update	Committee	March 2011	To receive an update following the review of Area Boards. To include details on progress made on the Handbook.	Sue Remond/ Niki Lewis/ Steve Milton	Cllr John Thomson
Council Funding Framework for the Voluntary Community Sector	Committee	March/May 2011	To receive an update on the implementation of the VCS framework.	Niki Lewis	Cllr John Thomson
Member Support in the Locality	Task Group	September 2011	To undertake a review on member support in September 2011	Henry Powell	Cllr Laura Mayes

SUBJECTS	COMMITTEE/ TASK GROUP	NEXT DATE TO O & S COMMITTEE	SPECIFIC ISSUES FOR DISCUSSION	REPORT AUTHOR	CABINET MEMBER/ PORTFOLIO HOLDER
Budget and Performance	Committee	September 2011	To review budget and performance monitoring arrangements	Matthew Tiller	Cllr Fleur de Rhe-Philippe
Service Transformation (HR)	Committee	tbc	To receive an update on service transformation	Barry Pirie	Cllr Laura Mayes

DRAFT

Cabinet Forward Work Plan
October 2010 – February 2011

Items that may be of interest to the
Organisation and Resources Select Committee

SUBJECTS	DATE TO CABINET	SPECIFIC ISSUES FOR DISCUSSION	RESPONSIBLE CABINET MEMBER	OFFICER CONTACT
Budget Monitoring	19 October 16 November 14 December 25 January 2011 8 February 2011	To receive a regular update on the capital and revenue budget.	Cllr Fleur de Rhe-Philipe	Matthew Tiller
Funding Delegated Services	19 October 2010	To seek Cabinet approval of funding arrangements for services delegated to Town Councils, Parish Councils or Community Groups.	Cllr Dick Tonge	Mark Smith
Quarterly Progress Update - Workplace Transformation Programme	19 October 2010 25 January 2010	Regular update on progress of Workplace Transformation Programme.	Cllr John Noeken	Mark Stone
Wiltshire Council Browfort Hub, Devizes TUPE Building Cleaning	19 October 2010 (did not appear on Cabinet Agenda)	To consider the transfer of Wiltshire Council building cleaning staff to the Corporate Facilities Management Contract provider, currently Sodexo	Cllr John Noeken	Mike Swabey

SUBJECTS	DATE TO CABINET	SPECIFIC ISSUES FOR DISCUSSION	RESPONSIBLE CABINET MEMBER	OFFICER CONTACT
Library Services Review	14 December 2010 (Originally scheduled for 19 October 2010 – deferred in October)	Re-design and modernisation of Library Services, including £500,000 savings target achievement.	Cllr John Thomson	Niki Lewis
Review of Constitution	19 October 2010	To consider the outcome of the review of the constitution and to recommend any changes to the constitution as a result of the review to Council. This will include the review of development control, overview and scrutiny arrangements and other elements of the constitution.	Cllr Jane Scott OBE	Yamina Rhouati
Contribution of Council Staff to Wiltshire Communities: 'Wiltshire's Community Action Scheme'	19 October 2010 (did not appear on Cabinet agenda)	For Cabinet to consider the implementation of a Council staff employee volunteering scheme	Cllr John Thomson	Sandie Lewis
Visit Wiltshire Partnership – Business Plan	19 October 2010 (Originally scheduled for 14 September 2010 – deferred in October)	To consider proposals regarding the future business plan of Visit Wiltshire Partnership.	Cllr John Brady	Alistair Cunningham

SUBJECTS	DATE TO CABINET	SPECIFIC ISSUES FOR DISCUSSION	RESPONSIBLE CABINET MEMBER	OFFICER CONTACT
Progress Report – Delivering Customer Focus Programme	19 October 2010 (did not appear on Cabinet agenda)	To provide a progress report to Cabinet as requested.	Cllr John Noeken	John Rogers
Update on Performance	16 November 2010	To inform Cabinet about progress against the Council's priorities, including those in the Local Agreement for Wiltshire.	Cllr Fleur de Rhe-Philipe	Sharon Britton
Visit Wiltshire Partnership	14 December 2010	To present options following the review of the cost base of the TIC's after exploration with local stakeholders as to the feasibility of securing greater control.	Cllr John Brady	Alistair Cunningham
Approval of the Councils Health and Safety Enforcement Service Provision	14 December 2010	The Health and Safety Executive requires each local authority to provide a service to enforce the Health and Safety at Work Act. This report details Wiltshire Council's response to this requirement by bringing the details before members.	Cllr Keith Humphries	David Bardwell
Wiltshire Council's Business Plan	14 December 2010 (Originally scheduled for 16 November 2010 – deferred in October)	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.	Cllr Jane Scott OBE	Andrew Kerr

SUBJECTS	DATE TO CABINET	SPECIFIC ISSUES FOR DISCUSSION	RESPONSIBLE CABINET MEMBER	OFFICER CONTACT
Interim Report on Treasury Management Strategy 2010-11	14 December 2010	To provide an update on the interim treasury management position to the end of September 2010 for the financial year 2010/11	Cllr Fleur de Rhe-Philipe	Matthew Tiller
Council Tax Base 2011/2012	14 December 2010	To provide an update on the interim treasury management position to the end of September 2010 for the financial year 2010/11	Cllr Fleur de Rhe-Philipe	Andrew J Brown
WTP: Campus and Operational Estate	14 December 2010	Details required?	?	Mark Stone
Street Naming and Numbering Policy	14 December 2010	To confirm changes to the Street Naming and Numbering (SNN) Policy and SNN process after consultation with Town and Parish Councils.	Cllr John Noeken	Julie Seddon
Quarterly Progress Update – Workplace Transformation Programme	25 January 2011	Regular update on progress of Workplace Transformation Programme.	Cllr John Noeken	Mark Stone
Proposals for Remodelled Roles within Waste Collection	25 January 2011	To seek endorsement of proposals to remodel the Waste Collector role(s) across the county to inform the corporate Harmonisation of Terms and Conditions project	Cllr Toby Sturgis	Tracy Carter
Update on Performance	8 February 2011	To inform Cabinet about progress against the Council's priorities, including those in the Local Agreement for Wiltshire.	Cllr Fleur de Rhe-Philipe	Sharon Britton