

FORWARD WORK PLAN

1 JULY 2010 TO 31 OCTOBER 2010

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% measured by reference to current expenditure, or hours of availability to public.
3. Any action incurring expenditure or producing savings greater than 20% of budget service areas against which the budget is determined by full Council.
4. A financial threshold of £500,000 has been set on the basis that this does not include operational expenditure by Corporate Directors that is within the approved budget and the policy framework. (In accordance with the requirements of the new adopted financial regulations – adopted 18 May 2010)
5. Any area reorganisation plan extending, in effect, beyond a single County Electoral Division insofar as it will impact on the delivery of the service to the public (therefore internal organisational or staffing alterations would not be a “key” decision).
6. Any proposal to change the Council’s policy framework (documents listed within the Council’s Constitution).

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 or Committees, please contact the officer named for the relevant item. Additionally, the Council welcomes participation at its meetings from members of the public. Meetings of Council, Cabinet and 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 by 12.00 noon two working days before the meeting. Please contact Democratic & Member Services on 01225 713018 for further information. You may register to speak at Committees by registering up to 10 minutes prior to the meeting. Agenda for each meeting will detail the public participation arrangements and officer contact details.


There are separate public participation arrangements in respect of development control items at Area Planning Committees and Strategic Planning Committees and also separate arrangements in respect of Area Boards. Please contact Democratic Services for advice.


Agenda for meetings of the Council can be accessed on the following link of the Council's web site:


<http://cms.wiltshire.gov.uk/ieDocHome.aspx?Categories=-13099>


Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact
27 Jul 2010 Budget Monitoring	To receive a regular update on the capital and revenue budget	Corporate Leadership Team	None.	Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk	Martin Donovan (Chief Finance Officer) martin.donovan@wiltshire.gov.uk
27 Jul 2010 Review of Special Educational Needs (SEN) - Post Consultation Report	 To consider the outcomes of the consultation and make decisions on the issues considered in the Review	Major consultation during March-May 2010.	None.	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Trevor Daniels trevor.daniels@wiltshire.gov.uk
27 Jul 2010 Strategy for Anti-Social Behaviour and Implementation Plan	 To seek endorsement of the Wiltshire Community Safety Partnership strategy for Anti-Social Behaviour	Full consultation will have been completed.	Strategy Implementation Plan	Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Hilary Marsh hilary.marsh@wiltshire.gov.uk

<p>27 Jul 2010 Consultation on Initial Site Options for the Aggregate Minerals Site Allocations DPD</p>	<p>To seek endorsement to proceed with informal consultation on the initial list of potential site options for future sand and gravel extraction in Wiltshire and Swindon</p>	<p>Consultation will be in accordance with the Wiltshire Council's and Swindon Borough Council's adopted Statements of Community Involvement. Consultation will take place for a period of 8 weeks, commencing on Monday 2nd August and concluding on Friday 24th September 2010.</p>	<p>Initial Site Options Report for the Aggregate Minerals Site Allocations DPD, July 2010</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Mark Henderson mark.henderson@wiltshire.gov.uk</p>
<p>27 Jul 2010 Notification of an Additional Item of Key Decision business - Review of Leisure (see attached)</p>	<p>To seek approval to commit to allocating the financial resources required to carry out a major replacement, refurbishment and devolvement programme.</p>		<p>Notice - Additional Key Decision (20.07.10)</p>	<p>Cllr Stuart Wheeler stuart.wheeler@wiltshire.gov.uk</p>	<p>Mark Smith mark.smith@wiltshire.gov.uk</p>
<p>14 Sep 2010 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 fleur.derhe-philippe@wiltshire.gov.uk</p>	<p>Martin Donovan (Chief Finance Officer) martin.donovan@wiltshire.gov.uk</p>

14 Sep 2010 Total Place Initiative	To present an update on progress of the pilot project		None.	Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk	Matti Raudsepp matti.raudsepp@wiltshire.gov.uk
14 Sep 2010 Proposals for Remodelled Roles within Waste Collection	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	Corporate Leadership Team, Unions and staff.	None.	Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Tracy Carter tracy.carter@wiltshire.gov.uk
14 Sep 2010 Development of the Transformation Programme	 To provide an update on the ICT Programme	Corporate Leadership Team	None.	Cllr John Noeken john.noeken@wiltshire.gov.uk	Deborah Farrow deborah.farrow@wiltshire.gov.uk
14 Sep 2010 Governance Arrangements in Respect of Property Sales	To invite Cabinet to review the governance and processes in respect of the disposal of property assets.	Corporate Leadership Team	None.	Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Mark Hunnybun mark.hunnybun@wiltshire.gov.uk
14 Sep 2010 Quarterly Progress Update - Workplace Transformation Programme	Regular update on progress of Workplace Transformation Programme		None.	Cllr John Noeken john.noeken@wiltshire.gov.uk	Mark Stone mark.stone@wiltshire.gov.uk
14 Sep 2010 Update on Performance	To inform Cabinet about progress against the Council's priorities, including those in the Local Agreement for Wiltshire		Additional information will be placed in the website	Cllr Fleur de Rhe-Philippe fleur.derhe-philippe@wiltshire.gov.uk	Sharon Britton (Service Director Performance) sharon.britton@wiltshire.gov.uk

14 Sep 2010 Annual Governance Statement 2009-10	To consider a draft Annual Governance Statement for 2009/10 for comment before final approval is sought from the Audit Committee at its meeting on 30 September 2010.	Corporate Leadership Team, Audit Committee and Standards Committee	None.	Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk	Ian Gibbons ian.gibbons@wiltshire.gov.uk
14 Sep 2010 Salisbury Cathedral: Faith in our Future - Presentation by the Dean of Salisbury	To receive a presentation from the Dean of Salisbury regarding Salisbury Cathedral.		None.	Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk	Yamina Rhouati yamina.rhouati@wiltshire.gov.uk
14 Sep 2010 Annual Report on Treasury Management 2009/10	To provide an update on the Treasury Management outturn for the financial year 2009/10 and then forwarded on to Council.		None.	Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk	Keith Stephens keith.stephens@wiltshire.gov.uk
19 Oct 2010 Review of Development Control Service	To seek member agreement for changes to the manner in which Wiltshire Council's Development Service operates following a review of the service.	The Members of Wiltshire Council, all parish, town and city councils.	None.	Cllr John Brady john.brady@wiltshire.gov.uk	Brad Fleet brad.fleet@wiltshire.gov.uk
19 Oct 2010 Wiltshire Air Quality Strategy	 To seek adoption of the Wiltshire Air Quality Strategy	Full consultation will have been completed	Strategy document	Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	John Carter john.carter@wiltshire.gov.uk Tel: 01225 776655

19 Oct 2010 Older People Accommodation Development Strategy	 To outline key principles of development strategy and to seek approval to undertake Trowbridge development		Accommodation Strategy for Older People	Cllr John Thomson john.thomson@wiltshire.gov.uk	James Cawley james.cawley@wiltshire.gov.uk
19 Oct 2010 Funding Delegated Services	To seek Cabinet approval of funding arrangements for services delegated to Town Councils, Parish Councils or Community Groups.	Corporate Leadership Team	None.	Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Mark Smith mark.smith@wiltshire.gov.uk
19 Oct 2010 Budget Monitoring	To receive an update on the Councils capital and revenue budget	Corporate Leadership Team	None.	Cllr Fleur de Rhe- Philipe fleur.derhe-philipe@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk
19 Oct 2010 Progress Report - Delivering Customer Focus programme	To provide progress report to Cabinet as requested		None.	Cllr John Noeken john.noeken@wiltshire.gov.uk	John Rogers john.rogers@wiltshire.gov.uk
19 Oct 2010 Quarterly Progress Update - Workplace Transformation Programme	Regular update on progress of Workplace Transformation Programme		None.	Cllr John Noeken john.noeken@wiltshire.gov.uk	Mark Stone mark.stone@wiltshire.gov.uk

<p>19 Oct 2010 Salisbury Conservation Area</p>	<p>To seek Cabinet's approval for the de-designation the Salisbury Conservation Area and its re-designation as four separate conservation areas, including some changes to the boundaries.</p>		<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Ms Elaine Milton elaine.milton@wiltshire.gov.uk</p>
<p>19 Oct 2010 Library Services Review</p>	<p> Re-design and modernisation of Library Service, including £500,000 savings target achievement</p>	<p>Focus Review, including user and non-user focus groups and consultation with Area Boards</p>	<p>Option proposals from focus review</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Niki Lewis nikilewis@wiltshire.gov.uk</p>