

FORWARD WORK PLAN

1 DECEMBER 2010 TO 31 MARCH 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% 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
14 Dec 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	Michael Hudson michael.hudson@wiltshire.gov.uk
14 Dec 2010 Audit Commission Annual Audit Letter 2009/10	To ensure that a response to KPMG's Annual Audit Letter is provided by the council reflecting the governance roles of the Cabinet, Audit Committee and Standards Committee.	Corporate Leadership Team, Chief Executive and Corporate Directors - Councillor Jane Scott, Finance - Michael Hudson, Performance and Risk - Sharon Britton and Legal - Ian Gibbons	Annual Audit Letter – Draft November 2010, KPMG	Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk	Paul Mountford paulmountford@wiltshire.gov.uk Tel: 01225 718431
14 Dec 2010 Transforming Trowbridge Update	To provide an overview and update to Cabinet of the progress of the economic regeneration of Trowbridge being undertaken through the delivery of Transforming Trowbridge (the Vision for Trowbridge)	Property Services, Workplace Transformation Programme Director, Head of Leisure Services, Legal Services, Financial Services	Trowbridge Scoping and Vision Study (August 2010)	Cllr John Brady john.brady@wiltshire.gov.uk	Alistair Cunningham alistair.cunningham@wiltshire.gov.uk


<p>14 Dec 2010 SEN Review Confirmation of Decisions</p>	<p> To confirm the decisions from the Review of SEN Provision after the expiry of the Statutory Notice Period.</p>	<p>There was full consultation as part of the review process.</p>	<p>Cabinet Report - 27 July 2010</p>	<p>Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk</p>	<p>Trevor Daniels trevor.daniels@wiltshire.gov.uk</p>
<p>14 Dec 2010 Interim Report on Treasury Management Strategy 2010-11</p>	<p>To provide an update on the interim treasury management position to the end of September 2010 for the financial year 2010/11.</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>14 Dec 2010 Council Tax Base 2011/2012</p>	<p>To set and approve the Council Tax Base for 2011/2012.</p>	<p>Portfolio Holder in conjunction with Section 151 Officer.</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Andrew J Brown AndrewJ.Brown@wiltshire.gov.uk</p>
<p>14 Dec 2010 Future Arrangements for the Provision of Care and Support Arrangements for People Living in their Own Homes</p>	<p> To seek approval from Members to proceed with letting contracts for the provision of care and support services that will include the externalisation of in house services and to inform Members of the outcome of consultation undertaken with tenants.</p>	<p>Tenants, Customers, Staff and Stakeholders</p>	<p>None.</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Nicola Gregson nicola.gregson@wiltshire.gov.uk Tel: 01225 771673</p>
<p>14 Dec 2010 Ofsted Children's Services Annual Rating 2010</p>	<p> To inform Cabinet of the Annual Rating outcome.</p>		<p>None.</p>	<p>Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk</p>	<p>Lynda Cox lynda.cox@wiltshire.gov.uk</p>

<p>14 Dec 2010 Street Naming and Numbering</p>	<p>To confirm changes to the Street Naming and Numbering (SNN) Policy and SNN process after consultation with Town and Parish Councils</p>	<p>Consulted with Town and Parish Councils regarding the interim SNN Policy and SNN Process consultation closes 1st October 2010</p>	<p>New Street Naming and Numbering Policy, including new processes</p>	<p>Cllr John Noeken john.noeken@wiltshire.gov.uk</p>	<p>Julie Seddon julie.seddon@wiltshire.gov.uk</p>
<p>14 Dec 2010 Leisure Facility Review</p>	<p> To provide an overview of the consultation carried out and to make relevant recommendations. The report will also provide an overview of the progress that has been made to extend the DC Leisure contract extension.</p>	<p>The Leisure facility consultation review runs until the end of October 2010.</p>	<p>None.</p>	<p>Cllr Stuart Wheeler stuart.wheeler@wiltshire.gov.uk</p>	<p>Mark Smith mark.smith@wiltshire.gov.uk</p>
<p>14 Dec 2010 Wiltshire Local Transport Plan - Car Parking Strategy</p>	<p> To approve the revised car parking strategy for Wiltshire.</p>	<p>Consultation Portal, Parish Newsletter, Press Release and Area Board Chairman's Announcement.</p>	<p>Wiltshire Local Transport Plan 2011-2026 – Car Parking Strategy</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Mr Robert Murphy robert.murphy@wiltshire.gov.uk</p>
<p>14 Dec 2010 Older People Accommodation Development Strategy</p>	<p> To outline key principles of development strategy and to seek approval to undertake Trowbridge development</p>		<p>Accommodation Strategy for Older People</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>James Cawley james.cawley@wiltshire.gov.uk</p>





<p>14 Dec 2010 Salisbury Vision: The Maltings & Central Car Park</p>	<p> To seek Cabinet approval to the method of procurement for a development partner in respect of the Maltings and Central Car Park in Salisbury</p>	<p>Salisbury Vision Board which comprises Local Members as well as representatives of Salisbury City Council and the business community</p>	<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>
<p>14 Dec 2010 Climate Change Strategy</p>	<p>To agree a Climate Change Strategy for the council.</p>	<p>Environment Select Committee 7 Sept 2010; Climate Change Board 20 Sept 2010 and Wiltshire Environmental Alliance 30 September 2010.</p>	<p>Climate Change Strategy</p>	<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>
<p>25 Jan 2011 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-Philipe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>25 Jan 2011 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>



<p>25 Jan 2011 Wiltshire Council's Business Plan</p>	<p> 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.</p>	<p>Corporate Leadership Team. Consultation relating to key decisions highlighted in the Business Plan will be undertaken as part of those decisions.</p>	<p>None.</p>	<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>	<p>Andrew Kerr andrew.kerr@wiltshire.gov.uk</p>
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<p>25 Jan 2011 Draft Salisbury Public Realm Strategy (KEY?)</p>	<p>To release the Draft Public Realm Strategy for public Consultation. The intention is that the Draft Public Realm Strategy should be come a Supplementary Planning Document.</p>	<p>The Salisbury Vision Board have approved the draft Salisbury Public Realm Strategy. Preparation of the Public Realm Strategy also included consultation with various third parties.</p> <p>If released for consultation, public consultation will take the form required by the The Town and Country Planning Local Development) (England) Regulations 2004.</p>	<p>Copy of Public Realm Strategy</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>
<p>25 Jan 2011 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 fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>

<p>25 Jan 2011 Visit Wiltshire Partnership</p>	<p> 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.</p>		<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>
<p>25 Jan 2011 Quarterly Progress Update - Workplace Transformation Programme</p>	<p>Regular update on progress of Workplace Transformation Programme</p>		<p>None.</p>	<p>Cllr John Noeken john.noeken@wiltshire.gov.uk</p>	<p>Mark Stone mark.stone@wiltshire.gov.uk</p>

<p>25 Jan 2011 Implementing a Resource Allocation System for Self Directed Support</p>	<p>To report on the project to trial self directed support, personal budgets and the resource allocation system (RAS) for adult social care. To seek agreement to implement the RAS and related support arrangements for customers.</p>	<p>The work on self directed has built upon an earlier trial undertaken last year with a group of volunteer customers. The RAS is being tested by the completion of 200 questionnaires with existing customers between June and September 2010. A live trial of self directed support is scheduled for October 2010 for approximately 20 new customers in East Wiltshire.</p>	<p>None.</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Sue Geary sue.geary@wiltshire.gov.uk</p>
<p>25 Jan 2011 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 toby.sturgis@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk</p>

<p>25 Jan 2011 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 john.brady@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk</p>
<p>8 Feb 2011 Revenue Budget, Housing Revenue Account (HRA) and Capital Programme for 2011/12</p>	<p> To recommend approval of the Council's revenue budget, HRA and capital programme for 2011/12 to Council on 22 February 2011.</p>	<p>Area Boards and statutory consultees</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>8 Feb 2011 Fees and Charges 2011/12</p>	<p> To consider the Council's fees and charges for 2011/12.</p>	<p>Area Boards and statutory consultees</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>8 Feb 2011 Treasury Management Strategy 2011/12</p>	<p> To consider and recommend that Council approve the Prudential Indicators and a Treasury Management Strategy for 2011/12.</p>		<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>15 Feb 2011 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 fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>

<p>15 Feb 2011 Wiltshire Local Transport Plan 2011 - 2026</p>	<p> To approve the publication 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 richard.tonge@wiltshire.gov.uk</p>	<p>Mr Robert Murphy robert.murphy@wiltshire.gov.uk</p>
<p>15 Feb 2011 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 fleur.derhe-philipe@wiltshire.gov.uk</p>	<p>Sharon Britton (Service Director Performance) sharon.britton@wiltshire.gov.uk</p>
<p>22 Mar 2011 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-philipe@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>22 Mar 2011 Wiltshire Housing Strategy</p>	<p> To ask Cabinet to recommend to full Council to approve the Housing Strategy for Wiltshire.</p>	<p>Full consultation through Compact. (3 months) Housing Strategy consultation event with stakeholders/user consultation and town and parish councils.</p>	<p>None.</p>	<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Nicole Smith nicole.smith@wiltshire.gov.uk</p>