

CABINET FORWARD WORK PLAN

1 JULY 2013 TO 31 OCTOBER 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 Highways, Streetscene and Broadband
Cllr D Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr F de Rhé-Philippe	Cabinet Member for Economy, Skills and Transport
Cllr L Mayes	Cabinet Member for Children's Services
Cllr K Humphries	Cabinet Member for Public Health and Protection, Adult Care and Housing
Cllr J Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr T Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste
Cllr S Wheeler	Cabinet Member for Hubs, Human Resources, Legal, Democratic Services, Governance, Heritage and Arts

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)
23 July 2013						
23 Jul 2013 Tender Options for Help to Live at Home (HTL@H) Service	 To provide Cabinet with the tender options for the Help to Live at Home (HTL@H) service.			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951	Yes
23 Jul 2013 Police Partnership Decision Paper					Mark Stone mark.stone@wiltshire.gov.uk	
23 Jul 2013 Review of Business Plan	 To review the Council's Business Plan with a view to recommending to Council	Overview & Scrutiny Management 25 June Public Services Board		Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk	Carlton Brand carlton.brand@wiltshire.gov.uk	

<p>23 Jul 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>Yes</p>
<p>23 Jul 2013 Annual Governance Statement 2012/13</p>	<p>To consider the draft Annual Governance Statement 2012/13 before final approval is sought from the Audit Committee.</p>	<p>Assurance Group, Corporate Leadership Team, Audit Committee and KPMG.</p>		<p>Cllr Stuart Wheeler stuart.wheeler@wiltshire.gov.uk</p>	<p>Ian Gibbons ian.gibbons@wiltshire.gov.uk Tel: 01225 713052</p>	
<p>23 Jul 2013 Senior Management Structure</p>				<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>		<p>Yes</p>
<p>24 September 2013</p>						
<p>24 Sep 2013 Fees and Charges Policy</p>	<p>For Cabinet to consider the Policy in which the Council sets its fees and charges.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	

24 Sep 2013 Public Health Annual Report 2012-13	To inform Cabinet members of Public Health's activity in Wiltshire during 2012-13.			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Maggie Rae maggie.rae@wiltshire.gov.uk	
24 Sep 2013 Addressing Sexual Health Needs in Wiltshire	To provide an update on actions to improve sexual health in Wiltshire and to outline strategic changes, including plans to tender an integrated sexual health service			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Emma Seria-Walker emma.seria-walker@wiltshire.gov.uk	
24 Sep 2013 Revenue Budget Monitoring	To receive an update on the Council's revenue budget.			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk	
24 Sep 2013 Energy Contract					Julian Ingram julian.ingram@wiltshire.gov.uk	
24 Sep 2013 Leadership Management for Staff						
24 Sep 2013 Report on Treasury Management Strategy 2013-14	To provide a quarterly update on the 2013/14 treasury management position for the quarter to the end of June 2013.			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk	
22 October 2013						

<p>22 Oct 2013 Business Plan Scorecard Update</p>	<p>Update on Performance</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Robin Townsend robin.townsend@wiltshire.gov.uk</p>	
<p>22 Oct 2013 10 Year Capital Asset Strategy</p>	<p> To update the Council's Capital Asset Strategy to cover the next 10 years and drive the Capital Programme.</p>	<p>Area Boards</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Mark Stone, Michael Hudson mark.stone@wiltshire.gov.uk, michael.hudson@wiltshire.gov.uk</p>	
<p>22 Oct 2013 School Funding Reform: Arrangements for 2014-15</p>	<p>For Cabinet to approve the local funding formula for Wiltshire schools taking in to account the new funding arrangements for 2014-15</p>	<p>Schools will be consulted on any changes during September 2013 and Schools Forum will consider the outcomes of the consultation and make recommendations to Cabinet</p>	<p>DfE Funding Arrangements 14-15</p>	<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Elizabeth Williams elizabethA.williams@wiltshire.gov.uk</p>	