

**WEST WILTSHIRE DISTRICT COUNCIL
CABINET FORWARD WORK PLAN
SEPTEMBER 2004 – DECEMBER 2004**

If you wish to make representations about any matter contained in this Work Plan, please contact
the Portfolio Holder or Contact Officer identified.

SEPTEMBER 2004

<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Date</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
East Trowbridge Development	Yes	Cllr Michael Mounde	01/09/04	Cabinet	8 weeks public consultation, PPG, Portfolio Holder	Mark Russell mrussell@westwiltshire.gov.uk	Planning Policy & Conservation, File Location: Room F26 Bradley Road
ICT Strategy	No	Cllr Roy White	01/09/04	Cabinet	Members, Service Managers	Tim Darsley tdarsley@westwiltshire.gov.uk	File Location: Room F24 Bradley Road
Write Offs	No	Cllr Roy White	01/09/04	Cabinet	Corporate Team Officers & Portfolio Holder	John Horsey jhorsey@westwiltshire.gov.uk	File Location: Room F31 Bradley Road
Confidential Report – District Plan 1st Alteration - Legal Challenge	Yes	Cllr Michael Mounde	01/09/04	Cabinet	Awaiting information	Simon Best sbest@westwiltshire.gov.uk	Awaiting information

Financial Monitoring Report	No	Cllr Roy While	01/09/04	Cabinet	Corporate Team & Portfolio Holder	Steve Harding sharding@westwiltshire.gov.uk Tracey Gay tgay@westwiltshire.gov.uk	File location: Room F33, Bradley Road
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Date</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
Recommendation from Internal Overview Committee – Recycling Facilities	No	Cllr Richard Wiltshire	01/09/04	Cabinet	None	Sandra Hares Shares@westwiltshire.gov.uk	Minutes of Internal Overview Committee 04/08/04 File location: Room F11, Bradley Road
Brook Hall	No	Cllr Michael Mounde	29/09/04	Cabinet	6 week consultation on brief	Caroline Power cpower@westwiltshire.gov.uk	Planning Policy & Conservation File Location: Room F26 Bradley Road
Final Supplementary Planning Guidance on Affordable Housing	Yes	Cllr Michael Mounde	29/09/04	Cabinet	6 week Public Consultation	Mark Russell mrussell@westwiltshire.gov.uk	Planning Policy & Conservation File Location: F26 Bradley Road
Housing Benefit Recovery from Private Landlords	Tbc	Cllr Virginia Fortescue	29/09/04	Awaiting information	Awaiting information	Awaiting information	Awaiting information
Review of Car Parking	Yes	Cllr Richard Wiltshire	29/09/04	Cabinet	Consultation is Peoples Voice, Portfolio Holder, and PPG	Geoff Pell gpell@westwiltshire.gov.uk	Background papers include PPG reports, Peoples Voice Consultation
Parks and Open Spaces – Improved Enforcement	Tbc	Cllr Ernie Clark	29/09/04	Cabinet	Parks & Open Spaces PPG	Representatives from Commercial Services, Env. Health & Legal Services	Recommendations from Parks & Open Spaces. File Location: Room F11, Bradley Road

Medium Term Financial Plan 2004-2007	Yes	Cllr Roy While	29/09/04	Cabinet	Corporate Team and Portfolio Holder	Ian Jamieson ijamieson@westwiltshire.gov.uk	File ref: N:/cabinet reports/mtfp. File Location: Room F31, Bradley Road
Corporate Plan	Tbc	Awaiting information	29/09/04	Awaiting information	Awaiting information	Awaiting information	Awaiting information
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Date</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
Temporary Accommodation Provision	No	Cllr Michael Mounde	29/09/04	Cabinet	None	Ian Gallin igallin@westwiltshire.gov.uk	None
Corporate Plan & Priorities Update	No	Cllr Julian Bower	29/09/04	Cabinet	Corporate Team	Ian Gallin igallin@westwiltshire.gov.uk	Monthly update reports to Corporate Team on corporate project monitoring
Council Tax & NNDR collection	Tbc	Cllr Roy While	29/09/04	Awaiting information	Awaiting information	Shirley Sanchez ssanchez@westwiltshire.gov.uk	Awaiting information
Reverting to Area Committees – Notice of Motion	No	Cllr Michael Mounde	29/09/04	Council	None	Tim Darsley tdarsley@westwiltshire.gov.uk	Minutes of Council 21 July 2004 File Location: Room F11, Bradley Road

Arts Development PPG – to receive recommendations from Policy Project Group	Tbc	Cllr Ernie Clark	29/09/04	Cabinet	"Arts Development PPG" Acknowledging recent public consultation and undertaking further consultation with local arts, educational and voluntary representatives	Meril Morgan mmorgan@westwiltshire.gov.uk	Arts Development PPG File Location: Room F30 Bradley Road
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OCTOBER 2004

<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Date</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
Inclusion of media guidelines in Constitution	No	Deputy Leader	27/10/04	Cabinet	Standards Committee	Gareth Owens Gowens@westwiltshire.gov.uk	File:Location Chief Exec/10 Room: F10 Bradley Road
Report to agree licensing policy	No	Cllr Richard Wiltshire	27/10/04	Council	PPG, Licensing Forum meetings & public consultation	John Carter jcarter@westwiltshire.gov.uk	Draft Licensing Policy statement
Housing Strategy	No	Cllrs Michael Mounde & Eli Manasseh	27/10/04	Cabinet	PPG, Portfolio Holder	Graham Hogg ghogg@westwiltshire.gov.uk	Housing Strategy File Location: Room G37, Bradley Road
Regional Spatial Strategy	No	Cllr Michael Mounde	27/10/04	Cabinet	Awaiting information	Mark Russell mrussell@westwiltshire.gov.uk	Planning Policy & Conservation File Location: Room F26 Bradley Road
2nd Quarter Performance Monitoring	No	Cllr Roy While	27/10/04	Cabinet	Awaiting information	Peter Woodcock pwoodcock@westwiltshire.gov.uk	Awaiting information
Best Value Review of the tourist information service	No	Cllr Michael Mounde	27/10/04	Cabinet	Town Councils, Chambers of Commerce, local Tourism Associations, tourism businesses, Portfolio holder, Members, Corporate Management Team	Bryan Walker bwalker@westwiltshire.gov.uk	TIC BV Review. File Location: Room F7, Bradley Road

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Corporate Plan & Priorities Update	No	Cllr Julian Bower	27/10/04	Cabinet	Corporate Team	Tim Darsley Tdarsley@westwiltshire.gov.uk	Monthly update reports to Corporate Team on corporate project monitoring
Community Strategies	Yes	Cllr Julian Bower	27/10/04	Cabinet	"Community Strategies" - the strategies are based on a wide range of consultation exercises, stakeholder conferences organised by the Local Strategic Partnerships, consultation with members and officer, focus groups.	Richard Rodgers Rrodgers@westwiltshire.gov.uk Peter Woodcock Pwoodcock@westwiltshire.gov.uk	Awaiting information

NOVEMBER 2004

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Grounds Maintenance and Cleansing Contract – Evaluation Tenders	Yes	Cllr Richard Wiltshire	24/11/04	Cabinet	Parks and Open Spaces PPG	P Woodcock Pwoodcock@westwiltshire.gov.uk	Report from Parks and Open Spaces PPG and the contract document
Human Resources Strategy	No	Cllr Tony Phillips	24/11/04	Cabinet	Awaiting information	Sharon Larkin slarkin@westwiltshire.gov.uk	Awaiting information
Corporate Plan & Priorities Update	No	Cllr Julian Bower	24/11/04	Cabinet	Corporate Team	Peter Woodcock pwoodcock@westwiltshire.gov.uk	Monthly update reports to Corporate Team on corporate project monitoring
Choice-based Lettings	No	Cllr Virginia Fortescue	24/11/04	Cabinet	None	Kate Beckinsale-Smith kbeckinsale-smith@westwiltshire.gov.uk	None

DECEMBER 2004

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Play Areas	Tbc	Cllr Ernie Clark	15/12/04	Cabinet	Parks & Open Spaces PPG	Chris Waters cwaters@westwiltshire.gov.uk	Recommendations from Parks & Open Spaces. File Location: Room F11, Bradley Road
Review of Open Space	Tbc	Cllr Ernie Clark	15/12/04	Cabinet	Parks & Open Spaces PPG	Chris Waters cwaters@westwiltshire.gov.uk	Recommendations from Parks & Open Spaces. File Location: Room F11, Bradley Road
Leisure & Recreational Needs Assessment	Tbc	Cllr Ernie Clark	15/12/04	Cabinet	Undertaken as part of the L&RNA	Trevor Savage/ Mark Russell tsavage@westwiltshire.gov.uk , mrussell@westwiltshire.gov.uk	To be developed in conjunction with consultants File Location: Room F30
Corporate Plan & Priorities Update	No	Cllr Julian Bower	15/12/04	Cabinet	Corporate Team	Ian Gallin igallin@westwiltshire.gov.uk	Monthly update reports to Corporate Team on corporate project monitoring
Parks and Open Spaces PPG	Tbc	Cllr Ernie Clark	15/12/04	Cabinet	"Parks & Open Spaces PPG" Town & Parish Councils Taking Responsibility for Open Spaces	Trevor Savage / Chris Waters tsavage@westwiltshire.gov.uk , cwaters@westwiltshire.gov.uk	Recommendations from Parks & Open Spaces. FileLocation: Room F11, Bradley Road