

**West Wiltshire District Council**  
**Cabinet Forward Work Plan – January – June 2006**

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

**January 2006**

<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>
<b>Budget 2006/07</b>	Yes	Cllr Trevor Carbin	11/01/06	Council	Corporate Team	<a href="#">Ian Jamieson</a>	Finance – Room F31 Bradley Road
<b>West Wilts Matters Contract</b>	No	Cllr John Syme	11/01/06	Cabinet	Corporate Management Team	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
<b>Gypsy Encampment</b>	No	Cllrs Tom James & Jeff Osborn	11/01/06	Cabinet	Corporate Team and Portfolio Holder	<a href="#">Tim Darsley</a>	File room F24
<b>Taxbase Report 2006/07</b>	Yes	Cllr Trevor Carbin	11/01/06	Cabinet	Consultation with Corporate Team and Portfolio Holder	<a href="#">Tracey Gay</a>	Finance – Room F33 Bradley Road
<b>Financial Monitoring</b>	No	Cllr Trevor Carbin	11/01/06	Cabinet	Corporate Team	<a href="#">Ian Jamieson</a>	Finance – Room F31 Bradley Road
<b>Recycling Strategy for West Wiltshire</b>	Yes	Cllr Rosemary Brown	11/01/06	Cabinet	Wiltshire Waste Partnership and public	<a href="#">Clare Chadwick</a>	
<b>Statement of Community Involvement</b>	No	Cllr Jeff Osborn	11/01/06	Council	Consultation with PPG's, and Public Consultation	<a href="#">Karol Jakubczyk</a>	Planning Policy & Cons
<b>Clean Neighbourhoods &amp; Environment Act</b>	No	Cllrs Rosemary Brown & Gordon Cox	11/01/06	Cabinet	Through Community Initiatives with town & parish councils	<a href="#">John Carter</a> <a href="#">Kevin Gibbs</a>	
<b>Recommendations from Scrutiny Committee</b>	No	Cllr Tony Phillips	11/01/06	Cabinet		<a href="#">Marie Lindsay</a>	

February							
<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>
<b>Treasury Management Strategy Statement</b>	No	Cllr Trevor Carbin	8/02/06	Cabinet and Council	Consultation with Corporate Team and Portfolio Holder	<a href="#">Tracey Gay</a>	Finance – Room F33 Bradley Road
<b>Capital Strategy</b>	No	Cllr Trevor Carbin	8/02/06	Cabinet	Corporate Team and Portfolio Holder	<a href="#">Ian Jamieson</a>	Finance – Room F31 Bradley Road
<b>Budget Update</b>	Yes	Cllr Trevor Carbin	8/02/06	Council	Corporate Team, Portfolio Holder	<a href="#">Ian Jamieson</a>	Finance – Room F31 Bradley Road
<b>Financial Monitoring</b>	No	Cllr Trevor Carbin	8/02/06	Cabinet	Corporate Team and Portfolio Holder	<a href="#">Ian Jamieson</a>	Finance – Room F31 Bradley Road
<b>Refuse Collection: Contract Re-tender</b>	No	Cllr Rosemary Brown	8/02/06	Cabinet	Portfolio Holder; Hills, Cleanaway	<a href="#">Peter Woodcock</a> <a href="#">Kevin Gibbs</a>	Elements at Riverway
<b>Council Tax Resolution Report</b>	Yes	Cllr Trevor Carbin	8/02/06	Council	Consultation with Corporate Team and Portfolio Holder	<a href="#">Tracey Gay</a>	Finance – Room F33 Bradley Road
<b>Recreation Development Plan Document &amp; Approval of preferred options for public consultations</b>	No	Cllr Jeff Osborn Cllr Terry Chivers	8/02/06	Council	Consultation with PPG's, and Public Consultation	<a href="#">Mark Russell</a> <a href="#">Trevor Savage</a>	Planning Policy & Cons , Leisure
<b>Final adoption of SDP on Trowbridge Town Centre Conservation Area Character Assessment</b>	No	Cllr Jeff Osborn	8/02/06	Cabinet	yes	<a href="#">Caroline Power</a>	Policy & Cons
<b>Recommendations from Scrutiny Committee</b>	No	Cllr Tony Phillips	8/02/06	Cabinet		<a href="#">Marie Lindsay</a>	

March							
<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>
<b>Licensing of Houses in Multiple Occupation</b>	No	Cllr Tom James	08/03/06	Cabinet	Portfolio holder	<a href="#">Paul Yeomans</a>	
<b>Southwick Country Park – The Future</b>	Yes	Cllr Terry Chivers	08/03/06	Cabinet	Portfolio Holder, LRNA and Kit Campbell	<a href="#">Richard Rogers</a>	Community Initiatives
<b>Write Off Report</b>	Yes	Cllr Trevor Carbin	08/03/06	Cabinet	Consultation with Corporate Team and Portfolio Holder	<a href="#">Tracey Gay</a>	Finance – Room F33 Bradley Road
<b>Annual Monitoring Report</b>	No	Cllr Jeff Osborn	08/03/06	Cabinet	Consultation with Key Stakeholders and Service Managers	<a href="#">Mark Russell</a>	Planning Policy & Cons
<b>Financial Monitoring</b>	No	Cllr Trevor Carbin	08/03/06	Cabinet	Corporate Team and Portfolio Holder	<a href="#">Ian Jamieson</a>	Finance – Room F31 Bradley Road
<b>Financial Support to arts organisations and projects 2006/07</b>	Yes	Cllr Terry Chivers	08/03/06	Cabinet	consultation with local arts organisations	<a href="#">Meril Morgan</a>	
<b>Performance Monitoring – Quarter 3 2005-06</b>	No	Cllr Duncan Hames	08/03/06	Cabinet	Corporate Management Team and Scrutiny Committee	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
<b>LSP</b>	No	Cllr Duncan Hames	08/03/06	Cabinet		<a href="#">Richard Rogers</a>	Community Initiatives
<b>Recommendations from Scrutiny Committee</b>	No	Cllr Tony Phillips	8/03/06	Cabinet		<a href="#">Marie Lindsay</a>	

**April**

<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>
<b>Food Safety Plan</b>	No	Cllr Gordon Cox	05/04/06	Cabinet	Portfolio holder	<a href="#">David Bardwell</a>	Env. Health G1
<b>Annual Efficiency Statement – forward looking</b>	No	Cllr Duncan Hames	05/04/06	Cabinet	Portfolio Holder and Corporate Management Team	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
<b>L&amp;RNA Action Plan 2006-2012</b>	No	Cllr Terry Chivers	05/04/06	Council	Portflio Holder, CMT LRNA project Board, Officer Operational group, stakeholders	<a href="#">Trevor Savage</a>	Leisure F30
<b>Recommendations from Scrutiny Committee</b>	No	Cllr Tony Phillips	05/04/06	Cabinet		<a href="#">Marie Lindsay</a>	
<b>Financial Monitoring</b>	No	Cllr Trevor Carbin	05/04/06	Cabinet	Corporate Team and Portfolio Holder	<a href="#">Ian Jamieson</a>	Finance – Room F31 Bradley Road

**May**

<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>
<b>Recommendations from Scrutiny Committee</b>	No	Cllr Tony Phillips	3/05/06	Cabinet		<a href="#">Marie Lindsay</a>	
<b>Recreation Development Plan Document</b>	No	Cllr Jeff Osborn	3/05/06	Council	Consultation with PPG's, and Public Consultation	<a href="#">Mark Russell</a>	Planning Policy & Cons

June							
<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>
<b>Performance Monitoring – Quarter 4 2005-06</b>	No	Cllr Duncan Hames	June 06	Cabinet	Corporate Management Team and Scrutiny Committee	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
<b>Approval of final Development Plan Document (DPD) for submission to Secretary of State</b>	No	Cllr Jeff Osborn Cllr Terry Chivers	June 06	Council	Consultation with PPG's, and Public Consultation	<a href="#">Mark Russell</a> <a href="#">Trevor Savage</a>	Planning Policy & Cons , Leisure
<b>Recommendations from Scrutiny Committee</b>	No	Cllr Tony Phillips	June 06	Cabinet		<a href="#">Marie Lindsay</a>	
<b>Annual Efficiency Statement – backward looking</b>	No	Cllr Duncan Hames	*June 06	Cabinet	Portfolio Holder and Corporate Management Team	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7

\* If the meeting in June is after 16 June, this item will have to be put on the agenda for the 3 May meeting

<b>Performance Plan 2006-07</b>	No	Cllr Duncan Hames	** June 06	Cabinet	Corporate Management Team and Scrutiny Committee	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
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\*\* This item has to go to Council after Cabinet and both must be prior to 30 June. If the June Cabinet meeting is too late in the month to allow this tem to go to Council by 30 June this item will have to go on the 3 May Cabinet agenda.