

**Cabinet Forward Work Plan – March – November 2006**  
**If you wish to make representations about any matter contained in this Work Plan,**  
**please contact the Portfolio Holder or Contact Officer identified.**

<b>March</b>						
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</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	Cabinet	Portfolio holder	<a href="#">Paul Yeomans</a>	
<b>Southwick Country Park – The Future</b>	Yes	Cllr Gordon Cox	Cabinet	Portfolio Holder, LRNA and Kit Campbell	<a href="#">Richard Rogers</a>	Community Initiatives
<b>West Wilts Matters Contract</b>	No	Cllr John Syme	Cabinet	Corporate Management Team	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
<b>Write Off Report</b>	Yes	Cllr Trevor Carbin	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	Cabinet	Consultation with Key Stakeholders and Service Managers	<a href="#">Mark Russell</a>	Planning Policy & Cons
<b>Financial Monitoring</b>	No	Cllr Trevor Carbin	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 Gordon Cox	Cabinet	consultation with local arts organisations	<a href="#">Meril Morgan</a>	
<b>Final adoption of Trowbridge Town Centre Conservation Area Character Assessment</b>	No	Cllr Jeff Osborn	Cabinet	public consultation, PPG members and Portfolio Holder	<a href="#">Caroline Power</a>	Planning Policy & Cons
<b>Performance Monitoring – Quarter 3 2005-06</b>	No	Cllr Duncan Hames	Cabinet	Corporate Management Team and Scrutiny Committee	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
<b>LAA &amp; LSP</b>	No	Cllr Duncan Hames	Cabinet		<a href="#">Richard Rogers</a>	Community Initiatives
<b>Decriminalised Parking</b>	Yes	Cllr Rosemary Brown	Cabinet	Widespread consultation done in past on parking issues	<a href="#">Peter Woodcock</a>	
<b>Recommendations from Scrutiny Committee</b>	No	Cllr Tony Phillips	Cabinet		<a href="#">Marie Lindsay</a>	
<b>Customer Service Strategy</b>	Yes	Cllr Content	Cabinet	Corporate Management Team	<a href="#">Wayne Smith</a>	

April						
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
<b>Statement of Community Involvement</b>	No	Cllr Jeff Osborn	Council	Consultation with PPG's, and Public Consultation	<a href="#">Karol Jakubczyk</a>	Planning Policy & Cons
<b>Food Safety Plan</b>	No	Cllr Rosemary Brown	Cabinet	Portfolio holder	<a href="#">David Bardwell</a>	Env. Health G1
<b>Annual Efficiency Statement – forward looking</b>	No	Cllr Duncan Hames	Cabinet	Portfolio Holder and Corporate Management Team	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
<b>Medium Term Financial Plan – Update</b>	No	Cllr Trevor Carbin	Cabinet	Consultation with Corporate Team and Portfolio Holder	<a href="#">Ian Jamieson</a>	Finance – Room F31 Bradley Road
<b>Recommendations from Scrutiny Committee</b>	No	Cllr Tony Phillips	Cabinet		<a href="#">Marie Lindsay</a>	
<b>Financial Monitoring</b>	No	Cllr Trevor Carbin	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	Cabinet	Portfolio Holder; Hills, Cleanaway	<a href="#">Peter Woodcock</a> <a href="#">Kevin Gibbs</a>	Elements at Riverway

May						
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
<b>Recycling Strategy for West Wiltshire</b>	Yes	Cllr Rosemary Brown	Cabinet	Wiltshire Waste Partnership and public	<a href="#">Clare Chadwick</a>	Riverway
<b>L&amp;RNA Action Plan 2006-2012</b>	No	Cllr Gordon Cox	Council	Portfolio 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	Cabinet		<a href="#">Marie Lindsay</a>	
<b>Recreation Development Plan Document &amp; Approval of preferred options for public consultations</b>	No	Cllr Jeff Osborn Cllr Gordon Cox	Council	Consultation with PPG's, and Public Consultation	<a href="#">Mark Russell</a>  <a href="#">Trevor Savage</a>	Planning Policy & Cons , Leisure
<b>Procurement Update</b>	No	Cllr Rosier	Cabinet	Portfolio Holder, Tracey Gay and the Procurement Group	<a href="#">Tracey Gay</a>	Finance Room - F33, Bradley
<b>Quarterly report from Youth Champion</b>	No	Cllr Andrew Bryant	Cabinet		<a href="#">Richard Rogers</a>	
<b>Report Regarding Scrutiny Task &amp; Finish Group recs – street cleansing</b>	No	Cllr Rosemary Brown	Cabinet		<a href="#">Kevin Gibbs</a>	

<b>June</b>						
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</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	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 Gordon Cox	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	Cabinet		<a href="#">Marie Lindsay</a>	
<b>Financial Results 2005-2006</b>	No	Cllr Trevor Carbin	Cabinet		<a href="#">Ian Jamieson</a>	Finance
<b>Annual Efficiency Statement – backward looking (*)</b>	No	Cllr Duncan Hames	Cabinet	Portfolio Holder and Corporate Management Team	<a href="#">Paul Mountford</a>	Policy and Communications - Room F7
<b>Performance Plan 2006-07 (**)</b>	No	Cllr Duncan Hames	Cabinet	Corporate Management Team and Scrutiny Committee	<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

\*\* 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.

August						
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
<b>Quarterly report from Youth Champion</b>	No	Cllr Andrew Bryant	Cabinet		<a href="#">Richard Rogers</a>	

October						
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
<b>Recreation Development Plan Document</b>	No	Cllr Jeff Osborn	Council	Consultation with PPG's, and Public Consultation	<a href="#">Mark Russell</a>	Planning Policy & Cons

November						
<i>Matter or Decision</i>	<i>Key Decision</i>	<i>Portfolio Holder</i>	<i>Decision Maker</i>	<i>Consultation</i>	<i>Contact</i>	<i>Background Papers</i>
<b>Quarterly report from Youth Champion</b>	No	Cllr Andrew Bryant	Cabinet		<a href="#">Richard Rogers</a>	