

**FORWARD WORK PLAN**

1 JUNE 2010 TO 30 SEPTEMBER 2010

**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. 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).
5. Any proposal to change the Council’s policy framework (documents listed within the Council’s Constitution).

## Membership of Cabinet:

Name	Portfolio Details
Mrs JA Scott	Leader of the Council
Mr J Thomson	Deputy Leader and Cabinet Member for Adult Care, Communities and Libraries
Mr J Brady	Cabinet Member for Economic Development, Planning and Housing
Miss F de Rhé-Phillipe	Cabinet Member for Finance, Performance and Risk
Mr L Grundy	Cabinet Member for Children's Services
Mr K Humphries	Cabinet Member for Health and Wellbeing
Mr J Noeken	Cabinet Member for Resources
Mr T Sturgis	Cabinet Member for Waste, Property and Environment
Mr D Tonge	Cabinet Member for Highways and Transport
Mr 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](mailto: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
<b>22 Jun 2010</b> Final Outturn 2009/10	To receive a regular update on the capital and revenue budget	Corporate Leadership Team	None.	Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a>	Martin Donovan <a href="mailto:martin.donovan@wiltshire.gov.uk">martin.donovan@wiltshire.gov.uk</a>
<b>22 Jun 2010</b> Review of Development Control Service	To seek member agreement for changes to the manner in which Wiltshire Council's Development Service operates following a review of the service.	The Members of Wiltshire Council, all parish, town and city councils.	None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Brad Fleet <a href="mailto:brad.fleet@wiltshire.gov.uk">brad.fleet@wiltshire.gov.uk</a>
<b>22 Jun 2010</b> Strategy for Anti-Social Behaviour and Implementation Plan	 To seek endorsement of the Wiltshire Community Safety Partnership strategy for Anti-Social Behaviour	Full consultation will have been completed.	Strategy Implementation Plan	Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	Hilary Marsh <a href="mailto:hilary.marsh@wiltshire.gov.uk">hilary.marsh@wiltshire.gov.uk</a>
<b>22 Jun 2010</b> Climate Change	To set out the Council's responsibilities regarding climate change and carbon reduction and agree a five year carbon reduction plan.	Climate Change Board March 2010 and the Corporate Leadership Team	None.	Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a>	Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a>
<b>22 Jun 2010</b> Housing PFI - Agreement to Enter into Contract	To seek Cabinet's agreement to enter into the housing PFI contract with Silbury Housing Ltd	Housing PFI Project Board, Finance and Legal	None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Chris Trowell <a href="mailto:chris.trowell@wiltshire.gov.uk">chris.trowell@wiltshire.gov.uk</a>


<p><b>22 Jun 2010</b> Future Contractual Arrangements for the Provision of Care and Support to People at Home</p>	<p> To seek approval of the contractual arrangements for the procurement of care and support services</p>	<p>Providers, NHS customers and Corporate Leadership Team</p>	<p>Council's Procurement Strategy</p>	<p>Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Nicola Gregson <a href="mailto:nicola.gregson@wiltshire.gov.uk">nicola.gregson@wiltshire.gov.uk</a> Tel: 01225 771673</p>
<p><b>22 Jun 2010</b> 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>Corporate Leadership Team</p>	<p>Additional information will be placed on the website</p>	<p>Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Sharon Britton <a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a></p>
<p><b>22 Jun 2010</b> Annual Report on Treasury Management 2009/10</p>	<p>To provide an update on the Treasury Management outturn for the financial year 2009/10 and then forwarded on to Council.</p>		<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Keith Stephens <a href="mailto:keith.stephens@wiltshire.gov.uk">keith.stephens@wiltshire.gov.uk</a></p>
<p><b>22 Jun 2010</b> Development of the Transformation Programme</p>	<p> To provide an update on the ICT Programme</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr John Noeken <a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a></p>	<p>Deborah Farrow <a href="mailto:deborah.farrow@wiltshire.gov.uk">deborah.farrow@wiltshire.gov.uk</a></p>
<p><b>22 Jun 2010</b> 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 <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a></p>

<p><b>22 Jun 2010</b> Youth Service Re-provision in Salisbury and Corsham</p>	<p> To confirm the re-provision of youth services in Salisbury and Corsham.</p>		None.	<p>Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a></p>	Mark Stone
<p><b>22 Jun 2010</b> Rate Relief</p>	<p> To establish new policies and procedures for rate relief for Wiltshire Council</p>	<p>Already undertaken with LEP Managers, Business Link and legal.</p>	None.	<p>Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a></p>
<p><b>22 Jun 2010</b> Street Naming and Numbering Policy</p>	<p> To seek approval for an interim Street Naming and Numbering Policy for Wiltshire Council including agreeing fees; and to seek approval for a strategy to develop a permanent policy.</p>	<p>Corporate Leadership Team</p>	None.	<p>Cllr John Noeken <a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a></p>	<p>Deborah Farrow <a href="mailto:deborah.farrow@wiltshire.gov.uk">deborah.farrow@wiltshire.gov.uk</a></p>
<p><b>22 Jun 2010</b> Disposal of Land at Calne</p>	<p>To seek approval to enter into a private treaty sale of land owned by the Council at Calne</p>	<p>Legal, Financial, Property Services, Spatial Planning, Cabinet members and local members</p>	Location Plan	<p>Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a></p>	<p>Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a></p>

<b>22 Jun 2010</b> Community Asset Transfer - Margaret Stancomb School	To consider a proposal submitted by Wiltshire Rural Music School for the transfer of part of Margaret Stancomb School located at British Row, Trowbridge under the Community Asset Transfer policy.	The Trowbridge Area Board has considered this request and has recommended to Cabinet that a transfer is agreed	Trowbridge Area Board report of 13 May 2010 and Wiltshire Rural Music School Business Plan	Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a>	Rachel Efemey <a href="mailto:rachel.efemey@wiltshire.gov.uk">rachel.efemey@wiltshire.gov.uk</a>
<b>27 Jul 2010</b> Budget Monitoring	To receive a regular update on the capital and revenue budget	Corporate Leadership Team	None.	Cllr Fleur de Rhe-Philipe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a>	Martin Donovan <a href="mailto:martin.donovan@wiltshire.gov.uk">martin.donovan@wiltshire.gov.uk</a>
<b>27 Jul 2010</b> Quarterly Progress Update - Workplace Transformation Programme	Regular update on progress of Workplace Transformation Programme		None.	Cllr John Noeken <a href="mailto:john.noeken@wiltshire.gov.uk">john.noeken@wiltshire.gov.uk</a>	Mark Stone
<b>27 Jul 2010</b> Proposals for Remodelled Roles within Waste Collection	To seek endorsement of proposals to remodel the Waste Collector role (s) across the county to inform the corporate Harmonisation of Terms and Conditions project	Corporate Leadership Team, Unions and staff.	None.	Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a>	Tracy Carter <a href="mailto:tracycarter@wiltshire.gov.uk">tracycarter@wiltshire.gov.uk</a>
<b>27 Jul 2010</b> Total Place Initiative	To present an update on progress of the pilot project		None.	Cllr Jane Scott OBE <a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a>	Matti Raudsepp <a href="mailto:matti.raudsepp@wiltshire.gov.uk">matti.raudsepp@wiltshire.gov.uk</a>

<b>27 Jul 2010</b> Waste Site Allocations Development Plan Document	 To seek approval to consult on the formal Regulation 27 Waste Site Allocations Document.	This will commence for 6 weeks following the Cabinet meeting.	Draft of the document and technical reports	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a>
<b>27 Jul 2010</b> Salisbury Conservation Area	To seek Cabinet's approval for the de-designation the Salisbury Conservation Area and its re-designation as four separate conservation areas, including some changes to the boundaries.		None.	Cllr John Brady <a href="mailto:john.brady@wiltshire.gov.uk">john.brady@wiltshire.gov.uk</a>	Ms Elaine Milton <a href="mailto:elaine.milton@wiltshire.gov.uk">elaine.milton@wiltshire.gov.uk</a>
<b>27 Jul 2010</b> Review of Special Educational Needs (SEN) - Post Consultation Report	 To consider the outcomes of the consultation and make decisions on the issues considered in the Review	Major consultation during March-May 2010.	None.	Cllr Lionel Grundy OBE <a href="mailto:lionel.grundy@wiltshire.gov.uk">lionel.grundy@wiltshire.gov.uk</a>	Trevor Daniels <a href="mailto:trevor.daniels@wiltshire.gov.uk">trevor.daniels@wiltshire.gov.uk</a>
<b>14 Sep 2010</b> Budget Monitoring	To receive a regular update on the capital and revenue budget	Corporate Leadership Team	None.	Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a>	Martin Donovan <a href="mailto:martin.donovan@wiltshire.gov.uk">martin.donovan@wiltshire.gov.uk</a>
<b>14 Sep 2010</b> Wiltshire Air Quality Strategy	 To seek adoption of the Wiltshire Air Quality Strategy	Full consultation will have been completed	Strategy document	Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	John Carter <a href="mailto:john.carter@wiltshire.gov.uk">john.carter@wiltshire.gov.uk</a> Tel: 01225 776655
<b>14 Sep 2010</b> Update on Performance	To inform Cabinet about progress against the Council's priorities, including those in the Local Agreement for Wiltshire		Additional information will be placed in the website	Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a>	Sharon Britton <a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a>



<p><b>14 Sep 2010</b> 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 <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>	<p>Niki Lewis <a href="mailto:nikilewis@wiltshire.gov.uk">nikilewis@wiltshire.gov.uk</a></p>
<p><b>14 Sep 2010</b> Annual Governance Statement 2009-10</p>	<p>To consider a draft Annual Governance Statement for 2009/10 for comment before final approval is sought from the Audit Committee at its meeting on 30 September 2010.</p>	<p>Corporate Leadership Team, Audit Committee and Standards Committee</p>	<p>None.</p>	<p>Cllr Fleur de Rhe-Philippe <a href="mailto:fleur.derhe-philipe@wiltshire.gov.uk">fleur.derhe-philipe@wiltshire.gov.uk</a></p>	<p>Ian Gibbons <a href="mailto:ian.gibbons@wiltshire.gov.uk">ian.gibbons@wiltshire.gov.uk</a></p>
<p><b>14 Sep 2010</b> Salisbury Cathedral: Faith in our Future - Presentation by the Dean of Salisbury</p>	<p>To receive a presentation from the Dean of Salisbury regarding Salisbury Cathedral.</p>		<p>None.</p>	<p>Cllr Jane Scott OBE <a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a></p>	<p>Yamina Rhouati <a href="mailto:yamina.rhouati@wiltshire.gov.uk">yamina.rhouati@wiltshire.gov.uk</a></p>
<p><b>14 Sep 2010</b> Delegation of Services to Town &amp; Parish Councils</p>	<p>To update Cabinet on progress made with regard to the Delegation of Services to Towns and Parishes</p>	<p>Corporate Leadership Team</p>	<p>None.</p>	<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Mark Smith <a href="mailto:mark.smith@wiltshire.gov.uk">mark.smith@wiltshire.gov.uk</a></p>
<p><b>14 Sep 2010</b> Business Plan</p>	<p>To consider the Business Plan which will set out how the Council organises itself to deliver the priorities in the Corporate plan and its part of the Community Plan.</p>		<p>None.</p>		<p>Sharon Britton <a href="mailto:sharon.britton@wiltshire.gov.uk">sharon.britton@wiltshire.gov.uk</a></p>