

CABINET FORWARD WORK PLAN

1 JANUARY 2012 TO 30 APRIL 2012

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 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 Adult Care, Communities and Housing
Cllr J Brady	Cabinet Member for Finance, Performance and Risk
Cllr F de Rhé-Philipe	Cabinet Member for Economic Development and Strategic Planning
Cllr L Grundy	Cabinet Member for Children's Services
Cllr K Humphries	Cabinet Member for Public Health and Protection Services
Cllr J Noeken	Cabinet Member for Resources
Cllr T Sturgis	Cabinet Member for Waste, Property, Environment and Development Control Services
Cllr D Tonge	Cabinet Member for Highways and Transport
Cllr S Wheeler	Cabinet Member for Campus Development and Culture (including Leisure, Sport and Libraries)



Representations/Public Participation

If you would like to make representations on any of the items to be considered by Cabinet, please contact the officer named 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 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 by 12.00 noon two working days before the meeting. Please contact Democratic & Member Services on 01225 713018 for further information.


Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact
17 January 2012 at 10.30am					
17 Jan 2012 Regulation of Investigatory Powers Act 2000 - Revised Policy and Procedure documents	To amend the existing Policies to bring them in line with recent regulatory changes and to recognise suggested changes from the last Office of Surveillance Commissioners Inspection		Draft Revised Policies	Cllr John Noeken john.noeken@wiltshire.gov.uk	Frank Cain frank.cain@wiltshire.gov.uk
17 Jan 2012 Treasury Management Strategy 2011-12 - Revision January 2012	To consider and recommend that Council approve the revised Prudential Indicators and Treasury Management Strategy for 2011/12 required to address the issues arising from the Housing Reform initiative.	Corporate Leadership Team		Cllr John Brady john.brady@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk
17 Jan 2012 Treasury Management Strategy 2012-13	To consider and recommend that Council approve the revised Prudential Indicators and a Treasury Management Strategy for 2012/13	Corporate Leadership Team		Cllr John Brady john.brady@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk

<p>17 Jan 2012 Wiltshire & Swindon Waste Site Allocations DPD - Proposed Submission Arrangements</p>	<p> To present the submission draft Wiltshire and Swindon Waste Site Allocations DPD for Cabinet approval and to request that the resolution of Cabinet be presented to the February Council meeting for formal approval prior to submitting the Waste Site Allocations DPD for independent examination.</p>	<p>Formal pre- submission consultation undertaken from June 13 to August 8 2011. Previous rounds of consultation undertaken in 2006 and 2010.</p>	<p>Proposed submission documents available online (including the consultation reports, SA/SEA/HRA reports, evidence base).</p>	<p>Cllr Fleur de Rhe- Philipe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>
<p>17 Jan 2012 Telcare Monitoring Service - Part II</p>	<p> To inform Members of proposals for the delivery of a 24 hour telecare response service and to seek approval for implementing these arrangements including the transfer of staff and closure of existing service</p>	<p>Staff, customers, service providers</p>	<p>Cabinet report July 26th 2011</p>	<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Nicola Gregson nicola.gregson@wiltshire.gov.uk Tel: 01225 771673</p>
<p>17 Jan 2012 Rationalisation of Properties</p>	<p></p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Mark Stone mark.stone@wiltshire.gov.uk</p>

Special Meeting of Cabinet - 17 January 2012 at 2.00pm


<p>17 Jan 2012 Arrangements for the Adoption of the South Wiltshire Core Strategy</p>	<p> To present the Inspectors Report and request that: 1) Cabinet approve the South Wiltshire Core Strategy for adoption; and 2) Cabinet recommends that Council formally approve the document for inclusion in the Council's policy framework at its meeting on 7 February 2012.</p>	<p>Informal consultation: Various dates through 2007 Formal consultation (preferred options): February – April 2008 Revised preferred options consultation: September – October 2008 Pre-submission consultation: July – September 2009 Core Strategy Review consultation: April – May 2011</p>	<p>Inspector's Report</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>
<p>17 Jan 2012 Approval of the Pre-Submission Draft Wiltshire Core Strategy and Arrangements for Formal Consultation</p>	<p> To request that Cabinet approves the Pre-Submission draft Wiltshire Core Strategy for the purpose of undertaking the final stage of formal consultation.</p>	<p>Informal consultation: October – December 2009 and Additional Informal consultation: June – August 2010</p>	<p>Evidence based topic papers and previous consultation feedback</p>	<p>Cllr Fleur de Rhe-Philippe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>


February 2012

15 Feb 2012 Business Plan Scorecard Report	To inform Cabinet about progress against the Council's priorities as shown in the Business Plan.			Cllr John Brady john.brady@wiltshire.gov.uk	Sharon Britton sharon.britton@wiltshire.gov.uk
15 Feb 2012 Formation of a School Company	To approve the formation of a School Company to deliver extended services in Trowbridge and to establish the local authority as the Supervising Authority for the company.			Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Elizabeth Williams elizabethA.williams@wiltshire.gov.uk
15 Feb 2012 Revenue Budget, Housing Revenue Account (HRA), Capital Programme for 2012/13 and Council Tax Setting	 To recommend approval of the Council's revenue budget, HRA and capital programme for 2012/13 to Council on 28 February 2012. This will also be considered by the Joint Scrutiny Committee on 9 February 2012.	Area Boards and Statutory consultees		Cllr John Brady john.brady@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk

March 2012

<p>20 Mar 2012 Transformation of the Passenger Assistant Service</p>	<p>To update Cabinet on the implementation phase of the transformation of the Passenger Assistant service and for Cabinet to approve suitable final recommendations.</p>	<p>As of the 28th November there has been extensive consultation with the Passenger Assistants by means of face to face meetings across the county, FAQ's despatched and feedback forms collated. There has also been consultation with the following groups:</p> <ul style="list-style-type: none"> • The chair of each of the staff forums • Unions • Equal Chances Better Lives • Wiltshire & Swindon Users Network • Wiltshire Parent Carer Council • Equality and Diversity Policy Officer (internal) • HR • Transport suppliers 	<p>TBC</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Mr Jason Salter</p>
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20 Mar 2012 Joint Strategic Assessment	To note the progress of the Joint Strategic Assessment programme				Maggie Rae (Director of Public Health and Public Protection) maggie.rae@wiltshire.gov.uk
20 Mar 2012 Looked After Children Commissioning Strategy (Details awaited)				Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Jane Shuttleworth jane.shuttleworth@wiltshire.gov.uk
April 2012					
17 Apr 2012 Budget Monitoring	To receive an update on the Councils revenue budget.	Corporate Leadership Team		Cllr John Brady john.brady@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk
17 Apr 2012 Award of Works and Servicing Contracts to maintain the Councils Housing Portfolio	 To seek Cabinet approval for award of contracts to provide services and works to maintain the Council's existing housing portfolio, these being: Planned and Cyclical Maintenance programmes; Heating installation and servicing; electrical works; sewerage treatment maintenance; responsive repairs.	Service Director, Head of Legal, Existing Tenants, Lease Holders, Procurement		Cllr John Thomson john.thomson@wiltshire.gov.uk	Peter Bravery peter.bravery@wiltshire.gov.uk

<p>17 Apr 2012 Fees and Charges Policy</p>	<p> To consider the Council's Corporate Fees, Charges and Concessions Policy</p>	<p>Area Boards and statutory consultees.</p>		<p>Cllr John Brady john.brady@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>
<p>17 Apr 2012 Preparations for the 2012 Olympics (Details awaited)</p>				<p>Leader of the Council</p>	<p>Maggie Rae (Director of Public Health and Public Protection) maggie.rae@wiltshire.gov.uk</p>