

CABINET FORWARD WORK PLAN

1 JULY 2019 TO 31 OCTOBER 2019 – PART 2


Published on 21 June 2019

Republished on 25 June 2019

Republished on 4 July 2019

Explanatory Note

This work plan consists of items to be considered by the Cabinet in the next four months. It will be published 28 days before each meeting (the date the decision is to be made).

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 relevant Cabinet member
- Where the item or part of the item will be considered in private

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 the 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 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 Council's policy framework (documents listed within the Council's Constitution)
6. Any contract (or programme) which:

- exceeds an annual value of £1 million or the total contract value; or
 - exceeds £4million including any optional extension period; or
 - involves the transfer of 50 or more employees in or out of the council; or
 - relates to a matter which is commercially, politically or strategically sensitive.
7. 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
Baroness Scott of Bybrook OBE	Leader of the Council
Cllr John Thomson	Deputy Leader of the Council and Cabinet Member responsible for communications, communities, leisure and libraries and Interim Cabinet Member for adult social care, public health and protection
Cllr Laura Mayes	Cabinet Member responsible for children, education and skills
Cllr Toby Sturgis	Cabinet Member responsible for planning and strategic asset management
Cllr Philip Whitehead	Cabinet Member responsible for finance, procurement, IT and operational assets
Cllr Richard Clewer	Cabinet Member responsible for corporate services, heritage, housing, arts and tourism
Cllr Bridget Wayman	Cabinet Member responsible for highways, transport and waste
Cllr Pauline Church	Cabinet Member responsible for economic development and South Wiltshire recovery

Representations/Public Participation

Supporting documents other than those listed in the schedule below may be submitted to Cabinet. If you would like to make representations on any of the items to be considered by Cabinet, please contact the officer named or Cabinet member for the relevant item.

Additionally, the Council welcomes participation at its meetings from members of the public. Meetings of Cabinet are open to members of the public, unless the agenda states that an item or part of an item will be considered in private. Members of the public may ask a question

or make a statement. Written notice of questions should be sent to committee@wiltshire.gov.uk by 12.00 noon three clear working days before the meeting. Please contact Democratic Services on 01225 718221 for further information.

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author and Associate Director	To be considered in Private
23 July 2019						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>23 Jul 2019 Council Tax Reduction Scheme Review</p>	<p>Key Decision To review the assessment process by which those in receipt of Universal Credit are awarded council tax reduction. As the number of households in Wiltshire entitled to Universal Credit exceeds 10,000 the impact on the ability of the Council to deliver a precise and cost effective support scheme using current methods is put under review. This paper looks at the impact Universal Credit is having in Wiltshire and the processes deployed by other councils to support those on a low income. The paper will bring these issue together and look at the challenges Universal Credit presents both to the organisation and the recipient in terms of collecting council tax and the opportunities of designing a more robust and efficient local council tax reduction scheme. The report will provide various options and the costs of schemes which if approved will be introduced from April 2020.</p>	<p>Police, Fire, voluntary sector (Welfare Support Groups, Citizens Advice, community First) council tax payer and those householders who are in receipt of Universal Credit. Any significant change to the scheme will require public consultation. Changes to the council tax, tax base setting process which will require consultation with towns and parishes as well as council tax payers in general.</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Ian P Brown ianp.brown@wiltshire.gov.uk Tel: 01225 716701 Becky Hellard</p>	<p>Open</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
23 Jul 2019 Enterprise Resource Planning	Key Decision Report on the review of the financial management system	update report		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Becky Hellard becky.hellard@wiltshire.gov.uk Becky Hellard	Part exempt
23 Jul 2019 Performance Management and Risk Outturn Report: Q4 2018/19	Non-Key Provides an update on performance against the stated aims in the council's Business Plan 2017-27. The information provided includes key measures as well as the council's strategic risk register.	Standard		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Toby Eliot toby.eliot@wiltshire.gov.uk Tel: 01225 713886 Robin Townsend	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>23 Jul 2019 Budget Monitoring, Performance & Risk Management 2019/20 Q1</p>	<p>Non-Key Combined monitoring report for first quarter</p>	<p>councillors via overview & scrutiny</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Toby Eliot, Matthew Tiller toby.eliot@wiltshire.gov.uk, matthew.tiller@wiltshire.gov.uk Tel: 01225 713886, Tel: 01722b434244</p> <p>Becky Hellard, Robin Townsend</p>	<p>Open</p>
<p>23 Jul 2019 Provision of ICT Services to Wiltshire Police</p>	<p>Non-Key To review and potentially amend current arrangements, in the light of changing Police arrangements at the national level.</p>	<p>Not necessary at this stage.</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Paul Day paul.day@wiltshire.gov.uk</p> <p>Carlton Brand</p>	<p>Open</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>23 Jul 2019 Establishing local authority companies</p>	<p>Key Decision Cabinet will be asked to consider supporting the establishment of three local authority companies, the shareholder agreement for the companies, articles of association , reserved matters including business plans and the services the Council wishes to provide to the companies including loan finance and equity investment.</p>	<p>Not applicable</p>		<p>Leader of the Council</p>	<p>Simon Hendey simon.hendey@wiltshire.gov.uk</p> <p>Simon Hendey (Director - Housing and Commercial)</p>	<p>Fully exempt</p>
<p>23 Jul 2019 Council house build programme phase 2 update</p>	<p>Key Decision Cabinet are asked to consider deleting some schemes from the current programme and agreeing replacement schemes.</p>	<p>not applicable</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Simon Hendey simon.hendey@wiltshire.gov.uk</p> <p>Simon Hendey (Director - Housing and Commercial)</p>	<p>Fully exempt</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>23 Jul 2019 Proposed Loan to Wiltshire Museum</p>	<p>Non-Key To approve a loan to Wiltshire Museum of £0.065m towards the purchase of a storage asset. The loan being secured on the acquired asset. This part funds the acquisition alongside a capital grant of £0.125m.</p>	<p>Wiltshire College</p> <p>Deputy Leader and Cabinet member for Communications, Communities, Leisure and Libraries</p> <p>Cabinet Member for Finance, Procurement, ICT and Operational Assets Deputy Leader and Cabinet Member have been consulted, as well as the Museum</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Becky Hellard becky.hellard@wiltshire.gov.uk</p> <p>David Redfern (Interim Director - Communities and Neighbourhood Services)</p>	<p>Fully exempt</p>
<p>23 Jul 2019 Provision of loan facility for Wiltshire College</p>	<p>Key Decision Cabinet are asked to consider the provision of a loan facility for Wiltshire college.</p>	<p>Not applicable</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Simon Hendey simon.hendey@wiltshire.gov.uk</p> <p>Simon Hendey (Director - Housing and Commercial)</p>	<p>Fully exempt</p>
<p>17 September 2019</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>17 Sep 2019 Wiltshire Air Quality Strategy</p>	<p>Key Decision Refreshed version of the strategy for 2019-2024</p>	<p>Environment Select Committee and Health & Wellbeing Board</p>		<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>John Carter john.carter@wiltshire.gov.uk Tel: 01225 776655</p> <p>David Redfern (Interim Director - Communities and Neighbourhood Services)</p>	<p>Open</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>17 Sep 2019 Emergency Stopping Places Strategy</p>	<p>Key Decision Following 3 July 2018 Cabinet meeting this is to report back on the delivery of the Strategy.</p>	<p>Division members Traveller community Internal departments Consultation with traveller community and Friends, Families and Travellers Division member briefing</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix, Carolyn Gibson georgina.clampitt-dix@wiltshire.gov.uk, carolyn.gibson@wiltshire.gov.uk Tel: 01225 713472, Tel: 01225 718452 Flo Churchill (Interim Director - Economic Development and Planning)</p>	<p>Open</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>17 Sep 2019 Homeless Strategy</p>	<p>Key Decision For Cabinet to consider and recommend to Full Council the approval of our 5 year Homeless Strategy</p>	<p>Staff Housing Providers Support providers (Health and Housing) Voluntary Sector All agencies involved with homeless clients CAB / Police / Wiltshire Fire & Rescue service Health professionals Informal consultation process Dec 18 ESC and Homeless scrutiny task and finish group Formal consultation Feb 19 - April 19 Attendance at various housing meetings</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Nicole Smith nicole.smith@wiltshire.gov.uk Tel: 01249 706567 Simon Hendeley (Director - Housing and Commercial)</p>	<p>Open</p>
<p>17 Sep 2019 Wiltshire Council Equality & Inclusion Annual Report 2019 and Objectives 2019-22</p>	<p>Key Decision For Cabinet to note the achievements of Wiltshire Council in meeting the Public Sector Equality Duty For Cabinet to agree the new objectives and action plan for 2019-22</p>	<p>None</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Emily Higson emily.higson@wiltshire.gov.uk Tel: 01225 713990 Robin Townsend</p>	<p>Open</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>17 Sep 2019 Extra Care and Housing Related Support Services</p>	<p>Key Decision To present options for the commissioning of Extra Care and Housing Related Support Services.</p>	<p>. Health Select Committee, Cabinet member for Adult Social Care, Public Health and Public Protection, Housing Providers, Service Providers and Tenants</p>		<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Sue Geary sue.geary@wiltshire.gov.uk Tel: 01225 713922</p> <p>Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>
<p>17 Sep 2019 Intermediate Care Bed Service</p>	<p>Key Decision seek approval to tender for the Intermediate Care Bed Service beyond 2020</p>	<p>Providers, service users, stakeholders. Glensk have already conducted some elements of service review, which will be included. service review to be conducted prior to report process, this will include partners, stake holders and service users</p>		<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Deborah Elliott, Sue Geary deborah.elliott@wiltshire.gov.uk, sue.geary@wiltshire.gov.uk Tel: 01225 713922</p> <p>Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>17 Sep 2019 Sexual Health and Contraceptive Service Procurement</p>	<p>Key Decision Wiltshire Council commissions a comprehensive integrated sexual health and contraception services to provide contraception and sexually transmitted infections (STI) testing and treatment, chlamydia screening and HIV testing. The current contract for the existing service expires on 31 March 2020 and we are now required to contract again.</p> <p>The delivery of sexual health and contraceptive services is a prescribed public health function funded by the public health grant.</p>	<p>To be confirmed.</p>		<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Steve Maddern steve.maddern@wiltshire.gov.uk</p> <p>Tracy Daszkiewicz (Director - Public Health)</p>	<p>Open</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
17 Sep 2019 Treasury Management mid-year	Non-Key Treasury Management Mid year	Overview and Scrutiny		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Becky Hellard	Open
8 October 2019						