


CABINET FORWARD WORK PLAN

1 SEPTEMBER 2019 TO 31 DECEMBER 2019

Published on 15 August 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
Cllr Philip Whitehead	Leader of the Council and Cabinet Member responsible for Finance, Procurement and Economic Development
Cllr Richard Clewer	Deputy Leader of the Council and Cabinet Member responsible for Corporate Services, Heritage, Arts, Tourism, Housing and MCI
Cllr Pauline Church	Cabinet Member responsible for Children, Education and Skills, and South Wiltshire Recovery
Cllr Toby Sturgis	Cabinet Member responsible for Spatial Planning and Development Management and Property
Cllr Ian Blair-Pilling	Cabinet Member responsible for IT, Digitalisation and Operational Assets
Cllr Bridget Wayman	Cabinet Member responsible for Highways, Transport and Waste
Cllr Laura Mayes	Cabinet Member responsible for Adult Social Care, Public Health and Public Protection
Cllr Alison Bucknell	Cabinet Member responsible for Communications, Communities, Leisure and Libraries

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
17 September 2019						
17 Sep 2019 Wiltshire Council Equality & Inclusion Annual Report 2019 and Objectives 2019-22	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	None		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Emily Higson emily.higson@wiltshire.gov.uk Tel: 01225 713990 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>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 Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Steve Maddern steve.maddern@wiltshire.gov.uk</p> <p>Tracy Daszkiewicz (Director - Public Health)</p>	<p>Part 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>8 Oct 2019 Melksham Community Campus and Melksham House Construction Projects and Development Opportunities</p>	<p>Key Decision Cabinet is asked to consider the agreement for additional funding to support the Melksham Campus project</p>	<p>Directors, Cabinet Members, Area Board Cllrs, Stakeholders, Legal, Finance, Procurement, General Public Directors, Cabinet Members, Area Board Cllrs, Stakeholders, Legal, Finance, Procurement, General Public</p>		<p>Cllr Allison Bucknell allison.bucknell@wiltshire.gov.uk</p>	<p>Louise Cary, Natasha Gumbrell, paul.pritchard louise.cary@wiltshire.gov.uk, natasha.gumbrell@wiltshire.gov.uk, paul.pritchard@wiltshire.gov.uk Tel: 01722 434274, , 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 Update on Outdoor Education sites</p>	<p>Non-Key An update paper to Cabinet setting out the current position with disposal of Braeside and Oxenwood Outdoor Education Centres</p>	<p>The Cabinet Member for finance has requested that this report be brought to Cabinet</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Paul Redford Paul.Redford@wiltshire.gov.uk</p> <p>Helean Hughes (Director - Education and Skills)</p>	<p>Open</p>
<p>8 Oct 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</p> <p>Simon Hendey (Director - Housing and Commercial)</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
Disposal of Martingate Centre	<p>Non-Key A report to consider whether the Council should dispose of Martingate Centre, Corsham at less than best consideration.</p>	The Cabinet Member for Property has been informed that this report is coming forward, and the Elected Member of Corsham has requested that this report is submitted.				Part exempt
<p>17 Sep 2019 Local Industrial Strategy</p>	<p>Key Decision To endorse the SWLEP Local Industrial Strategy</p>	In order to meet the requirement that the LIS be developed locally and led by those who best know the needs of local economies, the SWLEP has engaged the two local authorities and over 1000 local businesses.		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Flo Churchill, Helen Clift Flo.Churchill@wiltshire.gov.uk, helen.clift@wiltshire.gov.uk Tel: 01225 712531</p> <p>Alistair Cunningham</p>	Part exempt
8 October 2019						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>8 Oct 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 Laura Mayes laura.mayes@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>8 Oct 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</p> <p>Flo Churchill (Interim Director - Economic Development and Planning)</p>	<p>Open</p>
<p>8 Oct 2019 Extra Care 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 Laura Mayes laura.mayes@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>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>8 Oct 2019 Update on actions to reduce carbon generation in Wiltshire</p>	<p>Non-Key To provide Cabinet with an update on the actions taken by Wiltshire Council to seek to make the county of Wiltshire carbon neutral by 2030</p>	<p>Overview and Scrutiny Management Committee at its meeting held on 19 March 2019 asked Environment Select Committee to form a task group to develop recommendations and a plan to achieve making the county of Wiltshire carbon neutral by 2030 along with undertaking a carbon and renewables audit. Environment select committee was also asked to agree parameters with the relevant Cabinet member or portfolio holder that represent the council impact on the environment and can be accurately reported to council on a regular basis, to potentially include those measures suggested in the motion to full Council.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk Tel: 01225 713258</p> <p>Alistair Cunningham</p>	<p>Open</p>
<p>November 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>19 Nov 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 Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>James Corrigan Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>
<p>19 Nov 2019 Treasury Management mid-year</p>	<p>Non-Key Treasury Management Mid year</p>	<p>Overview and Scrutiny</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 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
19 Nov 2019 Budget Monitoring, Performance & Risk Management 2019/20 Q2	Non-Key Combined monitoring report for q2	Members Overview & Scrutiny		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Toby Eliot, Matthew Tiller toby.eliot@wiltshire.gov.uk , matthew.tiller@wiltshire.gov.uk Tel: 01225 713886, Tel: 01722b434244 Becky Hellard, Robin Townsend	Open
December 2019						
10 Dec 2019 Council Tax Base	Non-Key Council Tax base	Consultation not required.		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Becky Hellard	Open