

CABINET FORWARD WORK PLAN

1 SEPTEMBER 2014 TO 31 DECEMBER 2014

Explanatory Note

This work plan consists of items to be considered by the Cabinet in the next four months. It will be published at the beginning of each month.

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 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 Highways, Streetscene and Broadband
Cllr D Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr F de Rhé-Philippe	Cabinet Member for Economy, Skills and Transport
Cllr L Mayes	Cabinet Member for Children's Services
Cllr K Humphries	Cabinet Member for Public Health and Protection, Adult Care and Housing
Cllr J Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr T Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste
Cllr S Wheeler	Cabinet Member for Hubs, Human Resources, Legal, Democratic Services, Governance, Heritage and Arts


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 and its Committees 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 Yamina Rhouati, Democratic Governance Manager Yamina.Rhouati@wiltshire.gov.uk by 12.00 noon three working days before the meeting. Please contact Democratic Services on 01225 718024 for further information.

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private (No, unless otherwise stated)
16 September 2014						
16 Sep 2014 Joint Mental Health and Wellbeing Strategy	To make cabinet members aware of the draft strategy and notify of forthcoming consultation period	Consultation will take place between October 2014 and January 2015.		Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Karen Spence, Frances Chinemana karen.spence@wiltshire.gov.uk , frances.chinemana@wiltshire.gov.uk	
16 Sep 2014 Revenue Budget Monitoring	To receive an update on the Council's revenue budget.			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk	
16 Sep 2014 Public Health Annual Report	To inform Cabinet members of Public Health's activities in Wiltshire during 2013/14.			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Maggie Rae maggie.rae@wiltshire.gov.uk	
16 Sep 2014 Treasury Management Strategy 2014-15 - First Quarter Ended 30 June 2014	To provide a quarterly update on the 2014/15 treasury management position for the quarter to the end of June 2014.	Corporate Leadership Team		Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk	

<p>16 Sep 2014 Climate Local Initiative</p>	<p>To seek approval from Cabinet to sign up to the Climate Local Initiative and review progress made over the past five years since the council became a signatory to the Nottingham Declaration on climate change.</p>		<p>Climate Local Action Plan</p>	<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>	
<p>16 Sep 2014 Insurance Services Tender</p>	<p>🔑 Our current 5 year contract with Zurich Municipal for Insurance Services ends on 31/03/2015. This report asks for permission to continue securing Insurance cover and if so to go to tender.</p>	<p>Internal only.</p>		<p>Cllr Dick Tonge, Cllr Stuart Wheeler richard.tonge@wiltshire.gov.uk, stuart.wheeler@wiltshire.gov.uk</p>	<p>Darren Law darren.law@wiltshire.gov.uk</p>	
<p>16 Sep 2014 Better Care Plan Fast Track and 100 Day Challenge</p>	<p>To inform Cabinet Members of the Better Care Plan Fast Track and 100 Day Challenge.</p>			<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	
<p>7 October 2014</p>						

<p>7 Oct 2014 Growth Deal - Financial Implications and Future Resourcing (Part II Item)</p>	<p>This report responds to requests from Cabinet and CLT made in July 2014 to identify and capture the ongoing project development costs, resource requirements and financial obligations of the Council in relation to the bidding and delivery of Growth Deal projects outlined in the SWLEP Strategic Economic Plan (SEP).</p>	<p>The report is being written in partnership with colleagues from Highways and Transport and lead officers from Financial Services. The paper will complete the standard consultation procedures.</p>	<p>This report builds on the report regarding a request for an allocation of the 13/14 Corporate Earmarked Reserve sent to Cabinet/CLT Liaison on Monday 28th July.</p> <p>SWLEP Strategic Economic Plan</p> <p>Notification of a Private Meeting</p>	<p>Cllr Jane Scott OBE jane.scott@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>	
<p>7 Oct 2014 Porton Science Park (Part II Appendix)</p>	<p> Update members on progress on the project, and approve allocation for contributory capital funding to the project, in light of the Growth Deal announcement of 7 July 2014.</p>		<p>Swindon and Wiltshire Strategic Economic Plan</p> <p>Notification of private meeting</p>	<p>Cllr Fleur de Rhé-Philippe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Richard Walters richard.walters@wiltshire.gov.uk</p>	

11 November 2014

11 Nov 2014 Withdrawal of Early Morning Bus Travel Concession	 To decide in respect of the Wiltshire bus pass scheme i) whether to withdraw early morning free travel ii) whether free travel should start at 0900 or 0930	With organisations representing disabled and elderly people, council members and bus operators. To take place July – September 2014.	Results of consultation	Cllr John Thomson john.thomson@wiltshire.gov.uk	Ian White ian.white@wiltshire.gov.uk	
11 Nov 2014 Outcome of Consultation Regarding Personalisation Policy	 To consider the outcome of the public consultation on the Personalisation Policy.			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951	
11 Nov 2014 Treasury Management Strategy 2014-15 - Second Quarter Ended 30 September 2014	To provide a quarterly update on the 2014/15 treasury management position for the quarter to the end of September 2014.	Corporate Leadership Team.		Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk	

<p>11 Nov 2014 Wiltshire Education, Employment & Skills Strategy</p>	<p>To invite cabinet to endorse the Wiltshire Education, Employment and Skills Strategy.</p>	<p>Public consultation; Wiltshire College; Skills Funding Agency, Community Learning Trust, Department for Work and Pensions, Wiltshire Business Support Service, Federation of Small Businesses, Local Secondary Schools, Voluntary and Community Sector Organisations, GWP Training Provider network.</p>		<p>Cllr Fleur de Rhé-Philippe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>	
<p>16 December 2014</p>						
<p>16 Dec 2014 Social Impact Bonds</p>	<p>To outline the outcome of a Social Impact Bond Feasibility Study.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>James Fortune James.Fortune@wiltshire.gov.uk</p>	
<p>16 Dec 2014 Revenue Budget Monitoring</p>	<p>To receive an update on the Council's revenue budget.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk</p>	
<p>16 Dec 2014 Performance Management Update</p>	<p>Update on Performance.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Robin Townsend Robin.Townsend@wiltshire.gov.uk</p>	

16 Dec 2014 Council Tax Base 2014/15	For Cabinet to consider and approve the Council Tax Base 2014/15.			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk	
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