

**CABINET FORWARD WORK PLAN**

1 OCTOBER 2014 TO 31 JANUARY 2015

## **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](mailto: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) |
|---|--|--------------|--|--|--|---|
| 7 October 2014  |  |              |  |  |  |   |
| <b>7 Oct 2014</b><br>Porton Science Park (Part II Appendix)       |  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.      |              | Swindon and Wiltshire Strategic Economic Plan<br><br>Notification of private meeting | Cllr Fleur de Rhé-Philippe<br><a href="mailto:fleur.derhephilipe@wiltshire.gov.uk">fleur.derhephilipe@wiltshire.gov.uk</a> | Richard Walters<br><a href="mailto:richard.walters@wiltshire.gov.uk">richard.walters@wiltshire.gov.uk</a>  | Yes in part   |
| <b>7 Oct 2014</b><br>Actions to Recruit and Retain Social Workers | To provide Cabinet with an update on all of the actions being taken and planned to improve the recruitment and retention of social workers across the council following the agreement of CLT on 23 June to pay market supplements to specific social worker roles. |              |  | Cllr Stuart Wheeler<br><a href="mailto:stuart.wheeler@wiltshire.gov.uk">stuart.wheeler@wiltshire.gov.uk</a>                | Terence Herbert, Barry Pirie<br><a href="mailto:terence.herbert@wiltshire.gov.uk">terence.herbert@wiltshire.gov.uk</a> ,<br><a href="mailto:barry.pirie@wiltshire.gov.uk">barry.pirie@wiltshire.gov.uk</a> |   |
| <b>7 Oct 2014</b><br>Wiltshire Air Quality Action Plan            | To seek Cabinet's approval of the Wiltshire Air Quality Action Plan (WAQAP), prior to wider public consultation and subsequent submission to Defra.  |              |  | Cllr Keith Humphries<br><a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>             | Frances Chinemana<br><a href="mailto:frances.chinemana@wiltshire.gov.uk">frances.chinemana@wiltshire.gov.uk</a>  |   |

11 November 2014

|   |   |  |   |   |   |            |
|---|---|--|---|---|---|------------|
| <p><b>11 Nov 2014</b><br/>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<br/>OBE<br/><a href="mailto:jane.scott@wiltshire.gov.uk">jane.scott@wiltshire.gov.uk</a></p> | <p>Alistair Cunningham<br/><a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a><br/>Tel: 01225 713203</p> | <p>Yes</p> |
| <p><b>11 Nov 2014</b><br/>Withdrawal of Early Morning Bus Travel Concession</p>                         | <p> To decide in respect of the Wiltshire bus pass scheme</p> <p>i) whether to withdraw early morning free travel<br/>ii) whether free travel should start at 0900 or 0930</p>   | <p>With organisations representing disabled and elderly people, council members and bus operators. To take place July – September 2014.</p>  | <p>Results of consultation</p>  | <p>Cllr John Thomson<br/><a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a></p>   | <p>Ian White<br/><a href="mailto:ian.white@wiltshire.gov.uk">ian.white@wiltshire.gov.uk</a></p>   |            |

|   |  |   |  |  |   |  |
|---|--|---|--|--|---|--|
| <p><b>11 Nov 2014</b><br/>Outcome of Consultation Regarding Personalisation Policy</p>                      | <p><br/>To consider the outcome of the public consultation on the Personalisation Policy.</p> |   |  | <p>Cllr Keith Humphries<br/><a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>             | <p>James Cawley<br/><a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a><br/>Tel: 01225 713951</p>                      |  |
| <p><b>11 Nov 2014</b><br/>Treasury Management Strategy 2014-15 - Second Quarter Ended 30 September 2014</p> | <p>To provide a quarterly update on the 2014/15 treasury management position for the quarter to the end of September 2014.</p>   | <p>Corporate Leadership Team.</p>   |  | <p>Cllr Dick Tonge<br/><a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>                      | <p>Michael Hudson<br/><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>                                      |  |
| <p><b>11 Nov 2014</b><br/>Wiltshire Education, Employment &amp; 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<br/><a href="mailto:fleur.derhephilipe@wiltshire.gov.uk">fleur.derhephilipe@wiltshire.gov.uk</a></p> | <p>Alistair Cunningham<br/><a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a><br/>Tel: 01225 713203</p> |  |

|  |   |   |   |   |  |  |
|--|---|---|---|---|--|--|
| <p><b>11 Nov 2014</b><br/>Wiltshire Child Poverty Strategy 2014-2020</p> | <p>The purpose of this item is to present an update on the progress of the Wiltshire Child Poverty Strategy 2014-20.</p> <p>Under Part 2 of the Child Poverty Act, Local Authorities have a statutory duty to mitigate and reduce the impacts of child poverty through the production of a local needs assessment and strategy.</p> | <p>The strategy has already undergone the required 90 day public consultation period.</p> | <p>Wiltshire Child Poverty Strategy 2014-2020<br/>Wiltshire Child Poverty Needs Assessment 2014</p> | <p>Cllr Keith Humphries, Cllr Laura Mayes<br/><a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a><br/><a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p> | <p>Kate Blackburn<br/><a href="mailto:Kate.Blackburn@wiltshire.gov.uk">Kate.Blackburn@wiltshire.gov.uk</a></p> |  |
| <p>16 December 2014</p>  |   |   |   |   |  |  |
| <p><b>10 Feb 2015</b><br/>Social Impact Bonds</p>                        | <p>To outline the outcome of a Social Impact Bond Feasibility Study.</p>  |   |   | <p>Cllr Laura Mayes<br/><a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>  | <p>James Fortune<br/><a href="mailto:James.Fortune@wiltshire.gov.uk">James.Fortune@wiltshire.gov.uk</a></p>    |  |
| <p><b>16 Dec 2014</b><br/>Revenue Budget Monitoring</p>                  | <p>To receive an update on the Council's revenue budget.</p>  |   |   | <p>Cllr Dick Tonge<br/><a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>   | <p>Matthew Tiller<br/><a href="mailto:matthew.tiller@wiltshire.gov.uk">matthew.tiller@wiltshire.gov.uk</a></p> |  |
| <p><b>16 Dec 2014</b><br/>Performance Management Update</p>              | <p>Update on Performance.</p>   |   |   | <p>Cllr Dick Tonge<br/><a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>   | <p>Robin Townsend<br/><a href="mailto:Robin.Townsend@wiltshire.gov.uk">Robin.Townsend@wiltshire.gov.uk</a></p> |  |

|   |  |   |                         |   |   |  |
|---|--|---|-------------------------|---|---|--|
| <b>16 Dec 2014</b><br>Capital Budget<br>Monitoring  | To receive an update on the Council's capital budget.  |   |                         | Cllr Dick Tonge<br><a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a> | Matthew Tiller<br><a href="mailto:matthew.tiller@wiltshire.gov.uk">matthew.tiller@wiltshire.gov.uk</a>    |  |
| <b>16 Dec 2014</b><br>Council Tax Base<br>2014/15   | For Cabinet to consider and approve the Council Tax Base 2014/15.  |   |                         | Cllr Dick Tonge<br><a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a> | Michael Hudson<br><a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a>    |  |
| <b>16 Dec 2014</b><br>Proposed<br>Changes to Post<br>16, Grammar<br>School and<br>Continuity<br>Transport |  To decide in respect of education transport policy whether to (a) increase the student charge for post 16 transport, (b) introduce charges for grammar school transport and (c) cease to accept applications for assistance with continuity transport, | With schools headteachers and governors, colleges, parents, staff, Dioceses, WASSH and via the website, between 3 September and 19 October. | Results of consultation | Cllr John Thomson<br><a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a> | Ian White<br><a href="mailto:ian.white@wiltshire.gov.uk">ian.white@wiltshire.gov.uk</a>                   |  |
| <b>16 Dec 2014</b><br>Single View of the<br>Customer (details<br>awaited)                                 |  |   |                         |   | Robin<br>Townsend<br><a href="mailto:Robin.Townsend@wiltshire.gov.uk">Robin.Townsend@wiltshire.gov.uk</a> |  |
| 20 January 2015   |  |   |                         |   |   |  |