

CABINET FORWARD WORK PLAN

1 JANUARY 2017 TO 30 APRIL 2017

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% 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 Jane Scott	Leader of the Council
Cllr John Thompson	Deputy Leader of the Council and Cabinet Member responsible for communities, campuses, area boards and broadband
Cllr Laura Mayes	Cabinet Member responsible for children’s services
Cllr Fleur de Rhe-Philippe	Cabinet Member responsible for economic development, skills and strategic transport and strategic property
Cllr Jonathon Seed	Cabinet Member responsible for housing (excluding strategic housing), leisure, libraries and flooding
Cllr Toby Sturgis	Cabinet Member responsible for strategic planning, development management, strategic housing, operational property and waste
Cllr Richard (Dick) Tonge	Cabinet Member responsible for finance, performance, risk, systems thinking, procurement and welfare reform
Cllr Stuart Wheeler	Cabinet Member responsible for hubs, governance (including information management) support services (HR, legal, ICT, business services, democratic services) heritage and arts and customer care
Cllr Philip Whitehead	Cabinet Member responsible for highways and transport
Cllr Jerry Wickham	Cabinet Member responsible for health (including public health) and adult social care

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	Report Author and Associate Director	To be considered in Private
17 January 2017						
17 Jan 2017 Housing Repairs Contract Extension	Key Decision To gain approval to extend the current housing repairs contract.	Finance, legal, procurement, Members, CLT Internal colleagues and Members will be consulted		Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk	Janet O'Brien janet.obrien@wiltshire.gov.uk Tel: 01249 706550 James Cawley	Fully exempt
17 Jan 2017 Army Basing LGA Peer Review	Non-Key To provide members with a report on the LGA Peer Review and suggested way forward.	N/A (this is a report on a Peer review)		Cllr Fleur de Rhé-Philippe fleur.derhephilipe@wiltshire.gov.uk	Scott Anderson scott.anderson@wiltshire.gov.uk Tel: 01722 434689 Alistair Cunningham	Open
7 February 2017						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
7 Feb 2017 Care Home Tender - Contract Awards	Key Decision To agree contract awards for providers of: block contracts nursing home beds, framework contracts nursing home beds, framework contracts residential home beds, intermediate care contracts block beds	N/A N/A		Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Kath Norton Kathryn.Norton@wiltshire.gov.uk Tel: 01225 713656 James Cawley	Part exempt

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>7 Feb 2017 Wiltshire Domestic Abuse Support Services Procurement</p>	<p>Key Decision Inform Members of the intention to undertake a procurement process of the Wiltshire Domestic Abuse Support Services, currently commissioned jointly by the Local Authority and Office for the Police and Crime Commissioner.</p> <p>The current contracts are all coming to the end of their agreements – 30 September 2017. It is therefore timely to now re-align into a single contract, to be put out for competitive tender.</p> <p>The proposed new domestic abuse service model will offer an integrated service approach to tackling domestic abuse, focusing on earlier intervention and prevention, to include targeted support for adults and children living with the effects of domestic abuse and address service user needs for supported accommodation.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Hayley Mortimer hayley.mortimer@wiltshire.gov.uk</p> <p>Frances Chinemana</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>7 Feb 2017 Wiltshire Council's Financial Plan 2017/18</p>	<p>Key Decision To consider the Financial Plan 2017/2018 for onward recommendation to Council.</p>	<p>to overview and scrutiny and then council</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601</p>	<p>Open</p>
<p>7 Feb 2017 School Admission 2018/19</p>	<p>Non-Key To determine Wiltshire Council's admission arrangements for Voluntary Controlled & Community school's for 2018/19 intake. To determine Wiltshire Council's Co-ordinated Schemes for Admissions 2018/19.</p>	<p>Consult with all schools in Wiltshire, Diocese, all neighbouring authorities and other interested parties. The consultation will also been placed on Wiltshire Council website. Consult with all schools in Wiltshire, Diocese, all neighbouring authorities and other interested parties. The consultation will also been placed on Wiltshire Council website. Consultation will be carried out within the timescales outlined in the School Admissions Code.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010 Julia Cramp</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>7 Feb 2017 Revenue Budget Monitoring</p>	<p>Non-Key Revenue Budget monitoring period 9</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244</p> <p>Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601</p>	<p>Open</p>
<p>7 Feb 2017 Capital Budget Monitoring</p>	<p>Non-Key Capital monitoring period 9 Note, this is not a new report, but split rev and cap into two</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582</p> <p>Michael Hudson</p>	<p>Open</p>
<p>7 Feb 2017 Treasury Management Strategy 2017-18</p>	<p>Non-Key To consider and recommend that Council approve the revised Prudential Indicators and a Treasury Management Strategy for 2017/18</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Keith Stephens keith.stephens@wiltshire.gov.uk Tel: 01225 713603</p> <p>Michael Hudson</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>7 Feb 2017 Wiltshire Playing Pitch Strategy</p>	<p>Key Decision The existence of a robust, evidence based and up-to-date Playing Pitch Strategy covering the entire local authority area will help to influence a variety of local authority functions, policy development and decision making in respect of the community playing pitch stock, including planning policy and planning applications, educational provision, funding, facility and asset management, development of pitch based sports, public health and the management and maintenance of provision.</p>	<p>Town and Parish Council's, Area Boards, Developers, National Governing Bodies of Sport The draft Wiltshire Playing Pitch Strategy and associated appendices are currently being consulted upon using Planning's 'Objective' on-line consultation portal. This is a 6 week process which is being done in tandem with Spatial Planning's Open Spaces Study.</p>		<p>Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk</p>	<p>Louise Cary louise.cary@wiltshire.gov.uk Tel: 01722 434274 Frances Chinemana</p>	<p>Open</p>
<p>7 Feb 2017 Procurement of housing related support contract</p>	<p>Key Decision To gain approval to delegate authority to procure and award new housing related support contracts</p>	<p>Adult care, childrens services, legal, finance, procurement, stakeholders, housing colleagues, providers, A providers forum and commissioners forum have been sent up to consult on the process including finance, legal and procurement colleagues.</p>		<p>Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk</p>	<p>Helen C Taylor helenc.taylor@wiltshire.gov.uk James Cawley</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
7 Feb 2017 Procurement of housing repairs and maintenance service	Key Decision To gain delegated approval to procure and enter contract for a new housing repairs and maintenance service	Legal, finance, procurement, housing colleagues, Housing Board, Housing Assurance Panel, tenants and leaseholders The Housing Board is being consulted. There is a sub-group of the Board scrutinising the process and a tenant focus group will be set up to also challenge the process.		Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk	Tim Bruce tim.bruce@wiltshire.gov.uk James Cawley	Fully exempt
14 March 2017						
14 Mar 2017 Recommissioning of the Wiltshire Substance Misuse Service	Key Decision To seek Cabinet approval to begin the commissioning process to retender the Wiltshire Substance Misuse Service (over 18's drugs and alcohol service)	Wiltshire Police, Wiltshire/Dorset Fire, CCG, OPCC, Housing Consultation has taken (and continues to) with the members of the Community Safety Partnership to shape the post 2018 substance misuse service for post 2018.		Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Ceri Williams ceri.williams@wiltshire.gov.uk Frances Chinemana	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>14 Mar 2017 Joint Business Agreement between Wiltshire Council and Wiltshire CCG</p>	<p>Key Decision Seek approval for the updating of the Joint Business Agreement which sets the framework for Health Act 2012 flexibilities and transfers between the Council and the CCG.</p> <p>This document has been refreshed to take account of work undertaken on the Better Care Plan Section 75 Agreement</p>	<p>CCG Joint Commissioning Board</p>		<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Sue Geary sue.geary@wiltshire.gov.uk Tel: 01225 713922</p> <p>James Cawley</p>	<p>Open</p>
<p>14 Mar 2017 A303 Amesbury to Berwick Down Road Scheme</p>	<p>Key Decision To agree the Council's position on the non-statutory public consultation of proposed route(s)</p>	<p>All relevant bodies Public Non-statutory public consultation to commence in January 2017 by Highways England Statutory public consultation mid 2017 by Highways England</p>		<p>Cllr Fleur de Rhé-Philippe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Allan Creedy, Karen Jones allan.creedy@wiltshire.gov.uk, karen.jones@wiltshire.gov.uk Tel: 01225 713444,</p> <p>Parvis Khansari</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>14 Mar 2017 Impact of Adult Care Charging Policy</p>	<p>Non-Key Report to the Cabinet and Health Select Committee (HSC) detailing the impact of the new charging policy on individuals and to provide comprehensive data as to expected full year financial impact.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Sue Geary, Olly Spence sue.geary@wiltshire.gov.uk, olly.spence@wiltshire.gov.uk Tel: 01225 713922, Tel: 01225 718090 James Cawley</p>	<p>Open</p>
<p>14 Mar 2017 Performance Management and Risk Outturn Report: Q3 2016/17</p>	<p>Non-Key To provide an update on performance against Wiltshire Council's business plan and an understanding of the council's key risks.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Toby Eliot toby.eliot@wiltsire.gov.uk Tel: 01225 713886 Robin Townsend</p>	<p>Open</p>
<p>14 Mar 2017 Wiltshire Council Child Sexual Exploitation Action Plan Update</p>	<p>Non-Key To provide Cabinet with the annual update on the progress of the Council's CSE action plan, as agreed when the plan was adopted in 2015.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Emily Higson emily.higson@wiltshire.gov.uk Tel: 01225 713990 Terence Herbert</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>14 Mar 2017 Wiltshire Council's Housing Board Annual Report</p>	<p>Non-Key To update Cabinet regarding the activities of Wiltshire Council's Housing Board between December 2015 and November 2016 and comply with its Terms of Reference which requires an update to be provided to Cabinet.</p>			<p>Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk</p>	<p>Ian Seeckts ian.seeckts@wiltshire.gov.uk Tel: 01722 434353 James Cawley</p>	<p>Open</p>
<p>14 Mar 2017 Adoption West Implementation Decision Report</p>	<p>Non-Key Proposals for the establishment of the Adoption West Regional Adoption Agency (RAA) including legal, financial and workforce arrangements for combining local authority adoption services.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Martin Davis martin.davis@wiltshire.gov.uk Tel: 01225 712590 Terence Herbert</p>	<p>Open</p>
<p>4 April 2017</p>						
<p>4 Apr 2017 A350 Phase 3 Chippenham Duelling & M4 J17 Improvement Works</p>	<p>Key Decision To seek approval to award contracts for A350 Phase 3 Chippenham Duelling and M4 J17 Improvement Works.</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Peter Binley peter.binley@wiltshire.gov.uk Tel: 01225 713412 Parvis Khansari</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>4 Apr 2017 Wiltshire End of Life Care Strategy</p>	<p>Non-Key To provide cabinet with the opportunity to review the refreshed End of Life Care Strategy for Wiltshire - produced by Wiltshire CCG and Wiltshire Council.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Kate Blackburn Kate.Blackburn@wiltshire.gov.uk</p> <p>Frances Chinemana</p>	<p>Open</p>
<p>4 Apr 2017 Developing Integrated Urgent Care</p>	<p>Non-Key To provide an update on the joint procurement and to consider the agreement of the timetable for the decision to award the tender.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>4 Apr 2017 Post 16 Area Wide Review of Education in Wiltshire</p>	<p>Non-Key To present the findings of the post 16 area review of education in Wiltshire, Gloucestershire and Swindon.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Helen Clift, Ariane Crampton, James Fortune Helen.Clift@wiltshire.gov.uk, ariane.crampton@wiltshire.gov.uk, James.Fortune@wiltshire.gov.uk Tel: 01225 712531, Tel: 01225 718463, Tel: 01225 713341</p>	
<p>Future Items</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 May 2017 Draft Wiltshire Housing Site Allocations Plan</p>	<p>Key Decision To consider the draft Wiltshire Housing Site Allocation Plan and approach to consultation.</p> <p>Further information regarding this item can be found in Briefing Note 310 which is attached to this entry.</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix, Helen Clift georgina.clampitt-dix@wiltshire.gov.uk, Helen.Clift@wiltshire.gov.uk Tel: 01225 713472, Tel: 01225 712531</p> <p>Alistair Cunningham</p>	<p>Open</p>