


CABINET FORWARD WORK PLAN

1 MAY 2018 TO 31 AUGUST 2018

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 and Cabinet Member responsible for economic development
Cllr John Thompson	Deputy Leader of the Council and Cabinet Member responsible for communications, communities, leisure and libraries
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 Jerry Wickham	Cabinet Member responsible for adult social care, public health and protection

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
15 May 2018						
15 May 2018 Update on contract mobilisation of future waste management and collection services (Part I and Part II Report)	Key Decision To provide an update on progress of the mobilisation of new waste management and collection contracts to take effect from July 2018			Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk	John Geary john.geary@wiltshire.gov.uk Tel: 01225 713150 Tracy Carter	Part exempt
15 May 2018 Special School Provision	Key Decision An account of the policy development process, stakeholder contributions and relevant operational influences, leading to proposals to develop new special school provision in Wiltshire	school staff and governors; parents; members of the public Formative dialogue preceded this report. non-statutory consultation to follow statutory consultation subject to further decision		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Susan Tanner susan.tanner@wiltshire.gov.uk Alan Stubbersfield (Interim Director - Education and Skills)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
15 May 2018 Exemption Request – Extra Care Housing and Housing Related Support	Key Decision 4 x Extra Care Housing contracts 8 x Housing Related Support contracts	not applicable not applicable		Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Sue Geary sue.geary@wiltshire.gov.uk Tel: 01225 713922 (Director - Adult Care Commissioning)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>15 May 2018 Wiltshire Housing Site Allocations Development Plan Document - Proposed Submission Materials</p>	<p>Key Decision Cabinet resolved in June 2017 to approve the 'pre-submission' draft of the Wiltshire Housing Allocations DPD for consultation in accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. The consultation commenced 10 July 2017 and lasted 10 weeks.</p> <p>In total, 10,461 consultees were directly contacted. In addition, officers ran four open day events through July and published materials through a range of media to assist the consultation process. 3,366 individual representations were received from 968 consultees.</p> <p>The next stage of the plan making process involves submission of prescribed documents and information to the Secretary of State for the purpose of commencing the examination process, as set out in the Local Development Scheme.</p> <p>In order to submit the</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix georgina.clampitt-dix@wiltshire.gov.uk Tel: 01225 713472</p> <p>Tim Martienssen</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
12 June 2018						
12 Jun 2018 Re-commissioning of the residential rehabilitation (drugs and alcohol) framework for 2019-2022	Key Decision To re-commission the providers who will form the framework of residential rehabilitation for Wiltshire's drug and alcohol support service users, who wish to be detoxed and rehabilitated from their addictions. The contract will be 3 years with the option of extending this by 2 years.	As part of the procurement process, we will be engaging with the partners who constitute the Community Safety Partnership		Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Laura Schell, Ceri Williams laura.schell@wiltshire.gov.uk , ceri.williams@wiltshire.gov.uk Tracy Daszkiewicz (Director - Public Health and Protection)	Open
12 Jun 2018 Annual Reports on Treasury Management 2017/2018	Non-Key Annual Report			Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Stuart Donnelly, Matthew Tiller stuart.donnelly@wiltshire.gov.uk , matthew.tiller@wiltshire.gov.uk Tel: 01225 718582, Tel: 01722b434244 Michael Hudson	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>12 Jun 2018 Draft Statement of Accounts and Revenue Outturn 2017/2018</p>	<p>Non-Key Statement and outturn for year</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Michael Hudson</p>	<p>Open</p>
<p>3 July 2018</p>						
<p>3 Jul 2018 Site Disposal</p>	<p>Key Decision Approval to dispose of two sites</p>	<p>Finance, legal, procurement, equalities, public health, property, residents, local councils and Members. Site residents, local Members and town and parish councils will be consulted alongside internal colleagues.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Janet O'Brien janet.obrien@wiltshire.gov.uk Tel: 01249 706550 Alan Richell (Interim Director - Housing and Commercial Development)</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>3 Jul 2018 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 2016 and November 2017 and comply with its Terms of Reference which requires an update to be provided to Cabinet.</p>			<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Ian Seeckts ian.seeckts@wiltshire.gov.uk Tel: 01722 434353</p> <p>Alan Richell (Interim Director - Housing and Commercial Development)</p>	<p>Open</p>
<p>3 Jul 2018 Performance Management and Risk Outturn Report: Q4 2017/18</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 Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Toby Eliot toby.eliot@wiltshire.gov.uk Tel: 01225 713886</p> <p>Robin Townsend</p>	<p>Open</p>
<p>August - no meeting</p>						