

CABINET FORWARD WORK PLAN

1 NOVEMBER 2015 TO 29 FEBRUARY 2016

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 Keith Humphries	Cabinet Member responsible for health (including public health) and adult social care
Cllr Laura Mayes	Cabinet Member responsible for children's services
Cllr Fleur de Rhe-Philipe	Cabinet Member responsible for economic development, skills and strategic transport
Cllr Jonathon Seed	Cabinet Member responsible for housing (excluding strategic housing), leisure, libraries and flooding
Cllr Toby Sturgis	Cabinet Member responsible for strategic planning (strategic and development management) property, waste and strategic housing
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

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)
10 November 2015						
10 Nov 2015 Adoption Agency Six Month Update	To ensure that the Executive of the Council is satisfied that the Adoption Agency is effective and achieving good outcomes for children, young people and service users, as required by the 2013 Statutory Adoption Guidance and the 2014 Adoption National Minimum Standards.		New Adoption Report Test	Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Terence Herbert terence.herbert@wiltshire.gov.uk	
10 Nov 2015 Transfer of Health Visitor Services (0-5s)	 To provide Cabinet with an update about new Public Health and Protection responsibilities for commissioning NHS health visiting and Family Nurse Partnership services for children aged 0-5 and their families.		Transfer of Health Visitor Services (0-5s) Test	Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Maggie Rae maggie.rae@wiltshire.gov.uk	




<p>10 Nov 2015 School Places Strategy 2015 - 2020</p>	<p> To consider and approve the School Places Strategy 2015-2020.</p>	<p>Draft considered by Children's Select on 21 July 2015 and final Strategy to be considered in October 2015 following consultation with key stakeholders.</p>	<p>Executive Summary and Implementation Plan</p>	<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Julia Cramp (Safeguarding) julia.cramp@wiltshire.gov.uk Tel: 01225 718221</p>	
<p>10 Nov 2015 Management and Operation of Wiltshire Council's Leisure Centres (Part II Item)</p>	<p> To agree the future management option for the Council's Leisure Centre's commencing 1st April, 2018.</p>	<p>CLT and Cabinet Liaison</p>	<p>Notification of a Private Meeting - Future of Leisure centres</p>	<p>Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk</p>	<p>Ms Louise Cary, John Goodall louise.cary@wiltshire.gov.uk, john.goodall@wiltshire.gov.uk Tel: 01722 434274,</p>	<p>Yes</p>
<p>10 Nov 2015 Highways and Streetscene Contract (Part I and Part II Item)</p>	<p> To report on the early termination of the Highways and Streetscene Contract with Balfour Beatty Living Places (BBLP), and the alternative arrangements for service delivery being put in place.</p>		<p>Notification of a Private Meeting - Highways and Streetscene Contract</p>	<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Parvis Khansari parvis.khansari@wiltshire.gov.uk</p>	<p>Yes in part</p>
<p>10 Nov 2015 Future Waste Management and Collection Services (Part II Item)</p>	<p> To report the outcome of the evaluation of additional tenders requested for future Waste Management and Collection Services and to update Cabinet on legal advice sought on compliance with relevant legislation.</p>		<p>Wiltshire Municipal Waste Management Strategy Notification of a Private Meeting - Future Waste Management and Collection Services 14.7.15</p>	<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk</p>	<p>Yes</p>

15 December 2015


<p>15 Dec 2015 One Joined up Family Support Service for Families in Wiltshire</p>	<p> To propose bringing together the commissioned service for families requiring support who do not meet the threshold for social care intervention and the in-house service which currently works with families who are in receipt of statutory intervention.</p>		<p>One Joined up Family Support Service for Families in Wiltshire test</p>	<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Julia Cramp (Safeguarding) julia.cramp@wiltshire.gov.uk Tel: 01225 718221</p>	
<p>15 Dec 2015 Re-design of Wiltshire Children's Centre - Report on consultation</p>	<p> To outline the responses to the public consultation on proposed changes to the design and delivery of children's centres.</p>	<p>Public consultation</p>	<p>Re-design of Wiltshire Children's Centre - Report on consultation</p>	<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Julia Cramp (Safeguarding) julia.cramp@wiltshire.gov.uk Tel: 01225 718221</p>	
<p>15 Dec 2015 Treasury Management Strategy 2015-16 - Second Quarter Ended 30 September 2015</p>	<p>To provide a quarterly update on the 2015/16 treasury management position for the quarter to the end of September 2015.</p>	<p>Corporate Leadership Team</p>	<p>Treasury Management Strategy 2015-16 - Second Quarter</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	

15 Dec 2015 Revenue Budget Monitoring	To receive an update on the Council's revenue budget.		Revenue Budget Monitoring	Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Matthew Tiller (Finance) matthew.tiller@wiltshire.gov.uk	
15 Dec 2015 Council Tax Base 2016/17	For Cabinet to consider and approve the Council Tax Base for 2015/16.		Council Tax Base 2016/17	Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk	
15 Dec 2015 Wiltshire Council CSE Action Plan Update	To inform Cabinet of progress made on implementing the Child Sexual Exploitation (CSE) action plan.	CSE Task Group, Director of Children's Services and CSE Lead Officer.	Action Plan Wiltshire Council CSE Action Plan Update	Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Emily Higson emily.higson@wiltshire.gov.uk	
15 Dec 2015 Changes to RUH Hopper Bus Service	 To consider a proposed reduction in the service to achieve financial savings.		Changes to RUH Hopper Bus Service	Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Parvis Khansari, Ian White parvis.khansari@wiltshire.gov.uk , ian.white@wiltshire.gov.uk	
15 Dec 2015 Performance Management and Risk Outturn Report: Q2 2015/16	To provide an update on performance against Wiltshire Council's business plan and an understanding of the council's key risks.		Performance Management and Risk Outturn Report: Q2	Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Robin Townsend Robin.Townsend@wiltshire.gov.uk	

19 January 2016

<p>19 Jan 2016 Mental Health and Wellbeing Strategy and Implementation Plan Update</p>	<p>To provide Cabinet with an update on the implementation plan for the Mental Health and Wellbeing Strategy.</p>		<p>Mental Health and Wellbeing Strategy and Implementation Plan Update</p>	<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Karen Spence karen.spence@wiltshire.gov.uk</p>	
<p>19 Jan 2016 Provision of Social Care</p>	<p> To agree the Council's policy in key areas where the Care Act offers discretion – such as Prevention, Personal Budgets and Charging.</p>	<p>Consultation on proposed changes will take place in the preceding months.</p>		<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>James Cawley (Safeguarding) james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	
<p>19 Jan 2016 Children's Services Case Management Systems (Part I and Part II Item)</p>	<p> To request funding to go to procurement and implement replacements case management systems.</p>	<p>Updates to Children Select Committee.</p>	<p>Notification of a Private Meeting - Children's Services Case Management Services</p>	<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Lynda Cox, Julia Cramp (Safeguarding) lynda.cox@wiltshire.gov.uk, julia.cramp@wiltshire.gov.uk Tel: 07500 605299, Tel: 01225 718221</p>	<p>Yes in part</p>
<p>19 Jan 2016 Provision of Waste recycling and Disposal Services (Part II Item)</p>	<p> To update Cabinet on the proposed deed of variation to extend the current contract between the council and Hills Waste Solutions for Provision of Waste recycling and Disposal Services.</p>		<p>Wiltshire Municipal Waste Management Strategy Notification of a Private Meeting - Provision of Waste recycling and Disposal Services 14.7.15</p>	<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk</p>	<p>Yes</p>

9 February 2016

<p>9 Feb 2016 School Admission 2017/18</p>	<p>To determine Wiltshire Council's admission arrangements for Voluntary Controlled & Community school's for 2017/18 intake. To determine Wiltshire Council's Co-ordinated Schemes for Admissions 2017/18.</p>	<p>Consulting with all schools and per-schools/nurseries in Wiltshire, Diocese, all neighbouring authorities. This will also been placed on Wiltshire Council website.</p>	<p>Proposed Admission Arrangements Primary & Secondary 2017/18. Proposed Co-ordinated Scheme Primary & Secondary 2017/18.. School Admission 2017/18</p>	<p>Cllr Richard Gamble, Cllr Laura Mayes richard.gamble@wiltshire.gov.uk, laura.mayes@wiltshire.gov.uk</p>	<p>Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010</p>	
<p>9 Feb 2016 Wiltshire Council's Financial Plan 2016/17</p>	<p> The Leader of the Council will present Wiltshire Council's Financial Plan for approval by Cabinet for onward recommendation to Council on 23 February 2016.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
<p>9 Feb 2016 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 (Finance) matthew.tiller@wiltshire.gov.uk</p>	

<p>9 Feb 2016 Treasury Management Strategy 2016/17</p>	<p>To consider and recommend that Council approve the revised Prudential Indicators and a Treasury Management Strategy for 2016/17.</p>	<p>Corporate Leadership Team.</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk</p>	
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