

**CABINET FORWARD WORK PLAN**

1 MARCH 2014 TO 30 JUNE 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](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)
18 March 2014						
<b>18 Mar 2014</b> School Admission 2015/16	 <p>To determine Wiltshire Council's admission arrangements for Voluntary Controlled &amp; Community school's for 2015/16 intake. To determine Wiltshire Council's Co-ordinated Schemes for Admissions 2015/16.</p>	<p>Consulted with all schools in Wiltshire, Diocese, all neighbouring authorities. This has also been placed on Wiltshire Council website and press release has been done to inform parents and other interested parties</p>	<p>Proposed Admission Arrangements Primary &amp; Secondary 2015/16            Proposed Co-ordinated Scheme Primary &amp; Secondary 2015/16</p>	<p>Cllr Laura Mayes  <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Debbie Clare  <a href="mailto:debbie.clare@wiltshire.gov.uk">debbie.clare@wiltshire.gov.uk</a>            Tel: 01225 713010</p>	
<b>18 Mar 2014</b> Report on Treasury Management Strategy 2013-14 - Third Quarter ended 31 December 2013	<p>To provide an update on the interim treasury management position to the end of December 2013 for the financial year 2013/14.</p>	<p>Corporate Leadership Team</p>		<p>Cllr Dick Tonge  <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Michael Hudson  <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>	

<p><b>22 Apr 2014</b> Leisure Services (Part II Item)</p>	<p> Decision on DC Leisure contract.</p>		<p>Notification of a Private Meeting - Leisure Services 18.3.14 pub 17.2.14</p>	<p>Cllr Jonathon Seed <a href="mailto:jonathon.seed@wiltshire.gov.uk">jonathon.seed@wiltshire.gov.uk</a></p>	<p>John Goodall <a href="mailto:john.goodall@wiltshire.gov.uk">john.goodall@wiltshire.gov.uk</a></p>	
<p><b>18 Mar 2014</b> Clinical Commissioning Group Five Year Plan</p>	<p>To update Cabinet on the CCG five year plan.</p>			<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a> Tel: 01225 713951</p>	
<p><b>18 Mar 2014</b> Health &amp; Wellbeing Strategy</p>	<p>To update members on the implementation of the Health and Wellbeing Strategy.</p>			<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a> Tel: 01225 713951</p>	
<p><b>18 Mar 2014</b> Better Care Plan for Integration of Health and Social Care</p>				<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a> Tel: 01225 713951</p>	
<p><b>18 Mar 2014</b> Revised Section 106 Policy for Schools Infrastructure</p>	<p> This report seeks Cabinet approval of the draft revised policy for School Infrastructure &amp; Capital Cost Multipliers for Section 106 Agreements.</p>	<p>This report has been through the Schools Changing Board.</p>		<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Nick Glass <a href="mailto:nick.glass@wiltshire.gov.uk">nick.glass@wiltshire.gov.uk</a></p>	
<p>22 April 2014</p>						

<p><b>22 Apr 2014</b> Personalisation Policy</p>	<p>🔑 Agree to go out to public consultation on 3 policies (Personalisation, Charging, Eligibility) and to make Council aware of the possible financial implications and agree to start to financially assess support for Carers,</p>	<p>Consultation with key stakeholders would lead to a requirement for a key decision</p>	<p>3 draft policy documents, Financial Implications</p>	<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a> Tel: 01225 713951</p>	
<p><b>22 Apr 2014</b> Care Act</p>	<p>To provide Cabinet with details and implications of the Care Act.</p>			<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a> Tel: 01225 713951</p>	
<p><b>15 May 2014</b> Review of Positive Leisure-Time Activities for Young People</p>	<p>🔑 To determine available options taking into account the views following the recent consultation exercise with young people, affected staff and other key stakeholders.</p>			<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Terence Herbert <a href="mailto:terence.herbert@wiltshire.gov.uk">terence.herbert@wiltshire.gov.uk</a></p>	
<p>20 May 2014</p>						
<p><b>20 May 2014</b> Performance Management Report</p>	<p>Update on Performance</p>			<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Robin Townsend <a href="mailto:robin.townsend@wiltshire.gov.uk">robin.townsend@wiltshire.gov.uk</a></p>	
<p>17 June 2014</p>						

<p><b>17 Jun 2014</b> Adoption Agency Six Month Report</p>	<p>The purpose of the report is 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 2011 Statutory Adoption Guidance and the 2011 Adoption National Minimum Standards.</p>			<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Terence Herbert <a href="mailto:terence.herbert@wiltshire.gov.uk">terence.herbert@wiltshire.gov.uk</a></p>	
<p><b>17 Jun 2014</b> Revenue Outturn 2013/2014</p>	<p>To advise cabinet of the revenue outturn position for financial year 2013/2014.</p>			<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>	
<p><b>17 Jun 2014</b> Annual Report on Treasury Management 2013-14</p>	<p>To provide an update on the Treasury Management outturn for the financial year 2013/14 and then forwarded on to Council.</p>	<p>Corporate Leadership Team</p>		<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>	
<p><b>17 Jun 2014</b>***Securing Sufficient Childcare (Details awaited)</p>						