

CABINET FORWARD WORK PLAN

1 MARCH 2017 TO 30 JUNE 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
14 March 2017						
14 Mar 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
14 Mar 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

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 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, Parvis Khansari</p>	<p>Open</p>
<p>14 Mar 2017 Report on Treasury Management Strategy 2016/2017 – Third Quarter ended 31 December 2016</p>	<p>Non-Key Quarterly update on Treasury Management Strategy</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Michael Hudson</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@wiltshire.gov.uk Tel: 01225 713886 Robin Townsend</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 Governance arrangements for the Prioritisation of Community Infrastructure Levy (CIL) spending</p>	<p>Non-Key TO BE ADDED</p>			<p>Cllr Fleur de Rhé-Philipe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Sally Canter, Helen Clift sally.canter@wiltshire.gov.uk, Helen.Clift@wiltshire.gov.uk Tel: 01225 712531 Alistair Cunningham</p>	<p>Open</p>
<p>14 Mar 2017 Sub Regional Independent Fostering Framework</p>	<p>Key Decision To consider the new tendered Independent Fostering Framework contracts.</p>		<p>MPS 2016 July 16.docx</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Donna Jeffery donna.jeffery@wiltshire.gov.uk Robin Townsend</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 Porton Business Plan</p>	<p>Non-Key To seek Cabinet endorsement of business plan for the management of Porton Science Park and to delegate authority to Associate Director to achieve agreed outcome of the Plan.</p>			<p>Cllr Fleur de Rhé-Philippe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Scott Anderson, Helen Clift, Richard Walters scott.anderson@wiltshire.gov.uk, Helen.Clift@wiltshire.gov.uk, richard.walters@wiltshire.gov.uk Tel: 01722 434689, Tel: 01225 712531, Alistair Cunningham</p>	<p>Part exempt</p>
<p>14 Mar 2017 Wiltshire Council 2016 staff survey outcomes</p>	<p>Non-Key Cabinet have requested to be kept updated regarding staff survey outcomes and trends, particularly regarding staff engagement, recognising that the ability to deliver business plan outcome relies on having an engaged workforce.</p>	<p>not applicable No consultation required</p>	<p>Wiltshire Council 2016 staff survey outcomes</p>	<p>Cllr Stuart Wheeler stuart.wheeler@wiltshire.gov.uk</p>	<p>Stuart Honeyball stuart.honeyball@wiltshire.gov.uk Barry Pirie</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 Adoption Chippenham Site Allocations Plan</p>	<p>Key Decision To consider the Report on the Examination of the Chippenham Site Allocations Plan.</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Carolyn Gibson carolyn.gibson@wiltshire.gov.uk Tel: 01225 718452 Alistair Cunningham</p>	<p>Open</p>
<p>Single Member Decision - Not before 15 March 2017</p>						
<p>Not before 15th Mar 2017 Grant of Leases or Licences to Town and Parish Councils for Play Areas in Wiltshire</p>	<p>Key Decision Intention to make a decision: To confirm authority to grant either leases (to a maximum of 7 years) or licences to Town or Parish Council's for the future management of play areas across the County. The decision is subject to satisfactory discharge of the conditions in s123 of the Local Government Act 1972 in respect of disposal of open space.</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Mike Dawson mike.dawson@wiltshire.gov.uk</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
Single Member Decision - Not before 29 March 2017						
Not before 29th Mar 2017 The Vale Health and Wellbeing Centre in Pewsey	Key Decision Intention to make a decision: To award a contract in respect of the construction of the Vale Health and Wellbeing Centre in Pewsey.			Cllr John Thomson john.thomson@wiltshire.gov.uk	Paul Redford Paul.Redford@wiltshire.gov.uk	Open
4 April 2017						
23 May 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>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>
<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, Gail Warnes Kate.Blackburn@wiltshire.gov.uk, gail.warnes@nhs.net Frances Chinemana, Dr Ted Wilson ted.wilson@nhs.net</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>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>	
23 May 2017						
<p>23 May 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>	Open

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>
<p>13 June 2017</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>13 Jun 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
13 Jun 2017 Draft Statement of Accounts 2016/2017	Non-Key Draft Statement of Accounts 2016/2017			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Michael Hudson	Open
13 Jun 2017 Annual Reports on Treasury Management 2016/2017	Non-Key Annual report			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Michael Hudson	Open
13 Jun 2017 Revenue Outturn 2016/2017	Non-Key Revenue Outturn for year			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk 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>13 Jun 2017 Capital Monitoring Outturn 2016/2017</p>	<p>Non-Key Capital Outturn for the year</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Michael Hudson</p>	<p>Open</p>
<p>13 Jun 2017 Performance Management and Risk Outturn Report: Q4 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@wiltshire.gov.uk Tel: 01225 713886 Robin Townsend</p>	<p>Open</p>