


CABINET FORWARD WORK PLAN

1 NOVEMBER 2018 TO 28 FEBRUARY 2019

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 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 to committee@wiltshire.gov.uk by 12.00 noon three clear working days before the meeting. Please contact Democratic Services on 01225 718221 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
27 November 2018						
<p>27 Nov 2018 Consideration of proposals for the development of Special Schools in the North of the County</p>	<p>Key Decision Report following pre-statutory consultation in the future special school arrangements for meeting the needs of pupils with cognitive difficulties. The report will propose statutory consultation on a specific proposal.</p>	<p>school staff, governors, parents and pupils stakeholders including health and Wiltshire Parent and Carer Council professional colleagues Pre-statutory consultation comprising: school meetings; dialogue with stakeholders; online survey and dedicated email address professional networking awareness raising via media</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Judith Westcott judith.westcott@wiltshire.gov.uk</p> <p>Alan Stubbersfield (Interim Director - Education and Skills)</p>	Open
<p>27 Nov 2018 Outdoor Education (Part I and Part II Report)</p>	<p>Key Decision Decision on the potential sale of the Council's outdoor education sites.</p>			<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Nick Cave Nick.Cave@wiltshire.gov.uk</p> <p>Alan Stubbersfield (Interim Director - Education and Skills)</p>	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>27 Nov 2018 Freehold of assets to be sold</p>	<p>Key Decision Report to consider a list of assets that are surplus to requirements and the freehold can be sold</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Mike Dawson mike.dawson@wiltshire.gov.uk</p> <p>Simon Henley (Director - Housing and Commercial)</p>	<p>Open</p>
<p>27 Nov 2018 Intermediate Care Bed Service (Part I and Part II Report)</p>	<p>Key Decision The report is a request for extension of the contract under 'exception' clause.</p>	<p>Wiltshire CCG Intermediate Care home providers Wiltshire care partnership with commissioners and service providers</p>		<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Deborah Elliott deborah.elliott@wiltshire.gov.uk</p> <p>Helen Jones (Director - Commissioning)</p>	<p>Part exempt</p>
<p>27 Nov 2018 Service Devolution and Asset Transfer Report - Parish Councils</p>	<p>Key Decision A supplemental report to the Policy to allow transfer of service based assets to small parish councils</p>			<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Mike Dawson mike.dawson@wiltshire.gov.uk</p> <p>Simon Henley (Director - Housing and Commercial)</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
27 Nov 2018 Exemption Request – Extension of Specialist Commissioning Contracts for Supported Living, Floating Support and Supported Housing (Part I and Part II Report)	Key Decision Exemption Request – Extension of Specialist Commissioning Contracts for Supported Living, Floating Support and Supported Housing	Hazel Matthews, Acting HoS - Disabilities Joint Commissioning Helen Jones - Director, Commissioning Jerry Wickham - Cabinet Member Carol Blaszkiv - Senior Category Manager, Procurement		Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Joseph Bowerbank joseph.bowerbank@wiltshire.gov.uk Helen Jones (Director - Commissioning)	Part exempt
11 December 2018						
11 Dec 2018 LED Lighting Project	Key Decision Invest to save scheme to replace existing street lighting lanterns with LED units	Finance team, procurement team, legal, ECO Board, lighting consultant, contractors and manufacturers. Consultations undertaken to develop robust business case.		Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk	Peter Binley peter.binley@wiltshire.gov.uk Tel: 01225 713412 Parvis Khansari	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>11 Dec 2018 Integrated Community Equipment and Support Services - Recommissioning (Part I and Part II Report)</p>	<p>Key Decision Details of the scope of an Integrated Equipment and Support Services (ICISS) procurement.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Sue Geary, Jessica Mitchell sue.geary@wiltshire.gov.uk, jessica.mitchell@wiltshire.gov.uk Tel: 01225 713922, Helen Jones (Director - Commissioning)</p>	<p>Part exempt</p>
<p>11 Dec 2018 Service Devolution & Asset Transfer Package - Devizes</p>	<p>Key Decision Proposal to devolve and transfer a number of services and assets to Devizes Town Council in line with the Service Devolution and Asset Transfer Policy (Nov 17)</p>			<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Hannah Day hannah.day@wiltshire.gov.uk Simon Hendey (Director - Housing and Commercial)</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>11 Dec 2018 Salisbury Business Improvement District Reballot</p>	<p>Non-Key To brief members on the reballot process for Salisbury Business Improvement District (BID), to present the BID 2 Business Plan to members for consideration, and to seek members' continued support for the BID.</p>			<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Scott Anderson, Tim Martienssen scott.anderson@wiltshire.gov.uk, tim.martienssen@wiltshire.gov.uk Tel: 01722 434689, Tim Martienssen</p>	<p>Open</p>
<p>11 Dec 2018 Council Tax Base 2019/2020</p>	<p>Non-Key council Tax Base</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>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
11 Dec 2018 Revenue & Capital Budget Monitoring Report	Non-Key Monitoring Reports for end of October 2018			Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Michael Hudson	Open
8 January 2019						
15 Jan 2019 The Maltings Regeneration Scheme	Key Decision To update cabinet on progress on the Maltings Regeneration Scheme, Salisbury, and seek approval of the business case to proceed with delivery.			Cllr Pauline Church pauline.church@wiltshire.gov.uk	Richard Walters richard.walters@wiltshire.gov.uk Tim Martienssen	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 Jan 2019 Wiltshire Council Adoption Service: 2018 Q1-2 6 Month Report</p>	<p>Non-Key It is a statutory requirement that the Adoption Service regularly provides information to the Council about the performance of the Service. An annual report in July 2018 covered the year 2017/18. This is an interim brief six-month report.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Martin Davis martin.davis@wiltshire.gov.uk Tel: 01225 712590</p> <p>Lucy Townsend (Director - Family and Children's Services)</p>	<p>Open</p>
<p>5 February 2018</p>						
<p>5 Feb 2019 Boscombe Down - Future Boscombe Programme (Part II Report)</p>	<p>Key Decision To update members on progress on the programme since the cabinet report of 12 December 2017, and seek delegated authority to proceed with the programme as described in the report.</p>			<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Richard Walters richard.walters@wiltshire.gov.uk</p> <p>Tim Martienssen</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
<p>5 Feb 2019 'Western Gateway' Sub National Transport Body</p>	<p>Key Decision To consider the Council's position following the establishment of a Shadow (informal) Sub National Transport Body, and approve steps towards becoming a member of the Statutory (formal) Body.</p>			<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Allan Creedy allan.creedy@wiltshire.gov.uk Tel: 01225 713444 Parvis Khansari</p>	<p>Open</p>
<p>5 Feb 2019 School Capital Programme 2019 - 2022</p>	<p>Key Decision In line with the Wiltshire School Places Strategy 2017 - 2022 this report provides an update on the current three year capital programme of work and seeks approval for a small number of additional priority basic need schemes and annual condition related works.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Clara Davies clara.davies@wiltshire.gov.uk Alan Stubbersfield (Interim Director - Education and Skills)</p>	<p>Open</p>
<p>5 Feb 2019 Adoption of a new Performance Management and Risk Management Policy</p>	<p>Non-Key Consider an updated and combined Performance Management and Risk Management policy that links activity across all services and responds to suggestions in the recent corporate peer review.</p>			<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Toby Eliot toby.eliot@wiltshire.gov.uk Tel: 01225 713886 Robin Townsend</p>	<p>Open</p>

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<p>5 Feb 2019 School Admission Policies 2020/21</p>	<p>Non-Key To determine the Admissions Arrangements for VC & C schools 2020/2021.</p> <p>To determine the Co-ordinated Schemes for 2020/2021</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010</p> <p>Alan Stubbersfield (Interim Director - Education and Skills)</p>	<p>Open</p>