


CABINET FORWARD WORK PLAN

1 JULY 2019 TO 30 OCTOBER 2019

PUBLISHED 3 JUNE 2019
REPUBLISHED 7 JUNE 2019
REPUBLISHED 12 JUNE 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
Cllr John Thomson	Deputy Leader of the Council and Cabinet Member responsible for communications, communities, leisure and libraries (Interim Cabinet Member responsible for adult social care, public health and protection)
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 Pauline Church	Cabinet Member responsible for economic development and South Wiltshire recovery

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
2 July 2019						
<p>2 Jul 2019 Service Devolution and Asset Transfer Package - Pewsey</p>	<p>Key Decision Proposal to devolve and transfer a number of services and assets to Pewsey Parish Council in line with the Service Devolution and Asset Transfer Policy (Nov 17)</p>	<p>The package of services and assets to be transferred to Pewsey has been worked up in conjunction with Pewsey Parish Council and all necessary internal stakeholders, including regular briefings with our overseeing cabinet member.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Lauren Ashdown lauren.ashdown@wiltshire.gov.uk</p> <p>Alan Richell - Programme Director, Growth and Investment</p>	<p>Open</p>
<p>2 Jul 2019 Avon Mutual - The Development of a Regional Mutual Bank</p>	<p>Key Decision The proposition to support the development of this Regional Mutual Bank in order to promote more sustainable and inclusive prosperity. Customers will be both members and owners actively involved in the success of this local bank, with the Board being directly accountable to its members.</p>	<p>Urgency route so will require consultation with Chair of O&M Scrutiny</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Becky Hellard becky.hellard@wiltshire.gov.uk</p> <p>Alistair Cunningham</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
2 Jul 2019 Annual Governance Statement	Non-Key To agree the council's annual governance statement	via Audit Committee		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	David Bowater david.bowater@wiltshire.gov.uk Ian Gibbons	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>2 Jul 2019 Wiltshire Council Adoption Service: 2018-2019 End of Year Cabinet Report</p>	<p>Non-Key It is a statutory requirement that the Council is assured about the performance of the Adoption Service. It is agreed that this is done by the provision of an annual report and interim 6 month reports to Cabinet. This is the Annual Report for 2018-19. It includes information about the management and performance of the Wiltshire Adoption Team, the development and implementation and launch of Adoption West and how the two agencies are working together.</p>	<p>N/A</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Deborah Barlow, Beverley Buckley, Chrissy Goodall, Matthew Turner, Lynn Wheeler deborah.barlow@wiltshire.gov.uk, matthew.turner@wiltshire.gov.uk, Lynn.Wheeler@wiltshire.gov.uk Tel: 01225 712541, Lucy Townsend (Director - Family and Children)</p>	<p>Open</p>
<p>23 July 2019</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>23 Jul 2019 Wiltshire Air Quality Strategy</p>	<p>Key Decision Refreshed version of the strategy for 2019-2024</p>	<p>Environment Select Committee and Health & Wellbeing Board</p>		<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>John Carter john.carter@wiltshire.gov.uk Tel: 01225 776655</p> <p>David Redfern (Interim Director - Communities and Neighbourhood Services)</p>	<p>Open</p>
<p>23 Jul 2019 Enterprise Resource Planning</p>	<p>Non-Key Report on the review of the financial management system</p>	<p>update report</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Becky Hellard becky.hellard@wiltshire.gov.uk</p> <p>Becky Hellard</p>	<p>Open</p>
<p>23 Jul 2019 Performance Management and Risk Outturn Report: Q4 2018/19</p>	<p>Non-Key Provides an update on performance against the stated aims in the council's Business Plan 2017-27. The information provided includes key measures as well as the council's strategic risk register.</p>	<p>Standard</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>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
17 September 2019						
17 Sep 2019 Emergency Stopping Places Strategy	Key Decision Following 3 July 2018 Cabinet meeting this is to report back on the delivery of the Strategy.	Division members Traveller community Internal departments Consultation with traveller community and Friends, Families and Travellers Division member briefing		Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Georgina Clampitt-Dix, Carolyn Gibson georgina.clampitt-dix@wiltshire.gov.uk , carolyn.gibson@wiltshire.gov.uk Tel: 01225 713472, Tel: 01225 718452 Flo Churchill (Interim Director - Economic Development and Planning)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>17 Sep 2019 Homeless Strategy</p>	<p>Key Decision For Cabinet to consider and recommend to Full Council the approval of our 5 year Homeless Strategy</p>	<p>Staff Housing Providers Support providers (Health and Housing) Voluntary Sector All agencies involved with homeless clients CAB / Police / Wiltshire Fire & Rescue service Health professionals Informal consultation process Dec 18 ESC and Homeless scrutiny task and finish group Formal consultation Feb 19 - April 19 Attendance at various housing meetings</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Nicole Smith nicole.smith@wiltshire.gov.uk Tel: 01249 706567</p> <p>Simon Hendeley (Director - Housing and Commercial)</p>	<p>Open</p>
<p>17 Sep 2019 Wiltshire Council Equality & Inclusion Annual Report 2019 and Objectives 2019-22</p>	<p>Key Decision For Cabinet to note the achievements of Wiltshire Council in meeting the Public Sector Equality Duty For Cabinet to agree the new objectives and action plan for 2019-22</p>	<p>None</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Emily Higson emily.higson@wiltshire.gov.uk Tel: 01225 713990</p> <p>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>17 Sep 2019 Extra Care and Housing Related Support Services</p>	<p>Key Decision To present options for the commissioning of Extra Care and Housing Related Support Services.</p>	<p>. Health Select Committee, Cabinet member for Adult Social Care, Public Health and Public Protection, Housing Providers, Service Providers and Tenants</p>		<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Sue Geary sue.geary@wiltshire.gov.uk Tel: 01225 713922</p> <p>Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>
<p>17 Sep 2019 Intermediate Care Bed Service</p>	<p>Key Decision seek approval to tender for the Intermediate Care Bed Service beyond 2020</p>	<p>Providers, service users, stakeholders. Glenesk have already conducted some elements of service review, which will be included. service review to be conducted prior to report process, this will include partners, stake holders and service users</p>		<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Deborah Elliott, Sue Geary deborah.elliott@wiltshire.gov.uk, sue.geary@wiltshire.gov.uk Tel: 01225 713922</p> <p>Helen Jones (Director - Joint Commissioning)</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
17 Sep 2019 Revenue and Capital Budget Monitoring Period 4 2019/20	Non-Key budget monitoring update	overview & scrutiny		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Becky Hellard	Open
17 Sep 2019 Treasury Management mid-year	Non-Key Treasury Management Mid year	Overview and Scrutiny		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Becky Hellard	Open
17 Sep 2019 Budget Monitoring period 4	Non-Key Budget Monitoring period 7	Overview and Scrutiny		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Becky Hellard	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
17 Sep 2019 Performance Management and Risk Outturn Report: Q1 2018/19	Non-Key Provides an update on performance against the stated aims in the council's Business Plan 2017-27. The information provided includes key measures as well as the council's strategic risk register.	Standard		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Toby Eliot toby.eliot@wilts-hire.gov.uk Tel: 01225 713886 Robin Townsend	Open
8 October 2019						