

**CABINET FORWARD WORK PLAN**

1 JUNE 2016 TO 30 SEPTEMBER 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:**

<b>Name</b>	<b>Portfolio Details</b>
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](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.

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author and Associate Director</b>	<b>To be considered in Private</b>
14 June 2016						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**14 Jun 2016**

Annual Report on Treasury Management 2015-16

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author</b> <b>Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**14 Jun 2016**

Performance Management and Risk Outturn Report: Q4 2015/16

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**14 Jun 2016**  
Adoption West Update



Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**14 Jun 2016**

Passenger Transport Review

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author</b> <b>Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**14 Jun 2016**

Capital Monitoring Outturn 2015/2016

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**14 Jun 2016**

Revenue Outturns 2015/2016

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**14 Jun 2016**

'Help to Live at Home' service commissioning

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**14 Jun 2016**

Actions to recruit and retain social workers - progress update

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**14 Jun 2016**

Military Civilian Integration Update Report

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author Associate Director</b>	<b>To be considered in Private</b>
19 July 2016						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**19 Jul 2016**

CSE Action Plan Update



Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**19 Jul 2016**  
Care Leavers Report

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**19 Jul 2016**

Extension of Integrated Community Equipment Service Contract and Pooled Budget Arrangement

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**19 Jul 2016**

Extension of DCS0518 Call Centre and Response Services (Telecare)

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**19 Jul 2016**  
Carers Strategy

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**19 Jul 2016**

Wiltshire Council Grants Policy

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**19 Jul 2016**

Annual Governance Statement 2015-16

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**19 Jul 2016**

Wiltshire's Obesity Strategy 2016-2020

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author</b> <b>Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**19 Jul 2016**

Adoption Agency Six Month Report



Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**19 Jul 2016**  
Adult Care Charging Policy

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**19 Jul 2016**

Statement of Accounts 2015/2016

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**19 Jul 2016**

Adult Care Prevention and Choice Policy

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author</b> <b>Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**19 Jul 2016**

Update on Mobilisation of Future Waste Management and Collection Services

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author Associate Director</b>	<b>To be considered in Private</b>
13 September 2016						

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------

**13 Sep 2016**

Report on Treasury Management Strategy 2016-17 – First Quarter ended 30 June 2016

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**13 Sep 2016**

Performance Management and Risk Outturn Report: Q1 2016/17

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**13 Sep 2016**

Passenger Transport Review



Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**13 Sep 2016**  
Public Health Annual Report

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author</b> <b>Associate Director</b>	<b>To be considered in Private</b>
<p><b>13 Sep 2016</b> Porton Down Science Park - Procurement and Business Support Funding</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
-----------------------	-------------------	--------------	----------------------	----------------------------	-------------------------------------	-----------------------------

**13 Sep 2016**  
Revenue Budget Monitoring

<b>Item and Meeting Date</b>	<b>Purpose of Report</b>	<b>Consultation</b>	<b>Supporting Documents</b>	<b>Responsible Cabinet Member</b>	<b>Report Author Associate Director</b>	<b>To be considered in Private</b>
------------------------------	--------------------------	---------------------	-----------------------------	-----------------------------------	---	------------------------------------