


CABINET FORWARD WORK PLAN

1 MAY 2019 TO 31 AUGUST 2019

First Published on 18th April 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
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
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
22 May 2019						
22 May 2019 Specials schools consultation	Key Decision Replies and forward proposals from the consultation and extended consultation regarding special schools in the north of Wiltshire for pupils with complex needs	Public This will be a key part of the report		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Judith Westcott judith.westcott@wiltshire.gov.uk Helen Jones (Director - Joint Commissioning)	Open
22 May 2019 Permanent Accommodation for the Learning Resources Hub (LRH)	Key Decision Proposal to seek approval from Cabinet to invest in permanent fit-for-purpose accommodation for the Learning Resources Hub which would release the Highways depot site for disposal to realise a capital receipt or development opportunity.	N/A		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Paul Redford Paul.Redford@wiltshire.gov.uk Helean Hughes (Director - Education and Skills)	Open
11 June 2019						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
11 Jun 2019 'Western Gateway' Sub National Transport Body	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.	Consultation not required.		Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk	Allan Creedy allan.creedy@wiltshire.gov.uk Tel: 01225 713444 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 Jun 2019 Award of the New Highways Term Consultancy Contract</p>	<p>Key Decision Cabinet approval for the award of the New Highways Term Consultancy Contract in accordance with procurement rules.</p>	<p>The Councils Legal and Procurement teams, officers from Highways and transport and other services who may have an interest in using the new consultancy contract, and other consultancy companies. In preparing to go out to tender for the new highways term consultancy contract, consultation was carried out with officers within the Highways and Transport Service and other services who may have an interest in using the consultancy service in order to scope the requirements of the new contract. Soft market testing was also conducted through conversations with Consultancy companies to establish a basis of how the new contract would operate.</p>		<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Steve Cross steve.cross@wiltshire.gov.uk Parvis Khansari</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 Jun 2019 Revenue and Capital Budget Monitoring Outturn 2018/2019	Key Decision Revenue and Capital Budget Monitoring Outturn 2018/2019	o&s, audit committee		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Becky Hellard becky.hellard@wiltshire.gov.uk	Open
11 Jun 2019 Disposal Programme	Key Decision Update to Cabinet on the disposal programme for 2019/20 and 2020/21, including declaration of sites as surplus	Elected members will be consulted prior to options being considered for each site, except those that are already advanced to marketing of the site		Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Mike Dawson mike.dawson@wiltshire.gov.uk Simon Hendeley (Director - Housing and Commercial)	Open
11 Jun 2019 Treasury Management Outturn 2018/19	Non-Key Outturn position on Treasury Management	CLT Overview & scrutiny		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Stuart Donnelly stuart.donnely@wiltshire.gov.uk Tel: 01225 718582 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
<p>11 Jun 2019 Wiltshire Council Equality & Inclusion Annual Report 2019 and Objectives 2019-22</p>	<p>Non-Key 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>
<p>11 Jun 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>
<p>2 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>2 Jul 2019 Disposal of Martingate Centre</p>	<p>Non-Key A report to consider the disposal of Martingate Centre to the current leaseholder</p>	<p>Key officers will be consulted in the drafting of the report</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Mike Dawson mike.dawson@wiltshire.gov.uk</p> <p>Simon Hendeley (Director - Housing and Commercial)</p>	<p>Open</p>
<p>2 Jul 2019 Financial Management System</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>

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 Emergency Stopping Places Strategy</p>	<p>Key Decision Following 3 July 2018 Cabinet meeting this is to report back on the delivery of the Strategy.</p>	<p>Division members Traveller community Internal departments Consultation with traveller community and Friends, Families and Travellers Division member briefing</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix, Carolyn Gibson georgina.clampitt-dix@wiltshire.gov.uk, carolyn.gibson@wiltshire.gov.uk Tel: 01225 713472, Tel: 01225 718452 Tim Martienssen</p>	<p>Open</p>