

CABINET FORWARD WORK PLAN

1 JANUARY 2019 TO 30 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
15 January 2019						
15 Jan 2019 Establishing a local housing company and local development company (Part I and Part II Report)	Key Decision The purpose of this report is to seek consideration of the Council supporting the establishment of a local housing company and a local development company	N/A N/A		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Simon Hendeley simon.hendeley@wiltshire.gov.uk Simon Hendeley (Director - Housing and Commercial)	Part exempt
15 Jan 2019 Service Devolution & Asset Transfer Package - Devizes	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)	The package of services and assets to be transferred to Devizes has been worked up in conjunction with Devizes Town Council and all necessary internal stakeholders, including regular briefings with our overseeing cabinet member.		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Lauren Ashdown lauren.ashdown@wiltshire.gov.uk Richell alan.richell@wiltshire.gov.uk	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 Treasury Management Mid Year</p>	<p>Non-Key Treasury Management</p>	<p>tba</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Becky Hellard</p>	<p>Open</p>
<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 local authority reports regularly to Cabinet about the performance of the Adoption Service. This is done by means of an annual report and a six monthly interim report.</p>	<p>N/A</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Matthew Turner, Lynn Wheeler matthew.turner@wiltshire.gov.uk, Lynn.Wheeler@wiltshire.gov.uk Tel: 01225 712541, Lucy Townsend (Director - Family and Children's Services)</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
5 February 2018						
5 Feb 2019 Boscombe Down - Future Boscombe Programme (Part II Report)	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.			Cllr Pauline Church pauline.church@wiltshire.gov.uk	Richard Walters richard.walters@wiltshire.gov.uk Tim Martienssen	Fully exempt
5 Feb 2019 Wiltshire Local Plan Review Update	Key Decision To update on progress with the Local Plan Review and consider the proposed scale and distribution of housing and employment growth across Wiltshire.			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 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>5 Feb 2019 Approach to Disposal of Assets and Property Acquisitions</p>	<p>Key Decision A report setting out the governance structure behind disposal of surplus assets and property acquisitions</p>	<p>Internal consultation.</p>		<p>Cllr Toby Sturgis, Cllr Philip Whitehead toby.sturgis@wiltshire.gov.uk, philip.whitehead@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>5 Feb 2019 Strategic Depot Review</p>	<p>Key Decision Paper setting out the approach to depots across the County, taking into consideration the new providers of key services</p>	<p>Internal consultation.</p>		<p>Cllr Toby Sturgis, Cllr Philip Whitehead toby.sturgis@wiltshire.gov.uk, philip.whitehead@wiltshire.gov.uk</p>	<p>Nick Darbyshire nick.darbyshire@wiltshire.gov.uk Tel: 01225 718384</p> <p>Simon Hendeley (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>5 Feb 2019 The Maltings Regeneration Scheme</p>	<p>Key Decision To update cabinet on progress on the Maltings Regeneration Scheme, Salisbury, and seek approval of the business case to proceed with delivery.</p>			<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Richard Walters, Scott Anderson richard.walters@wiltshire.gov.uk, scott.anderson@wiltshire.gov.uk</p> <p>Tim Martienssen</p>	<p>Open</p>
<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>Consultation not required.</p>		<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Allan Creedy allan.creedy@wiltshire.gov.uk Tel: 01225 713444</p> <p>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
<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>Prior to Cabinet approving the School Capital Strategy there was consultation with schools, Councillors, Local Academy Trusts, housing developers etc. It was also considered by the Children's Select Committee. Further consultation is therefore not required at this stage for this report as it just updates on progress and seeks authorisation to proceed with spend on projects that were agreed in the School Places Strategy.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Clara Davies clara.davies@wiltshire.gov.uk</p> <p>Helean Hughes helean.hughes@wiltshire.gov.uk</p>	<p>Open</p>
<p>5 Feb 2019 Wiltshire Council's Financial Plan</p>	<p>Key Decision Wiltshire Council's Financial Plan</p>	<p>o&s</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244</p> <p>Becky Hellard becky.hellard@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
5 Feb 2019 Revenue and Capital Budget Monitoring Period 9 2018/2019	Non-Key Revenue and Capital Budget Monitoring Period 9 2018/2019	normally via o&s		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
5 Feb 2019 Capital Strategy	Non-Key capital strategy	as above		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	Stuart Donnelly stuart.donnely@wiltshire.gov.uk Tel: 01225 718582 Becky Hellard	Open
5 Feb 2019 Treasury Management Strategy	Non-Key Treasury Management Strategy	tba		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>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</p> <p>Robin Townsend</p>	<p>Open</p>
<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>Helean Hughes helean.hughes@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
26 March 2019						
26 Mar 2019 Wiltshire Council's Housing Board Annual Report	Non-Key Wiltshire Council's Housing Board's Terms of Reference require an Annual Report to be presented to Cabinet.			Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Ian Seeckts ian.seeckts@wiltshire.gov.uk Tel: 01722 434353 Simon Hendey (Director - Housing and Commercial)	Open
26 Mar 2019 Disposal of Martingate Centre	Non-Key A report to consider the disposal of Martingate Centre to the current leaseholder	Key officers will be consulted in the drafting of the report		Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Mike Dawson mike.dawson@wiltshire.gov.uk Simon Hendey (Director - Housing and Commercial)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>26 Mar 2019 Performance Management and Risk Outturn Report: Q3 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@wilts-hire.gov.uk Tel: 01225 713886</p> <p>Robin Townsend</p>	<p>Open</p>
<p>30 April 2019</p>						