

CABINET FORWARD WORK PLAN

1 JANUARY 2020 TO 30 APRIL 2020

Published on 5 December 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
Cllr Philip Whitehead	Leader of the Council and Cabinet Member responsible for Economic Development
Cllr Richard Clewer	Deputy Leader of the Council and Cabinet Member responsible for Corporate Services, Heritage, Arts, Tourism, Housing, Climate Change and Military-Civilian Integration
Cllr Ian Blair-Pilling	Cabinet Member responsible for IT, Digitalisation and Operational Assets
Cllr Alison Bucknell	Cabinet Member responsible for Communications, Communities, Leisure and Libraries
Cllr Pauline Church	Cabinet Member responsible for Children, Education and Skills
Cllr Simon Jacobs	Cabinet Member responsible for Finance and Procurement
Cllr Laura Mayes	Cabinet Member responsible for Adult Social Care, Public Health and Public Protection
Cllr Toby Sturgis	Cabinet Member responsible for Spatial Planning and Development Management and Investment
Cllr Bridget Wayman	Cabinet Member responsible for Highways, Transport and Waste

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
January 2020						
7 Jan 2020 Strategic Depot Implementation Plan	Key Decision Review of the depot portfolio to meet operational need and set objectives for future phases of the plan	Cabinet Member for Operational Property has been consulted prior to submission		Cllr Ian Blair-Pilling, Cllr Toby Sturgis, Cllr Bridget Wayman ian.blair-pilling@wiltshire.gov.uk , toby.sturgis@wiltshire.gov.uk , bridget.wayman@wiltshire.gov.uk	Mike Dawson mike.dawson@wiltshire.gov.uk Parvis Khansari, Simon Hendey (Director - Housing and Commercial)	Open
7 Jan 2020 Porton Science Park - Phase Two	Key Decision To update members on Porton Science Park, whose first phase opened in 2018 and is now operating at capacity, and to request a capital allocation for the match funding required to draw down European funding to deliver a second phase building. This will create a Collaborative Innovation Centre.	Reserved matters for planning to be submitted in February.		Cllr Simon Jacobs, Cllr Toby Sturgis, Cllr Philip Whitehead simon.jacobs@wiltshire.gov.uk , toby.sturgis@wiltshire.gov.uk , philip.whitehead@wiltshire.gov.uk	Richard Walters richard.walters@wiltshire.gov.uk Simon Hendey (Director - Housing and Commercial), Alistair Cunningham	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>7 Jan 2020 Acquisition of Land at Horton Road Devizes</p>	<p>Key Decision The acquisition of approximately 20.8 acres of land at Horton Road Devizes for employment development and subsequent disposal of smaller parcels to occupiers and developers</p>	<p>Consultation has taken place with the Leader of the Council and Executive Director</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Mark Hunnybun mark.hunnybun@wiltshire.gov.uk</p> <p>Simon Hendeley (Director - Housing and Commercial)</p>	<p>Part exempt</p>
<p>7 Jan 2020 Wiltshire Council Adoption Service: 2019/20 Q1-2, 6 Month Report</p>	<p>Non-Key It is a statutory requirement that the local authority provides assurance to elected members about the effectiveness of Adoption Services within the local authority and how it works for children. It is agreed that this will be done through an annual report and an interim 6 month report to Cabinet. This is the latter report and covers the Q1-2 period of 2019-20.</p>	<p>N/A</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Matthew Turner, Lynn Wheeler matthew.turner@wiltshire.gov.uk, Lynn.Wheeler@wiltshire.gov.uk Tel: 01225 712541,</p> <p>Lucy Townsend (Director - Family and Children)</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>7 Jan 2020 Stone Circle Company business plans</p>	<p>Key Decision As required by the shareholders agreement the report will propose the business plans for Stone Circle development company and Stone Circle housing company for 2020/21 and onwards. In addition the report will recommend establishment of a new company within the Stone Circle holding group.</p>	<p>not applicable not applicable</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Simon Hendey simon.hendey@wiltshire.gov.uk</p> <p>Simon Hendey (Director - Housing and Commercial)</p>	<p>Fully exempt</p>
<p>7 Jan 2020 Provision of loan facility for wiltshire college</p>	<p>Key Decision The report seeks consideration of the provision of a loan facility to Wiltshire College</p>	<p>not applicable not applicable</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Simon Hendey simon.hendey@wiltshire.gov.uk</p> <p>Simon Hendey (Director - Housing and Commercial)</p>	<p>Fully exempt</p>
<p>February 2020</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>4 Feb 2020 Wiltshire Council Financial Plan Update 2020-21.</p>	<p>Non-Key To consider the council's annual budget for 2020-21 prior to consideration by Cabinet and Full Council.</p>			<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244</p> <p>Deborah Hindson deborah.hindson@wiltshire.gov.uk</p>	<p>Open</p>
<p>4 Feb 2020 Local Government Act 2003 Section 25</p>	<p>Non-Key Annual CFO report on budget setting</p>	<p>Full budget consultation</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244</p> <p>Deborah Hindson deborah.hindson@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
<p>4 Feb 2020 Treasury Management Strategy</p>	<p>Non-Key Treasury Management strategy</p>	<p>part of budget setting consultation</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582</p> <p>Deborah Hindson deborah.hindson@wiltshire.gov.uk</p>	<p>Open</p>
<p>4 Feb 2020 Capital Strategy</p>	<p>Key Decision Capital Strategy & budget setting</p>	<p>Full budget setting consultation</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582</p> <p>Deborah Hindson deborah.hindson@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
<p>4 Feb 2020 Budget Monitoring, Performance & Risk Management 2019/20 Q3</p>	<p>Non-Key Combined monitoring report</p>	<p>Members Overview & scrutiny</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Toby Eliot, Matthew Tiller toby.eliot@wiltshire.gov.uk, matthew.tiller@wiltshire.gov.uk Tel: 01225 713886, Tel: 01722b434244</p> <p>Robin Townsend, Deborah Hindson deborah.hindson@wiltshire.gov.uk</p>	<p>Open</p>
<p>4 Feb 2020 Streetworks Permitting System</p>	<p>Key Decision Introduction of permit system to replace existing noticing system for works by public utilities and others on the highway network</p>	<p>Public utilities, statutory undertakings, other highway authorities and internal staff involved in streetworks operations, including finance, legal etc. Consultations undertaken with public utilities and those undertaking works on the highways network to regarding the proposals.</p>		<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Peter Binley peter.binley@wiltshire.gov.uk Tel: 01225 713412</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>4 Feb 2020 SEND Strategy 2020 -2023</p>	<p>Key Decision The existing SEND strategy will be out of date at the end of 2019 and this will replace it. The document will describe the vision for SEND in the coming years and the key strategic direction for provision in this area</p>	<p>Children with SEND needs Parent Carers Primary Schools Secondary Schools Special Schools Early years CCG</p> <p>Pre consultation in September 2019 Consultation in November 2019</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Nicholas Breakwell nicholas.breakwell@wiltshire.gov.uk</p> <p>Helean Hughes (Director - Education and Skills)</p>	<p>Open</p>
<p>4 Feb 2020 School Admission Policies 2021/22</p>	<p>Non-Key To determine school admissions policies for VC & C schools and determine co-ordinated schemes.</p>	<p>Consultation will take place for a period of 6 weeks between October 2019 -Jan 2020</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010</p> <p>Helean Hughes (Director - Education and Skills)</p>	<p>Open</p>
<p>March</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
24 Mar 2020 Annual Procurement Plan 20/21	Key Decision To inform Cabinet of the planned forthcoming procurements in FY2020-21 and to seek delegated authority for named Directors to award the resulting contracts.	N/A None		Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk	Greg Lewis greg.lewis@wiltshire.gov.uk Deborah Hindson (Director - Finance and Procurement)	Open
April 2020						