

**CABINET FORWARD WORK PLAN**

1 FEBRUARY 2015 TO 31 MAY 2015

## **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 per cent measured by reference to current expenditure or hours of availability to the public.
3. Any action incurring expenditure or producing savings greater than 20 per cent 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 policy framework.
6. 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 JA Scott	Leader of the Council
Cllr J Thomson	Deputy Leader and Cabinet Member for Highways, Streetscene and Broadband
Cllr D Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr F de Rhé-Philippe	Cabinet Member for Economy, Skills and Transport
Cllr L Mayes	Cabinet Member for Children's Services
Cllr K Humphries	Cabinet Member for Public Health and Protection, Adult Care and Housing
Cllr J Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr T Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste
Cllr S Wheeler	Cabinet Member for Hubs, Human Resources, Legal, Democratic Services, Governance, Heritage and Arts


## 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.

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private (No, unless otherwise stated)
10 February 2015						
<b>10 Feb 2015</b> Wiltshire Council's Financial Plan 2015/16	 <p>The Leader of the Council will present Wiltshire Council's Financial Plan for approval by Cabinet for onward recommendation to Council on 24 February 2015.</p>			Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a>	Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a>	
<b>10 Feb 2015</b> Update on the impact of the Council Tax Reduction Scheme	 <p>To look at the financial impact of the local council tax reduction scheme, after its first year, in terms of the collection rate and impact on indebtedness.</p>	<p>As the recommendation is not to change the scheme in 2015-16 there is no need for consultation.</p> <p>In fact the subject of a discretionary scheme was included in the original consultation that had to take place to form the current scheme ; an idea that had overwhelming support from the respondents.</p>	Update report Report on the need for a Discretionary Council Tax Reduction Scheme Discretionary Council Tax Reduction Policy Equality Impact Assessment	Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a>	Ilan P Brown <a href="mailto:ianp.brown@wiltshire.gov.uk">ianp.brown@wiltshire.gov.uk</a> Tel: 01380 734743	

<p><b>10 Feb 2015</b> Treasury Management Strategy 2015/16</p>	<p>To consider and recommend that Council approve the revised Prudential Indicators and a Treasury Management Strategy for 2015/16.</p>	<p>Corporate Leadership Team</p>		<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a></p>	
<p><b>10 Feb 2015</b> Revenue Budget Monitoring</p>	<p>To receive an update on the Council's revenue budget.</p>			<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Matthew Tiller <a href="mailto:matthew.tiller@wiltshire.gov.uk">matthew.tiller@wiltshire.gov.uk</a></p>	
<p><b>10 Feb 2015</b> Chippenham Site Allocations Plan</p>	<p> To approve the draft Chippenham Site Allocations Plan, to note the proposed work plan to take the Allocations Plan forward and its implications for the Council, and to delegate authority to the Associate Director for Economic Development and Planning, in consultation with the Cabinet Member for Strategic Planning, to consult on the Chippenham Site Allocations Plan in public.</p>	<p>Member Officer Steering Group</p>	<p>Draft Chippenham Site Allocations Plan Evidence Papers Briefing Papers Viability Report</p>	<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a> Tel: 01225 713203</p>	
<p>17 March 2015</p>						

<b>17 Mar 2015</b> Performance Management Update	Update on Performance			Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a>	Robin Townsend <a href="mailto:Robin.Townsend@wiltshire.gov.uk">Robin.Townsend@wiltshire.gov.uk</a>	
<b>17 Mar 2015</b> Car Parking Review	 To consider the findings of the Car Parking Review and approve the new Strategy.	Pre-consultation with key stakeholders/partners in April to June 2014. Public consultation undertaken October 2014 to January 2015.	Revised Strategy document and results of consultation.	Cllr John Thomson <a href="mailto:john.thomson@wiltshire.gov.uk">john.thomson@wiltshire.gov.uk</a>	Parvis Khansari <a href="mailto:parvis.khansari@wiltshire.gov.uk">parvis.khansari@wiltshire.gov.uk</a>	
<b>17 Mar 2015</b> Report on Treasury Management Strategy 2014-15 - Third Quarter ended 31 December 2014	To provide an update on the interim treasury management position to the end of December 2014 for the financial year 2014/15.			Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a>	Michael Hudson <a href="mailto:michael.hudson@wiltshire.gov.uk">michael.hudson@wiltshire.gov.uk</a>	
<b>17 Mar 2015</b> 2014 Staff Survey Results	To provide Cabinet with an overview of the 2014 staff survey results, key messages and action planning arising.		2014 Staff survey 2014 corporate results pack	Cllr Stuart Wheeler <a href="mailto:stuart.wheeler@wiltshire.gov.uk">stuart.wheeler@wiltshire.gov.uk</a>	Barry Pirie <a href="mailto:barry.pirie@wiltshire.gov.uk">barry.pirie@wiltshire.gov.uk</a>	

<p><b>17 Mar 2015</b> Adoption Agency Six Month Report</p>	<p>To ensure that the Executive of the Council is satisfied that the Adoption Agency is effective and achieving good outcomes for children, young people and service users, as required by the 2011 Statutory Adoption Guidance and the 2011 Adoption National Minimum Standards.</p>			<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Terence Herbert <a href="mailto:terence.herbert@wiltshire.gov.uk">terence.herbert@wiltshire.gov.uk</a></p>	
<p>21 April 2015</p>						
<p><b>21 Apr 2015</b> Actions to Recruit and Retain Social Workers - Update Report (details awaited)</p>				<p>Cllr Stuart Wheeler <a href="mailto:stuart.wheeler@wiltshire.gov.uk">stuart.wheeler@wiltshire.gov.uk</a></p>	<p>Joanne Pitt <a href="mailto:joanne.pitt@wiltshire.gov.uk">joanne.pitt@wiltshire.gov.uk</a></p>	

<p><b>21 Apr 2015</b> Wiltshire Energy Resilience Board</p>	<p>Following the resolution by Council on 21 October 2014, to report on progress in engaging with public and private sector partners to determine the viability of establishing a Wiltshire Energy Resilience Board, and to recommend a way forward on this matter. The Board would have the remit to work with partners across the county to jointly work to develop a strategy to achieve increased energy savings, and the consequential economic savings, to match and then exceed the South West Average.</p>	<p>Discussions with public and private sector partners</p>		<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a> Tel: 01225 713203</p>	
<p>19 May 2015</p>						
<p><b>19 May 2015</b> Adoption of a Partnership Plan for the New Forest National Park (details awaited)</p>					<p>Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a> Tel: 01225 713203</p>	