

**CABINET FORWARD WORK PLAN**

1 FEBRUARY 2016 TO 31 MAY 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.


Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private
9 February 2016						
<b>9 Feb 2016</b> Provision of Waste recycling and Disposal Services (Part II Item)	<b>Key Decision</b>  To update Cabinet on the proposed deed of variation to extend the current contract between the council and Hills Waste Solutions for Provision of Waste recycling and Disposal Services.		Wiltshire Municipal Waste Management Strategy Notification of a Private Meeting - Provision of Waste recycling and Disposal Services 14.7.15	Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a>	Tracy Carter <a href="mailto:tracy.carter@wiltshire.gov.uk">tracy.carter@wiltshire.gov.uk</a>	Fully exempt
<b>9 Feb 2016</b> Wiltshire Council CSE Action Plan Update	<b>Non-Key</b> To inform Cabinet of progress made on implementing the Child Sexual Exploitation (CSE) action plan.	CSE Task Group, Director of Children's Services and CSE Lead Officer.	Action Plan Wiltshire Council CSE Action Plan Update	Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a>	Emily Higson <a href="mailto:emily.higson@wiltshire.gov.uk">emily.higson@wiltshire.gov.uk</a>	
<b>9 Feb 2016</b> Wiltshire Council's Financial Plan 2016/17	<b>Key Decision</b>  The Leader of the Council will present Wiltshire Council's Financial Plan for approval by Cabinet for onward recommendation to Council on 23 February 2016.			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>	

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<p><b>9 Feb 2016</b> Mental Health and Wellbeing Strategy and Implementation Plan Update</p>	<p><b>Non-Key</b> To provide Cabinet with an update on the implementation plan for the Mental Health and Wellbeing Strategy.</p>		<p>Mental Health and Wellbeing Strategy and Implementation Plan Update</p>	<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Karen Spence <a href="mailto:karen.spence@wiltshire.gov.uk">karen.spence@wiltshire.gov.uk</a></p>	
<p><b>9 Feb 2016</b> School Admissions 2017/18</p>	<p><b>Non-Key</b> To determine Wiltshire Council's admission arrangements for Voluntary Controlled &amp; Community school's for 2017/18 intake. To determine Wiltshire Council's Co-ordinated Schemes for Admissions 2017/18.</p>	<p>Consulting with all schools and per-schools/nurseries in Wiltshire, Diocese, all neighbouring authorities. This will also be placed on Wiltshire Council website.</p>	<p>Proposed Admission Arrangements Primary &amp; Secondary 2017/18. Proposed Co-ordinated Scheme Primary &amp; Secondary 2017/18.. School Admission 2017/18</p>	<p>Cllr Richard Gamble, Cllr Laura Mayes <a href="mailto:richard.gamble@wiltshire.gov.uk">richard.gamble@wiltshire.gov.uk</a>, <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Debbie Clare <a href="mailto:debbie.clare@wiltshire.gov.uk">debbie.clare@wiltshire.gov.uk</a> Tel: 01225 713010</p>	
<p><b>9 Feb 2016</b> Revenue Budget Monitoring</p>	<p><b>Non-Key</b> 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 (Finance) <a href="mailto:matthew.tiller@wiltshire.gov.uk">matthew.tiller@wiltshire.gov.uk</a></p>	

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private
<b>9 Feb 2016</b> Treasury Management Strategy 2016/17	<b>Non-Key</b> To consider and recommend that Council approve the revised Prudential Indicators and a Treasury Management Strategy for 2016/17.	Corporate Leadership Team.		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>	
15 March 2016						
<b>15 Mar 2016</b> Carers Strategy	<b>Key Decision</b>  To consider approval of the Carers Strategy.		Draft Strategy	Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	Andrew Osborn <a href="mailto:andrew.osborn@wiltshire.gov.uk">andrew.osborn@wiltshire.gov.uk</a>	
<b>15 Mar 2016</b> Wiltshire Council's Housing Board Annual Report	<b>Non-Key</b> To provide Cabinet with an annual update of the Housing Board.		Wiltshire Council's Housing Board Annual Report	Cllr Jonathon Seed <a href="mailto:jonathon.seed@wiltshire.gov.uk">jonathon.seed@wiltshire.gov.uk</a>	James Cawley (Safeguarding) <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a> Tel: 01225 713951	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private
<p><b>15 Mar 2016</b> Performance Management and Risk Outturn Report: Q3 2015/16</p>	<p><b>Non-Key</b> To provide an update on performance against Wiltshire Council's business plan and an understanding of the council's key risks.</p>			<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Robin Townsend <a href="mailto:Robin.Townsend@wiltshire.gov.uk">Robin.Townsend@wiltshire.gov.uk</a></p>	
<p><b>15 Mar 2016</b> Report on Treasury Management Strategy 2015/16 - Third Quarter ended 31 December 2015</p>	<p><b>Non-Key</b> To provide an update on the interim treasury management position to the end of December 2015 for the financial year 2015/16.</p>		<p>Report on Treasury Management Strategy 2015/16 - Third Quarter ended 31 December 2015</p>	<p>Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a></p>	<p>Keith Stephens <a href="mailto:keith.stephens@wiltshire.gov.uk">keith.stephens@wiltshire.gov.uk</a>  Associate Director, Finance</p>	<p>Open</p>
<p>19 April 2016</p>						
<p>17 May 2016</p>						



Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private
<p><b>17 May 2016</b> Provision of Social Care</p>	<p><b>Key Decision</b>              To agree the Council's policy in key areas where the Care Act offers discretion.</p>	<p>Consultation on proposed changes will take place in the preceding months.</p>		<p>Cllr Keith Humphries  <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>James Cawley (Safeguarding)  <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a>            Tel: 01225 713951</p>	
<p><b>17 May 2016</b> Wiltshire's Obesity Strategy 2016-2020</p>	<p><b>Non-Key</b>            For Cabinet approval of the Strategy following public consultation and before final submission to the Health and Wellbeing Board in June 2016.</p>	<p>Out for public consultation between 1 Feb and 24 April 2016.</p>	<p>Wiltshire's Obesity Strategy 2016-2020</p>	<p>Cllr Keith Humphries  <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>Julie Craig, John Goodall, Phoebe Kalungi  <a href="mailto:julie.craig@wiltshire.gov.uk">julie.craig@wiltshire.gov.uk</a>,  <a href="mailto:john.goodall@wiltshire.gov.uk">john.goodall@wiltshire.gov.uk</a>,  <a href="mailto:Phoebe.Kalungi@wiltshire.gov.uk">Phoebe.Kalungi@wiltshire.gov.uk</a></p>	<p>Open</p>