

CABINET FORWARD WORK PLAN

1 NOVEMBER 2016 TO 28 FEBRUARY 2017

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:

Name	Portfolio Details
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 Laura Mayes	Cabinet Member responsible for children's services
Cllr Fleur de Rhe-Philippe	Cabinet Member responsible for economic development, skills and strategic transport and strategic property
Cllr Jonathon Seed	Cabinet Member responsible for housing (excluding strategic housing), leisure, libraries and flooding
Cllr Toby Sturgis	Cabinet Member responsible for strategic planning, development management, strategic housing, operational property and waste
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
Cllr Jerry Wickham	Cabinet Member responsible for health (including public health) and adult social care

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 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	Report Author and Associate Director	To be considered in Private
15 November 2016						
15 Nov 2016 Developing Integrated Urgent Care	Non-Key To seek approval to enter in a joint procurement of services under "Urgent care at Home" with Wiltshire CCG and to provide delegated authority to manage this joint procurement project.			Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951 James Cawley	Open
15 Nov 2016 Adoption of the Supplementary Planning Document 'Waste storage and collection: guidance for developers'	Non-Key To: (i) inform Cabinet of the purpose of the Supplementary Planning Document 'Waste storage and collection: guidance for developers' (Waste Storage and Collection SPD) and how it has been prepared for adoption; (ii) seek approval that the Waste Storage and Collection SPD be recommended to Council for adoption.			Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Gareth Jones garethi.jones@wiltshire.gov.uk Tel: 01225 776655 Tracy Carter	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 Nov 2016 Ultrafast Broadband</p>	<p>Key Decision</p> <p>To inform Cabinet of progress on procurement for an ultrafast broadband solution in a number of strategic sites across the county aligned with the council's Economy and Regeneration aspirations and to agree a delegated sign off for contract award.</p>			<p>Cllr John Thomson john.thomson@wiltshire.gov.uk</p>	<p>Catherine Dixon catherine.dixon@wiltshire.gov.uk</p> <p>Robin Townsend</p>	<p>Open</p>
<p>15 Nov 2016 Commissioning of Carers Services</p>	<p>Key Decision</p> <p>To seek approval</p> <p>a) Of exemption to Carers Support Wiltshire Partnership Agreement from April 2017 to end March 2018</p> <p>b) To go to tender for carers support services to commence from April 2018.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Sue Geary sue.geary@wiltshire.gov.uk Tel: 01225 713922</p> <p>James Cawley</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
15 Nov 2016 Update on Mobilisation of Future Waste Management and Collection Services	Non-Key To provide an update on progress of the mobilisation of new waste management and collection contracts to take effect from August 2017.			Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	John Geary john.geary@wiltshire.gov.uk Tel: 01225 713150 Tracy Carter	Part exempt
15 Nov 2016 Castledown	Key Decision To receive an update on Castledown.			Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Nick Darbyshire nick.darbyshire@wiltshire.gov.uk Tel: 01225 718384 Alistair Cunningham	Fully exempt
13 December 2016						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>13 Dec 2016 Update on MyWiltshire System</p>	<p>Non-Key To update Cabinet on the proposed way forward for the MyWiltshire service</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Catherine Dixon, Steven Richardson catherine.dixon@wiltshire.gov.uk, steven.richardson@wiltshire.gov.uk</p> <p>Robin Townsend</p>	<p>Open</p>
<p>13 Dec 2016 Draft Wiltshire Housing Site Allocations Plan</p>	<p>Key Decision To consider the draft Wiltshire Housing Site Allocation Plan and approach to consultation.</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix, Helen Clift georgina.clampitt-dix@wiltshire.gov.uk, Helen.Clift@wiltshire.gov.uk Tel: 01225 713472, Tel: 01225 712531</p> <p>Alistair Cunningham</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>13 Dec 2016 Public Health Annual Report 2015/16</p>	<p>Non-Key For Cabinet to consider the Annual Public Health report for 2015/16.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Frances Chinemana frances.chinemana@wiltshire.gov.uk</p> <p>Frances Chinemana</p>	<p>Open</p>
<p>13 Dec 2016 Report on Treasury Management Strategy 2016-17 - Second Quarter ended 30 September 2016</p>	<p>Non-Key To provide a quarterly update on the 2016/17 treasury management position for the quarter to the end of September 2016</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Keith Stephens keith.stephens@wiltshire.gov.uk Tel: 01225 713603</p> <p>Michael Hudson</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>13 Dec 2016 Revenue and Capital Budget - Budget Monitoring Reports Period 7 2016/2017</p>	<p>Non-Key Revenue and capital budget reports for period 7</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244</p> <p>Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601</p>	<p>Open</p>
<p>13 Dec 2016 Performance Management and Risk Outturn Report: Q2 2016/17</p>	<p>Non-Key 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 richard.tonge@wiltshire.gov.uk</p>	<p>Toby Eliot toby.eliot@wiltshire.gov.uk Tel: 01225 713886</p> <p>Robin Townsend</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>13 Dec 2016 Council Tax Base 2017/2018</p>	<p>Non-Key Council Tax base</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582</p> <p>Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601</p>	<p>Open</p>
<p>13 Dec 2016 Procurement of a new temporary agency supplier</p>	<p>Key Decision To request approval of the award of contract for the procurement of a new temporary agency supplier.</p>			<p>Cllr Dick Tonge, Cllr Stuart Wheeler richard.tonge@wiltshire.gov.uk, stuart.wheeler@wiltshire.gov.uk</p>	<p>Jane Graham jane.graham@wiltshire.gov.uk</p> <p>Barry Pirie, Robin Townsend</p>	<p>Open</p>
<p>17 January 2017</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>17 Jan 2017 Adoption Agency Six Month Report</p>	<p>Non-Key To update cabinet regarding adoption</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Lynda Cox, Martin Davis, Matthew Turner lynda.cox@wiltshire.gov.uk, martin.davis@wiltshire.gov.uk, matthew.turner@wiltshire.gov.uk Tel: 01225 718227, Tel: 01225 712590, Tel: 01225 712541</p> <p>Terence Herbert</p>	<p>Open</p>
<p>7 February 2017</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 Feb 2017 A303 Amesbury to Berwick Down Road Scheme</p>	<p>Key Decision To agree the Council's position on the non-statutory public consultation of proposed route(s)</p>	<p>All relevant bodies Public</p> <p>Non-statutory public consultation to commence in January 2017 by Highways England Statutory public consultation mid 2017 by Highways England</p>		<p>Cllr Fleur de Rhé-Philippe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Allan Creedy, Karen Jones allan.creedy@wiltshire.gov.uk, karen.jones@wiltshire.gov.uk Tel: 01225 713444, Parvis Khansari</p>	<p>Open</p>
<p>7 Feb 2017 School Admissions Policy 2018 - 2019</p>	<p>Key Decision To seek approval of the School Admissions Policy and Over-subscription Criteria for 2018/2019.</p>	<p>Head teachers, Governors, Trustees of Schools Members and Officers of the Council Members of the public</p> <p>Consultation will take place with all stakeholders in October 2016 - December 2016</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010 Julia Cramp</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
7 Feb 2017 Wiltshire Council's Financial Plan 2017/18	Key Decision Financial Plan 2017/2018	to overview and scrutiny and then council		Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601	Open
7 Feb 2017 Revenue and Capital Budget Monitoring	Non-Key Revenue and Capital Budget monitoring period 9			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601	Open
7 Feb 2017 Treasury Management Strategy 2017-18	Non-Key To consider and recommend that Council approve the revised Prudential Indicators and a Treasury Management Strategy for 2017/18			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Keith Stephens keith.stephens@wiltshire.gov.uk Tel: 01225 713603 Michael Hudson	Open

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