

**CABINET FORWARD WORK PLAN**

1 JUNE 2014 TO 30 SEPTEMBER 2014

## **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)
17 June 2014						
<b>17 Jun 2014</b> City of Salisbury, Milford Hill, Britford and Old Manor Hospital Conservation Area Appraisals	 To request Cabinet endorse the de-designation of Salisbury Conservation Area and the re-designation of four separate conservation areas.	Public consultation and Southern Area Committee	Paper to Southern Area Committee, minute of above meeting, list of consultees, link to the appraisals on the web	Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a>	Alistair Cunningham <a href="mailto:alistair.cunningham@wiltshire.gov.uk">alistair.cunningham@wiltshire.gov.uk</a> Tel: 01225 713203	
<b>17 Jun 2014</b> Revenue Outturn 2013/2014	To advise cabinet of the revenue outturn position for financial year 2013/2014.			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 Jun 2014</b> Annual Report on Treasury Management 2013-14	To provide an update on the Treasury Management outturn for the financial year 2013/14 and then forwarded on to Council.	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>	

<p><b>17 Jun 2014</b> Improvements at M4 Junction 16</p>	<p>To review Cabinet's extant objection to planned improvements at M4 Junction 16. See Item 8 <a href="http://cms.wiltshire.gov.uk/CeListDocuments.aspx?Committeeld=685&amp;MeetingId=1105&amp;DF=30%2f10%2f2007&amp;Ver=2">http://cms.wiltshire.gov.uk/CeListDocuments.aspx?Committeeld=685&amp;MeetingId=1105&amp;DF=30%2f10%2f2007&amp;Ver=2</a></p>	<p>Cabinet's decision was considered as part of a Judicial Review in 2009.</p> <p>The scheme the subject of Cabinet's objection has been consulted upon as part of the Local Transport Body prioritisation process. (see item 6 <a href="http://ww5.swindon.gov.uk/moderngov/ieListDocuments.aspx?CId=940&amp;MId=6298&amp;Ver=4">http://ww5.swindon.gov.uk/moderngov/ieListDocuments.aspx?CId=940&amp;MId=6298&amp;Ver=4</a> )</p>		<p>Cllr Fleur de Rhé-Philippe <a href="mailto:fleur.derhephilipe@wiltshire.gov.uk">fleur.derhephilipe@wiltshire.gov.uk</a></p>	<p>Allan Creedy <a href="mailto:allan.creedy@wiltshire.gov.uk">allan.creedy@wiltshire.gov.uk</a> Tel: 01225 713444</p>	
<p><b>17 Jun 2014</b> Wiltshire Dementia Strategy</p>	<p>To update Cabinet on the progress of the Wiltshire Dementia Strategy consultation process.</p>			<p>Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a></p>	<p>James Cawley <a href="mailto:james.cawley@wiltshire.gov.uk">james.cawley@wiltshire.gov.uk</a> Tel: 01225 713951</p>	
<p>22 July 2014</p>						
<p><b>22 Jul 2014</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>	

<b>22 Jul 2014</b> Annual Governance Statement	To consider the draft Annual Governance Statement 2013/14 before final approval is sought from the Audit Committee.	Assurance Group, Corporate Leadership Team, Audit Committee and KPMG.		Cllr Stuart Wheeler <a href="mailto:stuart.wheeler@wiltshire.gov.uk">stuart.wheeler@wiltshire.gov.uk</a>	Ian Gibbons <a href="mailto:ian.gibbons@wiltshire.gov.uk">ian.gibbons@wiltshire.gov.uk</a> Tel: 01225 713052	
August 2014 - No meeting						
16 September 2014						
<b>16 Sep 2014</b> Revenue Budget Monitoring	To receive an update on the Council's revenue budget.			Cllr Dick Tonge <a href="mailto:richard.tonge@wiltshire.gov.uk">richard.tonge@wiltshire.gov.uk</a>	Matthew Tiller <a href="mailto:matthew.tiller@wiltshire.gov.uk">matthew.tiller@wiltshire.gov.uk</a>	
<b>16 Sep 2014</b> Public Health Annual Report	To inform Cabinet members of Public Health's activities in Wiltshire during 2013/14.			Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	Naji Darwish <a href="mailto:naji.darwish@wiltshire.gov.uk">naji.darwish@wiltshire.gov.uk</a>	
<b>16 Sep 2014</b> Treasury Management Strategy 2014-15 - First Quarter Ended 30 June 2014	To provide a quarterly update on the 2014/15 treasury management position for the quarter to the end of June 2014.	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>	
<b>16 Sep 2014</b> Residents Survey	Sign off of agreed survey.	Paper on timings, methods and the questionnaire itself.		Cllr Keith Humphries <a href="mailto:keith.humphries@wiltshire.gov.uk">keith.humphries@wiltshire.gov.uk</a>	Philip Morgan <a href="mailto:philip.morgan@wiltshire.gov.uk">philip.morgan@wiltshire.gov.uk</a>	