

CABINET FORWARD WORK PLAN

1 MARCH 2016 TO 30 JUNE 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:

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 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 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 March 2016						
15 Mar 2016 Wiltshire Council CSE Action Plan Update	Non-Key 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.		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Emily Higson emily.higson@wiltshire.gov.uk	
15 Mar 2016 A303 Stonehenge Improvement	Non-Key The purpose of this report is to explain the Development Consent (DCO) process which will allow work to begin on dualling the A303 and A358, which will impact the area around Stonehenge, and to set out the main implications for the Council.			Cllr Fleur de Rhé-Philipe fleur.derhephilipe@wiltshire.gov.uk	Allan Creedy allan.creedy@wiltshire.gov.uk Tel: 01225 713444 Parvis Khansari	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
15 Mar 2016 Mental Health and Wellbeing Strategy and Implementation Plan Update	Non-Key To provide Cabinet with an update on the implementation plan for the Mental Health and Wellbeing Strategy.			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Karen Spence karen.spence@wiltshire.gov.uk	
15 Mar 2016 Wiltshire Council's Housing Board Annual Report	Non-Key To provide Cabinet with an annual update of the Housing Board.			Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk	James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951	Open
15 Mar 2016 Performance Management and Risk Outturn Report: Q3 2015/16	Non-Key To provide an update on performance against Wiltshire Council's business plan and an understanding of the council's key risks.			Cllr Dick Tonge richard.tonge@wiltshire.gov.uk	Robin Townsend Robin.Townsend@wiltshire.gov.uk Tel: 01225 718474	

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>15 Mar 2016 Report on Treasury Management Strategy 2015/16 - Third Quarter ended 31 December 2015</p>	<p>Non-Key To provide an update on the interim treasury management position to the end of December 2015 for the financial year 2015/16.</p>			<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Keith Stephens keith.stephens@wiltshire.gov.uk</p> <p>Michael Hudson</p>	<p>Open</p>
<p>15 Mar 2016 Licensing and support of Microsoft software</p>	<p>Key Decision To seek Cabinet approval to procure licences and support for the continued use of Microsoft products</p>			<p>Cllr Stuart Wheeler stuart.wheeler@wiltshire.gov.uk</p>	<p>Andrew Wickham andrew.wickham@wiltshire.gov.uk</p> <p>Barry Pirie</p>	<p>Open</p>
<p>15 Mar 2016 Clarification of changes to council tax discounts on unoccupied and unfurnished properties from 2016</p>	<p>Non-Key To provide clarification and explanation regarding the treatment of properties which have been unoccupied and unfurnished for more than two years</p>	<p>N/A This is a clarification report in respect of a report that was originally debated and agreed in September 2015.</p>	<p>Clarification of changes to council tax discounts on unoccupied and unfurnished properties from 2016</p>	<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Ian P Brown ianp.brown@wiltshire.gov.uk Tel: 01380 734743</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
15 Mar 2016 Better Care Plan 2016/17	Key Decision To ask Cabinet to approve the Better Care Plan commissioning intentions and budget for 2016/17.			Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	James Roach james.roach@wiltshire.gov.uk James Cawley	Open
15 Mar 2016 Future of Wiltshire Council Provided Public Conveniences	Key Decision To inform of the outcome of the recent public consultation and to seek a decision about the future provision of the public convenience service.	3 month public consultation, town and parish councils, public onsite notices.		Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Parvis Khansari parvis.khansari@wiltshire.gov.uk	
19 April 2016						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>19 Apr 2016 Laptop Hardware Replacement Programme</p>	<p>Key Decision  To provide Cabinet with the evidence required to sign off the spend for the Windows 10 Tech Refresh project</p>			<p>Cllr Stuart Wheeler stuart.wheeler@wiltshire.gov.uk</p>	<p>Mark Slade, Steve Grieshaber mark.slade@wiltshire.gov.uk, steve.grieshaber@wiltshire.gov.uk</p>	<p>Open</p>
<p>19 Apr 2016 Chippenham Site Allocations Plan Update</p>	<p>Non-Key To provide an update on additional work and any implications arising following the suspension of the examination.</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix georgina.clampitt-dix@wiltshire.gov.uk Tel: 01225 713472 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>19 Apr 2016 Wiltshire Council direct provision – CQC registered care services for adults</p>	<p>Non-Key This report will inform members of the CQC rating recently obtained by our inhouse short breaks services</p>		<p>Wiltshire Council direct provision – CQC registered care services for adults</p>	<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Julia Davey julia.davey@wiltshire.gov.uk James Cawley</p>	<p>Open</p>
<p>17 May 2016</p>						
<p>17 May 2016 Wiltshire Council Grants Policy</p>	<p>Non-Key Presentation of Wiltshire Council Grants Policy for adoption</p>	<p>The Cabinet Member with responsibility for Finance, the Associate Director for Finance and officers involved in grant giving across many service areas have been consulted during the development of this policy Drafts of the policy have been circulated and feedback has been incorporated.</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Kirsty Butcher kirsty.butcher@wiltshire.gov.uk Tel: 01225 713948 Robin Townsend, 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
17 May 2016 Provision of Social Care	Key Decision To agree the Council's policy in key areas where the Care Act offers discretion.	Consultation on proposed changes will take place in the preceding months.		Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951	
17 May 2016 Wiltshire's Obesity Strategy 2016-2020	Non-Key For Cabinet approval of the Strategy following public consultation and before final submission to the Health and Wellbeing Board in June 2016.	Out for public consultation between 1 Feb and 24 April 2016.		Cllr Keith Humphries keith.humphries@wiltshire.gov.uk	Julie Craig, John Goodall, Phoebe Kalungi julie.craig@wiltshire.gov.uk , john.goodall@wiltshire.gov.uk , Phoebe.Kalungi@wiltshire.gov.uk	Open
14 June 2016						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>14 Jun 2016 Adoption Agency Six Month Report</p>	<p>Non-Key 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 2013 Statutory Adoption Guidance and the 2014 Adoption National Minimum Standards.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Matthew Turner matthew.turner@wiltshire.gov.uk</p> <p>Terence Herbert</p>	<p>Open</p>
<p>14 Jun 2016 Carers Strategy</p>	<p>Key Decision To consider approval of the Carers Strategy.</p>			<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Andrew Osborn andrew.osborn@wiltshire.gov.uk Tel: 01225 771670</p>	

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>14 Jun 2016 Passenger Transport Review</p>	<p>Key Decision To decide on future strategy and funding for passenger transport services.</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Matthew Croston, Parvis Khansari, Jason Salter matthew.croston@wiltshire.gov.uk, parvis.khansari@wiltshire.gov.uk, jason.salter@wiltshire.gov.uk Tel: 01225 712654, ,</p>	
<p>14 Jun 2016 Adult Care Charging Policy</p>	<p>Key Decision To present feedback from consultation and approve policy.</p>			<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Andrew Osborn andrew.osborn@wiltshire.gov.uk Tel: 01225 771670 James Cawley</p>	<p>Open</p>