


CABINET FORWARD WORK PLAN

1 NOVEMBER 2017 TO 28 FEBRUARY 2018

Explanatory Note

This work plan consists of items to be considered by the Cabinet in the next four months. It will be published 28 days before each meeting (the date the decision is to be made).

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 Scott of Bybrook OBE	Leader of the Council
Cllr John Thompson	Deputy Leader of the Council and Cabinet Member responsible for communications, communities, leisure and libraries
Cllr Laura Mayes	Cabinet Member responsible for children, education and skills
Cllr Chuck Berry	Cabinet Member responsible for economic development and housing
Cllr Toby Sturgis	Cabinet Member responsible for planning and strategic asset management
Cllr Philip Whitehead	Cabinet Member responsible for finance, procurement, IT and operational assets
Cllr Richard Clewer	Cabinet Member responsible for corporate services, heritage, arts and tourism
Cllr Bridget Wayman	Cabinet Member responsible for highways, transport and waste
Cllr Jerry Wickham	Cabinet Member responsible for adult social care, public health and protection

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
7 November 2017						
7 Nov 2017 Outdoor Education (Part II Report)	Key Decision To advise Cabinet of outcome of the Outdoor Education Review and seek decision on recommendations.	To be confirmed To be confirmed		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Julia Cramp julia.cramp@wiltshire.gov.uk Tel: 01225 718221 Julia Cramp	Fully exempt

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>7 Nov 2017 Asset and Service Devolution and Community Asset Transfer Policy</p>	<p>Key Decision To approve the new Asset & Service Devolution and Community Asset Transfer Policy. To select an option in regards to staff resourcing of the programme to rollout out the devolution of assets and services across the County</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Lauren Ashdown, Ian Brown, Mike Dawson, Adrian Hampton, Emma Licciardi, Jo Madeley, Leanne Sykes lauren.ashdown@wiltshire.gov.uk, ian.brown@wiltshire.gov.uk, mike.dawson@wiltshire.gov.uk, adrian.hampton@wiltshire.gov.uk, emma.licciardi@wiltshire.gov.uk, jo.madeley@wiltshire.gov.uk, leanne.sykes@wiltshire.gov.uk</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>7 Nov 2017 Post 16 Area Wide Review of Education in Wiltshire</p>	<p>Non-Key To present the findings of the post 16 area review of education in Wiltshire, Gloucestershire and Swindon.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Helen Clift, Ariane Crampton, James Fortune Helen.Clift@wiltshire.gov.uk, ariane.crampton@wiltshire.gov.uk, James.Fortune@wiltshire.gov.uk Tel: 01225 712531, Tel: 01225 718463, Tel: 01225 713341</p> <p>Julia Cramp julia.cramp@wiltshire.gov.uk Tel: 01225 718221</p>	<p>Open</p>
<p>7 Nov 2017 Award of contract for a Highway Infrastructure Asset Management System (Part I and Part II Report)</p>	<p>Non-Key Award of contract for a Highway Infrastructure Asset Management System</p>			<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Paul Bromley paul.bromley@wiltshire.gov.uk</p> <p>Parvis Khansari</p>	<p>Part exempt</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 Nov 2017 Update: Special School Provision in Wiltshire</p>	<p>Non-Key Cabinet are asked to approve plans to go to consultation on special school provision in Wiltshire.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Susan Tanner, Judith Westcott susan.tanner@wiltshire.gov.uk, judith.westcott@wiltshire.gov.uk Julia Cramp</p>	<p>Open</p>
<p>7 Nov 2017 Freehold of asset to be sold</p>	<p>Key Decision Consideration to the disposal of freehold assets that are surplus to the Council's operational requirements</p>			<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Mike Dawson mike.dawson@wiltshire.gov.uk Barry Pirie</p>	<p>Open</p>
<p>7 Nov 2017 Council House Building Programme Review (Part II Item)</p>	<p>Key Decision A review of the progress of the council house building programme</p>	<p>finance, legal, procurement and property services The programme has been fully consulted on with parishes, towns, local residents and Members and colleagues. This report is an update on the progress of the programme.</p>		<p>Cllr Chuck Berry chuck.berry@wiltshire.gov.uk</p>	<p>Janet O'Brien janet.obrien@wiltshire.gov.uk Tel: 01249 706550 James Cawley</p>	<p>Fully exempt</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 Nov 2017 Service User Engagement in Adult Care</p>	<p>Key Decision It was requested at the Cabinet meeting held on 12 September 2017 that the consideration of this item be deferred until the November 2017 meeting of Cabinet on the proviso that constructive dialogue takes place between commissioners in both Wiltshire Council and Wiltshire CCG together with the three User-Led Organisations (ULOs);</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Jessica Chapman Jessica.Chapman@wiltshire.gov.uk</p> <p>James Cawley</p>	<p>Open</p>
<p>12 December 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>12 Dec 2017 Boscombe Down</p>	<p>Key Decision To provide members with an update on economic development at Boscombe Down airfield.</p>			<p>Cllr Chuck Berry chuck.berry@wiltshire.gov.uk</p>	<p>Scott Anderson, Helen Clift, Emma Conway, Matthew Croston, Richard Walters scott.anderson@wiltshire.gov.uk, Helen.Clift@wiltshire.gov.uk, emma.conway@wiltshire.gov.uk, matthew.croston@wiltshire.gov.uk, richard.walters@wiltshire.gov.uk Tel: 01722 434689, Tel: 01225 712531, , Tel: 01225 712654, Martienssen tim.martienssen@wiltshire.gov.uk</p>	<p>Fully exempt</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>12 Dec 2017 Carers Strategy</p>	<p>Key Decision Draft Carers Strategy to be considered by Cabinet prior to seeking approval by Full Council.</p>	<p>Wiltshire Carers Involvement Group - Carers Other Carers including Young Carers and Parent Carers Public - see consultation details above WCAG Members - Wiltshire Council (adult care, children's services and public health), Wiltshire CCG, Carer Support Wiltshire, Spurgeons Young Carers, Healthwatch, Wiltshire Parent Carer Council, Alzheimer's Society, Alzheimer's Support, Wiltshire Centre for Independent Living, Wiltshire People First. Also circulated to - Age UK, Avon and Wiltshire Mental Health Partnership, Dorothy House Hospice Care, Great Western Hospitals, Royal United Hospital Bath, Salisbury District Hospital, Wiltshire and Swindon Users Network, Wiltshire Citizen's Advice, Julia's House Hospice, Wiltshire Health and Care. The strategy was developed with Carers and other key stakeholders. There was a wide ranging consultation undertaken which included workshops (Trowbridge and Salisbury), a Healthwatch event in Chippenham, meetings with diverse smaller groups of carers at "Meet the</p>		<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Maria Keel maria.keel@wiltshire.gov.uk</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
12 Dec 2017 School Places Strategy 2017-2022	Key Decision Report on the School Place Strategy 2017-2022 and updated Implementation Plan	Children's Select Public website Schools Children's Select and on Council's website		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Clare Medland clare.medland@wiltshire.gov.uk Julia Cramp	Open
12 Dec 2017 Treasury Management Report Quarter 2	Non-Key Treasury Management Report Qtr 2			Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Michael Hudson	Open
12 Dec 2017 Council Tax Base 2018/2019	Non-Key Council tax base			Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Michael Hudson	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
12 Dec 2017 Revenue and Capital Monitoring (Quarter 2 2017/2018)	Non-Key Revenue monitoring report Qtr 2 2017/2018			Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Michael Hudson	Open
12 Dec 2017 Performance Management and Risk Outturn Report: Q2 2017/18	Non-Key To provide an update on performance against Wiltshire Council's business plan and an understanding of the council's key risks.			Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Toby Eliot toby.eliot@wiltshire.gov.uk Tel: 01225 713886 Robin Townsend	Open
12 Dec 2017 Adult Social Care Transformation Programme (Part I and Part II Report)	Key Decision For Cabinet to receive an overview of the ASC Transformation Programme and delegate decision making to the relevant Cabinet Member.			Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Catherine Dixon catherine.dixon@wiltshire.gov.uk Carolyn Hamblett	Part exempt
30 January 2018						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>30 Jan 2018 Amendments to the Wiltshire Local Transport Plan (LTP) 2011-2026 – Car Parking Strategy</p>	<p>Key Decision To present Cabinet with the outcome of the public consultation and to make recommendations on the implementation of charging options.</p>	<p>An eight week public consultation exercise between September and November 2017.</p>		<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Robert Murphy robert.murphy@wiltshire.gov.uk Tel: 01225 713458 Parvis Khansari</p>	<p>Open</p>
<p>30 Jan 2018 Wiltshire Council Financial Plan 2018/2019</p>	<p>Key Decision Financial Plan to 2018/2019 and beyond</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601 Michael Hudson</p>	<p>Open</p>
<p>30 Jan 2018 Treasury Management Strategy 2018/2019</p>	<p>Non-Key Treasury Management Strategy</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Michael Hudson</p>	<p>Open</p>