


CABINET FORWARD WORK PLAN

1 DECEMBER 2017 TO 31 MARCH 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
12 December 2017						
12 Dec 2017 Council House Building Programme Review (Part II Report)	Key Decision A review of the progress of the council house building programme	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.		Cllr Chuck Berry chuck.berry@wiltshire.gov.uk	Janet O'Brien janet.obrien@wiltshire.gov.uk Tel: 01249 706550 Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203	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>12 Dec 2017 Boscombe Down (Part II Report)</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,</p> <p>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>Elliot Alison.Elliott@wiltshire.gov.uk</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>12 Dec 2017 School Places Strategy 2017-2022</p>	<p>Key Decision Report on the School Place Strategy 2017-2022 and updated Implementation Plan</p>	<p>Children's Select Public website Schools Children's Select and on Council's website</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Clare Medland clare.medland@wiltshire.gov.uk Townsend lucy.townsend@wiltshire.gov.uk</p>	<p>Open</p>
<p>12 Dec 2017 Treasury Management Report Quarter 2</p>	<p>Non-Key Treasury Management Report Qtr 2</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnely@wiltshire.gov.uk Tel: 01225 718582 Michael Hudson</p>	<p>Open</p>
<p>12 Dec 2017 Council Tax Base 2018/2019</p>	<p>Non-Key Council tax base</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnely@wiltshire.gov.uk Tel: 01225 718582 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>12 Dec 2017 Revenue and Capital Monitoring (Quarter 2 2017/2018)</p>	<p>Non-Key Revenue monitoring report Qtr 2 2017/2018</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Matthew Tiller matthew.tiller@wiltshire.gov.uk Tel: 01722b434244 Michael Hudson</p>	<p>Open</p>
<p>12 Dec 2017 Performance Management and Risk Outturn Report: Q2 2017/18</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 Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Toby Eliot toby.eliot@wilts-hire.gov.uk Tel: 01225 713886 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>12 Dec 2017 Adult Social Care Transformation Programme (Part I and Part II Report)</p>	<p>Key Decision For Cabinet to receive an overview of the ASC Transformation Programme and delegate decision making to the relevant Cabinet Member.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Catherine Dixon catherine.dixon@wiltshire.gov.uk</p> <p>Graham Wilkin (Interim Director, Adult Social Care Operations - Access and Reablement)</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>12 Dec 2017 Schools Funding 2018-19 - Approval of Local Funding Formula for Schools</p>	<p>Non-Key To propose the local funding formula for Wiltshire schools in 2018-19 following the government's announced funding reforms. To request delegated decision by Lead Cabinet Member for Children, Education and Skills and Cabinet Member for Finance, Procurement, ICT and Operational Assets based on final recommendations from Schools Forum within the time line for submission of schools budgets to the Education, Skills and Funding Agency</p>	<p>All Wiltshire maintained schools and academies Schools Forum A consultation will be held with all Wiltshire schools through October and November, the results of which will be considered by Schools Forum on 7th December 2017</p>		<p>Cllr Laura Mayes, Cllr Philip Whitehead laura.mayes@wiltshire.gov.uk, Philip.Whitehead@wiltshire.gov.uk</p>	<p>Elizabeth Williams elizabeth.williams@wiltshire.gov.uk 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>12 Dec 2017 Campus Programme Update (Part I and Part II Report)</p>	<p>Key Decision This report will provide an update on the delivery of the approved campus programme. The report highlights the business cases for the final phase of works to deliver Calne, Cricklade and Melksham campuses and to seek approval for the asset transfer of the leisure centre in Cricklade to the town council as part of a package of assets.</p>			<p>Cllr John Thomson john.thomson@witshire.gov.uk</p>	<p>Laurie Bell laurie.bell@wiltsire.gov.uk Tel: 01225 713618 Laurie Bell</p>	<p>Part exempt</p>
<p>12 Dec 2017 Leisure Provision - Interim Position Update (Part I and Part II Report)</p>	<p>Key Decision To provide Cabinet with an update and interim proposal for leisure facility provision in Wiltshire.</p>			<p>Cllr John Thomson john.thomson@witshire.gov.uk</p>	<p>Laurie Bell, Louise Cary laurie.bell@wiltsire.gov.uk, louise.cary@witshire.gov.uk Tel: 01225 713618, Tel: 01722 434274 Laurie Bell</p>	<p>Part exempt</p>
<p>30 January 2018</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
30 Jan 2018 Amendments to the Wiltshire Local Transport Plan (LTP) 2011-2026 – Car Parking Strategy	Key Decision To present Cabinet with the outcome of the public consultation and to make recommendations on the implementation of charging options.	An eight week public consultation exercise between September and November 2017.		Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk	Robert Murphy robert.murphy@wiltshire.gov.uk Tel: 01225 713458 Parvis Khansari	Open
30 Jan 2018 Treasury Management Strategy 2018/2019	Non-Key Treasury Management Strategy			Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Michael Hudson	Open
30 Jan 2018 Warminster King George V Field	Non-Key To request authority to permit Warminster Town Council to take over from Wiltshire Council as trustee of the King George V Field in Warminster and transfer the freehold interest in the land to Warminster Town Council			Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	John Price john.price@wiltshire.gov.uk Barry Pirie	Open

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 School Admissions Policy 2019/20</p>	<p>Non-Key a) the proposed scheme for the co-ordination of admission to secondary schools for 2019/20. b) the proposed scheme for the co-ordination of admissions to primary schools for 2019/20. c) the proposed admission arrangements for Voluntary Controlled & Community Secondary Schools for 2019/20. d) the proposed admission arrangements for Voluntary Controlled & Community Primary Schools for 2019/20. The Local Authority has a statutory duty to have a determined admission policy for 2019/20 in place on or before 28 February 2018.</p>	<p>Stakeholders including pre-schools, nurseries, schools, parents, neighbouring authorities and Senior Officers at Wiltshire Council Following a period of consultation with all stakeholders including pre-schools, nurseries, schools, parents, neighbouring authorities and Senior Officers at Wiltshire Council. Cabinet will need to approve the four documents above. These will then will become the determined admission policies for Wiltshire for 2019/20.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010 Townsend lucy.townsend@wiltshire.gov.uk</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
30 Jan 2018 Freehold of assets to be sold	Key Decision Cabinet to decide whether the freehold of assets can be disposed			Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Mike Dawson mike.dawson@wiltshire.gov.uk (Director - Housing and Commercial Development)	Open
6 February 2018 (Budget Meeting)						
6 Feb 2018 Wiltshire Council Financial Plan 2018/2019	Key Decision Financial Plan to 2018/2019 and beyond			Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk	Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601 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
6 Feb 2018 Income Generation - Advertising	Key Decision This report will outline the strategy for generating income through third party advertising across the councils assets. The report will also put forward a strategy for marketing, income generation from hiring spaces and specialist events; this will be limited to existing Campuses, Community Hubs and City Hall.			Cllr John Thomson john.thomson@wiltshire.gov.uk	Karen Hodder, Leanne Sykes karen.hodder@wiltshire.gov.uk , leanne.sykes@wiltshire.gov.uk Laurie Bell	Open
28 March 2018						
27 Mar 2018 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	Lucy Townsend lucy.townsend@wiltshire.gov.uk Townsend lucy.townsend@wiltshire.gov.uk	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>27 Mar 2018 A303 Amesbury to Berwick Down Road Scheme</p>	<p>Key Decision Update Members on outcome of public consultation and scheme progress Authorise delegated decision making to Cabinet Member, where appropriate</p>	<p>Wiltshire Council, Historic England, National Trust, English Heritage and other key stakeholders, local councillors, parish councils, public and any other interested party Highways England have undertaken an initial non-statutory public consultation between 12th January and 5th March 2017. Statutory public consultation planned for late 2017.</p>		<p>Cllr Bridget Wayman bridget.wayman@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>27 Mar 2018 Performance Management and Risk Outturn Report: Q3 2017/18</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 Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Toby Eliot toby.eliot@wiltshire.gov.uk Tel: 01225 713886 Robin Townsend</p>	<p>Open</p>