

CABINET FORWARD WORK PLAN

1 DECEMBER 2016 TO 31 MARCH 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
13 December 2016						
13 Dec 2016 Commissioning of Carers Services	Key Decision To seek approval a) Of exemption to Carers Support Wiltshire Partnership Agreement from April 2017 to end March 2018 b) To go to tender for carers support services to commence from April 2018.			Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	James Cawley	Open
13 Dec 2016 Direct Payment Support Service	Key Decision To seek delegated authority for the applicable Associate Director to award a contract to the preferred provider/s identified as a result of the tender process.	Some DP customers		Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Emma Townsend emma.townsend@wiltshire.gov.uk James Cawley	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>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 Budget - Budget Monitoring Reports Period 7 2016/2017</p>	<p>Non-Key Revenue 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 Capital Budget Monitoring</p>	<p>Non-Key report period 7 capital position.</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</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>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 Barry Pirie, Robin Townsend</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>13 Dec 2016 Proposal to change the Council Tax Reduction Scheme 2017</p>	<p>Non-Key Seeks agreement for changes to the Council Tax Reduction Scheme with effect from April which include:- Closer alignment of our CTR scheme with Housing Benefits & other national benefits Address potential shortfalls in funding due to reduction in central government income and to Improve the administration process.</p>	<p>Staff, Precepting authorities, those in receipt of council tax reduction, voluntary sector and residential social landlords The changes have been the subject of a public consultation, conducted via the council's internet.</p>	<p>Proposal to change the Council Tax Reduction Scheme 2017</p>	<p>Cllr Dick Tonge richard.tonge@witshire.gov.uk</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 Castle Works, Castle Road Salisbury</p>	<p>Key Decision To enter into a joint sale agreement with 5 Rivers Ecohomes for the disposal of Castle Works Salisbury on terms to be agreed by the Associate Director People & Business and the Solicitor to the Council in consultation with the Cabinet Member for Economic Regeneration and Property.</p>			<p>Cllr Fleur de Rhé-Philippe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Scott Anderson, Mark Hunnybun, Richard Walters scott.anderson@wiltshire.gov.uk, mark.hunnybun@wiltshire.gov.uk, richard.walters@wiltshire.gov.uk Tel: 01722 434689, , Alistair Cunningham</p>	<p>Part exempt</p>
<p>17 January 2017</p>						
<p>17 Jan 2017 Housing Repairs Contract Extension</p>	<p>Key Decision To gain approval to extend the current housing repairs contract.</p>	<p>Finance, legal, procurement, Members, CLT Internal colleagues and Members will be consulted</p>		<p>Cllr Jonathon Seed jonathon.seed@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
7 February 2017						
7 Feb 2017 Care Home Tender - Contract Awards	Key Decision To agree contract awards for providers of: block contracts nursing home beds, framework contracts nursing home beds, framework contracts residential home beds, intermediate care contracts block beds	N/A N/A		Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Kath Norton Kathryn.Norton@wiltshire.gov.uk Tel: 01225 713656 James Cawley	Part exempt
7 Feb 2017 Joint Business Agreement between Wiltshire Council and Wiltshire CCG	Key Decision Seek approval for the updating of the Joint Business Agreement which sets the framework for Health Act 2012 flexibilities and transfers between the Council and the CCG. This document has been refreshed to take account of work undertaken on the Better Care Plan Section 75 Agreement			Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk	Sue Geary, Iain Kirby sue.geary@wiltshire.gov.uk , iain.kirby@wiltshire.gov.uk Tel: 01225 713922, James Cawley	Open

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 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 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>
<p>7 Feb 2017 Wiltshire Council's Financial Plan 2017/18</p>	<p>Key Decision To consider the Financial Plan 2017/2018 for onward recommendation to Council.</p>	<p>to overview and scrutiny and then council</p>		<p>Cllr Dick Tonge richard.tonge@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601</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 Feb 2017 Revenue and Capital Budget Monitoring</p>	<p>Non-Key Revenue and Capital Budget monitoring period 9</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>7 Feb 2017 Treasury Management Strategy 2017-18</p>	<p>Non-Key To consider and recommend that Council approve the revised Prudential Indicators and a Treasury Management Strategy for 2017/18</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>7 Feb 2017 Wiltshire Playing Pitch Strategy</p>	<p>Key Decision The existence of a robust, evidence based and up-to-date Playing Pitch Strategy covering the entire local authority area will help to influence a variety of local authority functions, policy development and decision making in respect of the community playing pitch stock, including planning policy and planning applications, educational provision, funding, facility and asset management, development of pitch based sports, public health and the management and maintenance of provision.</p>	<p>Town and Parish Council's, Area Boards, Developers, National Governing Bodies of Sport The draft Wiltshire Playing Pitch Strategy and associated appendices are currently being consulted upon using Planning's 'Objective' on-line consultation portal. This is a 6 week process which is being done in tandem with Spatial Planning's Open Spaces Study.</p>		<p>Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk</p>	<p>Louise Cary louise.cary@wiltshire.gov.uk Tel: 01722 434274 Frances Chinemana</p>	<p>Open</p>
<p>14 March 2017</p>						
<p>14 Mar 2017 A350 Phase 3 Chippenham Duelling & M4 J17 Improvement Works</p>	<p>Key Decision To seek approval to award contracts for A350 Phase 3 Chippenham Duelling and M4 J17 Improvement Works.</p>			<p>Cllr Philip Whitehead Philip.Whitehead@wiltshire.gov.uk</p>	<p>Peter Binley peter.binley@wiltshire.gov.uk Tel: 01225 713412 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>14 Mar 2017 Impact of Adult Care Charging Policy</p>	<p>Non-Key Report to the Cabinet and Health Select Committee (HSC) detailing the impact of the new charging policy on individuals and to provide comprehensive data as to expected full year financial impact.</p>			<p>Cllr Jerry Wickham jerry.wickham@wiltshire.gov.uk</p>	<p>Sue Geary, Olly Spence sue.geary@wiltshire.gov.uk, olly.spence@wiltshire.gov.uk Tel: 01225 713922, Tel: 01225 718090 James Cawley</p>	<p>Open</p>
<p>14 Mar 2017 Performance Management and Risk Outturn Report: Q3 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@wiltsire.gov.uk Tel: 01225 713886 Robin Townsend</p>	<p>Open</p>
<p>14 Mar 2017 Wiltshire Council Child Sexual Exploitation Action Plan Update</p>	<p>Non-Key To provide Cabinet with the annual update on the progress of the Council's CSE action plan, as agreed when the plan was adopted in 2015.</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Emily Higson emily.higson@wiltshire.gov.uk Tel: 01225 713990 Terence Herbert</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
Future Items						
<p>23 May 2017 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>Further information regarding this item can be found in Briefing Note 310 which is attached to this entry.</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>