


CABINET CAPITAL ASSETS COMMITTEE
FORWARD WORK PLAN

1 JANUARY 2016 TO 30 APRIL 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 Laura Mayes	Cabinet Member responsible for children’s services
Cllr Fleur de Rhe-Philipe	Cabinet Member responsible for economic development, skills, 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 Jerry Wickham	Cabinet Member responsible for health (including public health) and adult social care



Other Cabinet Members are invited to attend in a non-decision-making capacity as relevant to the subject matter.



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	Officer Contact	To be considered in Private
19 January 2016						
19 Jan 2016 Corsham Mansion House - Preferred Delivery Programme	Key Decision  To confirm with members the delivery of the project and seek delegated authority to proceed with procurement and deliver the project.			Cllr Baroness Scott of Bybrook OBE jane.scott@wiltshire.gov.uk	Angela Hays angela.hays@wiltshire.gov.uk Associate Director, Economy and Planning	Part exempt
19 Jan 2016 Award of Hard FM Contracts Lots (Part I and Part II Item)	Key Decision  For Cabinet to consider delegating authority to enter into contracts, following the tender evaluation process, to the Cabinet Member for Strategic Planning, Development Management, Property and the Associate Director for People and Business.			Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Nick Darbyshire nick.darbyshire@wiltshire.gov.uk Tel: 01225 718384 Associate Director, People and Business	Part exempt

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private
<p>19 Jan 2016 Extra Care Housing Programme (Part II Appendices)</p>	<p>Key Decision  To consider the use of Council owned sites for extra care; to request permission to dispose of sites to a Registered Provider; to commit HCA funding to develop these sites for extra care and to commit local authority funding to support the delivery of these schemes.</p>			<p>Cllr Jonathon Seed jonathon.seed@wiltshire.gov.uk</p>	<p>James Cawley james.cawley@wiltshire.gov.uk Tel: 01225 713951</p>	<p>Part exempt</p>
<p>19 Jan 2016 Schools PFI Playing Fields (Part II Item)</p>	<p>Key Decision  To update on the current position and to consider an agreement with the PFI Company and the Council to fund remedial works on the playing fields at the three PFI schools.</p>			<p>Cllr Keith Humphries keith.humphries@wiltshire.gov.uk</p>	<p>Michael Hudson michael.hudson@wiltshire.gov.uk Tel: 01225 713601</p>	<p>Fully exempt</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private
<p>19 Jan 2016 Land at Bowerhill, Melksham (Part ii item)</p>	<p>Key Decision  To consider the future use of the land.</p>			<p>Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Operational Property and Waste</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203 Associate Director, Economy and Planning</p>	<p>Part exempt</p>
<p>19 Jan 2016 Gas and Electricity Supply Contract Post 2017</p>	<p>Key Decision  To set out the recommended energy purchasing strategy for the council from 2017 - 2022 in order to guarantee value for money and continued resource efficiency.</p>			<p>Cllr Stuart Wheeler stuart.wheeler@wiltshire.gov.uk</p>	<p>Helen Danford helen.danford@wiltshire.gov.uk Tel: 01225 713267 Associate Director, People and Business</p>	<p>Open</p>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	To be considered in Private
<p>19 Jan 2016 Procurement of cleaning services for September 2016 (Part II Item)</p>	<p>Key Decision  For Cabinet to consider approval for procurement approach and authority to award contracts after procurement exercise</p>	<p>Council service teams only – Legal, Finance etc.</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Sarah Peters sarah.peters@wiltshire.gov.uk Associate Director, People and Business</p>	<p>Fully exempt</p>
<p>15 March 2016</p>						
<p>15 Mar 2016 The Enterprise Network - Old Fire Station extension (Part II Appendix)</p>	<p>Non-Key To discuss a proposed extension of the Salisbury Old Fire Station Centre and consider an appropriate allocation on the capital programme to fund the project.</p>			<p>Cllr Fleur de Rhé-Philipe fleur.derhephilipe@wiltshire.gov.uk</p>	<p>Alistair Cunningham alistair.cunningham@wiltshire.gov.uk Tel: 01225 713203</p>	<p>Part exempt</p>