


CABINET FORWARD WORK PLAN

1 OCTOBER 2019 TO 31 JANUARY 2020

Published on 13 September 2019
Republished on 1 October 2019

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
Cllr Philip Whitehead	Leader of the Council
Cllr Richard Clewer	Deputy Leader of the Council and Cabinet Member responsible for Corporate Services, Heritage, Arts, Tourism, Housing and MCI
Cllr Pauline Church	Cabinet Member responsible for Children, Education and Skills, and South Wiltshire Recovery
Cllr Toby Sturgis	Cabinet Member responsible for Spatial Planning and Development Management and Property
Cllr Ian Blair-Pilling	Cabinet Member responsible for ICT, Digitalisation and Operational Assets
Cllr Bridget Wayman	Cabinet Member responsible for Highways, Transport and Waste
Cllr Laura Mayes	Cabinet Member responsible for Adult Social Care, Public Health and Public Protection
Cllr Alison Bucknell	Cabinet Member responsible for Communications, Communities, Leisure and Libraries
Cllr Simon Jacobs	Cabinet Member responsible for Finance and Procurement

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 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 to committee@wiltshire.gov.uk by 12.00 noon three clear working days before the meeting. Please contact Democratic Services on 01225 718221 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
8 October 2019						
8 Oct 2019 Wiltshire Air Quality Strategy	Key Decision Refreshed version of the strategy for 2019-2024	Environment Select Committee and Health & Wellbeing Board		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	John Carter john.carter@wiltshire.gov.uk Tel: 01225 776655 David Redfern (Interim Director - Communities and Neighbourhood Services)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>8 Oct 2019 Homeless Strategy</p>	<p>Key Decision For Cabinet to consider and recommend to Full Council the approval of our 5 year Homeless Strategy</p>	<p>Staff Housing Providers Support providers (Health and Housing) Voluntary Sector All agencies involved with homeless clients CAB / Police / Wiltshire Fire & Rescue service Health professionals Informal consultation process Dec 18 ESC and Homeless scrutiny task and finish group Formal consultation Feb 19 - April 19 Attendance at various housing meetings</p>		<p>Cllr Richard Clewer richard.clewer@witshire.gov.uk</p>	<p>Nicole Smith nicole.smith@witshire.gov.uk Tel: 01249 706567</p> <p>Simon Hendeley (Director - Housing and Commercial)</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>8 Oct 2019 Chippenham Housing Infrastructure Fund Bid</p>	<p>Key Decision The Council has submitted a bid for £75m to the government's Housing Infrastructure Fund. If successful the funds will be used to improve the infrastructure of Chippenham and by extension improve access and facilities for both existing and new Chippenham communities. The outcome of the bid will only be known late in 2019 or early in 2020.</p>	<p>Chippenham Town Council Chippenham B.I.D. Board Chippenham Neighbourhood Plan Steering Committee Chippenham Chamber of Commerce Various landowners and developers Wiltshire Council Farm Tenants All relevant Wiltshire Council departments The HIF Bid is a confidential process the outcome of which will not be known until the end of the year at best. However limited consultation has begun with specific groups of stakeholders in and around Chippenham. This will be followed up with targeted announcements and events in the fourth quarter of 2019</p>		<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Christine Lamb christine.lamb@wiltshire.gov.uk</p> <p>Alistair Cunningham, Alan Richell (Programme Director, Growth and Investment)</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>8 Oct 2019 Community Funding Review</p>	<p>Key Decision The purpose of this report is to update cabinet and provide a position statement on the delivery of the council's community campus and hub programme.</p> <p>This report sets out Wiltshire Council's investment in a range of community facilities through the community campus and hub programme and identifies the associated community benefits.</p> <p>The report will also set out the options for those Community Areas not covered by the community campus and hub programme.</p> <p>This report will conclude with a proposal for potential future investments in the Community Areas which have not benefited from the scheme.</p>	TBC		<p>Cllr Philip Whitehead, Cllr Simon Jacobs philip.whitehead@wiltshire.gov.uk simon.jacobs@wiltshire.gov.uk</p>	<p>paul.pritchard paul.pritchard@wiltshire.gov.uk</p> <p>David Redfern (Interim Director - Communities and Neighbourhood Services)</p>	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>8 Oct 2019 Corporate Property Energy Efficiency and Generation Programme</p>	<p>Key Decision This paper outlines the actions proposed by the SA&FM team to address the energy use in the council's operational buildings and to reduce the carbon emissions associated with running those buildings. This is part of the council's response to the 'Climate Emergency' and its declaration at its meeting on the 26th February 2019.</p>	<p>Finance Legal Internal consultation</p>		<p>Cllr Ian Blair-Pilling, Cllr Richard Clewer ian.blair-pilling@wiltshire.gov.uk, richard.clewer@wiltshire.gov.uk</p>	<p>Vincent Albano vincent.albano@wiltshire.gov.uk Tel: 01225 756198 Simon Hendeley (Director - Housing and Commercial)</p>	<p>Open</p>
<p>8 Oct 2019 Housing revenue account business plan and council house build programme 3.1</p>	<p>Key Decision cabinet is asked to consider the revised HRA business plan, the development programme over the next 10 years and the detailed council house development programme for 2020/21 and 2021/22</p>	<p>Housing Board Housing board will be consulted on the HRA business plan and development programme proposals at its October meeting</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Simon Hendeley simon.hendeley@wiltshire.gov.uk Simon Hendeley (Director - Housing and Commercial)</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>8 Oct 2019 Melksham Community Campus and Melksham House Construction Projects and Development Opportunities</p>	<p>Key Decision Cabinet is asked to consider the agreement for additional funding to support the Melksham Campus project</p>	<p>Directors, Cabinet Members, Area Board Cllrs, Stakeholders, Legal, Finance, Procurement, General Public Directors, Cabinet Members, Area Board Cllrs, Stakeholders, Legal, Finance, Procurement, General Public</p>		<p>Cllr Allison Bucknell, Cllr Pauline Church, Cllr Laura Mayes allison.bucknell@wiltshire.gov.uk, pauline.church@wiltshire.gov.uk, laura.mayes@wiltshire.gov.uk</p>	<p>Louise Cary, Natasha Gumbrell, paul.pritchard@wiltshire.gov.uk, louise.cary@wiltshire.gov.uk, natasha.gumbrell@wiltshire.gov.uk, paul.pritchard@wiltshire.gov.uk Tel: 01722 434274, , David Redfern (Interim Director - Communities and Neighbourhood Services)</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>8 Oct 2019 The Maltings</p>	<p>Key Decision To update cabinet on progress towards the regeneration of the Maltings and to recommend that Council approves a capital allocation to finance acquisition of third party interests to enable this.</p>	<p>Consultation on planning in line with statement of community involvement Consultation on planning in line with statement of community involvement</p>		<p>Cllr Philip Whitehead, Cllr Simon Jacobs, Cllr Pauline Church, Cllr Toby Sturgis philip.whitehead@wiltshire.gov.uk simon.jacobs@wiltshire.gov.uk, pauline.church@wiltshire.gov.uk, toby.sturgis@wiltshire.gov.uk</p>	<p>Scott Anderson, Richard Walters scott.anderson@wiltshire.gov.uk, richard.walters@wiltshire.gov.uk Tel: 01722 434689, Simon Hendey (Director - Housing and Commercial)</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>8 Oct 2019 The Maltings (Part II)</p>	<p>Key Decision Information accompanying the main Maltings report and relating to the financial or business affairs of any particular person (including the authority holding that information), which is exempt information under schedule 12A of the Local Government Act 1972 as amended.</p>	<p>N/A</p>		<p>Cllr Philip Whitehead, Cllr Pauline Church, Cllr Simon Jacobs, Cllr Toby Sturgis philip.whitehead@wiltshire.gov.uk pauline.church@wiltshire.gov.uk, simon.jacobs@wiltshire.gov.uk, toby.sturgis@wiltshire.gov.uk</p>	<p>Scott Anderson, Richard Walters scott.anderson@wiltshire.gov.uk, richard.walters@wiltshire.gov.uk Tel: 01722 434689, Simon Hendey (Director - Housing and Commercial)</p>	<p>Fully exempt</p>
<p>8 Oct 2019 Commercial Capital Investment Opportunity</p>	<p>Key Decision A report to consider a commercial property development opportunity in the north of the county.</p>	<p>Councillor consultation will be undertaken w/c 9th September, in conjunction with officer consultation.</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Mike Dawson mike.dawson@wiltshire.gov.uk Simon Hendey (Director - Housing and Commercial)</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>8 Oct 2019 Update on actions to reduce carbon generation in Wiltshire</p>	<p>Non-Key To provide Cabinet with an update on the actions taken by Wiltshire Council to seek to make the county of Wiltshire carbon neutral by 2030</p>	<p>Overview and Scrutiny Management Committee at its meeting held on 19 March 2019 asked Environment Select Committee to form a task group to develop recommendations and a plan to achieve making the county of Wiltshire carbon neutral by 2030 along with undertaking a carbon and renewables audit. Environment select committee was also asked to agree parameters with the relevant Cabinet member or portfolio holder that represent the council impact on the environment and can be accurately reported to council on a regular basis, to potentially include those measures suggested in the motion to full Council.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Tracy Carter tracy.carter@wiltshire.gov.uk Tel: 01225 713258</p> <p>Alistair Cunningham</p>	<p>Open</p>
<p>November 2019</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 Nov 2019 Intermediate Care Bed Service</p>	<p>Key Decision seek approval to tender for the Intermediate Care Bed Service beyond 2020</p>	<p>Providers, service users, stakeholders. Glensk have already conducted some elements of service review, which will be included. service review to be conducted prior to report process, this will include partners, stake holders and service users</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>James Corrigan Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>
<p>19 Nov 2019 Accommodation and Support for Care Leavers</p>	<p>Key Decision This paper will seek approval to commission a block contract for accommodation and support to care experienced young people.</p>	<p>Young people, providers and staff members have been and will continue to be consulted until the point of tender.</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Lucy Lewis lucy.lewis@wiltsire.gov.uk Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>
<p>19 Nov 2019 Treasury Management mid-year</p>	<p>Non-Key Treasury Management Mid year</p>	<p>Overview and Scrutiny</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Becky Hellard</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
19 Nov 2019 Budget Monitoring, Performance & Risk Management 2019/20 Q2	Non-Key Combined monitoring report for q2	Members Overview & Scrutiny		Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk	Toby Eliot, Matthew Tiller toby.eliot@wiltshire.gov.uk , matthew.tiller@wiltshire.gov.uk Tel: 01225 713886, Tel: 01722b434244 Becky Hellard, Robin Townsend	Open
December 2019						
10 Dec 2019 Council Tax Base	Non-Key Council Tax base	Consultation not required.		Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk	Stuart Donnelly stuart.donnelly@wiltshire.gov.uk Tel: 01225 718582 Becky Hellard	Open
January 2020						