

# **CABINET FORWARD WORK PLAN**

1 SEPTEMBER 2021 TO 31 DECEMBER 2021

- Published on 16 August 2021
- Re-published on 3 September 2021- Evolve Programme for Cabinet on 14 September 2021 is now a fully exempt report - approved in accordance with the Council's Constitution

## **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:**

<b>Name</b>	<b>Portfolio Details</b>
Cllr Richard Clewer	Leader of the Council and Cabinet Member responsible for MCI, Economic Development, Heritage, Arts, Tourism and Health & Wellbeing
Cllr Laura Mayes	Deputy Leader of the Council and Cabinet Member responsible for Children's Services, Education and Skills
Cllr Ian Blair-Pilling	Cabinet Member responsible for Leisure, Libraries, Governance, FM and Operational Assets
Cllr Nick Botterill	Cabinet Member responsible for Development Management, Strategic Planning and Climate Change
Cllr Pauline Church	Cabinet Member responsible for Finance & Procurement, Commissioning, IT, Digital and Commercialisation
Cllr Simon Jacobs	Cabinet Member responsible for Public Health, Public Protection, Licensing, Staffing, Communities and Area Boards
Cllr Mark McClelland	Cabinet Member responsible for Transport, Waste, Street Scene and Flooding
Cllr Jane Davies	Cabinet Member responsible for Adult Social Care, SEND and Transition, Inclusion
Cllr Phil Alford	Cabinet Member responsible for Housing, Strategic Assets, Asset Transfer

## **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](mailto: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
14 September 2021 - Published on 16 August 2021						
<b>14 Sep 2021</b> Financial Year 2021/2022 - Quarter One Revenue Budget Monitoring	<b>Non-Key</b> To update on the Councils revenue financial position reported as at quarter 1 of the fin year 2021/22	Financial Planning Task Group		Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a>	Lizzie Watkin <a href="mailto:lizzie.watkin@wiltshire.gov.uk">lizzie.watkin@wiltshire.gov.uk</a>  Andy Brown	Open
<b>14 Sep 2021</b> Financial Year 2021/2022 - Quarter One Capital Programme	<b>Non-Key</b> To report and update on the Councils Capital Programme as at Quarter One of the financial year 2021/22	Financial Planning Task Group		Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a>	Lizzie Watkin <a href="mailto:lizzie.watkin@wiltshire.gov.uk">lizzie.watkin@wiltshire.gov.uk</a>  Andy Brown	Open
<b>14 Sep 2021</b> Update on the Medium Term Financial Strategy 2022/23	<b>Non-Key</b> To receive an update on the 2022/23 budget position following the setting of the budget in February 2021, the 2020/21 outturn and to receive an indicative high level timetable for the setting of the 2022/23 budget.	Normal scrutiny through Financial Planning Task Group		Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a>	Lizzie Watkin <a href="mailto:lizzie.watkin@wiltshire.gov.uk">lizzie.watkin@wiltshire.gov.uk</a>  Andy Brown	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p><b>14 Sep 2021</b> Allocation of MHCLG funding for domestic abuse support in Wiltshire</p>	<p><b>Key Decision</b> Wiltshire Council have received a grant of £830,051 from MHCLG. This funding is to support LA's to fulfil their function under the new statutory duty relating to the provision of support to victims of domestic abuse and their children residing in safe accommodation. The paper sets up the proposals for the spend.</p>	<p>The process and proposals have been discussed and developed in collaboration with: Corporate Director for People, Corporate Director for Resources, Director Public Health, Director Legal and Governance No formal external consultation is required.</p>		<p>Cllr Simon Jacobs <a href="mailto:simon.jacobs@wiltshire.gov.uk">simon.jacobs@wiltshire.gov.uk</a></p>	<p>Hayley Mortimer <a href="mailto:hayley.mortimer@wiltshire.gov.uk">hayley.mortimer@wiltshire.gov.uk</a></p> <p>Kate Blackburn (Director - Public Health)</p>	<p>Open</p>
<p><b>14 Sep 2021</b> Evolve Programme - Contract Award</p>	<p><b>Key Decision</b> To update on the progress of the Evolve Programme, the Councils replacement of its ERP system, and the award of contract for the successful tender to implement</p>	<p>Financial Planning Task Group</p>		<p>Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a></p>	<p>Stuart Honeyball <a href="mailto:stuart.honeyball@wiltshire.gov.uk">stuart.honeyball@wiltshire.gov.uk</a></p> <p>Andy Brown</p>	<p>Fully exempt</p>
<p>27 September 2021</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p><b>27 Sep 2021</b> Business Plan 2021 - 2031</p>	<p><b>Key Decision</b> Seeking Cabinet approval for the draft 10 year business plan, before proceeding to Full Council in October.</p>	<p>Following Cabinet approval, will proceed to Full Council.</p>		<p>Cllr Richard Clewer <a href="mailto:richard.clewer@wiltshire.gov.uk">richard.clewer@wiltshire.gov.uk</a></p>	<p>Terence Herbert <a href="mailto:terence.herbert@wiltshire.gov.uk">terence.herbert@wiltshire.gov.uk</a>  Terence Herbert</p>	<p>Open</p>
<p><b>27 Sep 2021</b> Prioritisation of Community Infrastructure Levy Spending</p>	<p><b>Key Decision</b> To update governance arrangements and protocol for prioritising Community Infrastructure Levy spending and further round of spending from the strategic fund for projects.</p>	<p>Not applicable.</p>		<p>Cllr Nick Botterill <a href="mailto:nick.botterill@wiltshire.gov.uk">nick.botterill@wiltshire.gov.uk</a></p>	<p>Georgina Clampitt-Dix, Jean Marshall <a href="mailto:georgina.clampitt-dix@wiltshire.gov.uk">georgina.clampitt-dix@wiltshire.gov.uk</a>, Tel: 01225 713472,  Sam Fox (Corporate Director - Place)</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
<b>27 Sep 2021</b> Stone Circle Governance Review	<b>Non-Key</b> Presents the outcome of a governance review of the Stone Circle companies, commissioned by Cabinet in February 2021, conducted by the Corporate Director for Resources and Deputy Chief Executive and the Director of Legal and Governance	In the completion of this review discussions have taken place with the Leader and Deputy Leader, Chief Executive, Cabinet Member and key officers		Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a>	Andy Brown, Perry Holmes <a href="mailto:andy.brown@wiltshire.gov.uk">andy.brown@wiltshire.gov.uk</a> , <a href="mailto:perry.holmes@wiltshire.gov.uk">perry.holmes@wiltshire.gov.uk</a>  Andy Brown	Open
<b>27 Sep 2021</b> Afghan Citizens Resettlement Scheme (ACRS) and Afghan Relocations and Assistance Policy (ARAP) scheme	<b>Non-Key</b> In line with the Councils constitution, to allow the acceptance of funding associated with the offer to resettle, long term, up to 20 households through the ACRS as well as the wrap around funding to support those citizens in the bridging hotel.	N/A		Cllr Richard Clewer <a href="mailto:richard.clewer@wiltshire.gov.uk">richard.clewer@wiltshire.gov.uk</a>	Andy Brown <a href="mailto:andy.brown@wiltshire.gov.uk">andy.brown@wiltshire.gov.uk</a>  Andy Brown	Open

12 October 2021 - Published on 10 September 2021



Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p><b>23 Nov 2021</b> Procurement of the planned and reactive maintenance contracts for housing and general fund assets</p>	<p><b>Key Decision</b> procurement of the planned and reactive maintenance contracts required to operate and maintain the council's general fund and housing property estates.</p>	<p>Relevant Cabinet Members Housing Board</p>		<p>Cllr Phil Alford, Cllr Ian Blair-Pilling <a href="mailto:Phil.Alford@wilts-hire.gov.uk">Phil.Alford@wilts-hire.gov.uk</a>, <a href="mailto:ian.blair-pilling@wiltshire.gov.uk">ian.blair-pilling@wiltshire.gov.uk</a></p>	<p>Vincent Albano, Richard Hamer <a href="mailto:vincent.albano@wiltshire.gov.uk">vincent.albano@wiltshire.gov.uk</a>, <a href="mailto:richard.hamer@wiltshire.gov.uk">richard.hamer@wiltshire.gov.uk</a> Tel: 01225 756198,  Simon Hendey (Director - Housing and Commercial)</p>	<p>Open</p>
<p><b>12 Oct 2021</b> Wiltshire Council's Housing Board - Annual Report</p>	<p><b>Non-Key</b> Wiltshire Council's Housing Board's Terms of Reference require an Annual Report to be presented to Cabinet and modernising the Housing Board's operations requires Cabinet agreement.</p>	<p>Wiltshire Council's Housing Board; Environment Select Committee can be briefed (if appropriate). Wiltshire Council's Housing Board will be presented with the Annual Report on 29 September 2021 (unless changed).</p>		<p>Cllr Phil Alford <a href="mailto:Phil.Alford@wilts-hire.gov.uk">Phil.Alford@wilts-hire.gov.uk</a></p>	<p>Ian Seeckts <a href="mailto:ian.seeckts@wiltshire.gov.uk">ian.seeckts@wiltshire.gov.uk</a> Tel: 01722 434353  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><b>12 Oct 2021</b> Electric Vehicle Charging Strategy</p>	<p><b>Key Decision</b> 2021 - 2023 Electric Vehicle Charging Strategy</p>	<p>Internal Partners - LTP/ Property/ Carbon/ Internal Partners - LTP/ Property/ Carbon/</p>		<p>Cllr Dr Mark McClelland <a href="mailto:mark.mcclelland@wiltshire.gov.uk">mark.mcclelland@wiltshire.gov.uk</a></p>	<p>Adrian Hampton <a href="mailto:adrian.hampton@wiltshire.gov.uk">adrian.hampton@wiltshire.gov.uk</a>  Parvis Khansari</p>	<p>Open</p>
<p><b>12 Oct 2021</b> National Bus Strategy</p>	<p><b>Key Decision</b> To seek Cabinet approval for the submission of Wiltshire Councils Bus Service Improvement Plan (BSIP) as required by the Department for Transport under the governments new National Bus Strategy</p>	<p>The general public and key stakeholders. A snap survey has been produced and distributed publicly and open for 4 weeks closing on the 20th August. This will provide a "high level" indication of what the public deems both positive and negative about current bus provision in Wiltshire and what would encourage increased usage.</p>		<p>Cllr Dr Mark McClelland <a href="mailto:mark.mcclelland@wiltshire.gov.uk">mark.mcclelland@wiltshire.gov.uk</a></p>	<p>Jason Salter <a href="mailto:jason.salter@wiltshire.gov.uk">jason.salter@wiltshire.gov.uk</a> Tel: 01225 713334  Jessica Gibbons (Director - Neighbourhood and Community Services)</p>	<p>Open</p>
<p>November 2021 - Published on 22 October 2021</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<b>23 Nov 2021</b> A350 Melksham Bypass	<b>Key Decision</b> Report on the outcome of the public consultation on the A350 Melksham Bypass scheme	Public, town and parish councils and other organisations Second public consultation undertaken on the proposals between 23rd June and 8th August 2021		Cllr Dr Mark McClelland <a href="mailto:mark.mcclelland@wiltshire.gov.uk">mark.mcclelland@wiltshire.gov.uk</a>	Peter Binley <a href="mailto:peter.binley@wiltshire.gov.uk">peter.binley@wiltshire.gov.uk</a> Tel: 01225 713412  Parvis Khansari	Open
December 2021 - Published on 12 November 2021						
<b>14 Dec 2021</b> Wiltshire Council Adoption Service 2020-2021 End of Year Report	<b>Non-Key</b> Annual review of the services function in relation to Adoption and performance against the Adoption Scorecard.	N/A		Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a>	Netty Lee, Jen Salter <a href="mailto:netty.lee@wiltshire.gov.uk">netty.lee@wiltshire.gov.uk</a> , <a href="mailto:jen.salter@wiltshire.gov.uk">jen.salter@wiltshire.gov.uk</a>  Martin Davis (Director - Families and Children)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p><b>14 Dec 2021</b> Wiltshire's Children's Community Health Services future delivery model</p>	<p><b>Key Decision</b> To agree the preferred option for the tender of Children's Community Health Services (including Public Health Nursing Services).</p>	<p>Stakeholder events and surveys involved: service users (parents, children and young people) / CCG commissioners / partner agencies (LA, health, voluntary sector) interfacing 0-5 and 5-19 PHN services A series of stakeholder events and surveys have taken place with key partners and service users to inform the future PHNS. Key themes will be considered when appraising the options.</p>		<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Sally Johnson <a href="mailto:sally.johnson@wiltshire.gov.uk">sally.johnson@wiltshire.gov.uk</a></p> <p>Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>