

CABINET FORWARD WORK PLAN

1 MAY 2023 TO 31 AUGUST 2023


Published on 3 April 2023

Republished on 14 April 2023 – to include the Q4 Performance and Risk Report (this was published in the February 2023 and March 2023 Forward Plans); and the Future Chippenham item becoming part-exempt.

Republished on 21 April 2023 – to include the Future Chippenham item moving to 12 September 2023 and the title changing to ‘Chippenham Southern Land Development Update’.

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 Richard Clewer	Leader of the Council and Cabinet Member responsible for Military-Civilian integration, 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 Public Health, Leisure, Libraries, FM and Operational Assets
Cllr Nick Botterill	Cabinet Member responsible for Finance, Development Management, Strategic Planning
Cllr Ashley O’Neill	Cabinet Member responsible for Governance, IT, Broadband, Digital, Licensing, Staffing, Communities and Area Boards
Cllr Nick Holder	Cabinet Member responsible for Environment and Climate Change
Cllr Caroline Thomas	Cabinet Member responsible for Transport, Street Scene and Flooding
Cllr Jane Davies	Cabinet Member responsible for Adult Social Care, SEND and 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 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
2 May 2023						
2 May 2023 Q4 Performance and Risk	Non-Key Quarterly report to Cabinet on the scorecard and the strategic risk summary.	O&S are invited to review.		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Terence Herbert, Catherine Pink, Martin Nicholls terence.herbert@wiltshire.gov.uk , catherine.pink@wiltshire.gov.uk , martin.nicholls@wiltshire.gov.uk Perry Holmes	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>2 May 2023 Proposal to retain and invest in Silverwood School Chippenham and Trowbridge campuses (post consultation)</p>	<p>Key Decision In December 2023, Cabinet was asked to consider proposals to determine the future of Silverwood School. The proposals focused on the decisions to invest and retain the Silverwood School Chippenham and Trowbridge campuses; to alter the number of pupils at Silverwood School; and to amend the age range. The proposals were open to public consultation for 5 weeks until 5 March 2023. Following analysis and consideration of the consultation responses by Silverwood School, the proposals have been refined and are re-submitted for Cabinet decision.</p>	<p>Public consultation, including families, parent & carers of Silverwood School; intended future families of Silverwood School; key stakeholders including community and parent/carer representatives. There was an open public consultation, advertised through Silverwood School, Wiltshire Council communications and Wiltshire Times advertisement. Public consultation on proposed changes to Silverwood School ran from 30 January 2023 to 5 March 2023, i.e. 5 weeks</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Helean Hughes (Director - Education & Skills)</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>2 May 2023 PHNS Future Delivery Model</p>	<p>Key Decision To present a change in proposed commissioning arrangements for the service from April 2024</p>	<p>Children's and Public Health Portfolio Holders Stakeholder engagement with partners and service users has taken place</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Sally Johnson sally.johnson@wiltshire.gov.uk</p> <p>Kate Blackburn (Director - Public Health)</p>	<p>Open</p>
<p>2 May 2023 Procurement of Cleaning Contracts</p>	<p>Key Decision This report seeks permission to procure 2 contracts which cover the corporate security and cleaning which cover the council's operational estate.</p>	<p>Standard consultation</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Vincent Albano vincent.albano@wiltshire.gov.uk Tel: 01225 756198</p> <p>Andy Brown andy.brown@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>2 May 2023 Update on Council's response to the climate emergency</p>	<p>Non-Key Six monthly progress update to Cabinet and Council</p>	<p>None required - this is an update report</p>		<p>Cllr Nick Holder Nick.Holder@wiltshire.gov.uk</p>	<p>Ariane Crampton ariane.crampton@wiltshire.gov.uk Tel: 01225 718463</p> <p>Sarah Valdus (Director - Environment)</p>	<p>Open</p>
<p>2 May 2023 Wiltshire Design Guide -draft for public consultation</p>	<p>Non-Key To seek approval to take the draft Wiltshire Design Guide to public consultation as part of the process leading to it becoming a Supplementary Planning Document.</p>	<p>The draft report has been through two rounds of internal consultation. It will be considered by Environment Select on 14th March. Following Cabinet if approved it will be subject to a 4 week public consultation period which will include face to face public engagement and an online webinar.</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Lynn Trigwell Lynn.Trigwell@wiltshire.gov.uk Tel: 01225 718479</p> <p>Sarah Valdus (Director - Environment)</p>	<p>Open</p>
<p>13 June 2023</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
13 Jun 2023 Liquid Vehicle Fuel Contract	Key Decision New contract for liquid vehicle fuel for up to four years	Councillors and partners		Cllr Caroline Thomas caroline.thomas@wiltshire.gov.uk	Adrian Hampton adrian.hampton@wiltshire.gov.uk Samantha Howell	Open
13 Jun 2023 Appropriation of land for planning purposes	Non-Key Report to appropriate the land for planning purposes to enable development of the site	The planning process will have included consultation with local elected member and stakeholders, but the technical reason for the report will be explained to relevant parties (including the local elected member)		Cllr Phil Alford Phil.Alford@wilts-hire.gov.uk	Mark Hunnybun mark.hunnybun@wiltshire.gov.uk Director - Assets	Open
13 Jun 2023 Disposals Programme Update	Non-Key This report sets out performance over the last year and forecast receipts from disposals for the next financial year. The report further seeks approval to declare specific sites surplus	Heads of Services. - Specific legal and financial consultation. Asset Gateway and Capital Programme Board Consultation will take place in line with the surplus asset process and through the Asset Gateway and Capital Programme Board.		Cllr Phil Alford Phil.Alford@wilts-hire.gov.uk	Robert Scott Robert.Scott@wiltshire.gov.uk Andy Brown	Open
11 July 2023						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>11 Jul 2023 Depot Plan</p>	<p>Key Decision A 30 year plan for the council's depot provision</p>	<p>TBP TBP</p>		<p>Cllr Caroline Thomas caroline.thomas@wiltshire.gov.uk</p>	<p>Adrian Hampton adrian.hampton@wiltshire.gov.uk</p> <p>Samantha Howell</p>	<p>Open</p>
<p>11 Jul 2023 Wiltshire Local Plan Review - Publication of draft Plan for consultation</p>	<p>Key Decision To consider publication of Wiltshire Local Plan Review for consultation (Regulation 19 stage).</p>	<p>Consultation has been undertaken at earlier stages in the plan-making process. Report previously considered by Cabinet on 29 June 2021.</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Nic Thomas, Georgina Clampitt-Dix nic.thomas@wiltshire.gov.uk, georgina.clampitt-dix@wiltshire.gov.uk Tel: 01225 713472</p> <p>Nic Thomas (Director - Planning)</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>11 Jul 2023 School Places Strategy 2023 - 2027</p>	<p>Key Decision The School Places Strategy 2023- 2027 pulls together the information required to form a strategic view of the need for mainstream school places across Wiltshire. It provides a summary analysis of current provision, identifies gaps and over-provision and sets out how the LA intends to address these.</p>	<p>Councillors Town and Parish Councils Schools Diocese Academy Trusts All other interested parties The School Places Strategy was sent to Councillors, Town and Parish Councils, Schools, Diocese and Academy Trusts and placed on the Council's website for the public and other stakeholders. Comments were sought between 1st March 2023 and 31st March 2023.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Clara Davies clara.davies@wiltshire.gov.uk</p> <p>Helean Hughes (Director - Education & Skills)</p>	<p>Open</p>
<p>August 2023 - No meeting</p>						
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