


# **CABINET FORWARD WORK PLAN**

1 DECEMBER 2022 TO 31 MARCH 2023

Published on 14 November 2022

## **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 Climate Change, 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, Public Protection, 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 Mark McClelland	Cabinet Member responsible for Transport, Waste, 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](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
13 December 2022						
<b>13 Dec 2022</b> Future Chippenham Update	<b>Key Decision</b> Updated position following discussions with HE, options appraisal	Consultation with members		Cllr Richard Clewer <a href="mailto:richard.clewer@wiltshire.gov.uk">richard.clewer@wiltshire.gov.uk</a>	David Ashdown, Louise Cary <a href="mailto:david.ashdown@wiltshire.gov.uk">david.ashdown@wiltshire.gov.uk</a> , <a href="mailto:louise.cary@wiltshire.gov.uk">louise.cary@wiltshire.gov.uk</a> Tel: 01225 718450, Tel: 01722 434274  Simon Hendey (Director - Assets and Commercial Development)	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>13 Dec 2022</b> Home Care (Adults) Recommissioning</p>	<p><b>Key Decision</b> An update on the tender and award of a new contract for homecare services, which will be called the Wiltshire Living Well at Home (WLW@H) – Alliance.</p>	<p>Councillors, key stakeholders and homecare providers Consultation with councillors, project working group including key stakeholders and market engagement events with homecare providers</p>		<p>Cllr Jane Davies <a href="mailto:jane.davies@wiltshire.gov.uk">jane.davies@wiltshire.gov.uk</a></p>	<p>Deborah Elliott, Jessica Mitchell <a href="mailto:deborah.elliott@wiltshire.gov.uk">deborah.elliott@wiltshire.gov.uk</a>, <a href="mailto:jessica.mitchell@wiltshire.gov.uk">jessica.mitchell@wiltshire.gov.uk</a>  Helen Jones (Director - Procurement and Commissioning)</p>	<p>Open</p>
<p><b>13 Dec 2022</b> Pathway Two Bed Tender</p>	<p><b>Key Decision</b> For approval to go to tender for hospital discharge beds.</p>	<p>Wiltshire Health and Care BSW ICB Adult Social Care team Care Home Providers The tender process has included consultation with Wiltshire Health and Care therapy teams, Wiltshire Council Adult Social Care and has plans to carry out a market engagement exercise with providers and use Healthwatch to gather service-user feedback.</p>		<p>Cllr Jane Davies <a href="mailto:jane.davies@wiltshire.gov.uk">jane.davies@wiltshire.gov.uk</a></p>	<p>Melanie Nicolaou, Helen Mullinger <a href="mailto:helen.mullinger@wiltshire.gov.uk">helen.mullinger@wiltshire.gov.uk</a>  Helen Jones (Director - Procurement and Commissioning)</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>13 Dec 2022</b> Update to Wiltshire Local Development Scheme</p>	<p><b>Non-Key</b> To update the Council's Local Development Scheme, which sets the development plan documents that the Council has prioritised for preparation and their associated timelines.</p>	<p>Not applicable. Preparation of development plan documents includes public consultation.</p>		<p>Cllr Nick Botterill <a href="mailto:nick.botterill@wiltshire.gov.uk">nick.botterill@wiltshire.gov.uk</a></p>	<p>Georgina Clampitt-Dix, Nic Thomas <a href="mailto:georgina.clampitt-dix@wiltshire.gov.uk">georgina.clampitt-dix@wiltshire.gov.uk</a>, <a href="mailto:nic.thomas@wiltshire.gov.uk">nic.thomas@wiltshire.gov.uk</a> Tel: 01225 713472,  Nicholas Thomas (Chief Planning Officer/Assistant Director - Planning)</p>	<p>Open</p>
<p><b>13 Dec 2022</b> Environmental Mitigation Framework</p>	<p><b>Non-Key</b> A report setting out the use of Council's land to delivery Environmental Mitigation activities</p>	<p>Environment Select will be consulted prior to the meeting</p>		<p>Cllr Phil Alford <a href="mailto:Phil.Alford@wiltshire.gov.uk">Phil.Alford@wiltshire.gov.uk</a></p>	<p>Mike Dawson <a href="mailto:mike.dawson@wiltshire.gov.uk">mike.dawson@wiltshire.gov.uk</a>  Simon Hendey (Director - Assets and Commercial Development)</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>13 Dec 2022</b> Disposal Programme</p>	<p><b>Non-Key</b> Update on the disposal programme for 2022/23 and declaration of assets as surplus to allow a review of the options available.</p>	<p>Cabinet member will be consulted and local elected members informed through democratic process.</p>		<p>Cllr Phil Alford <a href="mailto:Phil.Alford@wiltsire.gov.uk">Phil.Alford@wiltsire.gov.uk</a></p>	<p>Robert Scott <a href="mailto:Robert.Scott@wiltshire.gov.uk">Robert.Scott@wiltshire.gov.uk</a></p> <p>Simon Hendey (Director - Assets and Commercial Development)</p>	<p>Open</p>
<p><b>13 Dec 2022</b> Appropriation of land between General Fund and Housing Revenue Account (HRA)</p>	<p><b>Non-Key</b> A report to appropriate various sites between the General Fund and the HRA to enable either development or for the correct statutory powers to be used for service delivery</p>	<p>Local elected members will be informed of the technical reasons for the appropriation prior to the report being published</p>		<p>Cllr Phil Alford <a href="mailto:Phil.Alford@wiltsire.gov.uk">Phil.Alford@wiltsire.gov.uk</a></p>	<p>Robert Scott <a href="mailto:Robert.Scott@wiltshire.gov.uk">Robert.Scott@wiltshire.gov.uk</a></p> <p>Simon Hendey (Director - Assets and Commercial Development)</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>13 Dec 2022</b> Proposal to retain and invest in Silverwood School Chippenham and Trowbridge campuses</p>	<p><b>Key Decision</b> Proposal to utilise Phase 5 Silverwood capital funds (£3.6 million) in the refurbishment of Silverwood School Chippenham and Trowbridge campuses. The proposal creates 150 special school places (75 places at each campus), thereby exceeding the target for 50 additional Silverwood School places. Refurbishment plans offer improved space standards for pupils and align more closely to space standards offered by the Silverwood Rowde new build. The proposal requires Cabinet approval to enter formal consultation on changes to Silverwood School pupil numbers and the age range of pupils (a proposed change from all through to Primary only).</p>	<p>If approval for formal consultation is granted, students and families (current and prospective) of Silverwood School will be consulted, together with key stakeholders. The proposal to enter into Formal Consultation will be subject to Cabinet decision on 13/12/2022. If approval is given, formal stakeholder consultation (with families and learners with SEND, plus key partners) will commence early 2023. The proposal to retain and invest in Silverwood School Chippenham and Trowbridge campuses will then be brought back to Cabinet for final decision.</p>		<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Lucy Townsend, Melissa Hardwell <a href="mailto:lucy.townsend@wiltshire.gov.uk">lucy.townsend@wiltshire.gov.uk</a>, <a href="mailto:melissa.hardwell@wiltshire.gov.uk">melissa.hardwell@wiltshire.gov.uk</a>  Helean Hughes (Director - Education and 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
<b>13 Dec 2022</b> Children's Homecare	<b>Key Decision</b> Proposal for Children's Homecare services to be recommissioned separately to Adults Homecare services under a separate framework.	Market Engagement was carried out with providers.		Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a>	Gary Binstead <a href="mailto:gary.binstead@wiltshire.gov.uk">gary.binstead@wiltshire.gov.uk</a>  Helen Jones (Director - Procurement and Commissioning)	Part exempt
10 January 2023						
<b>10 Jan 2023</b> Appropriation of land for planning purposes	<b>Non-Key</b> 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 <a href="mailto:Phil.Alford@wiltshire.gov.uk">Phil.Alford@wiltshire.gov.uk</a>	Mark Hunnybun <a href="mailto:mark.hunnybun@wiltshire.gov.uk">mark.hunnybun@wiltshire.gov.uk</a>  Simon Hendey (Director - Assets and Commercial Development)	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>10 Jan 2023</b> Children's Residential Placements Block Contract</p>	<p><b>Key Decision</b> Tendering for and awarding a block contract for 12 residential children's home placements to ensure local sufficiency for Wiltshire children and young people</p>	<p>Councillors, key stakeholders and residential care providers Consultation with councillors, project working group including key stakeholders and market engagement events with residential care providers</p>		<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Gary Binstead <a href="mailto:gary.binstead@wiltshire.gov.uk">gary.binstead@wiltshire.gov.uk</a></p> <p>Helen Jones (Director - Procurement and Commissioning)</p>	<p>Open</p>
<p><b>10 Jan 2023</b> Market Sustainability Plan</p>	<p><b>Key Decision</b> To seek ratification of Wiltshire Council's provisional Market Sustainability Plan. The Plan will assess and demonstrate how the council will ensure its local care market is sustainable, as the Council moves towards implementing reform The Plan will assess the impact of care home and home care fees and risks to the market and the impact of the introduction of Section 18(3) of the Care Act</p>	<p>Home care providers Care home providers Wiltshire residents Wiltshire council colleagues</p> <p>Officers will be working with the Institute of Public Care to consult</p>		<p>Cllr Jane Davies <a href="mailto:jane.davies@wiltshire.gov.uk">jane.davies@wiltshire.gov.uk</a></p>	<p>Jessica Chapman <a href="mailto:Jessica.Chapman@wiltshire.gov.uk">Jessica.Chapman@wiltshire.gov.uk</a></p> <p>Jones <a href="mailto:helen.jones@wiltshire.gov.uk">helen.jones@wiltshire.gov.uk</a></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>10 Jan 2023</b> Adult Social Care Charging Policy Consultation</p>	<p><b>Key Decision</b> The Adult Social Care reforms impose some new powers and duties on the Council, including the power to charge for some new service options. This paper will seek authority to commence consultation on proposed changes to the charging policy brought about by the new legislation</p>	<p>Members of the public Partner organisations This paper is the commencement of the consultation process</p>		<p>Cllr Jane Davies <a href="mailto:jane.davies@wiltshire.gov.uk">jane.davies@wiltshire.gov.uk</a></p>	<p>Neil Haddock, Nicola Patrick <a href="mailto:neil.haddock@wiltshire.gov.uk">neil.haddock@wiltshire.gov.uk</a>, <a href="mailto:nicola.patrick@wiltshire.gov.uk">nicola.patrick@wiltshire.gov.uk</a>  Emma Legg (Director - Ageing and Living Well)</p>	<p>Open</p>
<p>31 January (February) 2023</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>31 Jan 2023</b> Financial Year 2022/23 - Quarter Three Revenue Budget Monitoring</p>	<p><b>Non-Key</b> Financial Performance report for Q3 2022/23 for the revenue budget</p>	<p>none</p>		<p>Cllr Nick Botterill <a href="mailto:nick.botterill@wiltshire.gov.uk">nick.botterill@wiltshire.gov.uk</a></p>	<p>Andy Brown, Sarah Rose, Leanne Sykes, Marie Taylor, Lizzie Watkin <a href="mailto:andy.brown@wiltshire.gov.uk">andy.brown@wiltshire.gov.uk</a>, <a href="mailto:sarah.rose@wiltshire.gov.uk">sarah.rose@wiltshire.gov.uk</a>, <a href="mailto:leanne.sykes@wiltshire.gov.uk">leanne.sykes@wiltshire.gov.uk</a>, <a href="mailto:marie.taylor@wiltshire.gov.uk">marie.taylor@wiltshire.gov.uk</a>, <a href="mailto:lizzie.watkin@wiltshire.gov.uk">lizzie.watkin@wiltshire.gov.uk</a></p> <p>Andy Brown</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>31 Jan 2023</b> Financial Year 2022/23 - Quarter Three Capital Budget Monitoring</p>	<p><b>Non-Key</b> Financial performance report for Q3 2022/23 for capital</p>	<p>none</p>		<p>Cllr Nick Botterill <a href="mailto:nick.botterill@wiltshire.gov.uk">nick.botterill@wiltshire.gov.uk</a></p>	<p>Andy Brown, Sarah Rose, Leanne Sykes, Marie Taylor, Lizzie Watkin <a href="mailto:andy.brown@wiltshire.gov.uk">andy.brown@wiltshire.gov.uk</a>, <a href="mailto:sarah.rose@wiltshire.gov.uk">sarah.rose@wiltshire.gov.uk</a>, <a href="mailto:leanne.sykes@wiltshire.gov.uk">leanne.sykes@wiltshire.gov.uk</a>, <a href="mailto:marie.taylor@wiltshire.gov.uk">marie.taylor@wiltshire.gov.uk</a>, <a href="mailto:lizzie.watkin@wiltshire.gov.uk">lizzie.watkin@wiltshire.gov.uk</a></p> <p>Andy Brown</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>31 Jan 2023</b> Wiltshire Council's Budget 2023/24 and Medium Term Financial Strategy 2023/24-2025/26</p>	<p><b>Key Decision</b> The proposed budget for the financial year 2023/24 and the Medium Term Financial Strategy 2023/24-2025/26, including the setting of the Council Tax, the Capital Investment Programme and the Housing Revenue Account</p>	<p>All Councillors Statutory consultation with businesses Yes</p>		<p>Cllr Nick Botterill <a href="mailto:nick.botterill@wiltshire.gov.uk">nick.botterill@wiltshire.gov.uk</a></p>	<p>Andy Brown, Sarah Rose, Sally Self, Leanne Sykes, Marie Taylor, Lizzie Watkin <a href="mailto:andy.brown@wiltshire.gov.uk">andy.brown@wiltshire.gov.uk</a>, <a href="mailto:sarah.rose@wiltshire.gov.uk">sarah.rose@wiltshire.gov.uk</a>, <a href="mailto:sally.self@wiltshire.gov.uk">sally.self@wiltshire.gov.uk</a>, <a href="mailto:leanne.sykes@wiltshire.gov.uk">leanne.sykes@wiltshire.gov.uk</a>, <a href="mailto:marie.taylor@wiltshire.gov.uk">marie.taylor@wiltshire.gov.uk</a>, <a href="mailto:lizzie.watkin@wiltshire.gov.uk">lizzie.watkin@wiltshire.gov.uk</a></p> <p>Andy Brown</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>31 Jan 2023</b> Retender of Good Lives Alliance Framework</p>	<p><b>Key Decision</b> The Good Lives Alliance Framework is the platform for purchasing residential care and supported living within Whole Life Commissioning. The framework ends in September 2023.</p>	<p>Wiltshire Centre for Independent Living Wiltshire CCG Wiltshire Care Partnership Throughout the term of the contract, we have worked with Wiltshire Centre for Independent Living, to gather the views of customers on the support they receive.</p> <p>2019 - Accommodation &amp; Support report 2021 - A place I call home report</p>		<p>Cllr Nick Botterill, Cllr Jane Davies <a href="mailto:nick.botterill@wiltshire.gov.uk">nick.botterill@wiltshire.gov.uk</a>, <a href="mailto:jane.davies@wiltshire.gov.uk">jane.davies@wiltshire.gov.uk</a></p>	<p>Victoria Bayley</p> <p>Helen Jones (Director - Procurement and Commissioning)</p>	<p>Open</p>
<p><b>31 Jan 2023</b> Carers Support Service Commissioning</p>	<p><b>Key Decision</b> The Wiltshire Carer's Support Service Contract is due to end on the 31st March 2023. Tendering for and awarding a new contract to commence on the 1st April 2023 will provide continued support to carers of all ages in Wiltshire.</p>	<p>Service providers, carers and internal officers.</p>		<p>Cllr Jane Davies <a href="mailto:jane.davies@wiltshire.gov.uk">jane.davies@wiltshire.gov.uk</a></p>	<p>Angela Smith <a href="mailto:angela.smith@wiltshire.gov.uk">angela.smith@wiltshire.gov.uk</a></p> <p>Helen Jones (Director - Procurement and Commissioning)</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>31 Jan 2023</b> School Admissions Policies 2024-2025	<b>Non-Key</b> School Admissions Policies for 2024/25 entry.	As outlined in the School Admissions Code. Statutory consultation for a period of six weeks between 01/10/2022 - 31/01/2023		Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a>	Debbie Clare <a href="mailto:debbie.clare@wiltshire.gov.uk">debbie.clare@wiltshire.gov.uk</a> Tel: 01225 713010  Lucy Townsend (Corporate Director - People)	Open
28 March 2023						