

CABINET FORWARD WORK PLAN

1 DECEMBER 2021 TO 31 MARCH 2022


Published on 12 November 2021

Republished on 23 November 2021 to include an additional key decision on the DfE Recovery Fund.

Approved for inclusion in the Forward Plan in accordance with the Councils 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:

Name	Portfolio Details
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 Ashley O’Neill	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 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 December 2021 - To be published on 12 November 2021						
14 Dec 2021 Update on Medium Term Financial Strategy 2022/23	Non-Key An update report on the Medium Term Financial Strategy and budget gap for the financial year 2022/23 - 2024/25	None		Cabinet Member for Finance & Procurement, Commissioning, IT, Digital & Commercialisation	Andy Brown, Lizzie Watkin andy.brown@wiltshire.gov.uk , lizzie.watkin@wiltshire.gov.uk Andy Brown	Open
14 Dec 2021 Procurement of water and wastewater supply services	Key Decision Procurement of new contract from June 2022 for supply of water and sewage at council corporate and selected housing properties. Value of £700k per annum.	in progress		Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk	Nick Darbyshire nick.darbyshire@wiltshire.gov.uk Tel: 01225 718384 Simon Hendey (Director - Housing and Commercial)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>14 Dec 2021 Wiltshire Council Adoption Service: 2020-2021 Year End Report</p>	<p>Non-Key It is a statutory requirement that Wiltshire Council's Adoption Service provides a year-end report to the Council. It describes the management arrangements, outcomes, priorities, and finances of the Agency for the period 01 April 2019 to 31 March 2021. The main consideration for the Council is to be assured about statutory compliance and the effectiveness of the Adoption Service.</p>	<p>No consultation required for this report.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Jen Salter jen.salter@wiltshire.gov.uk</p> <p>Martin Davis (Director - Families and Children)</p>	<p>Open</p>
<p>14 Dec 2021 Adoption West Contract Extension</p>	<p>Key Decision Adoption West (AW) commenced operation on 01 March 2019. The contractual arrangements and commissioning agreement come to an end on 28 February 2022. This paper seeks approval to extend the arrangements for a further five years until 28 February 2027.</p>	<p>Cabinet.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Jen Salter jen.salter@wiltshire.gov.uk</p> <p>Martin Davis (Director - Families and Children)</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>14 Dec 2021 Care Homes Block Contract Procurement</p>	<p>Key Decision Purchase of block contracted care home beds on the Wiltshire Care Homes Alliance (WCHA).</p>	<p>Chair & Vice Chair - Health Select Committee Chair - Financial Planning Task Group Briefing to: Chair & Vice Chair - Health Select Committee Chair - Financial Planning Task Group</p>		<p>Cllr Pauline Church, Cllr Jane Davies pauline.church@wiltshire.gov.uk, jane.davies@wiltshire.gov.uk</p>	<p>Vincent Edwards Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>
<p>14 Dec 2021 Home from Hospital</p>	<p>Key Decision To seek cabinet's approval to re-tender for a Home from Hospital type service, supporting the hospital discharge process across B&NES, Swindon and Wiltshire</p>	<p>Locality Commissioning Group (LCG) have been consulted & gave their approval on 27/10/2021 for the service to be re-tendered</p>		<p>Cllr Pauline Church, Cllr Jane Davies pauline.church@wiltshire.gov.uk, jane.davies@wiltshire.gov.uk</p>	<p>Vincent Edwards, Rebecca Lockwood-Norris rebecca.lockwood@wiltshire.gov.uk odnorris@wiltshire.gov.uk Helen Jones (Director - Joint 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>14 Dec 2021 Integrated Care System</p>	<p>Non-Key A statutory Integrated Care System for Bath and NE Somerset, Swindon and Wiltshire commences in April 2022. The paper outlines the development of place based collaboration between Wiltshire Council and NHS partners through the Wiltshire Alliance.</p>	<p>Scrutiny on 2 November</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>David Bowater david.bowater@wiltshire.gov.uk</p> <p>Lucy Townsend (Corporate Director - People)</p>	<p>Open</p>
<p>14 Dec 2021 Procurement of Microsoft Licencing and Support</p>	<p>Key Decision Microsoft licensing and support is obtained through an enterprise agreement which comes to an end in June 2022. This report seeks agreement to re-procure and award a contract with a licence reseller and to continue to directly purchase support from Microsoft.</p>	<p>Consultation with Cabinet</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Mike Ibbitson</p> <p>Ian Robinson (Director - Digital, Data and Technology)</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>14 Dec 2021 Melksham House</p>	<p>Key Decision Additional capital</p>	<p>Cabinet Members</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Louise Cary, Paula Smith louise.cary@wiltshire.gov.uk, paula.smith@wiltshire.gov.uk Tel: 01722 434274, Sam Fox (Corporate Director - Place), Andy Brown</p>	<p>Open</p>
<p>14 Dec 2021 DfE Recovery Fund</p>	<p>Key Decision To retrospectively sign off receipt of funding for the south west region from the Department of Education Recovery Fund.</p>	<p>Bid produced by the south west region and submitted to the DfE. Finance have reviewed and approved the paper.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Joanne Hobbs joanne.hobbs@wiltshire.gov.uk Lucy Townsend (Corporate Director - People)</p>	<p>Open</p>
<p>11 January 2022 - to be published on 10 December 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>11 Jan 2022 New Term Highways Maintenance Contract</p>	<p>Key Decision Approval to tender for a replacement Term Highways Maintenance Contract to commence when the current contract ends</p>	<p>A steering group has been established and includes the key consultees necessary for the procurement process. The steering group will also provide updates to the Place Board</p>		<p>Cllr Dr Mark McClelland mark.mcclelland@wiltshire.gov.uk</p>	<p>Steve Cross, Dave Thomas steve.cross@wiltshire.gov.uk, dave.thomas@wiltshire.gov.uk Parvis Khansari</p>	<p>Open</p>
<p>11 Jan 2022 Integrated Urgent Care Review</p>	<p>Key Decision The objectives of the review are to make recommendations that can inform the Wiltshire Council and BSW CCG BCF (Wiltshire Locality) funded elements of services within the BSW Integrated Urgent Care (IUC) contract and separate DART ATL funded position</p>	<p>Stakeholders Residents and families Provider Work with acute Trusts on ATL role Consultation with stakeholders and user views of the current provision will be carried out.</p>		<p>Cllr Jane Davies jane.davies@wiltshire.gov.uk</p>	<p>Rebecca Lockwood-Norris rebecca.lockwoodnorrise@wiltshire.gov.uk Helen Jones (Director - Joint 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>11 Jan 2022 Wiltshire's PHN Services future Commissioning Model</p>	<p>Key Decision 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 laura.mayes@wiltshire.gov.uk</p>	<p>Sally Johnson sally.johnson@wiltshire.gov.uk</p> <p>Helen Jones (Director - Joint Commissioning), Kate Blackburn Kate.Blackburn@wiltshire.gov.uk</p>	<p>Part exempt</p>
<p>1 February 2022 - To be published on 31 December 2021</p>						
<p>1 Feb 2022 School Capital Programme 2022 to 2025</p>	<p>Key Decision To provide an update on the Schools Capital Programme approved in 2021 and seek approval for new schemes to address the condition of maintained schools and expansion of mainstream schools.</p>	<p>The School Places Plan is subject to consultation with all stakeholders, including schools, the public and councillors. The School Places Plan is subject to consultation with all stakeholders, including schools, the public and councillors.</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 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
<p>1 Feb 2022 Draft Wiltshire Green and Blue Infrastructure Strategy</p>	<p>Key Decision To approve the Draft Wiltshire Green and Blue Infrastructure Strategy for consultation.</p>	<p>Consultation will be undertaken on the draft Wiltshire Green and Blue Infrastructure Strategy. Engagement has been undertaken with partners and stakeholders in developing the Strategy.</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix, Lynn Trigwell georgina.clampitt-dix@wiltshire.gov.uk, Lynn.Trigwell@wiltshire.gov.uk Tel: 01225 713472, Tel: 01225 718479</p> <p>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
<p>1 Feb 2022 Climate Strategy and update on council's response to the climate emergency</p>	<p>Key Decision Final climate strategy for approval following extensive consultation in Sept-October 2021; six monthly progress update on tackling the climate emergency</p>	<p>Extensive public consultation on the climate strategy took place in Sept-October 2021</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Ariane Crampton, Louisa Haines ariane.crampton@wiltshire.gov.uk, Louisa.Haines@wiltshire.gov.uk Tel: 01225 718463, Sam Fox (Corporate Director - Place)</p>	<p>Open</p>
<p>1 Feb 2022 Admission Arrangements and Co-ordinated Scheme 2023/24</p>	<p>Non-Key To determined the admission arrangements and co-ordinated schemes following consultation. This is an annual statutory requirement which must be signed off by Cabinet by 28/02/2022</p>	<p>Consultation to take place for six weeks between 1/11/2021 and 31/01/2022.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010 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
1 Feb 2022 Integrated Urgent Care (IUC) Contract Extension	Key Decision To provide main considerations and seek approval to extend the IUC contract and aligned services under the single contract across the Bath and North East Somerset, Swindon and Wiltshire Sustainability and Transformation Plan	Wiltshire Locality Commissioning Group (formerly JCB) will be consulted on the proposals at their meeting on the 27th November		Cllr Jane Davies jane.davies@wiltshire.gov.uk	Jessica Mitchell, melanie nicolaou jessica.mitchell@wiltshire.gov.uk , Helen Jones (Director - Joint Commissioning)	Part exempt
29 March 2022 - To be published on 25 February 2022						
