

CABINET FORWARD WORK PLAN


1 JULY 2023 TO 31 OCTOBER 2023

Published on 12 June 2023

Re-published on 20 June 2023 – to include an additional item for the July Cabinet meeting – Housing Acquisitions

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
11 July 2023						
11 Jul 2023 Year End Revenue Financial Outturn Position 2022/23	Non-Key Final year end revenue outturn position for the financial year 2022/23	None		Cllr Nick Botterill nick.botterill@wiltshire.gov.uk	Andy Brown andy.brown@wiltshire.gov.uk Andy Brown	Open
11 Jul 2023 Year End Capital Investment Programme Financial Outturn Position 2022/23	Non-Key Final year end financial position for the capital investment programme for 2022/23	None		Cllr Nick Botterill nick.botterill@wiltshire.gov.uk	Andy Brown andy.brown@wiltshire.gov.uk Andy Brown	Open
11 Jul 2023 Housing Acquisitions	Key Decision To receive an update on the current status & future plans in undertaking Housing acquisitions across Wiltshire to deliver Council services on a long term basis. The report will also make the requisite additions to the Capital Programme for onward approval to Full Council.	O&S Mgmt Committee		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Mike Dawson mike.dawson@wiltshire.gov.uk Lizzie Watkin (Director - Finance)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
11 Jul 2023 Wiltshire Local Plan Review - Publication of draft Plan for consultation	Key Decision To consider publication of Wiltshire Local Plan Review for consultation (Regulation 19 stage).	Consultation has been undertaken at earlier stages in the plan-making process. Report previously considered by Cabinet on 29 June 2021.		Cllr Nick Botterill nick.botterill@wiltshire.gov.uk	Georgina Clampitt-Dix, Nic Thomas georgina.clampitt-dix@wiltshire.gov.uk , nic.thomas@wiltshire.gov.uk Tel: 01225 713472, Nic Thomas (Director - Planning)	Open
August 2023						
No meeting						
12 September 2023						
12 Sep 2023 Financial Year 2023/24 - Quarter One Revenue Budget Monitoring	Non-Key Quarterly Revenue Budget Monitoring report for financial year 2023/24	Internal Internal		Cllr Nick Botterill nick.botterill@wiltshire.gov.uk	Lizzie Watkin lizzie.watkin@wiltshire.gov.uk 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
12 Sep 2023 Financial Year 2023/24 - Quarter One Capital Budget Monitoring	Non-Key Quarterly Capital Budget Monitoring report for financial year 2023/24	Internal Internal		Cllr Nick Botterill nick.botterill@wiltshire.gov.uk	Lizzie Watkin lizzie.watkin@wiltshire.gov.uk Andy Brown	Open
12 Sep 2023 Fleet Strategy 2023 - 30	Key Decision Fleet Strategy 2023 - 30	Internal stakeholders, government consultants and neighbouring authority Internal stakeholders, government consultants and neighbouring authority		Cllr Caroline Thomas caroline.thomas@wiltshire.gov.uk	Adrian Hampton adrian.hampton@wiltshire.gov.uk Samantha Howell	Open
12 Sep 2023 Depot Plan	Key Decision A 30 year plan for the council's depot provision	TBP TBP		Cllr Caroline Thomas caroline.thomas@wiltshire.gov.uk	Adrian Hampton adrian.hampton@wiltshire.gov.uk Samantha Howell	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>12 Sep 2023 Fleet Vehicle Replacement 2023/ 24 to 2025/ 26</p>	<p>Key Decision Next Three Year Vehicle Replacement Programme</p>	<p>Councillors and Partners</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>12 Sep 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>

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>12 Sep 2023 Domestic Abuse External Grant Allocation 2023-25</p>	<p>Key Decision To enable the implementation of the Domestic Abuse Act 2021 MHCLG identified funding for the next 2yrs (2023-25) for Local Authorities to used against the specific requirements outlined in Part 4 of the Act, to support LA delivery of support to victims of DA, including their children in DA safe accommodation support services.</p>	<p>As above Cllr Blair-Pilling, Health Select Chairs, wider partnership discussion through DALPB work group responsible for Safe Accommodation implementation; Head of Housing; Director Public Health; Public consultation will not be required</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Hayley Morgan Kate Blackburn (Director - Public Health)</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>12 Sep 2023 Technology Enabled Care - Commissioning Strategy</p>	<p>Non-Key In December 2022 a direct award to TSA (Technology Enabled Care Services Association) was agreed for a consultancy piece of work to develop a TEC (Technology Enabled Care) strategy for Wiltshire.</p> <p>The consultation work follows a previous commissioned consultancy in 2019 with TSA, progressing with recommendations did not commence until April 2022 due to covid.</p> <p>Work will include reviewing updated information on the current service and development of a TEC strategy and delivery plan which supports the focus on preventing, reducing and delaying needs agenda in social care.</p>	<p>Consultation is currently underway.</p>		<p>Cllr Jane Davies jane.davies@wiltshire.gov.uk</p>	<p>Victoria Bayley</p> <p>Elizabeth Saunders (Interim Director - Procurement & 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>12 Sep 2023 Appropriation of land for planning purposes</p>	<p>Non-Key Report to appropriate the land for planning purposes to enable development of the site</p>	<p>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)</p>		<p>Cllr Phil Alford Phil.Alford@wiltshire.gov.uk</p>	<p>Mark Hunnybun mark.hunnybun@wiltshire.gov.uk Director - Assets</p>	<p>Open</p>
<p>12 Sep 2023 Chippenham Southern Land Development Update</p>	<p>Key Decision Report to provide the latest position regarding land to the south of Chippenham and termination of the GDA with Homes England</p>	<p>Exemption is currently TBC Meeting with ESC will need to be with the Chair and Vice-Chair in advance of Cabinet</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>David Ashdown, Louise Cary david.ashdown@wiltshire.gov.uk, louise.cary@wiltshire.gov.uk Tel: 01225 718450, Tel: 01722 434274 Andy Brown</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>12 Sep 2023 Carers Support Service Commissioning</p>	<p>Key Decision 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 jane.davies@wiltshire.gov.uk</p>	<p>Angela Smith angela.smith@wiltshire.gov.uk</p> <p>Elizabeth Saunders (Interim Director - Procurement & Commissioning)</p>	<p>Part exempt</p>
<p>12 Sep 2023 Recommissioning of Public Health Services in Primary Care</p>	<p>Key Decision The paper outlines the rationale for a key decision to be approved of financial spending and for the procurement of Public Health Services, including Sexual Health contraception services, NHS Health Checks and smoking cessation within Primary Care across Wiltshire from April 2024</p>	<p>Members of the public Primary Care including GP Practices and Primary Care Local Medical Committee BSW Integrated Care Board Stakeholder engagement has taken place through a survey which has been completed by workforce involved in the delivery of these services, as well as members of the public. Further engagement through online MS Teams calls with providers of these services including current providers of Primary Care to inform service planning and commissioning.</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Katie Davies katie.davies@wiltshire.gov.uk</p> <p>Kate Blackburn (Director - Public Health)</p>	<p>Open</p>
<p>10 October 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>10 Oct 2023 Wiltshire Design Guide - Adoption as a Supplementary Planning Document</p>	<p>Key Decision The Wiltshire Design Guide is intended to be adopted as a Supplementary Planning Document (SPD) and become part of the Council's Policy Framework. The report will provide an update from the Statutory Public Consultation and seeks a recommendation from Cabinet to Council to adopt the revised document as an SPD</p>	<p>Councillors, Partners, Public, Stakeholders, Neighbouring Authorities, Developers, Planning Agents Statutory Public Consultation undertaken in accordance with the process of preparing and adopting a SPD as prescribed within Regulations 11 to 14 of The Town and Country Planning (Local Planning) (England) Regulations 2012.</p>		<p>Cabinet Member for Finance, Development Management and Strategic Planning</p>	<p>Lynn Trigwell Lynn.Trigwell@wiltshire.gov.uk Tel: 01225 718479</p> <p>Sarah Valdus (Director - Environment)</p>	<p>Open</p>
<p>10 Oct 2023 Gypsies and Travellers Development Plan Document - Publication of draft Plan for consultation</p>	<p>Key Decision To consider the draft Gypsies and Travellers Development Plan Document for consultation (Regulation 19 stage).</p>	<p>Consultation undertaken 2021 following Cabinet approval October 2020.</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix, Nic Thomas georgina.clampitt-dix@wiltshire.gov.uk, nic.thomas@wiltshire.gov.uk Tel: 01225 713472,</p> <p>Nic Thomas (Director - Planning)</p>	<p>Open</p>

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