

CABINET FORWARD WORK PLAN

1 MARCH 2022 TO 30 JUNE 2022


Published on 25 February 2022

Re-Published on 15 March 2022 and includes the following amendments:

- PHNS Future Delivery Model - New item for Cabinet in April 2022
- Capital Strategy for Early Years Provision – Moved to Cabinet in May 2022 due to information to complete the report not currently available.
- The Prevent Duty and Channel Programme – New item added to May 2022
- Future High Street Fund - Trowbridge Town Hall Refurbishment and Asset Transfer – New item added to May 2022
- Future Chippenham – Moved to Cabinet in July 2022 due to the Council waiting for a decision from Homes England about the revised grant determination agreement.

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 Interim Cabinet Member responsible for Finance & Procurement, Commissioning and Commercialisation
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 Development Management, Strategic Planning and Climate Change
Cllr Ashley O’Neill	Cabinet Member responsible for Governance, IT, Broadband and 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 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
29 March 2022 - Published on 25 February 2022						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>29 Mar 2022 Day opportunities transformation</p>	<p>Key Decision The current model of commissioning day opportunities for adults does not meet our corporate objectives of empowering people, supporting resilience and promoting independence.</p> <p>Currently, we spot-purchase most day opportunities - these arrangements lack service specifications and/or outcomes, and there is a lack of transparency around whether these services meet customers' needs and aspirations. Existing day opportunities offer limited choice and control for customers. The offer is usually buildings-based and provides a traditional menu of activities.</p> <p>This plan will set out how we will modernise our offer, and a proposed procurement route to achieve this.</p>	<p>Full list of consultees tbc Wiltshire Centre for Independent Living and Wiltshire Parent Carer Council have done significant work both before and during the pandemic in hearing from customers about what a good day looks like.</p> <p>The service specification for day opportunities will emphasise our wish to move away from buildings-based day services where people have to fill around services, towards those which are community-based, use existing assets in Wiltshire, and which fit around the unique needs and preferences of the customer.</p> <p>We will build on the co-production work carried out by Wiltshire CIL in 2019 and 2021, by doing further work with customers to feed their views directly into the service specification. Over time, we will work with customers and the market to encourage micro-enterprises (particularly those led by customers) to develop and join the open framework.</p> <p>We will also carry out extensive market engagement as part of the procurement process.</p>		<p>Cllr Jane Davies jane.davies@wiltshire.gov.uk</p>	<p>Robert Holman</p> <p>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>29 Mar 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>26 April 2022 - To be published on 25 March 2022</p>						
<p>26 Apr 2022 Home Care (Adults) Recommissioning</p>	<p>Key Decision This report sets out a proposed approach to recommissioning homecare provision within Wiltshire. The current contract arrangements for homecare (Help to Live at Home (HTLAH) Alliance) end on 31 October 2022.</p>	<p>Consultation is underway with internal and external partners and the home care market in the development of new service models. Engagement with the public will be completed through user group organisations.</p>		<p>Cllr Jane Davies jane.davies@wiltshire.gov.uk</p>	<p>Deborah Elliott, Jessica Mitchell deborah.elliott@wiltshire.gov.uk, jessica.mitchell@wiltshire.gov.uk</p> <p>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>26 Apr 2022 Procurement of Wiltshire Domestic Abuse Support Services</p>	<p>Key Decision Current domestic abuse services expire March 2023; cabinet decision is required to enable the next steps to future procurement</p>	<p>Key discussions with CLT, Cabinet Member for Public Health, Directors for Public Health, Children's Services and Wholelife Pathway/DASS</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Hayley Mortimer hayley.mortimer@wiltshire.gov.uk</p> <p>Kate Blackburn (Director - Public Health)</p>	<p>Open</p>
<p>26 Apr 2022 Substance Misuse Recommissioning Report</p>	<p>Key Decision This paper outlines the current commissioning options available to Wiltshire Council, the lead commissioner of both young people and adult's substance misuse services, which are managed by Public Health and currently commissioned separately.</p>	<p>Key stakeholders including cabinet members, professionals and service users impacted by substance misuse will be consulted as part of the recommissioning process.</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Kelly Fry kelly.fry@wiltshire.gov.uk Tel: 01225 776773</p> <p>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>26 Apr 2022 Integrated Urgent Care (IUC) Contract Extension</p>	<p>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</p>	<p>Wiltshire Locality Commissioning Group (formerly JCB) will be consulted on the proposals at their meeting on the 27th November</p>		<p>Cllr Jane Davies jane.davies@wiltshire.gov.uk</p>	<p>Melanie Nicolaou, Kai Muxlow Helen Jones (Director - Joint Commissioning)</p>	<p>Part exempt</p>
<p>26 Apr 2022 PHNS Future Delivery Model</p>	<p>Key Decision A report to enable the Cabinet to decide on the future delivery model for Wiltshire Public Health Nursing Services</p>	<p>A comprehensive stakeholder review took place to inform this report.</p>		<p>Deputy Leader and Cabinet Member for Children's Services, Education and Skills, Cabinet Member for Public Health and Public Protection, Leisure, Libraries, Facilities Management, Operational Assets and Broadband</p>	<p>Sally Johnson sally.johnson@wiltshire.gov.uk Helen Jones (Director - Joint Commissioning), Kate Blackburn (Director - Public Health)</p>	<p>Part exempt</p>
<p>10 May 2022 - To be published on 8 April 2022</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 May 2022 The Prevent Duty and Channel Programme</p>	<p>Key Decision The purpose of this report is to seek Cabinet approval for the local authority function of Channel to be included within Wiltshire Council's constitution as required in the annual Home Office Channel Assurance Statement.</p>	<p>The cabinet member for Public Health has been consulted, alongside Legal and Democratic Services Colleagues.</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Kelly Fry kelly.fry@wiltshire.gov.uk Tel: 01225 776773</p> <p>Kate Blackburn (Director - Public Health)</p>	<p>Open</p>
<p>10 May 2022 Future High Street Fund - Trowbridge Town Hall Refurbishment and Asset Transfer</p>	<p>Non-Key An update of progress and outcomes for the refurbishment of Trowbridge Town Hall and to seek confirmation of end user and basis of asset transfer.</p>	<p>Councillors, partners, stakeholders and the public have been involved in the consultation process. A full consultation exercise has been undertaken on the wider FHSF process in Trowbridge, which has helped to inform the outcomes at the Town Hall.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Robert Scott Robert.Scott@wiltshire.gov.uk</p> <p>Parvis Khansari</p>	<p>Open</p>
<p>10 May 2022 Capital Strategy for Early Years Provision</p>	<p>Non-Key The LA has a statutory duty to provide sufficient childcare and a policy is required to agree how to replace 23 temporary units that house early years provision.</p>	<p>Early years providers Consult with providers who occupy the buildings</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Lucy-Anne Bryant lucy-anne.bryant@wiltshire.gov.uk</p> <p>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
28 June 2022 - To be published on 27 May 2022						
