


CABINET FORWARD WORK PLAN

1 SEPTEMBER 2022 TO 31 DECEMBER 2022

Published - 15 August 2022 (29 days prior to the next Cabinet meeting on 13 September 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:

Name	Portfolio Details
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 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
13 September 2022						
13 Sep 2022 Financial Year 2022/23 - Quarter One Revenue Budget Monitoring	Non-Key Quarter One budget monitoring forecast for revenue for the financial year 2022/23	none		Cllr Nick Botterill nick.botterill@wiltshire.gov.uk	Andy Brown, Sarah Rose, Leanne Sykes, Marie Taylor, Lizzie Watkin andy.brown@wiltshire.gov.uk , sarah.rose@wiltshire.gov.uk , leanne.sykes@wiltshire.gov.uk , marie.taylor@wiltshire.gov.uk , 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
<p>13 Sep 2022 Financial Year 2022/23 - Quarter One Capital Budget Monitoring</p>	<p>Non-Key Quarter One budget monitoring forecast for capital for the financial year 2022/23</p>	<p>none</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Andy Brown, Sarah Rose, Leanne Sykes, Marie Taylor, Lizzie Watkin andy.brown@wiltshire.gov.uk, sarah.rose@wiltshire.gov.uk, leanne.sykes@wiltshire.gov.uk, marie.taylor@wiltshire.gov.uk, lizzie.watkin@wiltshire.gov.uk</p> <p>Andy Brown</p>	<p>Open</p>
<p>13 Sep 2022 Q1 Corporate Performance</p>	<p>Non-Key As agreed by Full Council, a report on the latest corporate scorecard and progress towards agreed business plan outcomes.</p>	<p>To follow</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Terence Herbert terence.herbert@wiltshire.gov.uk</p> <p>Perry Holmes</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>13 Sep 2022 Wiltshire Independent Living Strategy 2022-2027</p>	<p>Key Decision This strategy aims to maximise the independence, choice and control for people with a learning disability, mental health condition and/or autism spectrum condition in Wiltshire by providing the right accommodation and support in the right place at the right time.</p> <p>Our focus in Wiltshire is to move away from residential care and ensure that everybody who can hold their own tenancy is given the support to do so. This means both developing new supported accommodation and providing care packages to enable people to live in the community.</p> <p>We currently face several challenges which stop us realising this vision. The strategy identifies these challenges and sets out a plan of action as to how we can overcome them.</p>	<p>The vision and objectives of this strategy are based on what people in Wiltshire say they want from accommodation and support. The strategy describes co-production and engagement with adults, young people and carers. The strategy has also had significant input from the multi-agency Wiltshire Accommodation Steering Group, which includes reps from children's and adult social care, joint commissioning, housing, CCG, voluntary sector (Wiltshire CIL and Wiltshire PCC) and provider market.</p>		<p>Cllr Jane Davies jane.davies@wiltshire.gov.uk</p>	<p>Robert Holman</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
<p>13 Sep 2022 Future High Streets Fund - Trowbridge - Update</p>	<p>Key Decision Providing an update on the development and delivery of the £16.3m Trowbridge Future High Street Fund programme. Includes request to delegate authority to Cabinet member and Corporate Director of Place</p>	<p>Essence of report has already been discussed and tested internally. Also through public engagement - most recently in January and February 2022.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Rory Bowen, Victoria Moloney rory.bowen@wiltshire.gov.uk, victoria.moloney@wiltshire.gov.uk</p> <p>Parvis Khansari (Corporate Director - Place)</p>	<p>Open</p>
<p>13 Sep 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, Rory Bowen Robert.Scott@wiltshire.gov.uk, rory.bowen@wiltshire.gov.uk</p> <p>Peter Binley</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>13 Sep 2022 Wiltshire Council Adoption Service: 2021-2022 Year End Report</p>	<p>Non-Key It is a statutory requirement that the local authority provides assurance to elected members about the effectiveness of Adoption Services within the local authority and how it works for children. It is agreed that this will be done through an annual report and an interim 6-month report to Cabinet. This is the Year End Report for period 2021-2022.</p>	<p>N/A</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Pier Pritchard pier.pritchard@wiltshire.gov.uk</p> <p>Jen Salter (Interim Director - Families and Children)</p>	<p>Open</p>
<p>13 Sep 2022 Substance Misuse - Proposed spend allocations for the supplementary grants.</p>	<p>Key Decision Wiltshire Council have received additional grant allocations from central government for 22-25. This exceed £1 million pound and therefore required to be signed off by cabinet.</p>	<p>The proposed spend has gone through a rigorous consultation process, including discussions with councillors and key stakeholders, including Police, OPCC, CCG, VCS colleagues, and Office Health Improvement and Disparities (OHID).</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
13 Sep 2022 Service Delegation & Asset Transfer Policy	Key Decision Review and refresh of the Service Delegation & Asset Transfer Policy	Internal consultation		Cllr Phil Alford Phil.Alford@wiltshire.gov.uk	Andy Brown andy.brown@wiltshire.gov.uk Andy Brown	Open
11 October 2022						
11 Oct 2022 Response to the climate emergency	Non-Key Regular progress report to Cabinet and Council	Extensive public and stakeholder consultation on the council's climate strategy took place during 2021		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Victoria Burvill, Ariane Crampton, Louisa Haines victoria.burvill@wiltshire.gov.uk , ariane.crampton@wiltshire.gov.uk , Louisa.Haines@wiltshire.gov.uk Tel: 01225 718463, Peter Binley	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>11 Oct 2022 Domestic Abuse External Grant Allocation - Year Two (2022-23)</p>	<p>Key Decision Wiltshire are in receipt of year two funding under the Domestic Abuse Act 2021 of £832,348; this paper seeks cabinet endorsement of the proposals for its use in the provision of support to victims and their families experiencing domestic abuse and staying in safe accommodation.</p>	<p>This process has been discussed in consultation with the Corporate Director of Resources (S. 151 Officer), Director Legal and Governance, Director of Public Health and the Cabinet Member for Public Health. Health Select Committee received a presentation on the proposals for yr 1 in September 2021 and will be receiving an update on progress in summer 2022, which will include the update on yr 2 proposals.</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Hayley Morgan</p> <p>Kate Blackburn (Director - Public Health)</p>	<p>Open</p>
<p>11 Oct 2022 New Term Highways Maintenance Contract - Results of Procurement Exercise</p>	<p>Key Decision A report of the results of the procurement exercise for the tender of the new term highways maintenance contract, for Cabinet to consider the proposals for award of contract.</p>	<p>Peter Binley, Dave Thomas, David Gillett Procurement exercise involving officers from the Highways and Environment Team and Procurement Team</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</p> <p>Peter Binley</p>	<p>Open</p>

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<p>11 Oct 2022 Remobilisation of City Hall</p>	<p>Key Decision Following Government direction on 20 March 2020, City Hall was closed until further notice due to the COVID-19 pandemic. In October 2020 Cabinet confirmed that the venue would remain mothballed until it was both financially viable and safe to reopen. In December 2020, City Hall was licenced to the NHS to be used as Vaccination Centre. The NHS have confirmed the venue will continue to be required as a vaccination centre until March 2023. Wiltshire Council is now investigating the potential to remobilise the site as an arts, culture and entertainment venue after March 2023.</p>	<p>Salisbury Area Board councillor, Salisbury City Council, Wiltshire Creative, Salisbury BID, Salisbury Cathedral, Salisbury and South Wiltshire Museum, Visit Wiltshire, Wiltshire Police, Wiltshire and Dorset Fire Service, Wiltshire College, Fisherton Mill Salisbury Area Board and key city stakeholders have been regularly updated.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Tamzin Earley, paul.pritchard, David Redfern Tamzin.Earley@wiltshire.gov.uk, paul.pritchard@wiltshire.gov.uk, david.redfern@wiltshire.gov.uk</p> <p>Parvis Khansari (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>11 Oct 2022 Socially Responsible Procurement Policy</p>	<p>Key Decision This Socially Responsible Procurement Policy aims to go above and beyond the Public Services (Social Value) Act 2012 and sets out Wiltshire Council's overarching framework for the delivery of these initiatives, taking into consideration the wider associated legislative and policy driven requirements and importantly, delivery of the Council's own commitments set out in the Business Plan Principals 2022 - 2032.</p> <p>This Policy ensure that Wiltshire Council maximises the social, economic, environmental and cultural well-being that it delivers through its procurement activity.</p>	<p>Extensive stakeholder consultation on the Socially Responsible Procurement strategy took place during 2022</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Jonathan Hopkins, Luana O'Neill jonathan.hopkins@wiltshire.gov.uk, Luana.O'Neill@wiltshire.gov.uk</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
<p>11 Oct 2022 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>Helen Jones (Director - Procurement and Commissioning)</p>	<p>Open</p>
<p>29 November 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>29 Nov 2022 Market Sustainability Plan</p>	<p>Key Decision 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 jane.davies@wiltshire.gov.uk</p>	<p>Jessica Chapman Jessica.Chapman@wiltshire.gov.uk</p> <p>Jones helen.jones@wiltshire.gov.uk</p>	<p>Open</p>
<p>13 December 2022</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
13 Dec 2022 Commissioning Pathway 2 Beds	Key Decision Commissioning update.			Cllr Jane Davies jane.davies@wiltshire.gov.uk	Helen Mullinger helen.mullinger@wiltshire.gov.uk Helen Jones (Director - Procurement and Commissioning)	Open
