


CABINET FORWARD WORK PLAN

1 OCTOBER 2021 TO 31 JANUARY 2022

Published on 10 September 2021

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 Simon Jacobs	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
12 October 2021 - Published on 10 September 2021						
12 Oct 2021 Electric Vehicle Charging Strategy	Key Decision 2021 - 2023 Electric Vehicle Charging Strategy	Internal Partners - LTP/ Property/ Carbon/ Internal Partners - LTP/ Property/ Carbon/		Cllr Dr Mark McClelland mark.mcclelland@wiltshire.gov.uk	Adrian Hampton adrian.hampton@wiltshire.gov.uk Parvis Khansari	Open
12 Oct 2021 Wiltshire Council's Housing Board - Annual Report	Non-Key Wiltshire Council's Housing Board's Terms of Reference require an Annual Report to be presented to Cabinet and modernising the Housing Board's operations requires Cabinet agreement.	Wiltshire Council's Housing Board; Environment Select Committee can be briefed (if appropriate). Wiltshire Council's Housing Board will be presented with the Annual Report on 29 September 2021 (unless changed).		Cllr Phil Alford Phil.Alford@wiltsire.gov.uk	Ian Seeckts ian.seeckts@wiltshire.gov.uk Tel: 01722 434353 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>12 Oct 2021 National Bus Strategy</p>	<p>Key Decision To seek Cabinet approval for the submission of Wiltshire Councils Bus Service Improvement Plan (BSIP) as required by the Department for Transport under the governments new National Bus Strategy</p>	<p>The general public and key stakeholders. A snap survey has been produced and distributed publicly and open for 4 weeks closing on the 20th August. This will provide a "high level" indication of what the public deems both positive and negative about current bus provision in Wiltshire and what would encourage increased usage.</p>		<p>Cllr Dr Mark McClelland mark.mcclelland@wiltshire.gov.uk</p>	<p>Jason Salter jason.salter@wiltshire.gov.uk Tel: 01225 713334</p> <p>Jessica Gibbons (Director - Neighbourhood and Community Services)</p>	<p>Open</p>
<p>23 November 2021 - Published on 22 October 2021</p>						
<p>23 Nov 2021 Financial Year 2021/2022 - Quarter Two Revenue Budget Monitoring</p>	<p>Non-Key Financial Year 2021/2022 - Quarter Two Revenue Budget Monitoring</p>	<p>N/A</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Andy Brown, Lizzie Watkin andy.brown@wiltshire.gov.uk, lizzie.watkin@wiltshire.gov.uk</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>23 Nov 2021 Financial Year 2021/2022 - Quarter Two Capital Budget Monitoring</p>	<p>Non-Key Financial Year 2021/2022 - Quarter Two Capital Budget Monitoring</p>	<p>N/A</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Andy Brown, Leanne Sykes, Lizzie Watkin andy.brown@wiltshire.gov.uk, leanne.sykes@wiltshire.gov.uk, lizzie.watkin@wiltshire.gov.uk</p> <p>Andy Brown</p>	<p>Open</p>
<p>23 Nov 2021 Financial Year 2021/2022 - Mid-year Treasury Management Review</p>	<p>Non-Key Financial Year 2021/2022 - Mid-year Treasury Management Review</p>	<p>N/A</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Andy Brown, Lizzie Watkin andy.brown@wiltshire.gov.uk, lizzie.watkin@wiltshire.gov.uk</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>23 Nov 2021 Procurement of the planned and reactive maintenance contracts for housing and general fund assets</p>	<p>Key Decision procurement of the planned and reactive maintenance contracts required to operate and maintain the council's general fund and housing property estates.</p>	<p>Relevant Cabinet Members Housing Board</p>		<p>Cllr Phil Alford, Cllr Ian Blair-Pilling Phil.Alford@wiltshire.gov.uk, ian.blair-pilling@wiltshire.gov.uk</p>	<p>Vincent Albano, Richard Hamer vincent.albano@wiltshire.gov.uk, richard.hamer@wiltshire.gov.uk Tel: 01225 756198, Simon Hendey (Director - Housing and Commercial)</p>	<p>Open</p>
<p>23 Nov 2021 A350 Melksham Bypass</p>	<p>Key Decision Report on the outcome of the public consultation on the A350 Melksham Bypass scheme</p>	<p>Public, town and parish councils and other organisations Second public consultation undertaken on the proposals between 23rd June and 8th August 2021</p>		<p>Cllr Dr Mark McClelland mark.mcclelland@wiltshire.gov.uk</p>	<p>Peter Binley peter.binley@wiltshire.gov.uk Tel: 01225 713412 Parvis Khansari</p>	<p>Open</p>
<p>December 2021 - Published on 12 November 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>14 Dec 2021 Wiltshire's Children's Community Health Services future delivery 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)</p>	<p>Open</p>
<p>14 Dec 2021 Wiltshire Council Adoption Service 2020-2021 End of Year Report</p>	<p>Non-Key Annual review of the services function in relation to Adoption and performance against the Adoption Scorecard.</p>	<p>N/A</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Netty Lee, Jen Salter netty.lee@wiltshire.gov.uk, jen.salter@wiltshire.gov.uk</p> <p>Martin Davis (Director - Families and Children)</p>	<p>Open</p>
<p>January 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>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</p> <p>Parvis Khansari</p>	<p>Open</p>
<p>11 Jan 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@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>
