

CABINET FORWARD WORK PLAN

1 MARCH 2024 TO 30 JUNE 2024

PUBLISHED 20 FEBRUARY 2024

RE-PUBLISHED ON 26 FEBRUARY 2024 TO INCLUDE AN ADDITIONAL ITEM FOR CABINET IN MARCH 2024 – SAFETY VALVE DEAL. LATER FURTHER UPDATED FOR THAT ITEM TO BE ON 12 MARCH AT AN EXTRAORDINARY MEETING.

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
March 2024						
19 Mar 2024 Delegated Authority to Director of Education to support the Arts Council Music Hub Investment Programme	Key Decision Cabinet will be asked to support delegating the authority to The Director of Education to implement the new framework and geographical location of Wiltshire's Music Hub Lead Organisation following our application. https://www.artscouncil.org.uk/our-open-funds/music-hub-investment	The Arts Council has already undertaken a period of consultation with existing music hubs, and has confirmed its approach to the geographic areas for the strategic music hub lead organisations to support. https://datawrapper.dwcdn.net/u50cw/9/		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Paul Redford Paul.Redford@wiltshire.gov.uk Tel: 01225 770459 Kathryn Davis kathryn.davis@wiltshire.gov.uk Tel: 01225 718644	Open
19 Mar 2024 Air Quality Action Plan	Key Decision To consider the Air Quality Action Plan	TBD		Cllr Nick Holder Nick.Holder@wiltshire.gov.uk	John Carter john.carter@wiltshire.gov.uk Tel: 01225 776655 Sarah Valdus (Director - Environment)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>19 Mar 2024 Community Conversations</p>	<p>Non-Key An update to highlight the ongoing work in areas of deprivation across the county using the 'Community Conversations' approach.</p>	<p>Not applicable to update item.</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Kate Blackburn Kate.Blackburn@wiltshire.gov.uk Tel: 01225 716837 Kate Blackburn (Director - Public Health)</p>	<p>Open</p>
<p>19 Mar 2024 Procurement of a printing contract for the Revenues and Benefits Service</p>	<p>Key Decision The report explains the rationale for renewing the mail printing and production contract for the Revenues and Benefits Service</p>	<p>The report will explain the background to the contract and the route to market to find a suitable provider, a process which has involved the Procurement Team, the Legal Team and officers from the Revenues and Benefits Service</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Ian P Brown ianp.brown@wiltshire.gov.uk Tel: 01225 716701 Lizzie Watkin (Director - Finance and Procurement)</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>19 Mar 2024 Transfer of Local Enterprise Partnership Functions</p>	<p>Non-Key On 4th August, government confirmed that LEP functions (namely business representation, strategic economic planning, and responsibility for the delivery of government programmes where directed) will be transferred to local authorities. This paper is to authorise the Transition Agreement between SWLEP, SBC and WC</p>	<p>N/A N/A</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Victoria Moloney victoria.moloney@wiltshire.gov.uk</p> <p>Parvis Khansari (Corporate Director - Place)</p>	<p>Fully 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 Mar 2024 Safety Valve Deal</p>	<p>Key Decision To review the proposed deal between Wiltshire Council and the Department for Education.</p>	<p>This builds on the consultation work undertaken during the writing of the High Needs Block Sustainability Plan, which was approved by Cabinet for submission to the Department for Education on the 12th January.</p>		<p>Cllr Nick Botterill, Cllr Richard Clewer, Cllr Jane Davies, Cllr Laura Mayes nick.botterill@wiltshire.gov.uk, richard.clewer@wiltshire.gov.uk, jane.davies@wiltshire.gov.uk, laura.mayes@wiltshire.gov.uk</p>	<p>Ben Stevens, Lizzie Watkin, Liz Williams ben.stevens@wiltshire.gov.uk, lizzie.watkin@wiltshire.gov.uk, liz.williams@wiltshire.gov.uk Tel: 01225 713788, Tel: 01225 713056, Tel: 01225 712521 Terence Herbert, Lucy Townsend (Corporate Director - People)</p>	<p>Exempt</p>
<p>April 2024</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>16 Apr 2024 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@wilts-hire.gov.uk</p>	<p>Mark Hunnybun mark.hunnybun@wiltshire.gov.uk Tel: 01225 713230</p> <p>James Barrah (Director - Assets)</p>	<p>Open</p>
<p>16 Apr 2024 B4069 Lyneham Banks</p>	<p>Key Decision Award of contract to repair the road at Lyneham Banks following the major landslip on the B4069.</p>	<p>Liaison has taken place with local members, parish councils, residents and landowners since the landslide occurred in February 2022. Meetings have been held with local stakeholders during the development of the scheme and newsletters have been published regularly. Meet the contractor event to be held prior to work starting on site.</p>		<p>Cllr Caroline Thomas caroline.thomas@wiltshire.gov.uk</p>	<p>Peter Binley peter.binley@wiltshire.gov.uk Tel: 01225 713412</p> <p>Samantha Howell</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>16 Apr 2024 Community Asset Transfer request - Rudloe Community Centre</p>	<p>Non-Key Consideration of the Community Asset Transfer request for Rudloe Community Centre</p>	<p>The report will be issued to the local elected member and Area Board Chair during the drafting process.</p>		<p>Cllr Phil Alford Phil.Alford@wilts-hire.gov.uk</p>	<p>Mike Dawson mike.dawson@wiltshire.gov.uk Tel: 01225713250</p> <p>James Barrahan (Director - Assets)</p>	<p>Open</p>
<p>16 Apr 2024 Smokefree Generation Grant Expenditure</p>	<p>Key Decision Approval of grant expenditure of Smokefree Generation funding 2024/25</p>	<p>Announcement of grant and legislation shared with Health Select Committee November 2023. Expenditure plans engagement through Wiltshire Tobacco Control Alliance, reporting up through to the Wiltshire Health Inequalities Group.</p>		<p>Cllr Ian Blair-Pilling ian.blair-pilling@wiltshire.gov.uk</p>	<p>Gemma Brinn gemma.brinn@wiltshire.gov.uk Tel: 01225718740</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>16 Apr 2024 Provision of Education for Learners who Require Alternative Provision</p>	<p>Key Decision Wiltshire Council has acquired a setting for the provision of education for children and young people with SEND and or requiring alternative provision. It is the intended that this service will be provided by a third party educational provider following a full tender process. Cabinet is asked to agree to delegate responsibilities for the tendering and appointment of a provider to deliver this service.</p>	<p>Consultation has taken place with potential providers through market engagement and site visits.</p>		<p>Cllr Jane Davies jane.davies@wiltshire.gov.uk</p>	<p>Kai Muxlow Kathryn Davis (Interim Director - Education & Skills)</p>	<p>Open</p>
<p>May 2024</p>						
<p>7 May 2024 Performance and Risk Report 2023-24 Q4</p>	<p>Non-Key Quarterly report to Cabinet on the corporate performance scorecard and the strategic risk summary.</p>	<p>Overview and Scrutiny are invited to review the report on 29 May 2024.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Martin Nicholls martin.nicholls@wiltshire.gov.uk 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>7 May 2024 Revised New Forest Mitigation Strategy to manage recreational pressures on the New Forest Protected Sites</p>	<p>Key Decision A strategy is required to mitigate recreational pressures from new development on New Forest protected sites. This report seeks approval of the new mitigation strategy.</p>	<p>This recreational mitigation strategy covers Wiltshire related pressure and is informed by an extensive study lead by the New Forest NP which included interviews, surveys and community engagement.</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Lynn Trigwell Lynn.Trigwell@wiltshire.gov.uk Tel: 01225 718479</p> <p>Sarah Valdus (Director - Environment)</p>	<p>Open</p>
<p>7 May 2024 Recommissioning of Children and Young People's Mental Health Services</p>	<p>Key Decision To ensure we meet our statutory responsibilities to provide community mental health services for children and young people from April 2025</p>	<p>Children and Young People Parents and Carers Professionals</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Kai Muxlow</p> <p>Jen Salter (Director - Families & Children)</p>	<p>Open</p>
<p>June 2024</p>						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
18 Jun 2024 Financial Year 2023/24 - Outturn Revenue Budget Monitoring	Non-Key Outturn 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 Tel: 01225 713056 Andy Brown	Open
18 Jun 2024 Appropriation of Land between General Fund and Housing Revenue Account	Key Decision Transfer of land between holding powers to ensure appropriately held			Cllr Phil Alford Phil.Alford@wiltshire.gov.uk	Mike Dawson mike.dawson@wiltshire.gov.uk Tel: 012257 13250 James Barrah (Director - Assets)	Open
18 Jun 2024 Disposal Update	Non-Key Summary of disposals and approval to declare sites surplus			Cllr Phil Alford Phil.Alford@wiltshire.gov.uk	Mike Dawson mike.dawson@wiltshire.gov.uk Tel: 012257 13250 James Barrah (Director - Assets)	Open