

CABINET FORWARD WORK PLAN

1 FEBRUARY 2021 TO 31 MAY 2021

Published on 4 January 2021

Republished on 13 January 2021- to include High Streets Fund Reports for Cabinet in February 2021

Republished on 5 February 2021 – to include a Cabinet Member Decision not before 15 February 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 Philip Whitehead	Leader of the Council and Cabinet Member responsible for Economic Development, Military-Civilian Integration and Communications
Cllr Richard Clewer	Deputy Leader of the Council and Cabinet Member responsible for Corporate Services, Heritage, Arts, Tourism, Housing and Communities
Cllr Pauline Church	Cabinet Member responsible for Finance and Procurement and Commercial Investment
Cllr Laura Mayes	Cabinet Member responsible for Children, Education and Skills
Cllr Simon Jacobs	Cabinet Member responsible for Adult Social Care, Public Health & Public Protection
Cllr Ian Blair-Pilling	Cabinet Member responsible for ICT, Digitalisation, Operational Assets and Leisure & Libraries
Cllr Toby Sturgis	Cabinet Member responsible for Spatial Planning, Development Management and Property
Cllr Bridget Wayman	Cabinet Member responsible for Highways, Transport and Waste

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
February 2021 - Published on 4 January 2021						
2 Feb 2021 COVID-19 Update	Non-Key An update on the council response to covid-19 and work to mitigate the impact of the pandemic.	N/A		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	David Bowater, Layla Bridger david.bowater@wiltshire.gov.uk , layla.bridger@wiltshire.gov.uk Terence Herbert	Open
2 Feb 2021 Wiltshire Council's Budget 2021/22 (Inc Financial Plan, Medium Term Financial Strategy, Capital Strategy and Programme, LGA 2003 Sec 25 Report and Council Tax Setting)	Key Decision			Cllr Pauline Church pauline.church@wiltshire.gov.uk	Lizzie Watkin Brown andy.brown@wiltshire.gov.uk	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
2 Feb 2021 Treasury Management Strategy	Non-Key			Cllr Pauline Church pauline.church@wiltshire.gov.uk	Lizzie Watkin Brown andy.brown@wiltshire.gov.uk	Open
2 Feb 2021 Q3 Budget Monitoring	Non-Key			Cllr Pauline Church pauline.church@wiltshire.gov.uk	Lizzie Watkin Brown andy.brown@wiltshire.gov.uk	Open
2 Feb 2021 School Admissions Policies 2022-2023	Non-Key To determine the School Admission Policies 2022/2023	Consultation will take place as outlined in the School Admissions Code		Cllr Laura Mayes laura.mayes@wiltshire.gov.uk	Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010 Helean Hughes (Director - Education and Skills)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>2 Feb 2021 Update on Council's Response to the Climate Emergency</p>	<p>Non-Key Third six-monthly update to Cabinet setting out progress on tackling the climate emergency</p>	<p>a stakeholder consultation for the climate strategy will take place once a consultation draft is ready</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Helen Clift, Ariane Crampton helen.clift@wiltshire.gov.uk, ariane.crampton@wiltshire.gov.uk Tel: 01225 712531, Tel: 01225 718463</p> <p>Sam Fox (Interim Corporate Director - Place and Environment)</p>	<p>Open</p>
<p>2 Feb 2021 Returning Officer Fees and Charges</p>	<p>Non-Key Update to pay rates for Returning Officer and staff employed for specific election tasks. Last reviewed and approved in 2013.</p>	<p>n/a</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Caroline Rudland caroline.rudland@wiltshire.gov.uk</p> <p>Ian Gibbons</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>2 Feb 2021 Salisbury Future High Streets Fund: in-principle offer</p>	<p>Non-Key Salisbury has received an in-principle funding offer from the Future High Streets Fund. This report will provide an update on the preferred route to reflect the funding envelope and seeks authorisation to submit the response and accept the grant.</p>	<p>Consultation with Councillor, development partners/stakeholders has started and will continue to develop through January and February</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Raquel Leonardo Raquel.Leonardo@wiltshire.gov.uk</p> <p>Sam Fox (Interim Corporate Director - Place and Environment)</p>	<p>Open</p>
<p>2 Feb 2021 Trowbridge Future High Streets Fund: in-principle offer</p>	<p>Non-Key Trowbridge has received an in-principle funding offer from the Future High Streets Fund. This report will provide an update on the preferred route to reflect the funding envelope and seeks authorisation to submit the response and accept the grant.</p>	<p>Consultation with the Town Council and Area Board as well as development partners/stakeholders has started and will continue to develop over January and February</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Raquel Leonardo Raquel.Leonardo@wiltshire.gov.uk</p> <p>Sam Fox (Interim Corporate Director - Place and Environment)</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>2 Feb 2021 Extra Care Housing</p>	<p>Key Decision Recommendations for support services in Extra Care Housing schemes: Crammer Court, Needham House, Bell Orchard and Meadow Court</p>	<p>Health Select Committee Current ECH service users</p> <p>Prior to consideration at Cabinet, the following consultation will take place: Health Select Committee (10.11.20) Current Service Users (October - November 2020)</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Vincent Edwards</p> <p>Helen Jones (Director - Commissioning)</p>	<p>Open</p>
<p>2 Feb 2021 Stone Circle Company business plans</p>	<p>Key Decision cabinet is asked to consider the business plans proposed by the Stone Circle companies for the financial year 2021/22</p>	<p>N/A N/A</p>		<p>Cllr Pauline Church pauline.church@wiltshire.gov.uk</p>	<p>Simon Hendey simon.hendey@wiltshire.gov.uk</p> <p>Simon Hendey (Director - Housing and Commercial)</p>	<p>Part exempt</p>
<p>2 Feb 2021 Procurement of Joint Venture partner</p>	<p>Key Decision cabinet is asked to consider the procurement of joint venture partner to develop the Council's land holdings as part of the Chippenham Futures programme</p>	<p>N/A N/A</p>		<p>Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk</p>	<p>Simon Hendey simon.hendey@wiltshire.gov.uk</p> <p>Simon Hendey (Director - Housing and Commercial)</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>Not before 15 Feb 2021 Service level agreement for funding delegated to secondary schools to support learners at risk of exclusion - Cabinet Member Decision</p>	<p>Key Decision That the Cabinet Member approves the Service level agreement</p>			<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Vicky Dunicliffe vicky.dunicliffe@wiltshire.gov.uk</p>	
<p>March 2021 - Published on 12 February 2021</p>						
<p>16 Mar 2021 Town and Parish Council four-yearly election cycle costs</p>	<p>Non-Key Wiltshire Council Unitary Elections and Town and Parish Council Elections are run together on a four-year cycle and all costs incurred are currently borne by Wiltshire Council. The next elections are scheduled for May 2021. The report is to consider whether town and parish councils should be recharged for their own election costs effective for May 2021 elections.</p>	<p>n/a</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Caroline Rudland caroline.rudland@wiltshire.gov.uk Ian Gibbons</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 Mar 2021 Special School Transformation Programme Update</p>	<p>Non-Key Update on the Special School Transformation Programme including the construction of the new build at the Rowde site, and the development of the Free School in the south of Wiltshire.</p>	<p>The update will cover the co-production process being undertaken with key stakeholders including children and young people, parents and carers, staff and governors and local communities.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Alison Enever alison.enever@wiltshire.gov.uk</p> <p>Helen Jones (Director - Commissioning)</p>	<p>Open</p>
<p>16 Mar 2021 Housing Related Support</p>	<p>Key Decision Recommendations for housing related support services within sheltered accommodation.</p>	<p>Health select committee Residents currently using the service Prior to Cabinet: Health Select Committee Between November 2020 - March 2021 - with residents in sheltered housing</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Vincent Edwards</p> <p>Helen Jones (Director - Commissioning)</p>	<p>Open</p>
<p>16 Mar 2021 School Capital Programme 2021 to 2026</p>	<p>Key Decision To agree the School Capital Programme for 2021 to 2026. Addresses the investment to improve the condition of maintained schools and the provision of new places. Does not include investment in special schools or resource base places.</p>	<p>All schools were consulted on the School Places Strategy. It was also considered by Scrutiny being approved by Cabinet</p>		<p>Cabinet Member for Children, Education and Skills</p>	<p>Clara Davies clara.davies@wiltshire.gov.uk</p> <p>Helean Hughes (Director - Education and 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
16 Mar 2021 Former Christie Miller Sports Centre & Golf Course, Bowerhill, Melksham	Key Decision Appropriation for Planning Purposes and update on disposal	Consultation with Members and Directors		Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk	Mark Hunnybun mark.hunnybun@wiltshire.gov.uk Simon Hendeby (Director - Housing and Commercial)	Part exempt
April 2021 - Published on 19 March 2021						
May 2021 - Published on 23 April 2021						
