

CABINET FORWARD WORK PLAN

1 JANUARY 2022 TO 30 APRIL 2022

Published on 11 December 2021

Re-published on 17 January 2022 – to reflect updated Cabinet Responsibilities and the addition of the Cabinet Shareholder Group Forward Work Plan (approved in accordance with the Council's Constitution)

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
11 January 2022 - published on 11 December 2021						
11 Jan 2022 Update on Medium Term Financial Strategy 2022/23	Non-Key An update report on the Medium Term Financial Strategy and budget gap for the financial year 2022/23 - 2024/25	None		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Andy Brown, Lizzie Watkin andy.brown@wiltshire.gov.uk , lizzie.watkin@wiltshire.gov.uk Andy Brown	Open
11 Jan 2022 New Term Highways Maintenance Contract	Key Decision Approval to tender for a replacement Term Highways Maintenance Contract to commence when the current contract ends	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		Cllr Dr Mark McClelland mark.mcclelland@wiltshire.gov.uk	Steve Cross, Dave Thomas steve.cross@wiltshire.gov.uk , dave.thomas@wiltshire.gov.uk Parvis Khansari	Open
1 February 2022 - To be published on 31 December 2021						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>1 Feb 2022 Business Plan 2022 - 2032</p>	<p>Key Decision Following the Principles which were approved at September's Cabinet, the full Business Plan is now available.</p>	<p>To be confirmed.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Terence Herbert, Martin Nicholls terence.herbert@wiltshire.gov.uk, martin.nicholls@wiltshire.gov.uk Terence Herbert</p>	<p>Open</p>
<p>1 Feb 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-dix@wiltshire.gov.uk, Lynn.Trigwell@wiltshire.gov.uk Tel: 01225 713472, Tel: 01225 718479 Sam Fox (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>1 Feb 2022 Climate Strategy and update on council's response to the climate emergency</p>	<p>Key Decision Final climate strategy for approval following extensive consultation in Sept-October 2021; six monthly progress update on tackling the climate emergency</p>	<p>Extensive public consultation on the climate strategy took place in Sept-October 2021</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Ariane Crampton, Louisa Haines ariane.crampton@wiltshire.gov.uk, Louisa.Haines@wiltshire.gov.uk Tel: 01225 718463, Sam Fox (Corporate Director - Place)</p>	<p>Open</p>
<p>1 Feb 2022 School Capital Programme 2022 to 2025</p>	<p>Key Decision To provide an update on the Schools Capital Programme approved in 2021 and seek approval for new schemes to address the condition of maintained schools and expansion of mainstream schools.</p>	<p>The School Places Plan is subject to consultation with all stakeholders, including schools, the public and councillors. The School Places Plan is subject to consultation with all stakeholders, including schools, the public and councillors.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Clara Davies clara.davies@wiltshire.gov.uk 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
<p>1 Feb 2022 Admission Arrangements and Co-ordinated Scheme 2023/24</p>	<p>Non-Key To determined the admission arrangements and co-ordinated schemes following consultation. This is an annual statutory requirement which must be signed off by Cabinet by 28/02/2022</p>	<p>Consultation to take place for six weeks between 1/11/2021 and 31/01/2022.</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Debbie Clare debbie.clare@wiltshire.gov.uk Tel: 01225 713010</p> <p>Helean Hughes (Director - Education and Skills)</p>	<p>Open</p>
<p>29 March 2022 - To be published on 25 February 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 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</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 Home Care (Adults) Re-commissioning</p>	<p>Key Decision This report sets out a proposed approach to re-commissioning 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>
<p>29 Mar 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</p> <p>Helen Jones (Director - Joint Commissioning)</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>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 25 March 2022</p>						
<p>*****</p>						
<p>Cabinet Shareholder Group</p>						
<p>25 Jan 2022 Shareholder Group - Term of Reference</p>	<p>Non-Key To determine the role of the Shareholder Group and clarify the delegated authority of Cabinet to ensure the performance of any Wiltshire Council owned companies is satisfactory.</p>			<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Perry Holmes perry.holmes@wiltshire.gov.uk</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
25 Jan 2022 Appointment of Director to the Boards of the Stone Circle Companies	Non-Key To appoint an officer director to provide a link between the leadership of the Council and the activity and direction of the Companies			Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Andy Brown, Perry Holmes andy.brown@wiltshire.gov.uk , perry.holmes@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
<p>25 Jan 2022 Stone Circle Company Business Plans</p>	<p>Non-Key The shareholder agreement between the Council and the companies requires the companies to present their proposed business plans to the Council at least three months before the start of the financial year in question.</p> <p>This report is the outcome of that proposal and the consideration by the Shareholder Group of amended business plans for the forthcoming financial year, which follows a review of the governance of the Stone Circle Companies to ensure that they support the growth of the companies and protect the interests of the Council as shareholder.</p>			<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Andy Brown, Perry Holmes andy.brown@wiltshire.gov.uk, perry.holmes@wiltshire.gov.uk</p>	<p>Part exempt</p>