

# **CABINET FORWARD WORK PLAN**

1 JANUARY 2021 TO 30 APRIL 2021


Published on 30 November 2020

Re-Published on 21 December 2020 – Addition of a Cabinet Member decision



## **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:**

<b>Name</b>	<b>Portfolio Details</b>
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](mailto: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
January 2021 - Plan published on 30 November 2020						
<b>5 Jan 2021</b> COVID-19 Update	<b>Non-Key</b> An update on the work of the council in response to the pandemic	N/A		Cllr Philip Whitehead <a href="mailto:philip.whitehead@wiltshire.gov.uk">philip.whitehead@wiltshire.gov.uk</a>	Layla Bridger <a href="mailto:layla.bridger@wiltshire.gov.uk">layla.bridger@wiltshire.gov.uk</a>  Terence Herbert	Open
<b>5 Jan 2021</b> Nursing care contracts	<b>Key Decision</b> Recommendations for the procurement of nursing bed contracts	Providers Council teams B&NES, Swindon & Wiltshire Clinical Commissioning Group Engagement with providers, internal Council teams and B&NES, Swindon & Wiltshire Clinical Commissioning Group will inform the recommendations		Cllr Simon Jacobs <a href="mailto:simon.jacobs@wiltshire.gov.uk">simon.jacobs@wiltshire.gov.uk</a>	Vincent Edwards  Helen Jones (Director - Commissioning)	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p><b>5 Jan 2021</b> Porton Science Park - Collaborative Innovation Centre</p>	<p><b>Key Decision</b> To seek consideration for entering into funding agreements to secure external match funding for the second phase building at Porton Science Park.</p>	<p>This project has already been agreed by Cabinet in January 2020, therefore this decision for delegated authority can be considered by Council members without further consultation.</p>		<p>Cllr Philip Whitehead <a href="mailto:philip.whitehead@wiltshire.gov.uk">philip.whitehead@wiltshire.gov.uk</a></p>	<p>Scott Anderson, Emma Carpenter, Richard Walters <a href="mailto:scott.anderson@wiltshire.gov.uk">scott.anderson@wiltshire.gov.uk</a>, <a href="mailto:emma.carpenter@wiltshire.gov.uk">emma.carpenter@wiltshire.gov.uk</a>, <a href="mailto:richard.walters@wiltshire.gov.uk">richard.walters@wiltshire.gov.uk</a> Tel: 01722 434689, ,  Simon Hendeby (Director - Housing and Commercial)</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><b>5 Jan 2021</b> Allocation of Community Infrastructure Levy Funding to manage phosphates in the River Avon Special Area of Conservation</p>	<p><b>Key Decision</b> To secure funding to support the delivery of measures for phosphate neutral development in the River Avon Special Area of Conservation.</p>	<p>The principal of securing phosphate neutral development for the River Avon Special Area of Conservation was consulted on as part of the preparation of the Wiltshire Housing Site Allocations Plan and using Community Infrastructure Levy (CIL) for this purpose recognised on the Council's list of projects that CIL may be spent on, which has been the subject of public consultation following Cabinet approval. Discussions have been ongoing with partners including Natural England, Environment Agency and neighbouring local planning authorities.</p>		<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Georgina Clampitt-Dix, Lynn Trigwell <a href="mailto:georgina.clampitt-dix@wiltshire.gov.uk">georgina.clampitt-dix@wiltshire.gov.uk</a>, <a href="mailto:Lynn.Trigwell@wiltshire.gov.uk">Lynn.Trigwell@wiltshire.gov.uk</a> Tel: 01225 713472, Tel: 01225 718479</p> <p>Sam Fox (Director - Economic Development and Planning)</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><b>5 Jan 2021</b> Temporary Agency Staff Procurement</p>	<p><b>Key Decision</b> Procurement of Temporary Agency Staff</p>	<p>TBC</p>		<p>Cllr Richard Clewer <a href="mailto:richard.clewer@wiltshire.gov.uk">richard.clewer@wiltshire.gov.uk</a></p>	<p>Joanne Pitt, Kerry Bonfield <a href="mailto:joanne.pitt@wiltshire.gov.uk">joanne.pitt@wiltshire.gov.uk</a>, <a href="mailto:kerry.bonfield@wiltshire.gov.uk">kerry.bonfield@wiltshire.gov.uk</a></p> <p>Barry Pirie</p>	<p>Open</p>
<p><b>5 Jan 2021</b> A303 Amesbury to Berwick Down (Stonehenge) Road Improvement Scheme</p>	<p><b>Non-Key</b> Leader's announcement of approval of Development Consent Order by Secretary of State.</p>	<p>N/A N/A</p>		<p>Cllr Bridget Wayman <a href="mailto:bridget.wayman@wiltshire.gov.uk">bridget.wayman@wiltshire.gov.uk</a></p>	<p>Parvis Khansari, Peter Binley <a href="mailto:parvis.khansari@wiltshire.gov.uk">parvis.khansari@wiltshire.gov.uk</a>, <a href="mailto:peter.binley@wiltshire.gov.uk">peter.binley@wiltshire.gov.uk</a> Tel: 01225 713340, Tel: 01225 713412</p> <p>Parvis Khansari</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><b>5 Jan 2021</b> Wiltshire Council Adoption Service: 2020/21 Q1-2, 6 Month Report</p>	<p><b>Non-Key</b> 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 latter report and covers the Q1-2 period of 2020-21.</p>	<p>N/A N/A</p>		<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Iona Payne, Matthew Turner, Lynn Wheeler <a href="mailto:iona.payne@wiltshire.gov.uk">iona.payne@wiltshire.gov.uk</a>, <a href="mailto:matthew.turner@wiltshire.gov.uk">matthew.turner@wiltshire.gov.uk</a>, <a href="mailto:Lynn.Wheeler@wiltshire.gov.uk">Lynn.Wheeler@wiltshire.gov.uk</a> Tel: 01225 712541,  Davis. Martin (Director - Families and Children)</p>	<p>Open</p>
<b>21 January 2021</b>						
<p><b>Not before 21 Jan 2021</b> Acquisition of property in Christie Miller Road Salisbury</p>	<p><b>Key Decision</b> The Leader is asked to consider the acquisition of a property in Christie Miller Road Salisbury and its future use.</p>	<p>N/A N/A</p>		<p>Cllr Philip Whitehead <a href="mailto:philip.whitehead@wiltshire.gov.uk">philip.whitehead@wiltshire.gov.uk</a></p>	<p>Simon Hendey <a href="mailto:simon.hendey@wiltshire.gov.uk">simon.hendey@wiltshire.gov.uk</a>  Simon Hendey (Director - Housing and Commercial)</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
February 2021 - Plan Published on 4 January 2021						
<p><b>2 Feb 2021</b> Draft Wiltshire Green and Blue Infrastructure Strategy</p>	<p><b>Key Decision</b> 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 Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Georgina Clampitt-Dix, Lynn Trigwell <a href="mailto:georgina.clampitt-dix@wiltshire.gov.uk">georgina.clampitt-dix@wiltshire.gov.uk</a>, <a href="mailto:Lynn.Trigwell@wiltshire.gov.uk">Lynn.Trigwell@wiltshire.gov.uk</a> Tel: 01225 713472, Tel: 01225 718479</p> <p>Sam Fox (Director - Economic Development and Planning)</p>	<p>Open</p>
<p><b>2 Feb 2021</b> Extra Care Housing</p>	<p><b>Key Decision</b> 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 <a href="mailto:simon.jacobs@wiltshire.gov.uk">simon.jacobs@wiltshire.gov.uk</a></p>	<p>Vincent Edwards</p> <p>Helen Jones (Director - 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><b>2 Feb 2021</b> School Admissions Policies 2022-2023</p>	<p><b>Non-Key</b> To determine the School Admission Policies 2022/2023</p>	<p>Consultation will take place as outlined in the School Admissions Code</p>		<p>Cllr Laura Mayes <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Debbie Clare <a href="mailto:debbie.clare@wiltshire.gov.uk">debbie.clare@wiltshire.gov.uk</a> Tel: 01225 713010</p> <p>Helean Hughes (Director - Education and Skills)</p>	<p>Open</p>
<p><b>2 Feb 2021</b> Update on Council's Response to the Climate Emergency</p>	<p><b>Non-Key</b> 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 <a href="mailto:richard.clewer@wiltshire.gov.uk">richard.clewer@wiltshire.gov.uk</a></p>	<p>Helen Clift, Ariane Crampton <a href="mailto:helen.clift@wiltshire.gov.uk">helen.clift@wiltshire.gov.uk</a>, <a href="mailto:ariane.crampton@wiltshire.gov.uk">ariane.crampton@wiltshire.gov.uk</a> Tel: 01225 712531, Tel: 01225 718463</p> <p>Sam Fox (Director - Economic Development and Planning)</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><b>2 Feb 2021</b> Special School Transformation Programme Update</p>	<p><b>Key Decision</b> 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 <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Alison Enever <a href="mailto:alison.enever@wiltshire.gov.uk">alison.enever@wiltshire.gov.uk</a></p> <p>Helen Jones (Director - Commissioning)</p>	<p>Open</p>
<p><b>2 Feb 2021</b> Former Christie Miller Sports Centre &amp; Golf Course, Bowerhill, Melksham</p>	<p><b>Key Decision</b> Appropriation for Planning Purposes and update on disposal</p>	<p>Consultation with Members and Directors</p>		<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Mark Hunnybun <a href="mailto:mark.hunnybun@wiltshire.gov.uk">mark.hunnybun@wiltshire.gov.uk</a></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
<b>2 Feb 2021</b> Stone Circle Company business plans	<b>Key Decision</b> cabinet is asked to consider the business plans proposed by the Stone Circle companies for the financial year 2021/22	N/A N/A		Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a>	Simon Hendey <a href="mailto:simon.hendey@wiltshire.gov.uk">simon.hendey@wiltshire.gov.uk</a>  Simon Hendey (Director - Housing and Commercial)	Part exempt
March 2021 - Plan Published on 12 February 2021						
<b>16 Mar 2021</b> Housing Related Support	<b>Key Decision</b> Recommendations for housing related support services within sheltered accommodation.	Health select committee Residents currently using the service Prior to Cabinet: Health Select Committee Between November 2020 - March 2021 - with residents in sheltered housing		Cllr Simon Jacobs <a href="mailto:simon.jacobs@wiltshire.gov.uk">simon.jacobs@wiltshire.gov.uk</a>	Vincent Edwards  Helen Jones (Director - Commissioning)	Open
April 2021 - Plan Published on 19 March 2021						
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