

CABINET FORWARD WORK PLAN

1 JUNE 2021 TO 30 SEPTEMBER 2021

Published on 30 April 2021

NOTE – Following the local elections on 6 May 2021, Council will approve the membership of Cabinet at its meeting on 18 May 2021. This document will be updated accordingly at that time.

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.

NOTE – The membership of Cabinet will be updated following Council on 18 May 2021

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
1 June 2021 - Published on 30 April 2021						
1 Jun 2021 COVID-19 Final Update	Non-Key An update on Wiltshire Council activity in response to the pandemic	N/A		Cllr Philip Whitehead philip.whitehead@wiltshire.gov.uk	David Bowater, Toby Eliot david.bowater@wiltshire.gov.uk , toby.eliot@wiltshire.gov.uk Tel: 01225 713886 Terence Herbert	Open
1 Jun 2021 Provisional Outturn 2020/21	Non-Key To provide an update in the provisional outturn for the Councils revenue position for the financial year ended 31 March 2021.	Consultation with Financial Planning Task Group		Cllr Pauline Church pauline.church@wiltshire.gov.uk	Lizzie Watkin lizzie.watkin@wiltshire.gov.uk Andy Brown	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>1 Jun 2021 A350 Melksham Bypass Consultation Report</p>	<p>Key Decision Report on the public consultation on the A350 Melksham Bypass scheme and on the options assessments subsequently undertaken</p>	<p>The town and parish councils and other organisations were consulted on the scheme options, including a presentation to the Melksham Area Board in November 2020. Public consultation was undertaken on-line on a list of scheme options between November 2020 and January 2021. This report will outline the response to the consultation.</p>		<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Peter Binley peter.binley@wiltshire.gov.uk Tel: 01225 713412 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>1 Jun 2021 Re procurement of electricity and gas contract</p>	<p>Key Decision The council is commencing the process for procuring the replacement electricity and gas contract to take effect from 1st April 2022. Total spend through this contract is approximately £7.3m per annum and the key procurement objectives are maintaining good quality of service, minimising costs and considering the environment by procuring the greenest product available while maintaining service delivery.</p> <p>A new arrangement must be in place by 30th September 2021. This allows the council to begin the lengthy process of moving supplies (if required) and the provider can start buying electricity and gas on the futures market thus reducing the risk of higher costs if the market rises and maximising the opportunity for lower prices.</p> <p>The proposals are made to address existing risks and provide optimum value for money from April 2022 when the existing electricity and gas contract ends.</p>	<p>Simon Hendey Climate Team Legal Team SPH Commercial Board approved 18.3.21 - present were Simon Hendey, Legal, Climate Team and Legal</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Nick Darbyshire nick.darbyshire@wiltshire.gov.uk Tel: 01225 718384</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
29 June 2021 - Published on 28 May 2021						
<p>29 Jun 2021 Housing Related Support</p>	<p>Key Decision Recommendations for the Council's Housing Related Support (HRS) service provided at sheltered housing schemes across Wiltshire</p>	<p>An initial consultation was carried out with residents during Nov-Dec 2020. This Cabinet report will include the findings from the consultation, along with an indicative timeline for further consultation with stakeholders in the co-production of service proposals</p>		<p>Cllr Simon Jacobs simon.jacobs@wiltshire.gov.uk</p>	<p>Deborah Elliott, Vincent Edwards, Natalie Heritage, Nick Bresler deborah.elliott@wiltshire.gov.uk, natalie.heritage@wiltshire.gov.uk, Tel: 01225 718062, 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 Jun 2021 Former Christie Miller Sports Centre & Golf Course, Bowerhill, Melksham</p>	<p>Key Decision Appropriation for Planning Purposes and update on disposal</p>	<p>Consultation with Members and Directors</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Mark Hunnybun mark.hunnybun@wiltshire.gov.uk</p> <p>Simon Hendeley (Director - Housing and Commercial)</p>	<p>Part exempt</p>
<p>13 July 2021 - Published on 11 June 2021</p>						
<p>13 Jul 2021 Appropriation of Two Closed Elderly Persons Homes to Housing Revenue accounts</p>	<p>Non-Key A report recommending the appropriation, under Section 122(1) of the Local Government Act 1972, of closed Elderly Persons Homes in Mere and Ludgershall, currently held for the delivery of adult care services in the General Account, to the Housing Revenue Account pursuant to section 19(1) of the Housing Act 1985. The land will then be brought forward for housing development to meet the council's approved targets.</p>	<p>Relevant statutory officers. Head of Service and Directors through the Asset Gateway Group The recommendations set out in the report have been the subject to consideration by the Asset Gateway Group in accordance with the surplus property procedure. This followed consultation with all Heads of Service regarding alternative Council uses for the properties.</p>		<p>Cllr Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Robert Scott Robert.Scott@wiltshire.gov.uk</p> <p>Simon Hendeley (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>13 Jul 2021 Proposal for the future provision of Streetscene Grounds Maintenance and Street Cleansing</p>	<p>Key Decision The present grounds maintenance and streetcleansing contract will end on 30 November 2021. This report seeks a decision on whether to tender a new contract to commence on 1 December 2022, or to bring the delivery of this service in-house on that date.</p>	<p>No partner or public consultation CLT then Cabinet Member.</p>		<p>Cllr Bridget Wayman bridget.wayman@wiltshire.gov.uk</p>	<p>Richard Broadhead richard.broadhead@wiltshire.gov.uk Tel: 01225 713875 Sam Fox (Corporate Director - Place)</p>	<p>Open</p>
<p>13 Jul 2021 Council House Build Programme</p>	<p>Key Decision This paper will provide an update on the Council House Build Programme, phases 2, 3.1 and 3.2 as well as introduce Phases 3.3 and 3.4 to the Cabinet.</p>	<p>Finance - Leanne Sykes & Roz Vernon Lead Member - Cllr Clewer On development of the Cabinet papers, colleagues in Finance will be consulted and engagement with Lead Member will also be undertaken.</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Mike Dawson mike.dawson@wiltshire.gov.uk Simon Hendey (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>13 Jul 2021 Update on Council's response to the climate emergency</p>	<p>Non-Key Six monthly update on progress</p>	<p>n/a - update for information</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 (Corporate Director - Place)</p>	<p>Open</p>
<p>August 2021</p>						
<p>No scheduled meeting</p>						
<p>7 September 2021 - Published on 6 August 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>7 Sep 2021 Climate Strategy - consultation draft</p>	<p>Non-Key Setting out the draft Climate Strategy prior to consultation</p>	<p>Formal consultation will be carried out after this item has been considered. Informal engagement carried out in Spring 2021.</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 (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>7 Sep 2021 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 Toby Sturgis toby.sturgis@wiltshire.gov.uk</p>	<p>Lynn Trigwell, Georgina Clampitt-Dix Lynn.Trigwell@wiltshire.gov.uk, georgina.clampitt-dix@wiltshire.gov.uk Tel: 01225 718479, Tel: 01225 713472</p> <p>Sam Fox (Corporate Director - Place)</p>	<p>Open</p>
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