

Cabinet

MINUTES OF THE CABINET MEETING HELD ON 26 APRIL 2022 AT KENNET ROOM - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr Richard Clewer (Chairman), Cllr Jane Davies, Cllr Phil Alford, Cllr Ian Blair-Pilling, Cllr Nick Botterill and Cllr Dr Mark McClelland

Also Present:

Cllr Gavin Grant, Cllr Gordon King, Cllr Jerry Kunkler, Cllr Dr Brian Mathew, Cllr Caroline Thomas, Cllr Suzanne Wickham, Cllr Tamara Reay and Cllr Stewart Palmen

32 Apologies

Apologies were received from Cllr Laura Mayes and Cllr Ashley O'Neill.

33 Minutes of the previous meeting

The minutes of the meeting held on 29 March 2022 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 29 March 2022.

34 Declarations of Interest

There were no declarations of interest.

35 Leader's announcements

The Leader announced a change to Cabinet Member responsibilities, as follows:

- The responsibility for Climate Change to transfer from Cllr Botterill to the Leader;
- The interim responsibility for Finance, Procurement and Commissioning to transfer from the Leader to Cllr Botterill.

36 Public participation and Questions from Councillors

General questions were submitted from the following member of public:

- Mel Boyle – future Chippenham / economic regeneration

Cllr Richard Clewer, Leader and Cabinet member for Climate Change, MCI, Economic Development, Heritage, Arts, Tourism and Health & Wellbeing explained that the above questions had received written responses which were published on the Council's website prior to the meeting in the agenda supplement, which can be accessed [here](#).

37 **Home Care (Adults) Recommissioning**

Cllr Jane Davies, Cabinet Member for Adult Social care, SEND, Transition and Inclusion presented the report which provided an update on the Wiltshire Council procurement process for homecare services and set out the approach being taken.

Cllr Davies explained that the three joint commissioning priorities, detailed in the report, supported the working themes in the Council's business plan 2022 to 2032. Cabinet noted that Homecare plays a vital role in meeting these priorities in the local health and care system, and the importance of having a sustainable homecare market providing flexible and good outcome-focussed care.

The report detailed the proposals to support the tender and award of a new contract for homecare services, to be called the Wiltshire Living Well at Home (WLW@H) – Alliance. It set out the background, purpose, scope, plan, risks and benefits of the proposed approach to recommission homecare provision in Wiltshire. It was noted that the current contract ended on 31 October 2022.

Cllr Alford welcomed the new approach in particular the increase in the number of smaller geographical zones to help providers create more efficient runs, decreasing travel times, support more effective recruitment and enable more targeted offers of packages of care.

Cllr Gordon King, Vice-Chair of the Health Select Committee confirmed that he, Cllr Johnny Kidney, Chair of the Health Select Committee had met with the Cabinet member and officers on 5 April 2022 to discuss the report. The Members noted the progress being made over the last 4 years and challenges of operating the 3-zone model. The members welcomed the new approach and supported the proposals in the report. They asked officers to provide an update on progress to the Health Select Committee on 18 January 2023.

In response to questions, Cllr Davies confirmed that the Shared Lives Programme had been taken into account alongside the development of the new approach, officers had profiled demand, and the management costs of providing the service would be structured to allow for a living wage.

Resolved:

- 1. That officers continue to undertake to prepare and complete the tender programme, award and implement a new contract for homecare by 01 November 2022.**

2. **To endorse the approach and agree that officers continue with actions identified in the tender timeline (see paragraph 48), which includes:**
 - **Developing and implementing a service model informed by demand and supply analysis (see Appendix 1) and market engagement**
 - **Route to market through a Pseudo Dynamic Purchasing System (DPS)**
 - **Implementing a pricing strategy to manage tender price submissions**
 - **Creating a flexible framework to allow innovation and incentivise payments to help reduce registered homecare provision**

3. **To delegate authority to approve and implement the evaluation pricing strategy, award a new contract and future mini competitions and all associated documents to the Director Procurement & Commissioning in consultation with the Cabinet Member for Adult Social Care, SEND and Transition and Inclusion, the Corporate Director People and Corporate Director Resources/Deputy Chief Executive.**

Reason for Decision:

The purpose of this paper is to provide an update to Cabinet on the Wiltshire Council procurement process for homecare services and sets out the approach that is being taken.

Cabinet is asked to authorise the method outlined to complete a tender process that delivers value for money through the new contract.

This report is seeking approval to delegate authority to award contracts, in relation to the services being commissioned by Wiltshire Council (see paragraph 34).

38 **Procurement of Wiltshire Domestic Abuse Support Services**

Cllr Ian Blair-Pilling, Cabinet Member for Public Health and Public Protection, Leisure, Libraries, Facilities Management and Operational Assets presented the report seeking agreement to undertake a procurement process to secure future domestic abuse support services in Wiltshire.

Cllr Blair-Pilling reported that the current contract, commissioned jointly by the Council and Office for the Police and Crime Commissioner will expire on 31 March 2023. He confirmed that the service contributes towards the Councils business plan outcomes of strong communities and protecting the vulnerable.

Domestic abuse continued to impact the lives of many living in Wiltshire. The introduction of the Domestic Abuse Act 2021 placed a duty on local authorities in England, to provide support to victims of domestic abuse and their children within refuges and other forms of safe accommodation.

The Cabinet noted that the proposed contributions to the Domestic Abuse Pooled Budget from each partner would see a reduction over the current contributions from 1 April 2023, reflecting the disaggregation of the domestic abuse and sexual violence elements of the contract, to be procured separately, with the Office of the Police and Crime Commissioner leading on the sexual violence support element.

Cllr Gordon King, Vice-Chair of the Health Select Committee confirmed that he, Cllr Johnny Kidney, Chair of the Health Select Committee had met with the Cabinet member and officers on 5 April 2022 to discuss the report. The Members noted the detail about the expiration of the contract and the need to commence the procurement of a new contract, the disaggregation of the domestic abuse and sexual violence elements of the contract and the success in securing a grant for the current financial year of £830,051 to provide support for victims and their children. Cllr King indicated that scrutiny would keep an interest in the procurement and possibly ask officers to provide an update on service provision to a future Health Select Committee.

Cllr Gavin Grant welcomed the continuing provision of the service and sought clarification about out of hours reporting capacity and the division of responsibilities for domestic abuse and sexual violence between partners. Cllr Blair-Pilling confirmed that reporting capacity would be considered in the new contract and joint working would continue with partners and there would be no change to the level of service provided.

Resolved:

- 1. Agree that a procurement process is undertaken to enable the provision of future domestic abuse support services in Wiltshire**
- 2. Delegate authority for awarding the contract to the new service provider/s to the Chief Executive, in consultation with the Cabinet Member for Public Health and Public Protection, Leisure, Libraries, Facilities Management and Operational Assets, Corporate Leadership Team and the Director of Public Health**

Reason for Decision:

The current contract expires in March 2023 and to prevent a gap in service delivery to a vulnerable client group, this paper seeks the endorsement from Cabinet to commence the next steps in the commissioning processes and develop an appropriate service model which continues to meet the needs and demands underpinned by the local evidence-base.

Substance Misuse Recommissioning Report

Cllr Ian Blair-Pilling, Cabinet Member for Public Health and Public Protection, Leisure, Libraries, Facilities Management and Operational Assets presented the report seeking authority to commence the procurement process to secure future substance misuse support services for both drugs and alcohol in Wiltshire.

Cllr Blair-Pilling reported that tackling substance misuse has been a priority both nationally and locally in Wiltshire for many years, with the Council's Public Health team being lead commissioner of both young people and adult's substance misuse services. It was noted that to date both of these services had been commissioned separately and both due to expire on 31 March 2023. The report presents the rationale to support a single, integrated substance misuse service across the life course for Wiltshire residents.

Cabinet members noted the importance of the service being accessible to rough sleepers and those suffers with mental health, and that metrics associated with the effectiveness of the service would be available in due course.

Cllr Gordon King, Vice-Chair of the Health Select Committee confirmed that he, Cllr Johnny Kidney, Chair of the Health Select Committee had met with the Cabinet member and officers on 5 April 2022 to discuss the report. The Members noted that the contract ended on 31 March 2023 and there is a need to commence the procurement of a new contract. They also noted the decision to no longer co-commission with Swindon Borough Council and the move towards a 'lifecourse approach'. Cllr King indicated that scrutiny would ask officers to provide an update on service provision to a future Health Select Committee.

Resolved:

- a) Agree a procurement process is undertaken for a joint young people and adults' substance misuse service to enable the provision of future services in Wiltshire from 2023.**
- b) Delegate authority for awarding the contract to the new service provider/s to the Director of Public Health in consultation with the Corporate Leadership Team and Cabinet Member for Public Health and Public Protection, Leisure, Libraries, Facilities Management and Operational Assets.**

Reason for Decision:

The current contracts will expire on 31st March 2023, this paper asks Cabinet to agree the recommissioning of substance misuse services in Wiltshire.

Wiltshire's health needs assessment identified a need to strengthen the offer for young people transitioning into adult specialist support services, therefore we are proposing a single, integrated life course model which would help support young people transitioning and reduce disengagement.

The commissioning of substance misuse services is funded by the Public Health grant, with contributions from the Office of the Police and Crime Commissioner (OPCC), under the responsibility of the Director of Public Health. Delegating responsibility for contract award, reduces award delay and negates the potential for a gap in service delivery.

40 **Allocation of Community Infrastructure Levy Strategic Fund**

Cllr Nick Botterill, Cabinet Member for Finance, Development Management, Strategic Planning presented the report (i) seeking approval for an update to the Infrastructure List and further allocations of the Community Infrastructure (CIL) Levy strategic fund to three projects and (ii) provided an update on work to be undertaken to profile the future spending of CIL strategic funds and propose reporting arrangements for the allocation of funding.

Cllr Botterill provided an update on the financial information provided at paragraphs 37 and 38 of the report, which should now read:

Para 37 - Commitments to date have been made for circa £22.84m of the Council's CIL Strategic Fund, leaving a figure of £7.76m as of 31 March 2021, which has grown further during 2021/22.

Para 38 - The proposals for new funding allocations as set out in this report total circa £1.56. This would leave at least £6.2m in the strategic fund.

Cllr Botterill explained that CIL was unable to meet all the demands placed on it. The report proposed allocations being made from the Strategic CIL Fund in relation to air quality monitoring infrastructure, the Trowbridge Bat Mitigation Strategy, and walking and cycling infrastructure improvements. Associated costs were detailed in the report with £6.2m remaining in the strategic fund. He also mentioned that future updates on CIL allocations would be reported as part of the quarterly budget reporting to Cabinet.

The Leader commented on the Trowbridge Bat Mitigation Strategy explaining that it was an important area for conservation and to unlock development.

Cllr Jerry Kunkler, Chair of the Environment Select Committee confirmed he along with Cllr Bob Jones, Vice-Chair of the Environment Select Committee and Cllr Graham Wright, Chairman of the Climate Emergency Task Group had received a briefing about the allocation of CIL Fund on the 22 April 2022. The members welcomed the report and in particular the proposed allocation of CIL funding to walking and cycling projects. They considered what happens to funding allocated but not spent by Local Highways and Footpaths Improvement Groups (LHFIGs) and how the air quality infrastructure funding might be used. They endorsed the approach adopted.

Cllr Gavin Grant commented on the additional funding of £400,000 from the Highways Integrated Transport Grant, the £400,000 diverted from Area Board

capital towards LHFIGs and sought clarification on the officer component of the allocation. Officers confirmed that Council approved an increase of £400,000 in February 2022 towards LHFIGs (previously CATG), a reallocation from the existing £800,000 funding for Area Board capital grants. This increase would generate additional workload for officers amounting up to a potential £250,000 a year. This would be funded from the amount allocated by Council in February 2022. The allocation of up to £400,000 from CIL funding as detailed in the report (proposal at (ii) (a)) does not include any element for officer time. The Leader observed that there could be potential for a wider allocation of Area Board capital funding to LHFIGs for a suitable scheme.

Cllr Dr Brian Mathew welcomed the increase in funding allocation to mitigate the impact of recreational pressures on bat habitats and raised the issue of the inclusion of swift bricks and bee bricks as a part of new developments. The Leader highlighted that discussions of this nature had been held in relation to new developments, along with the placement of the bricks within the development as a whole and in some new developments they have been integrated as appropriate.

Resolved:

i. Approves the updating of the Infrastructure List to include:

“Infrastructure projects identified through the Local Highways and Footpaths Improvement Groups (LHFIG) that provide for pedestrian and cycle improvements”.

ii. Approves the allocation of:

a) Subject to the approval of (i), up to £400,000 to the LHFIG programme for projects that relate to pedestrian and cycle improvements.

b) Up to £160,500 for air quality infrastructure; and

c) An increase to the pot of funding allocated to mitigate the impact of recreational pressures on bat habitats associated with the Bath and Bradford on Avon Special Area of Conservation in line with the Trowbridge Bat Mitigation Strategy from £1.35m to up to £2.35m

iii. Agree that the quarterly financial reports to Cabinet be expanded where appropriate to include monitoring use of allocated CIL Strategic Fund spend and the allocation of this fund to new projects.

Reason for Decision:

To ensure the timely delivery of priority infrastructure to support the development of Wiltshire, avoid the need for borrowing and transparency in decision making regarding the use and spending of the Council's CIL Strategic Fund.

41 **Proposed change from CATG's to LHFIG's**

Cllr Dr Mark McClelland, Cabinet Member for Transport, Waste, Street Scene and Flooding presented the report which provided information about the recent increase in the remit of Community Area Transport Groups (CATGs) and approval of additional funds to allow this to progress.

Cllr Dr McClelland explained that CATGs have been operating since 2011 and involved in the delivery of over 1,000 schemes across the county, to improve road safety and encourage walking and cycling. To reflect the change in remit the Groups would be renamed as Local Highway & Footway Improvements Groups (LHFIGs).

The Cabinet noted that the Environment Select Committee undertook a review of the operation of the Groups, which included a survey of members and those involved in the CATGs. The results indicated that the majority considered that CATGs were an effective way of attracting and prioritising highway and transport investment and delivering improvements to the highways in a local area. Some responders suggested an increase in funding and support for the delivery of improved services.

Cllr Jerry Kunkler, Chair of the Environment Select Committee confirmed he along with Cllr Bob Jones, Vice-Chair of the Environment Select Committee and Cllr Graham Wright, Chairman of the Climate Emergency Task Group had received a briefing about proposed change from CATGs to LHFIGs on the 22 April 2022. The members welcome the change to LHFIG and recognise that this is building upon the success of CATGs by giving them more flexibility and funding. They considered how the changes will be implemented in the transition period and the flexibility in the membership of LHFIGs set out in the terms of reference. However, some concerns were expressed about whether there is capacity to deliver new projects. The Environment Select Committee asked for a review of the implementation of LHFIGs in 6 months time.

The Cabinet welcomed the proposals and suggestion from the Environment Select Committee for a review of the implementation process in 6 months time.

In response to comments from Cllr Gordon King about the capacity of CATGs to implement schemes and the sufficiency of CATG meetings held in a year, Cllr Dr McClelland confirmed that additional officer resources for LHFIGs were aimed at reducing the issues associated with CATGs and the number of LHFIGs meetings would be a matter for each Area Board LHFIG to determine.

In response to comments from Cllr Dr Brian Mathew about the costs associated with assessment of a scheme, publication of guidance on 20mph speed limits, Town and Parish Council contributions and Lyneham Banks landslide and impact on the budget, Cllr Dr McClelland explained that the Council follows Government guidelines in relation to 20mph zones and there is no intention of publishing a report on this matter, proposals for contributions from third parties were recommendations rather than a formal requirement as each Town and Parish Council have differing demands on their resources and this could be considered further during the review of the LHFIGs, the Council is not currently in a position to assess the costs of Lyneham Banks due to the landslide continuing to move, once this has stopped an assessment will be made.

In response to a comment from Cllr Gavin Grant about the suggestion detailed in Appendix B to the report that LHFIGs seek additional contributions from third parties towards schemes of 20% minimum, and asked if a guidance note could be made available to Parish Clerks informing them if this. Cllr Dr McClelland supported this suggestion and agreed to provide guidance to Parish Clerks on the matter.

In response to a comment from Cllr Caroline Thomas about the identification of a project at a later stage in funding cycle, there could be a very real risk that the project did not proceed and funding would be removed. Cllr Dr McClelland confirmed that this would be an issue considered in the review later in the year.

Resolved:

- 1. To approve the creation of the LHFIGs.**
- 2. That the revised Terms of Reference and Guidance Notes be adopted.**

Reasons for Decision:

The CATGs have clearly been an effective way of attracting and prioritising local highways and transport investment. They have facilitated community engagement and helped communities understand the potential for safety improvements on the highway network and the limitations because of legal, funding or other factors.

Increasing the remit and the budget provision is seen as a way of continuing the development of the Groups and furthering local involvement in Highway matters

42 **Integrated Urgent Care (IUC) Contract Extension**

Cllr Jane Davies, Cabinet Member for Adult Social Care, SEND, Transition and Inclusion presented the report which provided information about (i) the Urgent Care contract with Medvivo, (ii) a recent review of the contract by the Council and the CCG to inform recommendations for the potential extension of the contract, (iii) a request by Medvivo to increase the cost of the contract; and (iv)

the need for a review of the future urgent care delivery model to ensure it is fit for purpose and does not duplicate other services.

Cllr Davies reported that at the time of publishing the Cabinet report, the CCG agreed that it would jointly extend the contract with Medvivo for 1 year only with the Council. Since that time, the CCG has requested more time to consider its options. The recommendations remain the same as detailed in the report and below.

The Cabinet noted that the LGA High Impact Change Model and Better Care Fund require the development of a sustainable model for integrated urgent care and rapid response in crisis in line with the NHS Long Term Plan and NHS operating framework 2020/21. The model is required to be a form of community care that is available on the same day or within the 2-hour target for people assessed through the Integrated Urgent Care Clinical Assessment Service

The report detailed the costs of the service over the next 2 years and in particular an overall contract price increase of 16.4%, a significant proportion of which related to corporate overheads.

The Leader reminded Cabinet of the current levels of inflation and increases in the cost of living. He expressed a concern that requests to cover additional costs are greater than the cost of inflation, and these costs should be challenged in an appropriate way.

Cllr Gordon King, Vice-Chair of the Health Select Committee confirmed that he, Cllr Johnny Kidney, Chair of the Health Select Committee had met with the Cabinet member and officers on 25 April 2022 to discuss the report. The Members noted the reasons for the contract extension and welcomed the long-term aspiration to reduce handovers and duplication, recognising the landscape changes since the contract was originally awarded. Cllr King welcomed the opportunity of Scrutiny input into the development of future proposals.

Resolved:

- 1. Agree that the Council extends for 1 year (until April 2024) jointly with the CCG in additional to negotiating the price with Medvivo. The CCG has agreed to this option and that both parties will work collaboratively to develop options for post April 2024**
- 2. Note that officers will bring a report to a future Cabinet meeting for agreement on a future service model**

Reasons for Decision:

The proposals are following a review of the Urgent Care services which were necessary to make a decision by the 30 April 2022 to establish if the contract would be extended for a further 5 years from April 2023 until March 2028.

43 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.00 - 11.35 am)

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