


# **CABINET FORWARD WORK PLAN**

1 MARCH 2020 TO 30 JUNE 2020

## **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
Cllr Richard Clewer	Deputy Leader of the Council and Cabinet Member responsible for Corporate Services, Heritage, Arts, Tourism, Housing, Climate Change and Military-Civilian Integration
Cllr Ian Blair-Pilling	Cabinet Member responsible for IT, Digitalisation and Operational Assets
Cllr Alison Bucknell	Cabinet Member responsible for Communications, Communities, Leisure and Libraries
Cllr Pauline Church	Cabinet Member responsible for Children, Education and Skills
Cllr Simon Jacobs	Cabinet Member responsible for Finance and Procurement
Cllr Laura Mayes	Cabinet Member responsible for Adult Social Care, Public Health and Public Protection
Cllr Toby Sturgis	Cabinet Member responsible for Spatial Planning, Development Management and Investment
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
March						
<b>24 Mar 2020</b> SEND Inclusion Strategy 2020-2023	<b>Key Decision</b> Following consultation, paper coming to the cabinet to decide on the implementation of the strategy.	This paper is being submitted following consultation during September - December 2019.		Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a>	Matthew Look, Judith Westcott <a href="mailto:matthew.look@wiltshire.gov.uk">matthew.look@wiltshire.gov.uk</a> , <a href="mailto:judith.westcott@wiltshire.gov.uk">judith.westcott@wiltshire.gov.uk</a>  Helean Hughes (Director - Education and Skills)	Open
<b>24 Mar 2020</b> School Capital Programme 2020-2025	<b>Key Decision</b> To agree the Schools Capital Programme for 2019 – 2025. This paper addresses investment to improve the condition of maintained schools and expansion of mainstream schools.	Schools Cabinet  The School Places Strategy was consulted on prior to publication in 2017.		Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a>	Clara Davies <a href="mailto:clara.davies@wiltshire.gov.uk">clara.davies@wiltshire.gov.uk</a>  Helen Jones (Director - Joint 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>24 Mar 2020</b> South Central Independent Fostering Agency Framework</p>	<p><b>Key Decision</b> Paper seeking Cabinet Approval to join the South Central consortium of Local Authorities for the procurement of Independent Fostering Agency (IFA) placements for looked after children and young people.</p>	<p>Paper will be submitted after consultation with Children's Select Committee Chair and relevant Heads of Service/Directors.</p>		<p>Cllr Pauline Church <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a></p>	<p>Lucy Lewis <a href="mailto:lucy.lewis@wiltshire.gov.uk">lucy.lewis@wiltshire.gov.uk</a></p> <p>Helen Jones (Director - Joint Commissioning)</p>	<p>Open</p>
<p><b>24 Mar 2020</b> Service Devolution &amp; Asset Transfer Package - Bradford on Avon</p>	<p><b>Key Decision</b> Approval for a negotiated package of services and assets to be devolved to Bradford on Avon Town Council</p>	<p>Negotiated package produced in conjunction with the Town Council.</p>		<p>Cllr Richard Clewer <a href="mailto:richard.clewer@wiltshire.gov.uk">richard.clewer@wiltshire.gov.uk</a></p>	<p>Hannah Day <a href="mailto:hannah.day@wiltshire.gov.uk">hannah.day@wiltshire.gov.uk</a></p> <p>Alan Richell (Programme Director, Growth and Investment)</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>24 Mar 2020</b> The Maltings – Phase 1 River Corridor Improvements</p>	<p><b>Key Decision</b> Upon submission of Wiltshire Council’s Outline Business Case for the Maltings and Central Car Park regeneration in January 2020, The Swindon and Wiltshire Local Enterprise Partnership (SWLEP) has agreed to provide a total of £6.1 million Local Growth Funding towards the project. This project, led by Wiltshire Council, was agreed at its cabinet meeting of October 2019 and ratified at Full Council of November 2019. This report seeks authority from cabinet to enter into an agreement with the Environment Agency to deliver the first phase of the River Corridor Improvements as part of this scheme, using a portion of the overall Local Growth Funding allocation from the SWLEP.</p>	<p>In public and with statutory consultees (including Natural England, Historic England) Consultation on the River Corridor Improvements Scheme has been included in consultation on the Maltings Masterplan (endorsed by Strategic Planning Committee in June 2019) and the Salisbury Central Area Framework (consultation January – February 2020).</p>		<p>Cllr Richard Clewer, Cllr Simon Jacobs, Cllr Philip Whitehead <a href="mailto:richard.clewer@wiltshire.gov.uk">richard.clewer@wiltshire.gov.uk</a>, <a href="mailto:simon.jacobs@wiltshire.gov.uk">simon.jacobs@wiltshire.gov.uk</a>, <a href="mailto:philip.whitehead@wiltshire.gov.uk">philip.whitehead@wiltshire.gov.uk</a></p>	<p>Richard Walters <a href="mailto:richard.walters@wiltshire.gov.uk">richard.walters@wiltshire.gov.uk</a>  Parvis Khansari, Simon Hende (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>24 Mar 2020</b> Virgin Healthcare Services</p>	<p><b>Key Decision</b> This is for a decision for Cabinet to agree the Virgin Health care contract to be extended, and to also agree the length of the contract extension.</p>	<p>Consulted with CCG Consulted with CCG</p>		<p>Cllr Pauline Church, Cllr Laura Mayes <a href="mailto:pauline.church@wiltshire.gov.uk">pauline.church@wiltshire.gov.uk</a>, <a href="mailto:laura.mayes@wiltshire.gov.uk">laura.mayes@wiltshire.gov.uk</a></p>	<p>Gary Binstead, Sally Johnson <a href="mailto:gary.binstead@wiltshire.gov.uk">gary.binstead@wiltshire.gov.uk</a>, <a href="mailto:sally.johnson@wiltshire.gov.uk">sally.johnson@wiltshire.gov.uk</a></p> <p>Tracy Daszkiewicz (Director - Public Health), Helen Jones (Director - Joint Commissioning)</p>	<p>Fully exempt</p>
<p><b>24 Mar 2020</b> Interim Management Arrangements for the Contracted Leisure Centres</p>	<p><b>Key Decision</b> Cabinet decision required to approved the most appropriate interim management arrangements for the 9 leisure centres currently managed by Places Leisure.</p>	<p>Members and stakeholders</p>		<p>Cllr Allison Bucknell <a href="mailto:allison.bucknell@wiltshire.gov.uk">allison.bucknell@wiltshire.gov.uk</a></p>	<p>Louise Cary <a href="mailto:louise.cary@wiltshire.gov.uk">louise.cary@wiltshire.gov.uk</a> Tel: 01722 434274</p> <p>Jessica Gibbons (Director - Communities and Neighbourhood Services)</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
<p><b>24 Mar 2020</b> Trowbridge Sports Centre Provision</p>	<p><b>Key Decision</b> Report to determine whether the remedial works need to re-open the swimming pool should take place, or whether the pool should remain closed pending the development of a new wet/dry facility for Trowbridge.</p>	<p>Possible that elements of the report may be exempt</p>		<p>Cllr Ian Blair-Pilling, Cllr Allison Bucknell <a href="mailto:ian.blair-pilling@wiltshire.gov.uk">ian.blair-pilling@wiltshire.gov.uk</a>, <a href="mailto:allison.bucknell@wiltshire.gov.uk">allison.bucknell@wiltshire.gov.uk</a></p>	<p>Louise Cary, Mike Dawson <a href="mailto:louise.cary@wiltshire.gov.uk">louise.cary@wiltshire.gov.uk</a>, <a href="mailto:mike.dawson@wiltshire.gov.uk">mike.dawson@wiltshire.gov.uk</a> Tel: 01722 434274,  Simon Hendey (Director - Housing and Commercial), Redfern <a href="mailto:david.redfern@wiltshire.gov.uk">david.redfern@wiltshire.gov.uk</a></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
<p><b>24 Mar 2020</b> Chippenham Housing Infrastructure Fund Bid</p>	<p><b>Key Decision</b> Wiltshire Council was awarded the HIF grant in November 2019. The programme now needs funding to continue its work during 2020-21 to give as much certainty as possible to meeting the HIF spending deadline of 31st March 2024. The work will include, but may not be limited to...</p> <ul style="list-style-type: none"> <li>- contract negotiations with Homes England</li> <li>- design of the proposed HIF funded distributor road</li> <li>- masterplan preparation for the whole scheme area</li> <li>- broad consultation on road route options and wider stakeholder management activity</li> <li>- early contractor involvement in procurement</li> <li>- preparation for an appropriate planning application...</li> </ul> <p>...all given the highly compressed timescales. The Programme now needs a properly constituted team to drive forward all work in parallel together with appropriate delegated authority to make the progress required</p>	<p>Consultation with various cabinet members and officers is appropriate at this stage</p>		<p>Cllr Bridget Wayman <a href="mailto:bridget.wayman@wiltshire.gov.uk">bridget.wayman@wiltshire.gov.uk</a></p>	<p>Christine Lamb <a href="mailto:christine.lamb@wiltshire.gov.uk">christine.lamb@wiltshire.gov.uk</a></p> <p>Alan Richell (Programme Director, Growth and Investment)</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>24 Mar 2020</b> Update of Local Development Scheme</p>	<p><b>Non-Key</b> To update the Council's Local Development Scheme, which sets the development plan documents that the Council has prioritised for preparation and their associated timelines.</p>	<p>Not applicable. Preparation of development plan documents includes public consultation.</p>		<p>Cllr Toby Sturgis <a href="mailto:toby.sturgis@wiltshire.gov.uk">toby.sturgis@wiltshire.gov.uk</a></p>	<p>Georgina Clampitt-Dix, Helen Clift <a href="mailto:georgina.clampitt-dix@wiltshire.gov.uk">georgina.clampitt-dix@wiltshire.gov.uk</a>, <a href="mailto:helen.clift@wiltshire.gov.uk">helen.clift@wiltshire.gov.uk</a> Tel: 01225 713472, Tel: 01225 712531</p> <p>Sam Fox (Director - Economic Development and Planning)</p>	<p>Open</p>
<p><b>24 Mar 2020</b> Wiltshire Council's Housing Board Annual Report</p>	<p><b>Non-Key</b> The purpose of this report is to update Cabinet regarding the activities of Wiltshire Council's Housing Board between December 2018 and November 2019 and comply with its Terms of Reference which requires an update to be provided to Cabinet.</p>	<p>Paper produced in consultation with the Cabinet Member / Deputy Leader, Director - Housing and Commercial Development, Chief Executive Officer - Place, and Wiltshire Council's Housing Board.</p>		<p>Cllr Richard Clewer <a href="mailto:richard.clewer@wiltshire.gov.uk">richard.clewer@wiltshire.gov.uk</a></p>	<p>Ian Seeckts <a href="mailto:ian.seeckts@wiltshire.gov.uk">ian.seeckts@wiltshire.gov.uk</a> Tel: 01722 434353</p> <p>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
April 2020						
<b>28 Apr 2020</b> Annual Procurement Plan 20/21	<b>Key Decision</b> To inform Cabinet of the planned forthcoming procurements in FY2020-21 and to seek delegated authority for named Directors to award the resulting contracts.	N/A None		Cllr Simon Jacobs <a href="mailto:simon.jacobs@wiltshire.gov.uk">simon.jacobs@wiltshire.gov.uk</a>	Jonathan Hopkins <a href="mailto:jonathan.hopkins@wiltshire.gov.uk">jonathan.hopkins@wiltshire.gov.uk</a>  Deborah Hindson (Director - Finance and Procurement)	Open
May 2020						
June 2020						