


CABINET FORWARD WORK PLAN

1 JUNE 2024 TO 30 SEPTEMBER 2024

Published on 20 May 2024

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 Military-Civilian integration, Health & Wellbeing, Economic Development, Heritage, Arts and Tourism
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, Communities, Leisure and Libraries
Cllr Nick Botterill	Cabinet Member responsible for Finance, Development Management, Strategic Planning
Cllr Ashley O’Neill	Cabinet Member responsible for Governance, IT, Broadband, Licensing and Staffing
Cllr Nick Holder	Cabinet Member responsible for Highways, Street Scene and Flooding
Cllr Jane Davies	Cabinet Member responsible for Adult Social Care, SEND and Inclusion
Cllr Phil Alford	Cabinet Member responsible for Housing
Cllr Dominic Muns	Cabinet Member responsible for Waste and Environment
Cllr Tamara Reay	Cabinet Member responsible for Transport and Assets

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
June 2024						
18 Jun 2024 Disposal Update	Non-Key Summary of disposals and approval to declare sites surplus			Cllr Tamara Reay	Mike Dawson mike.dawson@wiltshire.gov.uk Tel: 012257 13250 James Barrah (Director - Assets)	Open
18 Jun 2024 Urgent Care at Home - Service Options	Key Decision To ask Cabinet for approval of preferred option for the future spend of Better Care Fund monies in this service area.	We will conduct user engagement events as well as detailed benchmarking and consultation exercises with ICB colleagues. The process will be overseen through established Better Care Fund governance structures.		Cllr Jane Davies jane.davies@wiltshire.gov.uk	Helen Mullinger helen.mullinger@wiltshire.gov.uk Alison Elliott (Director - Commissioning)	Open
July 2024						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
9 Jul 2024 Financial Year 2023/24 - Outturn Revenue Budget Monitoring	Non-Key Outturn Revenue Budget Monitoring report for financial year 2023/24	Internal Internal		Cllr Nick Botterill nick.botterill@wiltshire.gov.uk	Lizzie Watkin lizzie.watkin@wiltshire.gov.uk Tel: 01225 713056 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>9 Jul 2024 Treasury Management Outturn Position 2023/24</p>	<p>Non-Key Final year end financial position for the treasury management 2023/24</p>	<p>n/a</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Leanne Kendrick, Sarah Rose, Sally Self, Marie Taylor, Lizzie Watkin, Liz Williams Leanne.Kendrick@wiltshire.gov.uk, sarah.rose@wiltshire.gov.uk, sally.self@wiltsire.gov.uk, marie.taylor@wiltshire.gov.uk, lizzie.watkin@wiltshire.gov.uk, liz.williams@wiltshire.gov.uk Tel: 01225 712547, Tel: 01225 712555, Tel: 01225 713065, Tel: 01225 712539, Tel: 01225 713056, Tel: 01225 712521</p> <p>Andy Brown</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>9 Jul 2024 Year End Capital Investment Programme Financial Outturn Position 2023/24</p>	<p>Non-Key Final year end financial position for the capital investment programme for the year 2023/24</p>	<p>n/a</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Leanne Kendrick, Sarah Rose, Sally Self, Marie Taylor, Lizzie Watkin, Liz Williams Leanne.Kendrick@wiltshire.gov.uk, sarah.rose@wiltshire.gov.uk, sally.self@wiltsire.gov.uk, marie.taylor@wiltshire.gov.uk, lizzie.watkin@wiltshire.gov.uk, liz.williams@wiltshire.gov.uk Tel: 01225 712547, Tel: 01225 712555, Tel: 01225 713065, Tel: 01225 712539, Tel: 01225 713056, Tel: 01225 712521</p> <p>Andy Brown</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>9 Jul 2024 Gypsies and Travellers Development Plan Document</p>	<p>Key Decision Gypsies and Travellers DPD draft for consultation</p>	<p>Regulation 19 consultation following Full Council consideration</p>		<p>Cllr Nick Botterill nick.botterill@wiltshire.gov.uk</p>	<p>Georgina Clampitt-Dix georgina.clampitt-dix@wiltshire.gov.uk Tel: 01225 713472 Nic Thomas (Director - Planning)</p>	<p>Open</p>
<p>9 Jul 2024 Recommissioning of Children and Young People's Mental Health Services</p>	<p>Key Decision To ensure we meet our statutory responsibilities to provide community mental health services for children and young people from April 2025</p>	<p>Children and Young People Parents and Carers Professionals</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Kai Muxlow kai.muxlow@wiltshire.gov.uk Jen Salter (Director - Families & Children)</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>9 Jul 2024 Wiltshire Cultural Strategy</p>	<p>Key Decision Wiltshire Council has not previously developed a Council Cultural Strategy since its formation in 2009. Wiltshire has a rich cultural heritage and this strategy will outline how arts and culture can be used to support economic growth, increase in tourism, mental health and community resilience and help the place shaping agenda.</p>	<p>consultation will take place as part of the development of the strategy</p>		<p>Cllr Richard Clewer richard.clewer@wiltshire.gov.uk</p>	<p>Tamzin Earley Tamzin.Earley@wiltshire.gov.uk Tel: 01722 434641</p> <p>David Redfern (Director - Leisure, Culture & Communities)</p>	<p>Open</p>
<p>9 Jul 2024 Wiltshire Community Advice and Support Services</p>	<p>Key Decision The contract with the current provider ends in March 2025 and a decision needs to be made if this service should continue.</p>	<p>Monthly project groups have been held with internal stakeholders, Two market engagement sessions and multiple surveys have been circulated to the public.</p>		<p>Cllr Phil Alford, Cllr Ian Blair-Pilling, Cllr Jane Davies, Cllr Ashley O'Neill Phil.Alford@wiltshire.gov.uk, ian.blair-pilling@wiltshire.gov.uk, jane.davies@wiltshire.gov.uk, ashley.oneill@wiltshire.gov.uk</p>	<p>Jason Jackson-Allen jason.jackson-allen@Wiltshire.gov.uk Tel: 01225 713655</p> <p>Lucy Townsend (Corporate Director - People)</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
9 Jul 2024 Future waste collection service design	Key Decision Decision on design of kerbside waste and recycling collection service, including configuration of waste collection vehicles, for the future waste collection contract.	N/A		Cllr Dominic Muns	Martin Litherland martin.litherland@wiltshire.gov.uk Tel: 01225 718524 Sarah Valdus (Director - Environment)	Part exempt
August 2024						
September 2024						
17 Sep 2024 Performance and Risk Report 2024-25 Q1	Non-Key Quarterly report to Cabinet on the corporate performance scorecard and the strategic risk summary.	Overview and Scrutiny Committee are invited to review the report on 12 September 2024.		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Martin Nicholls martin.nicholls@wiltshire.gov.uk Perry Holmes	Open

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
<p>17 Sep 2024 Family Group Conferences</p>	<p>Key Decision The future delivery of Family Group Conferences in Wiltshire following the current contract ending on March 31st 2024</p>	<p>stakeholders current service provider</p>		<p>Cllr Laura Mayes laura.mayes@wiltshire.gov.uk</p>	<p>Lucy-Anne Bryant lucy-anne.bryant@wiltshire.gov.uk Tel: 01225 718068</p> <p>Alison Elliott (Director - Commissioning)</p>	<p>Open</p>
<p>17 Sep 2024 Future waste collection service procurement method</p>	<p>Key Decision Outcome of further research into procurement options for waste collection services (including decision if recommendation is to change procurement method)</p>	<p>N/A</p>		<p>Cllr Dominic Muns</p>	<p>Martin Litherland martin.litherland@wiltshire.gov.uk Tel: 01225 718524</p> <p>Sarah Valdus (Director - Environment)</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
17 Sep 2024 Garden waste composting contract award	Key Decision Decision to award contract for garden waste composting beyond 2026	N/A		Cllr Dominic Muns	Martin Litherland martin.litherland@wiltshire.gov.uk Tel: 01225 718524 Sarah Valdus (Director - Environment)	Part exempt
17 Sep 2024 Materials Recovery Facility procurement method	Key Decision Outcome of further research into procurement options for Materials Recovery Facility (MRF) services including decision on procurement route	N/A		Cllr Dominic Muns	Martin Litherland martin.litherland@wiltshire.gov.uk Tel: 01225 718524 Sarah Valdus (Director - Environment)	Fully exempt

CABINET SHAREHOLDER GROUP						

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Report Author Associate Director	To be considered in Private
25 June 2024						
25 Jun 2024 Stone Circle Company Business Plan	Non-Key To consider the Development Company element of the Business Plan 2024/25 further following a request at the previous Shareholder Group meeting.	N/A		Cllr Richard Clewer richard.clewer@wiltshire.gov.uk	Amy Williams, Marcus Wilson amyx.williams@wiltshire.gov.uk , marcus.wilson@wiltshire.gov.uk Tel: 01225 756173, Tel: 01225 718209 Andy Brown, Perry Holmes	Fully exempt