

Somerset County Council Forward Plan of proposed Key Decisions

The County Council is required to set out details of planned key decisions at least 28 calendar days before they are due to be taken. This forward plan sets out key decisions to be taken at Cabinet meetings as well as individual key decisions to be taken by either the Leader, a Cabinet Member or an Officer. The very latest details can always be found on our website at:

<http://democracy.somerset.gov.uk/mgListPlans.aspx?RPId=134&RD=0&FD=1&bcr=1>

Regulation 8 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 defines a key decision as an executive decision which is likely:

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority.

The Council has decided that the relevant threshold at or above which the decision is significant will be £500,000 for capital / revenue expenditure or savings. Money delegated to schools as part of the Scheme of Financial Management of Schools exercise is exempt from these thresholds once it is delegated to the school.

Cabinet meetings are held in public at County Hall unless Cabinet resolve for all or part of the meeting to be held in private in order to consider exempt information/confidential business. The Forward Plan will show where this is intended. Agendas and reports for Cabinet meetings are also published on the Council's website at least five clear working days before the meeting date.

Individual key decisions that are shown in the plan as being proposed to be taken "not before" a date will be taken within a month of that date, with the requirement that a report setting out the proposed decision will be published on the Council's website at least five working days before the date of decision. Any representations received will be considered by the decision maker at the decision meeting.

In addition to key decisions, the forward plan shown below lists other business that is scheduled to be considered at a Cabinet meeting during the period of the Plan, which will also include reports for information. The monthly printed plan is updated on an ad hoc basis during each month. *Where possible the County Council will attempt to keep to the dates shown in the Plan. It is quite likely, however, that some items will need to be rescheduled and new items added as new circumstances come to light.* Please ensure therefore that you refer to the most up to date plan.

Monthly version of plan published on 1 November 2017

For general enquiries about the Forward Plan:

- You can view it on the County Council web site at <http://democracy.somerset.gov.uk/mgListPlans.aspx?RPId=134&RD=0&FD=1&bcr=1>
- You can arrange to inspect it at County Hall (in Taunton).
- Alternatively, copies can be obtained from Scott Wooldridge or Michael Bryant in the Democratic Services Team by telephoning (01823) 357628 or 359500.

To view the Forward Plan on the website you will need a copy of Adobe Acrobat Reader available free from www.adobe.com
Please note that it could take up to 2 minutes to download this PDF document depending on your Internet connection speed.

To make representations about proposed decisions:

Please contact the officer identified against the relevant decision in the Forward Plan to find out more information or about how your representations can be made and considered by the decision maker.

The Agenda and Papers for Cabinet meetings can be found on the County Council's website at:
<http://democracy.somerset.gov.uk/ieListMeetings.aspx?CId=134&Year=0>

Weekly version of plan published on 1 November 2017

FP Refs	Decision Date/Maker	Details of the proposed decision	Documents and background papers to be available to decision maker	Does the decision contain any exempt information requiring it to be considered in private?	Contact Officer for any representations to be made ahead of the proposed decision
<p>FP/17/06/07 First published: 26 June 2017</p>	<p>13 Nov 2017 Commercial & Business Services Director, Director of Commissioning for Economic and Community Infrastructure</p>	<p>Issue: Authorise the purchase of Land at Cathedral Park, Wells for the development of Wells Technology Enterprise Centre. Decision: Authority to: • Purchase of land at Cathedral Park, Wells for the development of the Wells Technology Enterprise Centre</p>	<p>Any relevant decision paper which have acted as precursors to this decision paper. Wells technology enterprise centre Equality Impact Assessments for WTEC Final</p>		<p>Nathaniel Lucas, Senior Economic Development Officer Tel: 01823359210</p>
<p>FP17/7/06 First published: 19 July 2017</p>	<p>15 Nov 2017 Cabinet</p>	<p>Issue: Medium Term Financial Plan 2018/19 - proposed revenue savings Decision: To consider the proposed revenue themed savings and proposed approach</p>			<p>Kevin Nacey Tel: 01823 359014</p>
<p>Fp/17/09/15 First published: 2 October 2017</p>	<p>15 Nov 2017 Cabinet</p>	<p>Issue: Annual report of the Director of Public Health Decision: To receive the annual report and comment on any issues raised</p>			<p>Trudi Grant, Public Health Director Tel: 01823 359015</p>
<p>FP/17/10/01 First published: 12 October 2017</p>	<p>15 Nov 2017 Cabinet</p>	<p>Issue: Children's Services Improvement Programme - Workforce update Decision: to consider an update from the HR & OD Director</p>			<p>Chris Squire, HR & OD Director Tel: 01823 310055</p>

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<p>Fp/17/08/12 First published: 16 August 2017</p>	<p>15 Nov 2017 Cabinet</p>	<p>Issue: County Vision 2017-2021 - an update Decision: to consider the proposed approach to developing the County Vision ahead of consideration in February 2018</p>			<p>Simon Clifford, Customers & Communities Director</p>
<p>FP/17/08/05 First published: 16 August 2017</p>	<p>15 Nov 2017 Cabinet</p>	<p>Issue: Quarter 2 Revenue and Capital Budget monitoring reports Decision: to consider the Quarter 2 position in relation to the Council's revenue and capital budgets for 2017/18</p>			<p>Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573</p>
<p>Fp/17/08/06 First published: 16 August 2017</p>	<p>15 Nov 2017 Cabinet</p>	<p>Issue: Quarter 2 2017/18 Performance monitoring report Decision: to consider the quarter 2 update against the council's performance targets</p>			<p>Emma Plummer, Strategic Manager Performance Tel: 01823 359251</p>
<p>FP/17/08/07 First published: 16 August 2017</p>	<p>15 Nov 2017 Cabinet</p>	<p>Issue: 2018/19 Proposed Capital Programme Decision: to consider and recommend to November's Full Council the proposed Capital Programme for 2018/19</p>			<p>Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573</p>

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FP/17/08/11 First published: 16 August 2017	15 Nov 2017 Cabinet	Issue: 2017/18 Treasury Management mid-year report Decision: to consider and recommend to November's Full Council the mid-year report			Alan Sanford, Principal Investment Officer Tel: 01823 359585
Fp17/09/11 First published: 25 September 2017	15 Nov 2017 Cabinet	Issue: Heart of the South West - Productivity consultation response Decision: To consider the proposed Productivity Plan consultation response for submission			Paul Hickson, Strategic Manager - Economy and Planning Tel: 07977 400838
FP/17/09/10 First published: 25 September 2017	15 Nov 2017 Cabinet	Issue: Heart of the South West - Proposed Joint Committee Decision: To consider a report setting out the proposed Joint Committee arrangements			Julian Gale, Strategic Manager - Governance & Risk and Monitoring Officer Tel: 01823 359047
FP/17/09/12 First published: 26 September 2017	15 Nov 2017 Cabinet	Issue: Draft Somerset Waste Partnership Business Plan 2018-2023 Decision: To consider the draft Business Plan and provide any comments back to the Somerset Waste Board on behalf of SCC			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823356897

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<p>FP/17/07/05 First published: 13 July 2017</p>	<p>Not before 20th Nov 2017 Cabinet Member for Highways and Transport</p>	<p>Issue: Award of specialist traffic signals contract. Decision: To approve the procurement of specialist Traffic Signals design services via a Framework contract.</p>	<p>Notification for Traffic Signals Specialist services Framework contract Confidential tender appendix</p>	<p>Part exempt</p>	<p>Bev Norman, Service Manager - Traffic Management, Traffic & Transport Development, John Kitchen, Traffic Control Engineer, Traffic Control, Traffic & Transport Development Tel: 01823358089, Tel: 01823358140</p>
<p>FP/17/10/02 First published: 19 October 2017</p>	<p>20 Nov 2017 Commercial & Business Services Director</p>	<p>Issue: County Hall A Block - Priority 1 repairs and maintenance Decision: Approval of Priority 1 design and repair works to A Block boiler and decant costs to clear A Block in readiness to carry out boiler works</p>	<p>Key Decision paper: Early works and decant phase equalities impact assessment Critical works cost summary Capital Investment Proposal for A Block Priority 1 works submitted 11/8/17 County Hall A block urgent works</p>		<p>Claire Lovett, Head of Property Tel: 07977412583</p>
<p>general exception notice published First published: 10 November 2017</p>	<p>20 Nov 2017 Cabinet Member for Public Health and Wellbeing</p>	<p>Issue: Public Health savings 2018 and 2019 for health visiting services Decision: proposed changes to contract</p>	<p>Health Visitor budget savings 2017 General exception notice</p>		<p>Alison Bell, Consultant in Public Health, Public Health</p>

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<p>FP/17/08/16 First published: 1 September 2017</p>	<p>23 Nov 2017 Cabinet Member for Resources and Economic Development</p>	<p>Issue: Library Service Redesign - Strategy Decision: Agree the recommendation of commissioners (following a strategic review of delivery model options) to continue to manage the Library Service predominantly in-house and not to pursue an alternative / externalised delivery model for the whole service for the next three years. 2. Agree a revised outcomes framework for the Library Service for the period to 2020/21. 3. Agree a 3 year strategy for the library service to put the service on a sustainable, affordable financial footing whilst maximising the delivery of outcomes, having regard to potential impacts assessed. 4. Endorse the proposed process and timetable for developing and consulting on specific proposals to implement the overarching service re-design strategy.</p>	<p>Appraisal of alternative service delivery model options Library service redesign Cabinet Report - December 2015 Library Service Vision, strategic direction and approach to service redesign Appendix 1 - review of alternative delivery models Appendix 2 - vision and strategic outcomes framework Appendix 3 - initial equalities impact assessment</p>	<p>Part exempt</p>	<p>Oliver Woodhams, Strategic Manager, Community and Traded Services Tel: 07977400667</p>
<p>FP/17/10/03 First published: 19 October 2017</p>	<p>Not before 29th Nov 2017 Cabinet Member for Children and Families</p>	<p>Issue: Proposed ASD Base at Holway Park Primary School, Taunton Decision: To approve the appointment of a contractor</p>			<p>Carol Bond, Project Manager, Property Programme Team Tel: 01823 355962</p>

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<p>FP/17/09/18 First published: 10 October 2017</p>	<p>Not before 29th Nov 2017 Cabinet Member for Highways and Transport</p>	<p>Issue: West Somerset Railway - Funding of Phase two of the level crossing upgrade at Seaward Way, Minehead Decision: That the Cabinet Member for Highways and Transport authorises the expenditure of £850,000 for Phase Two of the West Somerset Railway (WSR) level crossing upgrade at Seaward Way, Minehead</p>			<p>Neil Guild, Highways Asset Improvement Officer</p>
<p>FP/17/09/01 First published: 11 September 2017</p>	<p>Not before 4th Dec 2017 Cabinet Member for Children and Families</p>	<p>Issue: Prescribed Alteration to Selworthy School - Implementation Decision: To implement the proposal to expand Selworthy School on to a second site in Taunton</p>			<p>Phil Curd, Service Manager: Specialist Provision and School Transport Tel: 01823 355165</p>
<p>FP/17/11/03 First published: 9 November 2017</p>	<p>Not before 4th Dec 2017 Director of Commissioning for Economic and Community Infrastructure</p>	<p>Issue: Decision to approve the appointment of a supplier to deliver the Wiveliscombe Enterprise Centre Decision: To approve the appointment of a supplier to deliver the Wiveliscombe Enterprise Centre</p>			<p>Nathaniel Lucas, Senior Economic Development Officer Tel: 01823359210</p>

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<p>FP/17/11/04 First published: 9 November 2017</p>	<p>Not before 4th Dec 2017 Director of Commissioning for Economic and Community Infrastructure</p>	<p>Issue: Decision to approve the appointment of a supplier to deliver the Wells Technology Enterprise Centre Decision: To approve the appointment of a supplier to deliver the Wells Technology Enterprise Centre</p>			<p>Nathaniel Lucas, Senior Economic Development Officer Tel: 01823359210</p>
<p>FP/17/02/01 First published: 14 February 2017</p>	<p>Not before 6th Dec 2017 Cabinet Member for Children and Families</p>	<p>Issue: Award of Contract for the provision of a 3 Classroom Block at Court Fields School, Wellington Decision: To approve the awarding of the contract to the successful contractor</p>	<p>Confidential Financial Report Capital Programme Paper</p>	<p>Part exempt</p>	<p>Carol Bond, Project Manager, Property Programme Team Tel: 01823 355962</p>
<p>FP/17/09/03 First published: 11 September 2017</p>	<p>Not before 6th Dec 2017 Director of Commissioning for Economic and Community Infrastructure, Finance & Performance Director</p>	<p>Issue: iAero (Yeovil) Aerospace Centre (2,500 sq m) Acceptance of Growth Deal Funding Decision: The acceptance of the offer of Heart of the South West LEP Growth Deal funding, commence the procurement process for a management operator the the iAero (South) Centre, and commence procurement process for the construction of the iAero (South) Centre</p>			<p>Lynda Madge, Commissioning Manager – Economy & Planning Tel: 01823 356766</p>

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<p>FP/17/09/06 First published: 13 September 2017</p>	<p>Not before 6th Dec 2017 Cabinet Member for Children and Families</p>	<p>Issue: The transfer of Educational services within North Somerset to SCC's Support Services for Education Decision: The transfer of Educational services within North Somerset and associated staff to Support Services for Education from April 2018.</p>			<p>Ian Rowswell</p>
<p>FP/17/07/03 First published: 10 July 2017</p>	<p>Not before 11th Dec 2017 Cabinet Member for Highways and Transport</p>	<p>Issue: To agree to the purchase of the land for the construction of the M5 Junction 25 Highways Improvement Scheme. Decision: The Cabinet Member for Highways and Transport agrees to: • the acquisition of land required for the construction of the M5 Junction 25 highways scheme • the continued development of the scheme.</p>	<p>Cabinet Member Key Decision - M5 Junction 25 – decision to proceed with consultation, design, planning and procurement – 19 Aug 2016 Cabinet Member Key Decision - To agree to enter into a funding agreement with the Heart of the South West Local Enterprise Partnership (HotSW LEP) for the M5 J25 Improvement scheme – 13 Jan 2017</p>	<p>Part exempt</p>	<p>Sunita Mills, Service Commissioning Manager Tel: 01823 359763</p>
<p>FP/17/04/08 First published: 24 April 2017</p>	<p>Not before 11th Dec 2017 Director of Commissioning for Economic and Community Infrastructure, Finance & Performance Director</p>	<p>Issue: Approval to accept Highways England Growth & Housing Fund award toward the M5 J25 improvement scheme. Decision: To accept the funding awarded by Highways England & sign the funding agreement</p>	<p>Copy of the funding agreement to be signed.</p>		<p>Sunita Mills, Service Commissioning Manager Tel: 01823 359763</p>

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<p>FP/17/09/13 First published: 26 September 2017</p>	<p>13 Dec 2017 Cabinet</p>	<p>Issue: Decision to conclude the award of a contract for the provision of highway improvements at Colley Lane Southern Access Road Decision: Agree to let a contract for highway bridge construction and associated works at Colley Lane Southern Access Road</p>			<p>Sunita Mills, Service Commissioning Manager Tel: 01823 359763</p>
<p>FP/17/11/07 First published: 22 November 2017</p>	<p>13 Dec 2017 Cabinet</p>	<p>Issue: Schools National Funding Formula Decision: to consider the new national funding formula for schools, the process and recommendations from Schools Forum</p>			<p>Martin Young, Finance Strategy Manager Tel: 01823 359057</p>
<p>FP/17/08/01 First published: 9 August 2017</p>	<p>Not before 18th Dec 2017 Cabinet Member for Resources and Economic Development</p>	<p>Issue: Disposal of Surplus Land at Castle Cary Decision: Authority to conclude negotiations for the disposal of surplus (former) farm land (13 acres, land only) at Castle Cary. Authority to conclude negotiations for the disposal of surplus (former) farm land (13 acres, land only) at Castle Cary.</p>	<p>Disposal of Surplus Land</p>		<p>Richard Williams, Commercial & Business Services Director Tel: 01823 359007</p>

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FP/17/11/05 First published: 16 November 2017	18 Dec 2017 Cabinet Member for Strategy, Customers and Communities	Issue: Customer Feedback Annual Reports 2016/17 Decision: Sign off of the annual customer feedback reports for year from 1 April 2016 – 31 March 2017			Rebecca Martin Tel: 01823 356257
FP/17/09/02 First published: 11 September 2017	Not before 18th Dec 2017 Director of Commissioning for Economic and Community Infrastructure	Issue: Low Carbon Hub - Somerset Energy Innovation Centre - Building 2 (2,000 sq m) Decision: The acceptance of the offer of ERDF FUNDING (£869,090), subject to legal acceptability of the final funding agreement for the Somerset Energy Innovation Centre, Phase 2			Lynda Madge, Commissioning Manager – Economy & Planning Tel: 01823 356766
FP/17/09/04 First published: 11 September 2017	Not before 15th Jan 2018 Finance & Performance Director, Director of Commissioning for Economic and Community Infrastructure	Issue: iAero (Yeovil) Aerospace Centre (2,500 sq m) Acceptance of ERDF Funding Decision: The acceptance of the offer of ERDF funding (£2.8 million), for the iAero (Yeovi) Aerospace Centre			Lynda Madge, Commissioning Manager – Economy & Planning Tel: 01823 356766
FP/17/09/05 First published: 26 September 2017	17 Jan 2018 Cabinet	Issue: South West Peninsula Framework Contact for Independent Fostering Decision: Cabinet will be asked to agree Officer recommendations on award of the contract			Louise Palmer, Strategic Commissioner

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<p>FP/17/11/07 First published: 22 November 2017</p>	<p>17 Jan 2018 Cabinet</p>	<p>Issue: Schools National Funding Formula Decision: to confirm funding allocations following confirmation from DfE</p>			<p>Martin Young, Finance Strategy Manager Tel: 01823 359057</p>
<p>FP17/09/07 First published: 13 September 2017</p>	<p>Not before 29th Jan 2018 Cabinet Member for Children and Families, Commercial & Business Services Director</p>	<p>Issue: Creation of two new Academies in Somerset Decision: The Secretary of State for Education has directed via an Academy Order, the conversion to Academy Status for the following two schools - King Alfred School and Pawlett Primary School. This is a technical decision to facilitate the transfer of land and non fixed assets</p>			<p>Elizabeth Smith, Service Manager – Schools Commissioning Tel: 01823 356260</p>
<p>FP/17/09/16 First published: 10 October 2017</p>	<p>Not before 5th Feb 2018 Commercial & Business Services Director, Cabinet Member for Children and Families</p>	<p>Issue: Creation of a new Academy in Somerset Decision: West Buckland Community Primary School - This is a technical decision to facilitate the transfer of land and non fixed</p>			<p>Elizabeth Smith, Service Manager – Schools Commissioning Tel: 01823 356260</p>
<p>FP/17/08/09 First published: 16 August 2017</p>	<p>12 Feb 2018 Cabinet</p>	<p>Issue: 2018/19 - 2021/22 Medium Term Financial Plan Decision: to consider and recommend the 2018/19 MTFP and Annual Revenue Budget proposals to February's Full Council meeting</p>			<p>Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573</p>

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Fp/17/08/12 First published: 6 November 2017	12 Feb 2018 Cabinet	Issue: County Vision 2017-2022 Decision: to consider the proposed County Vision to recommend to February's Full Council			Simon Clifford, Customers & Communities Director
FP/17/08/08 First published: 16 August 2017	12 Feb 2018 Cabinet	Issue: Quarter 3 2017/18 Revenue and Capital budget monitoring report Decision: to consider the quarter 3 update for the 2017/18 revenue and capital budgets			Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573
FP/17/08/08 First published: 16 August 2017	12 Feb 2018 Cabinet	Issue: 2017/18 Quarter 3 Performance Update Decision: to receive the quarter 3 performance update			Emma Plummer, Strategic Manager Performance Tel: 01823 359251
FP/17/09/17 First published: 10 October 2017	12 Feb 2018 Cabinet	Issue: Proposed new secondary provision for Selworthy School on the former St Augustine's School site Decision: To approve the appointment of a contractor at gross maximum expenditure	Financial Report Capital Programme Paper		Carol Bond, Project Manager, Property Programme Team Tel: 01823 355962

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<p>FP17/08/14 First published: 29 August 2017</p>	<p>12 Feb 2018 Cabinet</p>	<p>Issue: Retendering for insurance cover for all external policies and for South West academies. Decision: To approve the appointment of the successful tenderer following an OJEU procurement process for insurance cover. To approve the tender for an all-encompassing insurance policy for academies in the South West (to be administered by SCC but full external cover).</p>	<p>CIPFA Insurance Benchmarking Club 2017 Report Gallagher Bassett Audit for Somerset County Council May 2017</p>	<p>Part exempt</p>	<p>Martin Gerrish, Strategic Manager - Financial Governance and Finance Officer for SWP Tel: 01823 355303</p>
<p>FP/17/08/13 First published: 25 August 2017</p>	<p>12 Feb 2018 Cabinet</p>	<p>Issue: Family support services for Somerset - Final report on recommendations for the service model Decision: to consider the consultation results, business case and the proposed service model</p>			<p>Philippa Granthier, Assistant Director - Commissioning and Performance, Children's Services Commissioning Tel: 01823 359054</p>
<p>Fp/17/11/06 First published: 22 November 2017</p>	<p>12 Feb 2018 Cabinet</p>	<p>Issue: Family support services for Somerset - Final report on recommendations for how the service will be delivered Decision: to consider the consultation results and the proposals for how the service will be delivered</p>			<p>Philippa Granthier, Assistant Director - Commissioning and Performance, Children's Services Commissioning Tel: 01823 359054</p>

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<p>FP/17/11/01 First published: 6 November 2017</p>	<p>12 Feb 2018 Cabinet</p>	<p>Issue: Treasury Management Strategy 2018/19 Decision: Recommend the proposed Treasury Management Strategy 2018/19 to Council for approval</p>			<p>Alan Sanford, Principal Investment Officer Tel: 01823 359585</p>
<p>FP/17/11/02 First published: 6 November 2017</p>	<p>12 Feb 2018 Cabinet</p>	<p>Issue: Admission Arrangements for Voluntary Controlled and Community Schools for 2019/20 Decision: seeks authority for Cabinet to determine the Local Authority admission arrangements for all VC and community schools for 2019/20 as required by the School Admissions Code</p>			<p>Jane Seaman, Access and Admissions Manager Tel: 01823 355615</p>
<p>FP/17/08/12 First published: 17 August 2017</p>	<p>21 Mar 2018 Cabinet</p>	<p>Issue: Full Business Case for proposed Joint Strategic Commissioning Function Decision: to consider the full business case for establishing a new Joint Strategic Commissioning Function with NHS England and Somerset CCG</p>			<p>Trudi Grant, Public Health Director Tel: 01823 359015</p>