

## 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.

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](http://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 2018

| 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                |
|---|---|---|---|--|--|
| <b>FP/18/08/06</b><br>First published:<br>13 August 2018  | 28 Nov 2018 Cabinet Member for Children and Families  | Issue: Somerset Youth Justice Plan<br>Decision: To approve the Somerset Youth Justice Plan. The Plan sets out how Youth Justice Services will be delivered in Somerset during 2018/19               | Youth Justice Plan Report   |  | Lise Bird, Strategic Manager - Prevention,   |
| <b>FP/18/08/03</b><br>First published:<br>7 August 2018   | 29 Nov 2018 Director of Commissioning and Lead Commissioner for Economic Community Infrastructure | Issue: Extension of the Somerset Local Education Partnership for five years<br>Decision: An agreement is required to a five year extension to the Somerset LEP for the continuation of the services | Somerset LEP Extension  |  | Sue Taylor, Service Manager - Contracts and Performance  |
| <b>FP/18/10/10</b><br>First published:<br>30 October 2018 | 30 Nov 2018 Cabinet Member for Highways and Transport   | Issue: Adoption of the Somerset Bus Strategy<br>Decision: Formal adoption of the strategy following wider public consultation   | Cabinet Member Key Decision - Bus Strategy 2018-2026<br>APPENDIX 1 Somerset Bus Strategy 2018-2026<br>APPENDIX 2 Bus Passenger Transport Strategy Report on Public Consultation |  | Mike O'Dowd-Jones, Strategic Commissioning Manager – Highways and Transport<br>Tel: 01823 356238 |
| <b>FP/18/10/11</b><br>First published:<br>30 October 2018 | 10 Dec 2018 Director of Corporate Affairs   | Issue: Microsoft Software Supplier<br>Decision: To agree a 3 year contract award for the supply o Microsoft software licences and support   |   |  | Andy Kennell<br>Tel: 01823359268   |

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| <p><b>FP/18/08/01</b><br/>First published:<br/>7 August 2018</p>    | <p>Not before 10th Dec<br/>2018 ECI Operations<br/>Director</p>                       | <p>Issue: Award of Concession Contract for the Provision of Cashless Parking Services<br/>Decision: To award a 5 year contract with an option for a further 2 year period to provide a "pay by phone" option for payment of car parking charges at Council locations within Somerset</p>   |   |  | <p>Steve Deakin, Parking Services Manager, Parking Services, Community and Traded Services<br/>Tel: 01823355137</p> |
| <p><b>FP/18/08/02</b><br/>First published:<br/>7 August 2018</p>    | <p>Not before 10th Dec<br/>2018 Director of<br/>Children's Services</p>               | <p>Issue: Provision of accommodation and support for Unaccompanied Asylum-Seeking Children - Framework Contract Award<br/>Decision: A competitive tendering process if being carried out for providers to join a framework for contract for semi-independent accommodation and support</p> |   |  | <p>Carrie-Ann Hiscock</p>   |
| <p><b>FP/18/02/08</b><br/>First published:<br/>13 February 2018</p> | <p>Not before 10th Dec<br/>2018 Cabinet Member<br/>for Highways and<br/>Transport</p> | <p>Issue: Taunton Transport Strategy<br/>Decision: To agree to adopt the joint (with TDBC) Taunton Transport Strategy</p>  |   |  | <p>Lucy Bath<br/>Tel: 01823 359465</p>  |

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| <p><b>FP/18/03/04</b><br/>First published:<br/>12 March 2018</p>     | <p>Not before 10th Dec 2018<br/>Cabinet Member for Highways and Transport</p>  | <p>Issue: Procurement for the construction of traffic signals improvements at the Rowbarton junction in Taunton<br/>Decision: To commence the process to secure a contractor to deliver the scheme to improve the traffic signals at Rowbarton junction in Taunton</p> |   |  | <p>Sunita Mills, Service Commissioning Manager<br/>Tel: 01823 359763</p>                 |
| <p><b>FP/17/09/04</b><br/>First published:<br/>11 September 2017</p> | <p>Not before 10th Dec 2018<br/>Director of Finance, Legal and Governance, Director of Commissioning and Lead Commissioner for Economic Community Infrastructure</p> | <p>Issue: iAero (Yeovil) Aerospace Centre (2,500 sq m) Acceptance of ERDF Funding<br/>Decision: The acceptance of the offer of ERDF funding (£3.5 million), for the iAero (Yeovi) Aerospace Centre</p>   |   |  | <p>Lynda Madge, Commissioning Manager – Economy &amp; Planning<br/>Tel: 01823 356766</p> |
| <p><b>FP/18/10/09</b><br/>First published:<br/>30 October 2018</p>   | <p>Not before 10th Dec 2018<br/>Cabinet Member for Adult Social Care, Cabinet Member for Education and Council Transformation</p>                                    | <p>Issue: AIS Renewal and Replacement Contract Award<br/>Decision: Renewal for a 12 month period of support contracts for two business applications. Award of a contract to supplier A as detailed in the confidential appendix to the key member decision report</p>  |   |  | <p>Stephen Chandler, Director of Adult Social Services<br/>Tel: 01823 359025</p>         |

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| <p><b>FP/18/03/06</b><br/>First published:<br/>13 March 2018</p>         | <p>Not before 10th Dec 2018 Cabinet Member for Economic Development, Planning and Community Infrastructure</p>  | <p>Issue: Community Leisure Services Post 2019<br/>Decision: Agree that SCC does not extend or renew the current contract for community leisure provision. Sites will be made available for disposal to the schools were possible.</p>   |   |  | <p>Michele Cusack, ECI Commissioning Director</p>                                 |
| <p><b>NON-KEY DECISION</b><br/>First published:<br/>28 December 2017</p> | <p>Not before 10th Dec 2018 Director of Commissioning and Lead Commissioner for Economic Community Infrastructure</p>   | <p>Issue: Strategy for the Management of the County Farms Estate<br/>Decision: To approve the publication of the strategy for the management of the County Farms Estate in accordance with existing policies, taking into account the recommendations from Scrutiny Committee Policies &amp; Place</p> |   |  | <p>Claire Lovett, Head of Property<br/>Tel: 07977412583</p>                       |
| <p><b>FP/18/11/10</b><br/>First published:<br/>20 November 2018</p>      | <p>20 Dec 2018 Economic and Community Infrastructure Commissioning Director, Cabinet Member for Economic Development, Planning and Community Infrastructure</p> | <p>Issue: Decision to approve revisions to the Connecting Devon and Somerset phase 2 deployment contracts<br/>Decision: To approve revisions to the Connecting Devon and Somerset phase 2 deployment contracts</p>   |   |  | <p>Nathaniel Lucas, Senior Economic Development Officer<br/>Tel: 01823359210</p>  |

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| <p><b>FP/18/10/03</b><br/>First published:<br/>23 October 2018</p>  | <p>Not before 10th Dec 2018 Cabinet Member for Education and Council Transformation</p> | <p>Issue: A change to the protocol for schools converting to a sponsored academy retaining any surplus revenue balances, and the charging for academy conversions by the authority<br/>Decision: To consider the report</p>   |   |  | <p>Ken Rushton, Service Manager - School Finance<br/>Tel: 01823356911</p>   |
| <p><b>FP/18/11/01</b><br/>First published:<br/>13 November 2018</p> | <p>13 Dec 2018 Cabinet Member for Highways and Transport</p>                            | <p>Issue: Decision to extend the contract for Parking Enforcement and Related Services<br/>Decision: To extend the existing contract until June 2022 with appropriate break clauses</p>   |   |  | <p>Steve Deakin, Parking Services Manager, Parking Services, Community and Traded Services<br/>Tel: 01823355137</p> |
| <p><b>FP/18/11/03</b><br/>First published:<br/>16 November 2018</p> | <p>19 Dec 2018 Cabinet Member for Highways and Transport</p>                            | <p>Issue: County Wide Parking Review<br/>Decision: It is proposed to carry out a comprehensive review of each towns on-street parking controls on a rolling programme, looking at each community in turn to ensure a fair balance between the needs of residents, businesses and visitors. Consideration will also be given to ensuring safety; keeping the key routes free of congestion and the appropriateness of existing restrictions. A full consultation exercise for each town will take place with all stakeholders (District, Town/Parish Councils) and the community to identify all issues.</p> |   |  | <p>Bev Norman, Service Manager - Traffic Management, Traffic &amp; Transport Development<br/>Tel: 01823358089</p>   |

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| <p><b>FP/18/11/02</b><br/>First published:<br/>13 November 2018</p> | <p>19 Dec 2018 Cabinet</p> | <p>Issue: Bishop Fox's Contract Award<br/>Decision: To award the contact for Futures for Somerset</p>  |   |  | <p>Elizabeth Smith, Service Manager – Schools Commissioning<br/>Tel: 01823 356260</p> |
| <p><b>FP/18/09/01</b><br/>First published:<br/>3 September 2018</p> | <p>19 Dec 2018 Cabinet</p> | <p>Issue: South West Peninsula Framework Contract for Residential Children's Homes<br/>Decision: A competitive tendering process is being carried out across the South West Peninsula for residential Children's home providers to join the framework contract commencing from 1 Feb 2019.</p> |   |  | <p>Louise Palmer, Strategic Commissioner</p>  |
| <p><b>FP/18/07/07</b><br/>First published:<br/>17 July 2018</p>     | <p>19 Dec 2018 Cabinet</p> | <p>Issue: Family Support Service Update<br/>Decision: Providing an update on the progress of the Family Support Service project, following the Cabinet decision on the 12th February 2018</p>  |   |  | <p>Alison Bell, Consultant in Public Health, Public Health</p>                        |
| <p><b>FP/18/07/05</b><br/>First published:<br/>17 July 2018</p>     | <p>19 Dec 2018 Cabinet</p> | <p>Issue: Equality Objectives 2019 - 2023 and Equality Commitment<br/>Decision: Asking Cabinet to agree a new set of Equality Objectives for 2019 - 2023 and the new Equality Commitment</p>   |   |  | <p>Tom Rutland<br/>Tel: 01823 359221</p>  |



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| <p><b>FP/18/09/08</b><br/>First published:<br/>25 September 2018</p> | <p>19 Dec 2018 Cabinet</p> | <p>Issue: Revenue Budget Monitoring - Month 7<br/>Decision: To consider the report</p>   |   |  | <p>Peter Lewis, Interim Director of Finance</p>                                   |
| <p><b>FP/08/09/09</b><br/>First published:<br/>25 September 2018</p> | <p>19 Dec 2018 Cabinet</p> | <p>Issue: Capital Budget Monitoring - Month 7<br/>Decision: To consider the report</p>   |   |  | <p>Peter Lewis, Interim Director of Finance</p>                                   |
| <p><b>FP/18/09/10</b><br/>First published:<br/>2 October 2018</p>    | <p>19 Dec 2018 Cabinet</p> | <p>Issue: Decision to conclude the award of a contract for the provision of highway improvements at M5 Junction 25<br/>Decision: The decision is to enter into a contract with the preferred contractor for the construction of the highways scheme to improve M5 Junction 25</p>  |   |  | <p>Sunita Mills, Service Commissioning Manager<br/>Tel: 01823 359763</p>          |
| <p><b>FP/18/10/05</b><br/>First published:<br/>24 October 2018</p>   | <p>19 Dec 2018 Cabinet</p> | <p>Issue: County Hall refurbishment - A Block approval of final business case and contract award<br/>Decision: Agree the costs to complete the priority 1 improvement works and refurbishment; agree that the ECI Director and Head of Corporate Property can enter the contract to deliver the full cost of the refurbishment in advance of the approval of the 2019/20 full Capital Investment Programme outcome</p> |   |  | <p>Claire Lovett, Head of Property<br/>Tel: 07977412583</p>                       |

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| <b>FP/18/11/12</b><br>First published:<br>22 November 2018 | 19 Nov 2018 Cabinet  | Issue: Revenue Budget 2019/20 and MTFP Strategy Report<br>Decision: To consider the report.   |   |  | Peter Lewis, Interim Director of Finance  |
| <b>FP/18/07/10</b><br>First published:<br>30 October 2018  | 19 Dec 2018 Cabinet  | Issue: Award of a contract for the provision of a framework of support services for people with complex, multiple needs<br>Decision: To award a 5 year contract with an option for a further 2 years  |   |  | Tim Baverstock, Strategic Commissioning Manager - Strategic Commissioning         |
| <b>FP/18/11/11</b><br>First published:<br>21 November 2018 | Not before 4th Jan 2019 Cabinet Member for Adult Social Care   | Issue: Decision to conclude the establishment of an Open Framework Agreement for Reablement Providers in Somerset<br>Decision: To award an open framework that will ensure continued and new supply of reablement care across the county, mirroring the current arrangement for homecare. This follows interim contractual arrangements that were put in place following the unsuccessful |   |  | Tim Baverstock, Strategic Commissioning Manager - Strategic Commissioning         |
| <b>FP/18/06/08</b><br>First published:<br>19 June 2018     | Not before 10th Jan 2019 Director of Commissioning and Lead Commissioner for Economic Community Infrastructure | Issue: To approve the appointment of a supplier to deliver the Wiveliscombe Enterprise Centre and Wells Technology Enterprise Centre<br>Decision: To approve the appointment of a supplier  |   |  | Nathaniel Lucas, Senior Economic Development Officer<br>Tel: 01823359210          |

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| <p><b>FP/18/11/04</b><br/>First published:<br/>16 November 2018</p> | <p>23 Jan 2019 Cabinet</p> | <p>Issue: Proposed Capital Investment Programme 2019/20<br/>Decision: To consider the proposed Capital Investment Programme for 2019/20+ and to recommend this to Council for approval</p>   |   |  | <p>Peter Lewis, Interim Director of Finance</p>                                   |
| <p><b>FP/18/11/07</b><br/>First published:<br/>16 November 2018</p> | <p>23 Jan 2019 Cabinet</p> | <p>Issue: Revenue Budget Monitoring Update<br/>Decision: To provide an update on the 2018/19 Revenue Budget and agree any management actions required</p>  |   |  | <p>Peter Lewis, Interim Director of Finance</p>                                   |
| <p><b>FP/18/10/08</b><br/>First published:<br/>30 October 2018</p>  | <p>23 Jan 2019 Cabinet</p> | <p>Issue: Admission Arrangements for Voluntary Controlled and Community Schools for 2020/2021<br/>Decision: To agree the admission arrangements for voluntary controlled and community schools for 2020/21</p>   |   |  | <p>Jane Seaman, Access and Admissions Manager<br/>Tel: 01823 355615</p>           |
| <p><b>fp/18/11/08</b><br/>First published:<br/>16 November 2018</p> | <p>11 Feb 2019 Cabinet</p> | <p>Issue: Revenue Budget Monitoring Update and Capital Investment Programme update - Quarter 3 2018/19<br/>Decision: To receive an update on the 2018/19 Revenue Budget and Capital Investment Programme delivery as at Q3 2018/19 and agree any management actions required</p> |   |  | <p>Peter Lewis, Interim Director of Finance</p>                                   |

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| <p><b>fp/18/11/05</b><br/>First published:<br/>16 November 2018</p> | <p>11 Feb 2019 Cabinet</p>   | <p>Issue: Medium Term Financial Plan 2019-2021 and Annual Budget 2019/20<br/>Decision: To consider the proposed MTFP 2019-2021 and Annual Budget 2019/20 prior to recommending these to Full Council for approval</p> |   |  | <p>Peter Lewis, Interim Director of Finance</p>                                   |
| <p><b>FP/18/11/06</b><br/>First published:<br/>16 November 2018</p> | <p>11 Feb 2019 Cabinet</p>   | <p>Issue: Treasury Management Strategy 2019/20<br/>Decision: To consider the proposed strategy prior to recommending this to Full Council for approval</p>  |   |  | <p>Peter Lewis, Interim Director of Finance</p>                                   |
| <p><b>FP/18/11/09</b><br/>First published:<br/>20 November 2018</p> | <p>Not before 4th Feb 2019 Director of Children's Services</p>   | <p>Issue: Framework for the delivery of Food Produce to SCC properties<br/>Decision: Decision to award contract(s) to the successful supplier(s) following a competitive procurement exercise</p>                     |   |  | <p>Simon Clifford, Customers &amp; Communities Director<br/>Tel: 01823359166</p>  |
| <p><b>FP/18/04/06</b><br/>First published:<br/>30 April 2018</p>    | <p>Not before 3rd Jun 2019 Director of Commissioning and Lead Commissioner for Economic Community Infrastructure</p> | <p>Issue: Procurement of the HotSW Growth Hub Service<br/>Decision: To undertake the procurement of a Business Support Service (Growth Hub) on behalf of the HotSW LEP</p>  |   |  | <p>Melanie Roberts, Service Manager - Economic Policy<br/>Tel: 01823359209</p>    |