

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
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 4 November 2019

| 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/19/07/01 First published: 2 July 2019</p> | <p>4 Nov 2019 Cabinet Member for Highways and Transport</p> | <p>Issue: Decision to extend the Term Maintenance Contract for Highways Lighting maintenance services Decision: Somerset County Council's existing maintenance contract for highways street lighting is due to end in March 2020. The contract allows for up to a 48-month extension. This decision proposes that the Council should use this option to extend the contract.</p> | <p>Street Lighting TMC Extension</p> | | <p>Neil Guild, Highways Asset Improvement Officer</p> |
| <p>FP/19/09/09 First published: 17 September 2019</p> | <p>Not before 6th Nov 2019 Director for Economic and Community Infrastructure Commissioning</p> | <p>Issue: Award of contract for the provision of Somerset County Council (SCC) Hybrid Mail Decision: Approval to award the contract for the provision of Somerset County Council (SCC) Hybrid Mail</p> | <p>Hybrid Mail Contract Award Report</p> | | <p>Heidi Boyle Tel: 01823 355524</p> |
| <p>FP/19/05/10 First published: 28 May 2019</p> | <p>13 Nov 2019 Cabinet</p> | <p>Issue: Q2 Performance Report Decision: To agree the report.</p> | | | <p>Simon Clifford, Customers & Communities Director Tel: 01823359166</p> |
| <p>FP/19/10/11 First published: 23 October 2019</p> | <p>13 Nov 2019 Cabinet</p> | <p>Issue: Q2 2019/20 Revenue Budget report Decision: To consider the quarter 2 revenue budget position and approve any recommendations / virements or mitigating actions</p> | | | <p>Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573</p> |

Weekly version of plan published on 4 November 2019

| 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 |
|---|---|--|---|--|---|
| FP/19/10/12 First published: 23 October 2019 | 13 Nov 2019 Cabinet | Issue: Q2 2019/20 Capital Programme report Decision: To receive the Q2 update on the capital programme and consider any recommendations | | | Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573 |
| FP/19/10/10 First published: 15 October 2019 | 13 Nov 2019 Cabinet | Issue: Treasury Management 2019/20 mid-year Report Decision: To consider this report | | | Alan Sanford, Principal Investment Officer Tel: 01823 359585 |
| FP/19/08/02 First published: 20 August 2019 | 13 Nov 2019 Cabinet | Issue: Heart of the South West Joint Committee - Governance Arrangements & Budgetary Position Decision: To approve amendments to functions and note the updated budget position | | | Scott Wooldridge, Strategic Manager Governance & Risk and Council's Monitoring Officer Tel: 01823 359043 |
| FP/19/10/01 First published: 4 October 2019 | 13 Nov 2019 Cabinet Member for Education and Council Transformation | Issue: Creation of 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 four schools. | | | Helen Waring, Commissioning Officer - Schools |

Weekly version of plan published on 4 November 2019

| 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/19/10/08 First published: 7 October 2019</p> | <p>Not before 15th Nov 2019 Cabinet Member for Economic Development, Planning and Community Infrastructure</p> | <p>Issue: Radiation (Emergency Preparedness and Public Information) Regulations 2019 Decision: To consider this report</p> | | | <p>Paula Hewitt, Director of Commissioning for Economic and Community Infrastructure Tel: 01823 359011</p> |
| <p>FP/19/09/08 First published: 10 September 2019</p> | <p>Not before 18th Nov 2019 Cabinet Member for Highways and Transport</p> | <p>Issue: Decision to accept the Heart of the South West Local Enterprise Partnership Local Growth Fund Award towards the Creech Castle junction improvements (Toneway Corridor phase 1) Decision: That the Director of Commissioning and Lead Commissioner for Economic and Community Infrastructure and Interim Director of Finance & Performance agree to accept the Local Growth Fund Award by signing an agreement with the Heart of the South West Local Enterprise Partnership.</p> | | | <p>Sunita Mills, Service Commissioning Manager Tel: 01823 359763</p> |
| <p>FP19/08/01 First published: 12 August 2019</p> | <p>Not before 18th Nov 2019 Cabinet Member for Resources and Economic Development</p> | <p>Issue: Connecting Devon and Somerset (CDS) Superfast Extension Programme (SEP) Phase 2: decision to introduce additional funding into the Lot 4 contract. Decision: To approve the introduction of additional funding into the Lot 4 Contract.</p> | | | <p>Katriona Lovelock, Economic Development Officer Tel: 01823 359873</p> |

Weekly version of plan published on 4 November 2019

| 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>FP19/07/07 First published: 23 July 2019</p> | <p>Not before 18th Nov 2019 Cabinet Member for Resources</p> | <p>Issue: Sale of The Court and Popham House property, Wellington Decision: Authority to proceed to sale of the surplus SCC Property, previously known as the Popham Court Care Home, comprising of The Court and Popham House in Wellington.</p> | | | <p>Charlie Field, Estates Manager, Corporate Property Tel: 01823355325</p> |
| <p>FP19/07/14 First published: 31 July 2019</p> | <p>Not before 18th Nov 2019 Cabinet Member for Resources</p> | <p>Issue: Sale of Morgan House site, Bridgwater, including former library office. Decision: Authority to proceed to sale of the surplus SCC Property, namely the Morgan House Site, Bridgwater, including Bridgwater library offices</p> | | | <p>Charlie Field, Estates Manager, Corporate Property Tel: 01823355325</p> |
| <p>FP/19/07/06 First published: 22 July 2019</p> | <p>18 Nov 2019 Cabinet Member for Education and Council Transformation</p> | <p>Issue: Creation of 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 schools.</p> | | | <p>Elizabeth Smith, Service Manager – Schools Commissioning Tel: 01823 356260</p> |
| <p>FP/19/07/11 First published: 30 July 2019</p> | <p>18 Nov 2019 Cabinet Member for Children and Families</p> | <p>Issue: Approval of Somerset Youth Justice Plan 2018/19 Decision: Approval of Somerset Youth Justice Plan 2018/19</p> | | | <p>Lise Bird, Strategic Manager - Prevention,</p> |

Weekly version of plan published on 4 November 2019

| 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/19/04/13 First published: 29 April 2019</p> | <p>Not before 18th Nov 2019 Cabinet Member for Economic Development, Planning and Community Infrastructure</p> | <p>Issue: Decision to appoint a contractor from a framework for the delivery of the Bruton Enterprise Centre Decision: To agree to appoint a supplier for the delivery of the Bruton Enterprise Centre</p> | | | <p>Katriona Lovelock, Economic Development Officer Tel: 01823 359873</p> |
| <p>FP/18/04/06 First published: 30 April 2018</p> | <p>Not before 18th Nov 2019 Director of Commissioning and Lead Commissioner for Economic Community Infrastructure</p> | <p>Issue: Procurement of the HotSW Growth Hub Service 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 Tel: 01823359209</p> |
| <p>FP/19/06/02 First published: 14 June 2019</p> | <p>18 Nov 2019 Director of Children's Services, ECI Commissioning Director</p> | <p>Issue: Approval to submit the full application for European Social Funding, under Priority Axis 1 - Inclusive Labour Markets (1.2) Decision: To consider thie report</p> | | | <p>Melanie Roberts, Service Manager - Economic Policy Tel: 01823359209</p> |
| <p>FP/19/04/01 First published: 3 April 2019</p> | <p>Not before 18th Nov 2019 Director of Corporate Affairs</p> | <p>Issue: The award of a contract for the provision of replacement end of life mobile devices & connections Decision: To approve the award of a three-year contract.</p> | <p>Replacement mobile devices</p> | | <p>Andy Kennell Tel: 01823359268</p> |

Weekly version of plan published on 4 November 2019

| 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/10/01/11 First published: 5 February 2019</p> | <p>Not before 18th Nov 2019 Cabinet Member for Education and Council Transformation</p> | <p>Issue: Bridgwater College Academy Expansion - Funding Decision: To agree funding as required</p> | | | <p>Elizabeth Smith, Service Manager – Schools Commissioning Tel: 01823 356260</p> |
| <p>FP/18/11/10 First published: 20 November 2018</p> | <p>Not before 18th Nov 2019 Cabinet Member for Economic Development, Planning and Community Infrastructure, Economic and Community Infrastructure Commissioning Director</p> | <p>Issue: Decision to approve revisions to the Connecting Devon and Somerset phase 2 deployment contracts Decision: To approve revisions to the Connecting Devon and Somerset phase 2 deployment contracts</p> | | | <p>Nathaniel Lucas, Senior Economic Development Officer Tel: 01823359210</p> |
| <p>FP/19/07/03 First published: 16 July 2019</p> | <p>18 Nov 2019 Cabinet Member for Highways and Transport</p> | <p>Issue: Implementation of New Street Works Permitting System Decision: We are responding to a request from the Secretary of State for Transport to replace our existing Street Works Noticing system with a Street Works Permitting system in line with other Highway Authorities</p> | | | <p>Bev Norman, Service Manager - Traffic Management, Traffic & Transport Development Tel: 01823358089</p> |

Weekly version of plan published on 4 November 2019

| 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/19/07/13 First published: 30 July 2019</p> | <p>Not before 18th Nov 2019 Cabinet Member for Strategy, Customers and Communities</p> | <p>Issue: Revision of Corporate Complaints Policy Decision: A periodical update to the Council's complaints policy. Key changes are a switch in title from a 'procedure' to a 'policy', a change in the stage 1 resolution target time from 10 working days to 20 working days and the addition of a quality control process at stage 1.</p> | | | <p>Rebecca Martin, Service manager- Customer Experience & Information Governance</p> |
| <p>FP19/10/09 First published: 14 October 2019</p> | <p>27 Nov 2019 Public Health Director</p> | <p>Issue: Approval to award the contract for the Provision of a Public Health Nursing Case Management & Information Management System Decision: Approval to award the contract</p> | | | <p>Alison Bell, Consultant in Public Health, Public Health</p> |
| <p>FP/19/03/03 First published: 26 March 2019</p> | <p>Not before 9th Dec 2019 Interim Finance Director, Director for Economic and Community Infrastructure Commissioning</p> | <p>Issue: Somerset Energy Innovation Centre (Phase 3) - acceptance of Growth Deal 3 Funding Decision: Approves acceptance of Heart of the South West Growth Deal 3 funding £2,542,755 for the development of phase 3 of the Somerset Energy Innovation Centre and approve the decision to proceed with the construction of SEIC 3</p> | | | <p>Julie Wooler, Economic Development & Strategic Tourism Officer</p> |

Weekly version of plan published on 4 November 2019

| 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>FP19/09/05 First published: 3 September 2019</p> | <p>13 Dec 2019 Cabinet Member for Economic Development, Planning and Community Infrastructure</p> | <p>Issue: SCC Endorsement of the Heart of the South West Local Industrial Strategy Decision: SCC endorsement of the Heart of the South West (HotSW) Local Industrial Strategy (LIS). The HotSW LIS has been developed by the Local Enterprise Partnership in coordination with local partners and stakeholders, including SCC, and in partnership with Government.</p> | | | <p>James Gilgrist</p> |
| <p>FP/19/10/12 First published: 15 October 2019</p> | <p>Not before 16th Dec 2019 Cabinet Member for Economic Development, Planning and Community Infrastructure</p> | <p>Issue: To identify a sustainable long term location for a library in Shepton Mallet Decision: To consider the relative merits of 3 options for the location of the library and make a decision informed by the conclusions of the options appraisal</p> | | | <p>Sue Crowley, Strategic Manager Library Services, Community and Traded Services Tel: 01823355429</p> |
| <p>FP/19/10/04 First published: 7 October 2019</p> | <p>Not before 16th Dec 2019 Public Health Director</p> | <p>Issue: Changes to sexual health targeted prevention services Decision: Award of contract, additional targeted prevention services and arrangements for c-card condom distribution</p> | | | <p>Michelle Hawkes, Public Health Specialist Tel: 01823 357236</p> |
| <p>FP/19/10/22 First published: 30 October 2019</p> | <p>18 Dec 2019 Cabinet</p> | <p>Issue: Review of Scrutiny Function Decision: To consider this report</p> | | | <p>Jamie Jackson, Service Manager - Governance Tel: 01823 359040</p> |

Weekly version of plan published on 4 November 2019

| 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/19/10/11 First published: 15 October 2019</p> | <p>18 Dec 2019 Cabinet</p> | <p>Issue: Management of Risk Pathway documents; Strategy, Policy and Process Decision: Approve that the Management of Risk Pathway documents are fit for purpose and allow adoption into the business</p> | | | <p>Pam Pursley</p> |
| <p>FP/19/09/13 First published: 25 September 2019</p> | <p>18 Dec 2019 Cabinet</p> | <p>Issue: Climate Change Strategy Framework Decision: To endorse the framework</p> | | | <p>Michele Cusack, ECI Commissioning Director</p> |
| <p>FP/19/10/13 First published: 23 October 2019</p> | <p>18 Dec 2019 Cabinet</p> | <p>Issue: Investment Strategy Decision: To consider a proposed Investment Strategy to support the MTFP and recommend this to Full Council</p> | | | |
| <p>FP/19/09/11 First published: 17 September 2019</p> | <p>18 Dec 2019 Cabinet</p> | <p>Issue: SCC Endorsement of the Heart of the South West Local Industrial Strategy Decision: SCC endorsement of the Heart of the South West (HotSW) Local Industrial Strategy (LIS). The HotSW LIS has been developed by the Local Enterprise Partnership in coordination with local partners and stakeholders, including SCC, and in partnership with Government.</p> | | | <p>James Gilgrist</p> |

Weekly version of plan published on 4 November 2019

| 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 |
|---|---------------------|---|---|--|---|
| FP/19/10/19 First published: 24 October 2019 | 18 Dec 2019 Cabinet | Issue: Revenue Budget Monitoring - Month 7 Decision: To consider this report | | | Sheila Collins |
| FP/19/10/05 First published: 7 October 2019 | 18 Dec 2019 Cabinet | Issue: Annual Report of the Director of Public Health Decision: To agree the report | | | Pip Tucker, Public Health Specialist Tel: 01823 359449 |
| FP/19/10/07 First published: 7 October 2019 | 22 Jan 2020 Cabinet | Issue: Somerset Waste Partnership Business Plan Decision: To consider this report | | | Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823 625707 |
| FP/19/10/10 First published: 15 October 2019 | 22 Jan 2020 Cabinet | Issue: Admission Arrangements for Voluntary Controlled and Community Schools for 2021/22 Decision: That the Cabinet agrees the determination of the Admission Arrangements for all Voluntary Controlled and Community Schools for 2021/22 as set out in this report. | | | Jane Seaman, Access and Admissions Manager Tel: 01823 355615 |
| FP/19/10/20 First published: 24 October 2019 | 22 Jan 2020 Cabinet | Issue: Revenue Budget Monitoring - Month 8 Decision: To consider this report | | | Sheila Collins |

Weekly version of plan published on 4 November 2019

| 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 |
|---|---------------------|---|---|--|---|
| FP/19/10/22 First published: 29 October 2019 | 22 Jan 2020 Cabinet | Issue: Adoption of the International definition of Antisemitism Decision: Cabinet to adopt the definition and additional policy changes and training | | | Tom Rutland Tel: 01823 359221 |
| FP/19/10/02 First published: 4 October 2019 | 10 Feb 2020 Cabinet | Issue: Decision to conclude the award of a contract for the provision of highway improvements at Toneway Creech Castle junction. Decision: The decision is to enter into a contract with the preferred contractor for the construction of the highways scheme to improve the Toneway Creech Castle junction. | | | Sunita Mills, Service Commissioning Manager Tel: 01823 359763 |
| FP/19/10/15 First published: 23 October 2019 | 10 Feb 2020 Cabinet | Issue: Treasury Management Strategy 2020/21 Decision: To consider the proposed strategy and recommend it to Full Council in February for approval | | | |
| fp/19/10/16 First published: 23 October 2019 | 10 Feb 2020 Cabinet | Issue: Q3 2019/20 Performance Report Decision: To receive the Q3 report on performance, details of management actions and consider any further actions required | | | Simon Clifford, Customers & Communities Director Tel: 01823359166 |

Weekly version of plan published on 4 November 2019

| 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 |
|---|---------------------|---|---|--|---|
| fp/19/10/17 First published: 23 October 2019 | 10 Feb 2020 Cabinet | Issue: Q3 2019/20 Revenue Budget update Decision: To receive the Q3 revenue budget position and consider any recommendations | | | |
| fp/19/10/18 First published: 23 October 2019 | 10 Feb 2020 Cabinet | Issue: Q3 2019/20 capital investment programme update Decision: To receive the Q3 budget position and consider any recommendations | | | |
| FP/19/10/14 First published: 23 October 2019 | 10 Feb 2020 Cabinet | Issue: Medium Term Financial Plan 2020/21 - 2022/23 Revenue Budget Decision: To consider the proposed MTFP 2020/21+, council tax precepts and revenue budget proposals | | | |
| FP/19/10/16 First published: 23 October 2019 | 10 Feb 2020 Cabinet | Issue: Capital Investment Programme 2020/21-2022/23 Decision: To consider the proposed capital programme and recommend it to Full Council for approval | | | |