

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 Julia Jones in the Community Governance Team by telephoning (01823) 359027 or 357628.

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 5 September 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/17/07/11 First published: 26 July 2017</p>	<p>Not before 29th Aug 2017 Cabinet Member for Resources and Economic Development, Cabinet Member for Highways and Transport</p>	<p>Issue: Hinkley C Corridor Improvement Scheme Programme Decision: To approve the delivery of corridor improvement schemes associated with the Hinkley C development</p>	<p>Notification report for proposed decision regarding Hinkley Point C Corridor Improvement Scheme Programme</p>		<p>Andy Coupe, Acting Strategic Manager - Major Programmes Tel: 01823 355145</p>
<p>FP/17/06/10 First published: 30 June 2017</p>	<p>30 Aug 2017 Cabinet Member for Children and Families</p>	<p>Issue: Capital Funding Investment Expansion of Bridgwater College Academy Decision: Approval to fund expansion of Bridgwater Academy to meet Local Authority Statutory Duty to provide sufficient school places</p>	<p>School Place Planning Infrastructure Growth Plan for Somerset 2017 Capital Investment Expansion of Bridgwater College Academy</p>		<p>Elizabeth Smith, Service Manager – Schools Commissioning Tel: 01823 356260</p>
<p>FP/17/07/02 First published: 3 July 2017</p>	<p>4 Sep 2017 Cabinet Member for Highways and Transport</p>	<p>Issue: To award procurement contract for the replacement of tail-lift vehicles with low-floor buses and people carriers. Decision: The purchase of replacement passenger transport vehicles that will improve accessibility for elderly, frail or disabled users across Somerset and facilitate future financial savings</p>	<p>Contract Award Low Floor Minibuses and MPV's Appendix A</p>		<p>Jane Newell, Service Commissioning Manager Highways and Transport Tel: 01823 6738</p>

Weekly version of plan published on 5 September 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/17/08/01 First published: 9 August 2017</p>	<p>11 Sep 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>
<p>FP/17/02/01 First published: 14 February 2017</p>	<p>Not before 18th Sep 2017 Commercial & Business Services Director</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/17/06/07 First published: 26 June 2017</p>	<p>Not before 18th Sep 2017 Director of Commissioning for Economic and Community Infrastructure, Commercial & Business Services Director</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.</p>		<p>Nathaniel Lucas, Senior Economic Development Officer Tel: 01823359210</p>

Weekly version of plan published on 5 September 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/17/07/10 First published: 24 July 2017</p>	<p>Not before 18th Sep 2017 Director of Commissioning for Economic and Community Infrastructure, Finance & Performance Director</p>	<p>Issue: Wells Technology Enterprise Centre (WTEC) – Approval to start a procurement process, to accept ERDF/LEP funding and sign the grant funding agreements Decision: Approval to accept the ERDF/LEP funding and sign the grant funding agreements for the WTEC development. Approval to start the procurement process to find a suitable supplier for the development of the WTEC.</p>		<p>Part exempt</p>	<p>Nathaniel Lucas, Senior Economic Development Officer Tel: 01823359210</p>
<p>FP/17/07/09 First published: 24 July 2017</p>	<p>Not before 18th Sep 2017 Finance & Performance Director, Director of Commissioning for Economic and Community Infrastructure</p>	<p>Issue: Wiveliscombe Enterprise Centre (WEC) – Approval to start a procurement process, to accept ERDF/LEP funding and to sign the grant funding agreements Decision: Approval to accept the ERDF/LEP funding and sign the grant funding agreements for the WEC development. Approval to start the procurement process to find a suitable supplier for the development of the WEC.</p>	<p>ERDF grant funding agreement LEP grant funding agreement Equalities Impact Assessment Key Decision to authorise the purchase of the land at Wiveliscombe</p>	<p>Part exempt</p>	<p>Nathaniel Lucas, Senior Economic Development Officer Tel: 01823359210</p>
<p>FP/17/04/08 First published: 24 April 2017</p>	<p>Not before 18th Sep 2017 Finance & Performance Director, Director of Commissioning for Economic and Community Infrastructure</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>

Weekly version of plan published on 5 September 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/17/07/03 First published: 10 July 2017</p>	<p>Not before 18th Sep 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/17/08/01 First published: 14 August 2017</p>	<p>Not before 18th Sep 2017 Director of Children's Services</p>	<p>Issue: AdoptSW, Regional Adoption Agency (RAA) virtual Adoption Panel Decision: Operating an AdoptSW adoption panel is a first step to regionalisation ahead of the move to full regionalisation on 1st April 2018.</p>			<p>Suzanne Lyus, Operations Manager, Resources - Fostering Adoption Placements Tel: 01823357146</p>

Weekly version of plan published on 5 September 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/17/08/04 First published: 15 August 2017</p>	<p>Not before 18th Sep 2017 Cabinet Member for Resources and Economic Development</p>	<p>Issue: To approve the inclusion of the Welsh Government in the existing SME Business Support for HPC Supply Chain & Nuclear South West Inward Investment Expertise Cross-LEP Contract for which SCC is the accountable body. Decision: Approve the acceptance of £500,000.00 from the Welsh Government to extend the SME Business Support for HPC Supply Chain element of the Contract to include Wales</p>			<p>Julie Wooler, Economic Development & Strategic Tourism Officer</p>
<p>FP/17/06/04 First published: 13 June 2017</p>	<p>Not before 25th Sep 2017 Cabinet Member for Resources and Economic Development</p>	<p>Issue: Disposal of Surplus Land and Farms Decision: Authority to conclude negotiations for the disposal of surplus land and farms including those disposals to be conducted via public auction, as appropriate.</p>	<p>Cabinet Minutes June and July 2010: County Farm Review Cabinet Member Key Decision 18 October 2010: County Farm Estate – Outcome of farm by farm reviews Notification of proposed decision for Disposal of Surplus Land and Farms Appendix A - List of proposed surplus assets for disposal Chilton Polden land Edington Middle Thrupe Farm Willetts and Paul's Copse, Donyatt Donyatt Oxenford Farm</p>	<p>Part exempt</p>	<p>Charlie Field, Estates Manager, Corporate Property Tel: 01823355325</p>

Weekly version of plan published on 5 September 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/17/03/11 First published: 29 March 2017</p>	<p>Not before 25th Sep 2017 Cabinet Member for Resources and Economic Development</p>	<p>Issue: Asset Rationalisation : A refreshed approach Decision: Sets out our principles for a refreshed approach to assets and disposals with a more proactive approach working with services in order to deliver the council's priorities</p>			<p>Claire Lovett, Head of Property Tel: 07977412583</p>
<p>FP/17/07/05 First published: 13 July 2017</p>	<p>Not before 25th Sep 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>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/17/07/07 First published: 19 July 2017</p>	<p>27 Sep 2017 Cabinet</p>	<p>Issue: End of July 2017 Performance Monitoring Report Decision: To consider the latest quarterly performance monitoring report</p>			<p>Emma Plummer, Strategic Manager Performance Tel: 01823 359251</p>
<p>FP/17/07/08 First published: 19 July 2017</p>	<p>27 Sep 2017 Cabinet</p>	<p>Issue: Revenue and Capital Budget Monitoring Report End of July 2017 Decision: to consider the latest quarterly budget monitoring report and any proposed decisions</p>			<p>Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573</p>

Weekly version of plan published on 5 September 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/17/08/15 First published: 1 September 2017</p>	<p>Not before 2nd Oct 2017 Public Health Director</p>	<p>Issue: New Model of Healthy Weight Services Decision: To agree a new model of healthy weight services from 1st January 2018 at the end of the current contract. This new model will be a population-level approach to encourage healthy eating and physical activity.</p>			<p>Matthew Hibbert, Public Health Specialist</p>
<p>FP/17/07/12 First published: 27 July 2017</p>	<p>Not before 2nd Oct 2017 Cabinet Member for Children and Families</p>	<p>Issue: Creation of a new Academy in Somerset Decision: The Secretary of State for Education has directed via an Academy Order, the conversion to Academy Status for Ashill Community School. This is a technical decision to facilitate the transfer of non fixed assets.</p>	<p>Academies Act 2010</p>		<p>Elizabeth Smith, Service Manager – Schools Commissioning Tel: 01823 356260</p>

Weekly version of plan published on 5 September 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/17/08/16 First published: 1 September 2017</p>	<p>Not before 9th Oct 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 indicative 3 year financial targets for the Library service budget, to support the delivery of the County Council's wider Medium Term Financial Plan, having regard to potential impacts assessed. 4. Agree a 3 year strategy for the re-design of the service, in order to maximise delivery of outcomes within a reduced financial envelope, noting proposed investment. 5. 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</p>	<p>Part exempt</p>	<p>Oliver Woodhams, Strategic Manager, Community and Traded Services Tel: 07977400667</p>
<p>FP/16/05/02 First published: 9 January 2017</p>	<p>18 Oct 2017 Cabinet</p>	<p>Issue: Road Safety Strategy Update Decision: To agree to adopt the updated Road Safety Strategy</p>			<p>Sunita Mills, Service Commissioning Manager Tel: 01823 359763</p>

Weekly version of plan published on 5 September 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
Fp/17/08/12 First published: 16 August 2017	18 Oct 2017 Cabinet	Issue: County Plan 2017-2021 Decision: to consider the proposed County Plan to recommend to November's Full Council			Simon Clifford, Customers & Communities Director
FP17/7/06 First published: 19 July 2017	18 Oct 2017 Cabinet	Issue: Medium Term Financial Plan 2018/19 - proposed revenue savings Decision: To consider the proposed revenue themed savings and proposed approach			Kevin Nacey Tel: 01823 359014
FP/17/08/03 First published: 15 August 2017	18 Oct 2017 Cabinet	Issue: Updated policy in respect of the introduction of Resident Parking Schemes Decision: To agree the new policy of how resident parking schemes are introduced.			Steve Deakin, Parking Services Manager, Parking Services, Community and Traded Services Tel: 01823355137
FP/17/08/05 First published: 16 August 2017	15 Nov 2017 Cabinet	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			Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573

Weekly version of plan published on 5 September 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
FP/17/08/12 First published: 17 August 2017	15 Nov 2017 Cabinet	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			Trudi Grant, Public Health Director Tel: 01823 359015
Fp/17/08/06 First published: 16 August 2017	15 Nov 2017 Cabinet	Issue: Quarter 2 2017/18 Performance monitoring report Decision: to consider the quarter 2 update against the council's performance targets			Emma Plummer, Strategic Manager Performance Tel: 01823 359251
FP/17/08/07 First published: 16 August 2017	15 Nov 2017 Cabinet	Issue: 2018/19 Proposed Capital Programme Decision: to consider and recommend to November's Full Council the proposed Capital Programme for 2018/19			Elizabeth Watkin, Service Manager - Chief Accountant Tel: 01823359573
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

Weekly version of plan published on 5 September 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/17/07/04 First published: 12 July 2017</p>	<p>13 Dec 2017 Cabinet</p>	<p>Issue: Family support services for Somerset Decision: To outline the proposed approach and outline business case</p>			<p>Philippa Granthier, Assistant Director - Commissioning and Performance, Children's Services Commissioning Tel: 01823 359054</p>