

## **Somerset Waste Board and Somerset Waste Partnership Forward Plan of Key Decisions**

The Somerset Waste Board and Waste Partnership are 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 Waste Board meetings as well as individual key decisions to be taken by an Officer. The very latest details can always be found on our website at:

<http://democracy.somerset.gov.uk/mgListPlans.aspx?RPId=196&RD=0>

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.

Waste Board meetings are held in public at County Hall unless the Board 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 Board meetings are also published on the County Council's website at least five clear working days before the meeting.

Individual key decisions are shown in the plan as being proposed to be taken within a ten day period, with the requirement that a report setting out the proposed decision will be published on the County 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 set out below lists other business that is scheduled to be considered at a Board meeting during the period of the Plan, which will also include reports for information. The Plan is updated on a weekly basis and the latest version is published on the Council's website usually on a Monday (except where this is a bank holiday). Where possible the Board 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 4 December 2017

For general enquiries about the Forward Plan:

- You can view it on the County Council's website at <http://democracy.somerset.gov.uk/mgListPlans.aspx?RPId=196&RD=0>
  - 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](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 Somerset Waste Board meetings can be found on the County Council's website at:  
<http://democracy.somerset.gov.uk/ieListMeetings.aspx?CId=196&Year=0>

Weekly version of plan published on 4 December 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
<b>SWB/17/09/03</b> First published: 21 September 2017	15 Dec 2017 Somerset Waste Board	Issue: Draft Annual Budget for 2018/19 Decision: To comment on content and agree that the draft report be circulated to partner authorities for comment ahead of reporting to February's Board meeting			Martin Gerrish, Strategic Manager - Financial Governance and Finance Officer for SWP Tel: 01823 355303
<b>SWB/17/09/04</b> First published: 21 September 2017	15 Dec 2017 Somerset Waste Board	Issue: Financial update Quarter 2 2017/18 Decision: To consider the financial position as at the end of September 2017 and consider any recommendations			Martin Gerrish, Strategic Manager - Financial Governance and Finance Officer for SWP Tel: 01823 355303
<b>SWB/17/09/05</b> First published: 21 September 2017	15 Dec 2017 Somerset Waste Board	Issue: Performance update as at Quarter 2 2017/18 Decision: To consider the update position at the end of September 2017			David Oaten, Contracts Manager - Treatment and Infrastructure Tel: 01823 625721
<b>SWB/17/09/07</b> First published: 21 September 2017	15 Dec 2017 Somerset Waste Board	Issue: Health and Safety update Decision: To consider and note the regular update			Terry Richards, Somerset Waste Partnership - Senior Operations Officer Tel: 01823625724
<b>SWB/17/11/01</b> First published: 1 November 2017	15 Dec 2017 Somerset Waste Board	Issue: Somerset Waste Partnership Business Plan Decision: To consider the report			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823356897

Weekly version of plan published on 4 December 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
<b>SWB/17/11/03</b> First published: 21 November 2017	23 Feb 2018 Somerset Waste Board	Issue: Annual Budget 2018/19 Decision: To consider the proposed annual budget for 2018/19			Martin Gerrish, Strategic Manager - Financial Governance and Finance Officer for SWP Tel: 01823 355303
<b>Fp/17/11/04</b> First published: 21 November 2017	23 Feb 2018 Somerset Waste Board	Issue: Recycle More project update Decision: To receive an update on the project from the Managing Director			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823356897
<b>FP/17/11/05</b> First published: 21 November 2017	23 Feb 2018 Somerset Waste Board	Issue: Financial update Quarter 3 2017/18 Decision: To receive an update on the financial position as at the end of December 2017			Martin Gerrish, Strategic Manager - Financial Governance and Finance Officer for SWP Tel: 01823 355303
<b>FP/17/11/08</b> First published: 21 November 2017	23 Feb 2018 Somerset Waste Board	Issue: SWP Proposed internal audit plan 2018/19 Decision: to consider the proposed internal audit plan for 2018/19			Martin Gerrish, Strategic Manager - Financial Governance and Finance Officer for SWP Tel: 01823 355303
<b>FP/17/11/07</b> First published: 21 November 2017	23 Feb 2018 Somerset Waste Board	Issue: Performance Update Quarter 3 2017/18 Decision: To receive an update as at the end of December 2017 on the performance against key targets			David Oaten, Contracts Manager - Treatment and Infrastructure Tel: 01823 625721

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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/17/11/06</b> First published: 21 November 2017	23 Feb 2018 Somerset Waste Board	Issue: SWP risk update Decision: to receive the regular risk management update			Mark Blaker, Business and Governance Manager, Somerset Waste Partnership Tel: 01823625720
<b>FP/17/11/04</b> First published: 21 November 2017	23 Mar 2018 Somerset Waste Board	Issue: Recycle More update Decision: to receive an update from the managing director on the progress with this project			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823356897
<b>FP/17/11/06</b> First published: 21 November 2017	23 Mar 2018 Somerset Waste Board	Issue: SWP Risk update Decision: to receive the regular risk management update			Mark Blaker, Business and Governance Manager, Somerset Waste Partnership Tel: 01823625720