

## 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 3 February 2020

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><b>FP/19/07/13</b> First published: 30 July 2019</p>	<p>Not before 4th Feb 2020 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>Complaints Policy Revision FINAL SCC Complaints Policy v1.0</p>		<p>Rebecca Martin, Service manager- Customer Experience &amp; Information Governance</p>
<p><b>FP/20/01/02</b> First published: 10 January 2020</p>	<p>7 Feb 2020 Director of Commissioning and Lead Commissioner for Economic Community Infrastructure</p>	<p>Issue: Appointment of suppliers for the Highways Structures Majors Framework Contract Decision: For the Director – ECI Commissioning to agree the recommendation to appoint suppliers to the Highways Structures Majors Framework Contract. This framework arrangement is the mechanism by which the majority of capital funded projects within the annual programme for Highways Structures are delivered.</p>	<p>Appointment to Highways Structures (Majors) Contract_Officer Key Decision v0.4 NG</p>		<p>Richard Needs, Service Manager Engineering Design Tel: 01823359470</p>
<p><b>FP/20/02/01</b> First published: 3 February 2020</p>	<p>10 Feb 2020 Director of Children's Services</p>	<p>Issue: Appointment of Main Contractors - Fiveways School &amp; Fairmead School Decision: Appointment of Main Contractors – Fiveways School &amp; Fairmead School</p>			<p>Phil Curd, Service Manager: Specialist Provision and School Transport Tel: 01823 355165</p>

Weekly version of plan published on 3 February 2020

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><b>FP/19/10/02</b> First published: 4 October 2019</p>	<p>10 Feb 2020 Cabinet</p>	<p>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.</p>			<p>Sunita Mills, Service Commissioning Manager Tel: 01823 359763</p>
<p><b>FP/19/10/15</b> First published: 23 October 2019</p>	<p>10 Feb 2020 Cabinet</p>	<p>Issue: Treasury Management Strategy 2020/21 Decision: To consider the proposed strategy and recommend it to Full Council in February for approval</p>			
<p><b>fp/19/10/16</b> First published: 23 October 2019</p>	<p>10 Feb 2020 Cabinet</p>	<p>Issue: Q3 2019/20 Performance Report Decision: To receive the Q3 report on performance, details of management actions and consider any further actions required</p>			<p>Simon Clifford, Customers &amp; Communities Director Tel: 01823359166</p>
<p><b>FP/20/01/05</b> First published: 23 January 2020</p>	<p>10 Feb 2020 Cabinet</p>	<p>Issue: Local Government and Social Care Ombudsman Report Outcome Decision: Local Government and Social Care Ombudsman Report Outcome</p>			<p>Kath Wevell</p>

Weekly version of plan published on 3 February 2020

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/19/10/17</b> 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			
<b>FP/19/10/14</b> 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			
<b>fp/19/10/18</b> 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			
<b>FP/19/10/16</b> 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			

Weekly version of plan published on 3 February 2020

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><b>FP/19/07/06</b> First published: 6 December 2019</p>	<p>Not before 12th Feb 2020 Cabinet Member for Education and Council Transformation</p>	<p>Issue: Creations of new academies 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><b>FP/19/12/03</b> First published: 19 December 2019</p>	<p>Not before 17th Feb 2020 Director of Commissioning and Lead Commissioner for Economic Community Infrastructure</p>	<p>Issue: Acceptance of European Social Funding, under Priority Axis 2 - Skills for Growth (2.1) Decision: To accept the grant (if awarded)</p>			<p>Melanie Roberts, Service Manager - Economic Policy Tel: 01823359209</p>
<p><b>FP19/08/01</b> First published: 12 August 2019</p>	<p>Not before 17th Feb 2020 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 3 February 2020

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><b>FP/19/09/08</b> First published: 10 September 2019</p>	<p>Not before 17th Feb 2020 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 &amp; 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><b>FP19/11/04</b> First published: 14 November 2019</p>	<p>Not before 17th Feb 2020 Cabinet Member for Highways and Transport</p>	<p>Issue: Decision to commence consultation on Local Cycling and Walking Infrastructure Plans. Decision: To agree the consultation plan and commence the consultation activities</p>			
<p><b>FP/19/12/04</b> First published: 23 December 2019</p>	<p>Not before 17th Feb 2020 ECI Operations Director</p>	<p>Issue: Extension of Traffic Signals and Ancillary Equipment - Maintenance Contract Decision: A decision to extent the existing Traffic Signals and Ancillary Equipment – Maintenance Contract</p>			<p>Bev Norman, Service Manager - Traffic Management, Traffic &amp; Transport Development Tel: 01823358089</p>

Weekly version of plan published on 3 February 2020

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><b>FP/19/12/04</b> First published: 20 December 2019</p>	<p>Not before 17th Feb 2020 Cabinet Member for Education and Council Transformation, Cabinet Member for Children and Families</p>	<p>Issue: Approval of the final formula allocations at individual school level for 2020/21 Decision: Devolve approval of the final formula allocations at individual school level</p>			<p>Sian Kenny</p>
<p><b>FP/19/06/02</b> First published: 14 June 2019</p>	<p>Not before 17th Feb 2020 Director of Children's Services, ECI Commissioning Director</p>	<p>Issue: Approval to accept European Social Funding, under Priority Axis 1 - Inclusive Labour Markets (1.2) Decision: to confirm appentance of European Social Funding</p>			<p>Melanie Roberts, Service Manager - Economic Policy Tel: 01823359209</p>
<p><b>FP19/07/14</b> First published: 31 July 2019</p>	<p>Not before 17th Feb 2020 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><b>FP/19/04/13</b> First published: 29 April 2019</p>	<p>Not before 17th Feb 2020 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>



Weekly version of plan published on 3 February 2020

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><b>FP19/07/07</b> First published: 23 July 2019</p>	<p>Not before 17th Feb 2020 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><b>FP19/09/05</b> First published: 3 September 2019</p>	<p>Not before 17th Feb 2020 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><b>FP/19/03/03</b> First published: 26 March 2019</p>	<p>17 Feb 2020 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>Samantha Seddon, Service Manager-Economy</p>

Weekly version of plan published on 3 February 2020

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><b>FP19/11/02</b> First published: 11 November 2019</p>	<p>Not before 17th Feb 2020 Director for Economic and Community Infrastructure Commissioning</p>	<p>Issue: To approve the extension of the existing HPC Supply Chain &amp; Nuclear South West Inward Investment Expertise Cross LEP Contract for which SCC is the accountable body Decision: Decision report seeks:</p> <ol style="list-style-type: none"> <li>1. Approval to notify the Supplier of the intention to extend the Contract, and;</li> <li>2. Subject to formal confirmation of the funding package approval to extend the Contract</li> </ol>			<p>Samantha Seddon, Service Manager-Economy</p>
<p><b>FP/19/10/01</b> First published: 4 October 2019</p>	<p>12 Feb 2020 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 four schools.</p>			<p>Helen Waring, Commissioning Officer - Schools</p>
<p><b>FP/19/11/06</b> First published: 25 November 2019</p>	<p>Not before 20th Feb 2020 Director for Economic and Community Infrastructure Commissioning</p>	<p>Issue: Contract for the provision of Fuel Cards and Associated Services to SCC Decision: Award of contract to successful supplier following a further competition under the Crown Commercial Services Framework</p>			<p>John Perrett, Service Manager, Transporting Somerset ECI Tel: 01823 356968</p>

Weekly version of plan published on 3 February 2020

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><b>FP/20/01/04</b> First published: 23 January 2020</p>	<p>Not before 21st Feb 2020 Cabinet Member for Adult Social Care</p>	<p>Issue: Contract Amendment - Somerset Advocacy Service Decision: To extend the current contract for advocacy services for adults for up to two years from its current end date of 30th April 2020. New Government regulations / codes of practice associated with the Mental Capacity (Amendment) Act 2019 are expected in 2020 / 2021 and will determine the nature of the future service.</p>			<p>Dave Williams, Senior Commissioning Officer Tel: 01823 359103;</p>
<p><b>FP/20/01/05</b> First published: 23 January 2020</p>	<p>29 Feb 2020 Public Health Director</p>	<p>Issue: Decision process period within the procurement timelines is indicated as 13/03/20 - 21/04/20 Decision: award of contract for the provision of the childhood vision screening service. Starting on 1st July 2020.</p>			<p>Samuel Hayward</p>
<p><b>FP19/11/04</b> First published: 18 November 2019</p>	<p>Not before 2nd Mar 2020 Director for Economic and Community Infrastructure Commissioning</p>	<p>Issue: Award of contract for management operator services for Somerset Energy Innovation Centre Buildings 2 and 3 Decision: Approval to award a contract for the provision of management operator services for Somerset Energy Innovation Centre Buildings 2 and 3</p>			<p>Samantha Seddon, Service Manager-Economy</p>

Weekly version of plan published on 3 February 2020

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/20/01/01</b> First published: 8 January 2020	Not before 16th Mar 2020 Cabinet Member for Children and Families	Issue: Early Years Single Funding Formula Decision: to consider this report			Alison Jeffery
<b>FP/19/09/11</b> First published: 17 September 2019	18 Mar 2020 Cabinet	Issue: SCC Endorsement of the Heart of the South West Local Industrial Strategy Decision: Agreement to endorse the Heart of the South West (HotSW) Local Industrial Strategy (LIS) which			Paul Hickson, Strategic Manager - Economy and Planning Tel: 07977 400838
<b>FP/20/01/03</b> First published: 23 January 2020	Before 31 Mar 2020 Cabinet	Issue: Positive Lives Funding 2020-2024 Decision: To adopt a new compliant funding mechanism for the period 2020-2024 moving from the current grant-based approach to one where innovation funding opportunities are made available direct to the market			Andrew Lloyd
<b>FP19/11/03</b> First published: 14 November 2019	Not before 22nd Jun 2020 Director for Economic and Community Infrastructure Commissioning	Issue: Award of contract for management operator services for iAero Centre, Yeovil Decision: Approval to award a contract for the provision of management operator services for iAero Centre, Yeovil			Samantha Seddon, Service Manager-Economy

Weekly version of plan published on 3 February 2020

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><b>FP/19/12/02</b> First published: 19 December 2019</p>	<p>Not before 1st Dec 2020 Cabinet</p>	<p>Issue: Decision to conclude the establishment of a Dynamic Purchasing System (DPS) for Passenger Transport contracts Decision: Agreement to conclude the establishment of the Passenger Transport DPS framework. All contracts for Home to School Transport, Public Transport and Health &amp; Social Care transport are let through this framework.</p>			<p>Natasha Bates</p>