



# **SURREY COUNTY COUNCIL**

## **FORWARD PLAN**

### **NOTICE OF DECISIONS**

**To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

**1 JUNE 2015 TO 30 SEPTEMBER 2015**

Notice is hereby given of:

- key decisions (as defined within Surrey County Council's Constitution) that will be taken by the Cabinet (or other decision maker)
- confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part)

A notice / agenda together with reports and supporting documents for each meeting will be published at least five working days (and in some instances sooner) before the date of the meeting. In order to enquire about documents availability and subject to any restriction on their disclosure, copies may be requested at Main Reception, Surrey County Council, County Hall, Penrhyn Road, Kingston upon Thames, Surrey, KT1 2DN

Documents may be accessed electronically at [www.surreycc.gov.uk/committeepapers](http://www.surreycc.gov.uk/committeepapers)

Formal notice is hereby given under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that, where indicated (as 'Fully Exempt' or 'Part Exempt' on an item on this plan scheduled to be heard at that meeting), part of the meetings listed in this notice will be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. The likely reason for exemption is denoted on the plan by the number of the relevant paragraph from the Act. See overleaf for the relevant paragraphs.

If you disagree with why a report is to be considered in private, you can tell us why by emailing [anne.gowing@surreycc.gov.uk](mailto:anne.gowing@surreycc.gov.uk), or writing to the Cabinet Committee Manager, Surrey County Council, County Hall, Penrhyn Road, Kingston upon Thames, Surrey, KT1 2DN. If representations are received at least eight working days before the date of the meeting, they will be published with the agenda together with a statement of the Council's response. Any representations received after this time will be verbally reported and considered at the meeting.

This notice supersedes all previous notices.

**Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended)  
(Reason for the report to be considered in private)**

1. Information relating to any Individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the Financial and Business Affairs of any particular person (including the Authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations that are arising between the Authority or a Minister of the Crown and employees of or office holders under the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the Authority proposes:-
  - (a) To give under any announcement a notice under or by virtue of which requirements are imposed on a person; or
  - (b) To make an Order or Direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

**The decision making body/bodies referred to throughout this document are as follows:**

**CABINET 2015/2016**

<b>Name</b>	<b>Cabinet Member</b>	<b>Cabinet Associate</b>
<b>Mr David Hodge</b>	<b>Leader</b>	
<b>Mr Peter Martin</b>	<b>Deputy Leader and Cabinet Lead for Economic Prosperity</b>	
<b>Mrs Clare Curran</b>	<b>Children and Families Wellbeing</b>	
<b>Mr Richard Walsh</b>	<b>Localities and Community Wellbeing</b>	<b>Mrs Kay Hammond – Community Safety Services</b>
<b>Mr Mel Few</b>	<b>Adult Social Care, Wellbeing and Independence</b>	<b>Mr Tim Evans – Adult Social Care, Wellbeing and Independence</b>
<b>Mr John Furey</b>	<b>Highways, Transport and Flooding</b>	
<b>Mr Mike Goodman</b>	<b>Environment and Planning</b>	
<b>Mrs Helyn Clack</b>	<b>Wellbeing and Health</b>	
<b>Mrs Linda Kemeny</b>	<b>Schools, Skills and Educational Achievement</b>	<b>Mrs Mary Angell – Children, Schools and Families Wellbeing</b>
<b>Ms Denise Le Gal</b>	<b>Business Services and Resident Experience</b>	<b>Mr Tony Samuels – Built Environment</b>

**SURREY COUNTY COUNCIL**  
**FORWARD PLAN OF KEY DECISIONS 1 June 2015 TO 30 September 2015**

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
<b>CABINET MEMBER MEETINGS - JUNE 2015</b>								
9 Jun 2015	Lingfield Guest House	To create a new Trust to administer and operate Lingfield Guest House	Leader Decisions	Mr David Hodge	Susie Kemp Tel: 020 8541 7043  Assistant Chief Executive (Susie Kemp)	To approve a process to establish a sustainable and balanced budget in the long term	Report	
10 Jun 2015	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases (over £1m – Cabinet decision, under £1m – Cabinet Member decision, in consultation with the Leader)  Part 2	Cabinet Member for Business Services Decisions	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Peter Hall Tel: 020 8541 7670  Strategic Director Business Services (Julie Fisher)		Report	

<b>Date</b>	<b>Title</b>	<b>Key Issue/Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member(s) responsible</b>	<b>Contact Officer</b>	<b>Consultation Arrangements/ Programme</b>	<b>Documents submitted to decision maker</b>	<b>New or Moved Item</b>
10 Jun 2015	Speed Limit Assessment - A283 Petworth Road, Milford	To consider whether to endorse the Waverley Local Committee's request to reduce the speed limit on A283, Petworth Road, Milford	Cabinet Member for Highways, Transport and Flooding Decisions	Cabinet Member for Highways, Transport and Flooding (Mr John Furey)	Adrian Selby Tel: 03456 009009  Strategic Director Environment and Infrastructure (Trevor Pugh)		Report	New
10 Jun 2015	On Street Parking Review Process Update	To approve the revised on street parking review process	Cabinet Member for Highways, Transport and Flooding Decisions	Cabinet Member for Highways, Transport and Flooding (Mr John Furey)	David Curl Tel: 03456 009009  Strategic Director Environment and Infrastructure (Trevor Pugh)	Local Committee Chairmen's Group	Report	Moved from 13/05/15

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
	Weybourne Infant School and William Cobbett Junior School, Farnham	To decide on the proposal to amalgamate Weybourne Infant School and William Cobbett Junior School to form a primary school by extending the age range at William Cobbett Junior School and closing Weybourne Infant School. The resulting extended primary school would incorporate both existing sites.	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Julie Stockdale Tel: 020 8541 8084  Strategic Director Children, Schools and Families (Nick Wilson)	Parents, Carers, Staff, Schools, local Members, Borough Councillors, MPs, Dioceses	Report	

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
<b>CABINET - 23 JUNE 2015</b>								
23 Jun 2015	Monthly Budget Monitoring Report	To consider the month end budget report and make any recommendations as appropriate	Cabinet	Mr David Hodge	Kevin Kilburn Tel: 020 8541 9207  Strategic Director Business Services (Julie Fisher)		Report	
23 Jun 2015	Annual Governance Statement 2014/15	To consider the contents of the 2014/15 Annual Governance Statement and to authorise the Leader of the Council and the Chief Executive to sign the statement on behalf of the County Council ready for publication with the financial statements for 2014/15	Cabinet	Mr David Hodge	Cath Edwards Tel: 020 8541 9193  Strategic Director Business Services (Julie Fisher)	Audit & Governance Committee	Report	

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
23 Jun 2015	Surrey County Council / Surrey Wildlife Trust Agreement Review	To agree to the adoption of amendments to the Surrey County Council / Surrey Wildlife Trust Agreement	Cabinet	Cabinet Member for Environment and Planning (Mr Mike Goodman)	Lisa Creaye-Griffin Tel: 020 8541 9404  Strategic Director Environment and Infrastructure (Trevor Pugh)	SCC /SWT Partnership Committee, Surrey Wildlife Trust	Report	Moved from 26/05/15



Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
23 Jun 2015	Local Transport Review	<p>To approve the changes to local bus services in Surrey. These changes will take effect from the start of the 2015/16 academic year.</p> <p>To agree that officers to come back to Cabinet in subsequent years, to approve further proposals for change in local bus services in Surrey in the financial years 2016/17 and 2017/18.</p>	Cabinet	Cabinet Member for Environment and Planning (Mr Mike Goodman)	<p>Nicholas Meadows Tel: 020 8541 9365, Paul Millin</p> <p>Strategic Director Environment and Infrastructure (Trevor Pugh)</p>	<p>Local Transport Review Member Reference Group, Environment and Transport Select Committee, Local Committees, key stakeholders representing bus users and equalities groups, Borough and District Councils, Parish Council and Town Council representatives</p>	Report	Moved from 26/05/15

<b>Date</b>	<b>Title</b>	<b>Key Issue/Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member(s) responsible</b>	<b>Contact Officer</b>	<b>Consultation Arrangements/ Programme</b>	<b>Documents submitted to decision maker</b>	<b>New or Moved Item</b>
23 Jun 2015	Approval of the Fairness and Respect Strategy 2015 - 2020	To approve the Council's Fairness and Respect Strategy 2015-20. This will be a refreshed version of the current strategy and will include revised priorities aligned to the Council's Corporate Strategy for 2015-20: Confident in Surrey's Future	Cabinet	Ms Denise Le Gal	Andrew Evans Tel: 01372 833992, Abid Dar Tel: 020 8541 9591  Julie Fisher, Susie Kemp	Council Overview and Scrutiny Committee, Continuous Improvement and Productivity Network, Directorate Equality Groups and Surrey Equality Group	Report	
23 Jun 2015	Spelthorne Fire Station	To approve the funding for delivery of this scheme.  Part 2	Cabinet	Ms Denise Le Gal, Mrs Helyn Clack	Tim Borrie Tel: 020 8541 9157  Chief Fire Officer (Russell Pearson)		Report	Moved from 24/03/15

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
23 Jun 2015	St Joseph's Catholic Primary School, Redhill	To approve the business case for the expansion of St Joseph's Catholic Primary School, to expand from a 2 form of entry primary to a 3 form of entry primary school  Part 2 annex	Cabinet	Mrs Linda Kemeny, Ms Denise Le Gal	Julie Stockdale Tel: 020 8541 8084, Keith Brown Tel: 020 8541 8651  Strategic Director Business Services (Julie Fisher)		Report	New
23 Jun 2015	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases (over £1m – Cabinet decision, under £1m – Cabinet Member decision, in consultation with the Leader)  Part 2	Cabinet	Ms Denise Le Gal	Peter Hall Tel: 020 8541 7670  Strategic Director Business Services (Julie Fisher)		Report	

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<b>CABINET MEMBER MEETINGS - JULY 2015</b>								
8 Jul 2015	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases (over £1m – Cabinet decision, under £1m – Cabinet Member decision, in consultation with the Leader)  Part 2	Cabinet Member for Business Services Decisions	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Peter Hall Tel: 020 8541 7670  Strategic Director Business Services (Julie Fisher)		Report	
8 Jul 2015	Minor change to policy of adoption of roads as Highways maintainable at public expense	To authorise a minor change to the policy of adoption of roads as highways maintainable at public expense	Cabinet Member for Highways, Transport and Flooding Decisions	Cabinet Member for Highways, Transport and Flooding (Mr John Furey)	Mike Green Tel: 020 8541 9316  Strategic Director Environment and Infrastructure (Trevor Pugh)		Report	New

<b>Date</b>	<b>Title</b>	<b>Key Issue/Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member(s) responsible</b>	<b>Contact Officer</b>	<b>Consultation Arrangements/ Programme</b>	<b>Documents submitted to decision maker</b>	<b>New or Moved Item</b>
9 Jul 2015	Ewell Grove Infant School, West Ewell Infant School and Danetree Junior School	To approve the proposal to publish statutory notices for Ewell Grove Infant School, West Ewell Infant School and Danetree Junior School to become 'all through' primary schools admitting pupils from 4 to 11 years of age	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Melanie Harris Tel: 020 8541 9556  Strategic Director Children, Schools and Families (Nick Wilson)	Local schools and nurseries, parents of children on roll at each school, staff, governors, residents living adjacent to each of the three schools	Report	Moved from 11/06/15
9 Jul 2015	The Willows Short Stay School, Guildford	To consider the determination of the proposal to change the age range of the Willows Short Stay School in Guildford	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Julie Beckett Tel: 01483 518109  Strategic Director Children, Schools and Families (Nick Wilson)	Parents, charity groups, local schools, special schools, Babcock 4S, neighbouring local authorities, unions	Report	New

<b>Date</b>	<b>Title</b>	<b>Key Issue/Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member(s) responsible</b>	<b>Contact Officer</b>	<b>Consultation Arrangements/ Programme</b>	<b>Documents submitted to decision maker</b>	<b>New or Moved Item</b>
9 Jul 2015	Approval of Schools' Deficits 2015	To seek approval for those Surrey maintained schools with a deficit in excess of 5% of their budgets	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Lynn McGrady Tel: 020 8541 9212  Strategic Director Children, Schools and Families (Nick Wilson)	Babcock 4S	Report	
9 Jul 2015	Fair Access Protocol	To agree the Primary and Secondary Fair access Protocols for 2015/16	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Claire Potier Tel: 01483 517689  Strategic Director Children, Schools and Families (Nick Wilson)	Primary and Secondary Phase Councils, Headteachers and Chairmen of Governors at Surrey Schools, Admissions Forum	Report	

<b>Date</b>	<b>Title</b>	<b>Key Issue/Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member(s) responsible</b>	<b>Contact Officer</b>	<b>Consultation Arrangements/ Programme</b>	<b>Documents submitted to decision maker</b>	<b>New or Moved Item</b>
9 Jul 2015	Limpsfield Grange School, Oxted	To determine the proposal to re-designate Limpsfield Grange School, Oxted	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Julie Beckett Tel: 01483 518109  Strategic Director Children, Schools and Families (Nick Wilson)	Parents, charity groups, local schools, special schools, Babcock 4S, neighbouring local authorities, unions	Report	
9 Jul 2015	Post 16 Transport Budget	To approve the transfer of the post 16 transport budget from Schools and Learning (Admissions and Transport) to Services for Young People (Commissioning and Development)	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Frank Offer Tel: 020 8541 9507  Strategic Director Children, Schools and Families (Nick Wilson)		Report	New

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
<b>CABINET - 29 JULY 2015</b>								
29 Jul 2015	Monthly Budget Monitoring Report	To consider the month end budget report and make any recommendations as appropriate	Cabinet	Mr David Hodge	Kevin Kilburn Tel: 020 8541 9207  Strategic Director Business Services (Julie Fisher)		Report	
29 Jul 2015	Refresh of 2015 - 20 Medium Term Financial Plan	To approve a process to establish a sustainable and balanced budget in the long term	Cabinet	Mr David Hodge	Kevin Kilburn Tel: 020 8541 9207  Director of Finance (Sheila Little)	Select committees	Report	
29 Jul 2015	Leadership Risk Register	To note the contents of the Leadership Risk Register and endorse the control actions put in place by the Statutory Responsibilities Network	Cabinet	Mr David Hodge	Cath Edwards Tel: 020 8541 9193  Director of Finance (Sheila Little)		Report	



Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
29 Jul 2015	Orbis Initial Business Plan	To present the initial business plan for Orbis partnership, which builds on the outline business case that was approved at Cabinet in February 2015	Cabinet	Ms Denise Le Gal	Lee Danson Tel: 020 8541 9567  Strategic Director Business Services (Julie Fisher)		Report	New

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
29 Jul 2015	Annual Report of the Shareholder Board	<p>The Shareholder Board was created following the report to Cabinet in March 2013 outlining the council's strategic approach to innovation and evaluating new models of the delivery.</p> <p>In accordance with the Terms of Reference, the Shareholder Board will report to the Cabinet (and Council) on an annual basis.</p> <p>The Annual Report will provide information about the Trading activities that have been undertaken by Companies in which the council has a shareholding.</p> <p><b>Part 2 annex</b></p>	Cabinet	Mr David Hodge	<p>Susan Smyth Tel: 020 8541 9550</p> <p>Strategic Director Business Services (Julie Fisher)</p>		Report	New

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
29 Jul 2015	Supply and Distribution of Frozen and Grocery Produce and Viennoiserie and Pizza Products for Commercial Services	To approve the award of a contract for the supply and distribution of frozen and grocery produce, viennoiserie and pizza products for the use within schools and civic catering facilities  Part 2 annex	Cabinet	Ms Denise Le Gal	Sara Walton Tel: 020 8541 7750  Strategic Director Business Services (Julie Fisher)	Pelican Buying Company Ltd	Report	Moved from 23/06/15
29 Jul 2015	Stop Smoking Service	To seek approval to award a contract for the provision of a Stop Smoking Service – this contract will be for a 3 year period, with the potential to extend for a further two years  Part 2 Annex	Cabinet	Mrs Helyn Clack	Ayo Abugo Tel: 020 8541 8773  Director of Public Health for Surrey (Helen Atkinson)		Report	

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
29 Jul 2015	Dual Sensory Services	<p>To approve the award of a new contract for combined sensory services for adults living in Surry who are profoundly deaf, are deaf and use British Sign Language (BSL), who are hearing impaired, sight impaired, severely sight impaired or who have dual sensory loss.</p> <p>Part 2 annex</p>	Cabinet	Ms Denise Le Gal, Mr Mel Few	<p>Dagmara Wielemborek Tel: 020 8541 7856</p> <p>Strategic Director Business Services (Julie Fisher), Dave Sargeant</p>	Surrey Coalition for Disabled People, Surrey Vision Action Group, Surrey Hard of Hearing Forum, Surrey Deaf Forum	Report	
29 Jul 2015	Property Transactions	<p>To approve recommendations for purchase and sale of assets and terms of leases (over £1m – Cabinet decision, under £1m – Cabinet Member decision, in consultation with the Leader)</p> <p>Part 2</p>	Cabinet	Ms Denise Le Gal	<p>Peter Hall Tel: 020 8541 7670</p> <p>Strategic Director Business Services (Julie Fisher)</p>		Report	

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
<p><b>THERE ARE NO MEETINGS IN AUGUST</b></p>								

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
<b>CABINET MEMBER MEETINGS - SEPTEMBER 2015</b>								
9 Sep 2015	Property Transactions	<p>To approve recommendations for purchase and sale of assets and terms of leases (over £1m – Cabinet decision, under £1m – Cabinet Member decision, in consultation with the Leader)</p> <p><b>Part 2</b></p>	Cabinet Member for Business Services Decisions	Ms Denise Le Gal	Peter Hall Tel: 020 8541 7670  Strategic Director Business Services (Julie Fisher)		Report	New

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
<b>CABINET - 22 SEPTEMBER 2015</b>								
22 Sep 2015	Monthly Budget Monitoring Report	To consider the month end budget report and make any recommendations as appropriate	Cabinet	Mr David Hodge	Kevin Kilburn Tel: 020 8541 9207  Strategic Director Business Services (Julie Fisher)		Report	New
22 Sep 2015	Highways Cold Weather Plan for 2015/16	To agree the outcomes of the recommendations of the Environment and Transport Select Committee and to approve the Highways Cold Weather Plan 2015/16	Cabinet	Cabinet Member for Highways, Transport and Flooding (Mr John Furey)	Lucy Monie Tel: 03456 009009, Simon Mitchell Tel: 03456 009009  Strategic Director Environment and Infrastructure (Trevor Pugh)	Environment and Transport Select Committee, Local Committees, Winter Wash up meeting	Report	New

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Documents submitted to decision maker	New or Moved Item
22 Sep 2015	Property Transactions	<p>To approve recommendations for purchase and sale of assets and terms of leases (over £1m – Cabinet decision, under £1m – Cabinet Member decision, in consultation with the Leader)</p> <p><b>Part 2</b></p>	Cabinet	Ms Denise Le Gal	<p>Peter Hall Tel: 020 8541 7670</p> <p>Strategic Director Business Services (Julie Fisher)</p>		Report	New