



# **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 JULY 2015 TO 31 OCTOBER 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 July 2015 TO 31 October 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 - JULY 2015</b>								
6 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	

<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>
7 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	
28 Jul 2015	Ewell Grove Infant School, West Ewell Infant School and Danetree Junior School	To determine the proposal 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

<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>
28 Jul 2015	St Joseph's Catholic Primary School, Reigate	To determine the statutory notice to expand St Joseph's Catholic Primary School, Reigate	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Oliver Gill Tel: 020 8541 7383  Strategic Director Children, Schools and Families (Nick Wilson)	Local Schools, Parents and Public	Report	New
28 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	

<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>
28 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	
28 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	

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28 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	
28 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	



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)	Scrutiny Boards	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	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>Part 2 annex</p>	Cabinet	Mr David Hodge	<p>Susan Smyth Tel: 020 8541 9550</p> <p>Strategic Director Business Services (Julie Fisher)</p>	Council Overview and Scrutiny Committee (now Council Overview Board) – 23/04/2015	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	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	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	Moved from 23/06/15
29 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	Ms Denise Le Gal	Peter Hall Tel: 020 8541 7670  Strategic Director Business Services (Julie Fisher)		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	
10 Sep 2015	Dovers Green Infant School, Reigate	To determine the statutory notice to enlarge Dovers Green Infant School by one form of entry from September 2016	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Oliver Gill Tel: 020 8541 7383  Strategic Director Children, Schools and Families (Nick Wilson)	Public, Parents and School Staff	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
10 Sep 2015	Reigate Parish Infant School	To determine the statutory notice to expand the age range of Reigate Parish Infant School so that it becomes a primary school from September 2016	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Oliver Gill Tel: 020 8541 7383  Strategic Director Children, Schools and Families (Nick Wilson)	Public, parents and school staff	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	
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)	Economic Prosperity, Environment and Highways Board, Local Committees, Winter Wash up meeting	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
22 Sep 2015	Day Care for Older People and People living with Dementia	To award a Framework Agreement for the provision of daycare and community opportunities for older people and people living with dementia. The Framework will be for a three year period, with a potential to extend for a further year.  Part 2 annex	Cabinet	Cabinet Member for Adult Social Care, Wellbeing and Independence (Mr Mel Few)	Nicola Sinnett Tel: 020 8541 8746  Strategic Director Adult Social Care (Dave Sargeant)		Report	New
22 Sep 2015	Dual Sensory Services	To approve the award of a new contract for combined sensory services for adults living in Surrey 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.  Part 2 annex	Cabinet	Ms Denise Le Gal, Mr Mel Few	Dagmara Wielemborek Tel: 020 8541 7856  Strategic Director Business Services (Julie Fisher), Dave Sargeant	Surrey Coalition for Disabled People, Surrey Vision Action Group, Surrey Hard of Hearing Forum, Surrey Deaf Forum	Report	Moved from 29/07/15

<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>
22 Sep 2015	Contract award for the Managed Service for Temporary Agency Resources	To approve an award for a call off contract for the supply of a managed service for temporary agency resources  Part 2 annex	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Dean Fazackerley Tel: 020 8541 9476  Strategic Director Business Services (Julie Fisher)		Report	New
22 Sep 2015	SFRS Business Continuity, Resilience Staff and Specialist Rescue Provision	To approve a new contract to enable Surrey Fire and Rescue Service to maintain its legal obligation to future delivery for business continuity, resilience staff and specialist rescue provision  Part 2 annex	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Robert Dean Tel: 020 8541 9487  Strategic Director Business Services (Julie Fisher)		Report	New

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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	

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 - OCTOBER 2015</b>								
7 Oct 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 and Resident Experience 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	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
14 Oct 2015	Community Improvements Fund	To consider the recommendations of the Community Improvements Fund Panel and to approve the successful applications	Leader Decisions	Leader of the Council (Mr David Hodge)	Michelle Collins Tel: 07968 833990  Strategic Director Customers and Communities (Yvonne Rees)		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 - 20 OCTOBER 2015</b>								
20 Oct 2015	Monthly Budget Monitoring Report	To consider the month end budget report and make any recommendations as appropriate	Cabinet	Leader of the Council (Mr David Hodge)	Kevin Kilburn Tel: 020 8541 9207  Strategic Director Business Services (Julie Fisher)		Report	New
20 Oct 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	Leader of the Council (Mr David Hodge)	Cath Edwards Tel: 020 8541 9193  Director of Finance (Sheila Little)		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>
20 Oct 2015	Revision of Procurement Standing Orders	To approve revised procurement standing orders prior to approval by the full Council	Cabinet	Cabinet Member for Business Services and Cabinet Lead for New Models of Delivery (Ms Denise Le Gal)	Derek Lancaster Tel: 020 8541 7287  Strategic Director Business Services (Julie Fisher)		Report	Moved from 23/06/15
20 Oct 2015	Surrey Safeguarding Adults Board Annual Report 2014 - 2015	That the report is noted	Cabinet	Cabinet Member for Adult Social Care, Wellbeing and Independence (Mr Mel Few)	Liz Butcher Tel: 01372 833522  Strategic Director Adult Social Care (Dave Sargeant)	Independent Chairman of Surrey Safeguarding Adults Board	Report	New

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20 Oct 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	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	<p>Peter Hall Tel: 020 8541 7670</p> <p>Strategic Director Business Services (Julie Fisher)</p>		Report	New