



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 OCTOBER 2015 TO 29 JANUARY 2016

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

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, 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

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

SURREY COUNTY COUNCIL
FORWARD PLAN OF KEY DECISIONS 1 October 2015 TO 29 January 2016

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
CABINET MEMBER MEETINGS - OCTOBER 2015								
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 Chief Property Officer (John Stebbings)		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
8 Oct 2015	Proposed changes to admission arrangements for community and voluntary controlled schools for 2017	To authorise the Principal Manager Admissions and Transport (Strategy) to go out to statutory consultation on the proposed changes to admission arrangements for community and voluntary controlled schools for 2017.	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Claire Potier Tel: 01483 517689 Deputy Chief Executive (Julie Fisher)		Report	
8 Oct 2015	Request to Approve Value of Surplus Balances to Transfer to Salfords Primary School (Academy) Draft	To approve the value of surplus balances to be transferred to Salfords Primary School, on its conversion to an academy.	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	David Green Tel: 020 8541 8010 Director of Finance (Sheila Little)		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
8 Oct 2015	Extended Hope Property Refurbishment	To spend £152,000 on the refurbishment and associated works at the site of Libertas Children's Home in Guildford to create the Extended HOPE respite unit.	Cabinet Member for Children and Families Wellbeing Decisions	Cabinet Member for Children and Families Wellbeing (Mrs Clare Curran)	Jude Milan Tel: 020 8213 2678 Deputy Chief Executive (Julie Fisher)		Report	New
12 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	

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
CABINET - 27 OCTOBER 2015								
27 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 Director of Finance (Sheila Little)		Report	
27 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 Deputy Chief Executive (Julie Fisher)		Report	Moved from 23/06/15

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
27 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	
27 Oct 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 Deputy Chief Executive (Julie Fisher)		Report	Moved from 29/07/15

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
27 Oct 2015	Creating Opportunities for Young People - Year 11/12 Transition Contract Award	To award a single contract (divided into four lots) for a period of three plus one years, commencing 1 January 2016 to U-Explore Ltd to provide a countywide service to support young people at risk of becoming NEET (Not in Employment, Education or Training) in their Year 11/12 transition.	Cabinet	Cabinet Member for Children and Families Wellbeing (Mrs Clare Curran), Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Robert Kitt Tel: 020 8541 8658 Deputy Chief Executive (Julie Fisher)		Report	New
27 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	

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
27 Oct 2015	Surrey Schools' Funding Formula 2016/17	To approve the 2016/17 funding formula for Surrey Schools for notification to the Department for education by their deadline of 31 October 2015	Cabinet	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Lynn McGrady Tel: 020 8541 9212 Director of Finance (Sheila Little)	Surrey Schools, Surrey Schools Forum	Report	
27 Oct 2015	Procurement of SCC's Targeted Child and Adolescent Mental Health Services (CAMHS) and linked to Clinical Commissioning Group (CCG) Specialist (CAMHS)	To approve the award of the contract to the recommended provider following competitive tender and thorough evaluation	Cabinet	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Emma Law Tel: 01273 336452 Head of Procurement and Commissioning (Laura Langstaff)	Six Surrey Clinical Commissioning Groups, market engagement events	Report	

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27 Oct 2015	Options for Overnight Residential Short Breaks for Children with Disabilities in East Surrey	Cabinet will be asked to consider recommendations following the further consultation on overnight residential short breaks for children with disabilities at Beeches in Reigate. A more specific recommendation will be provided following the conclusion of the consultation on 2 October 2015.	Cabinet	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Caroline Budden Tel: 01372 833400 Julie Fisher		Report	
27 Oct 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	Moved from 22/09/15

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
27 Oct 2015	The Horley Master Plan	To agree arrangements for the management of financial risks over the lifetime of the Horley Master Plan. Part 2 annex	Cabinet	Leader of the Council (Mr David Hodge)	Dominic Forbes Tel: 020 8541 9312 Trevor Pugh, Ian Boast		Report	
27 Oct 2015	Appointment of a number of contractors to the Framework for the provision of responsive and planned maintenance to Travellers' Caravan Sites	To provide a robust and flexible responsive and planned maintenance service at Traveller Caravan sites to the Authority (Surrey County Council) and other contracting authorities of the Framework Agreement Part 2	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Zoran Kahvo Tel: 020 8541 9785 Deputy Chief Executive (Julie Fisher)		Report	

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27 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>Chief Property Officer (John Stebbings)</p>		Report	

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CABINET MEMBER MEETINGS - NOVEMBER 2015								
11 Nov 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 Chief Property Officer (John Stebbings)		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
CABINET - 24 NOVEMBER 2015								
24 Nov 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 Director of Finance (Sheila Little)		Report	
24 Nov 2015	Future Options for the Management of Gypsy Traveller Sites Caravan Sites	Cabinet approve the principle of exploring alternative arrangements for the management of it Caravan sites, involving further investigations into the possible transfer of sites to the occupying residents, a Housing Association, or a disposal of the sites to a private purchaser.	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Clare Neave Tel: 020 8541 9387 Chief Property Officer (John Stebbings)		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
24 Nov 2015	Proposed changes to Community Recycling Centre Service	Consider a number of measures which will reduce the cost of the service and decide whether to implement some or all of those measures.	Cabinet	Cabinet Member for Environment and Planning (Mr Mike Goodman)	Justin Foster Tel: 03456 009009 Strategic Director Environment and Infrastructure (Trevor Pugh)		Report	New
24 Nov 2015	Surrey County Council (SCC) Countryside Estate: Revision of agreement between SCC and Surrey Wildlife Trust	To approve the business plan for the Countryside Estate and the revisions to the Agreement between Surrey County Council and Surrey Wildlife Trust	Cabinet	Cabinet Member for Environment and Planning (Mr Mike Goodman)	Lisa Creaye-Griffin Tel: 020 8541 9404 Strategic Director Environment and Infrastructure (Trevor Pugh)		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
24 Nov 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 Deputy Chief Executive (Julie Fisher), Dave Sargeant	Surrey Coalition for Disabled People, Surrey Vision Action Group, Surrey Hard of Hearing Forum, Surrey Deaf Forum	Report	Moved from 27/10/15
24 Nov 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 Chief Fire Officer (Russell Pearson)		Report	Moved from 27/10/215

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
24 Nov 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>Chief Property Officer (John Stebbings)</p>		Report	

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CABINET MEMBER MEETINGS - DECEMBER 2015								
2 Dec 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 Member for Business Services and Resident Experience Decisions	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	<p>Peter Hall Tel: 020 8541 7670</p> <p>Chief Property Officer (John Stebbings)</p>		Report	
3 Dec 2015	Request to Approve the Value of Surplus Balances to Transfer to Schools which Converted to Academies on 1 September 2015	To approve the value of surplus balances to be transferred to the successor academies of the three schools which converted to academies on 1 September 2015.	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	<p>David Green Tel: 020 8541 8010</p> <p>Director of Finance (Sheila Little)</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
2 Dec 2015	Supply of Domestic Goods for the Local Assistance Scheme - contract award	To approve the award of a contract in two lots for the supply of Domestic Goods for the Local Assistance Scheme Part 2 annex	Cabinet Member for Business Services and Resident Experience Decisions	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Sara Walton Tel: 020 8541 7750 Deputy Chief Executive (Julie Fisher)		Report	Moved from 09/09/15

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
CABINET - 15 DECEMBER 2015								
15 Dec 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 Director of Finance (Sheila Little)		Report	
15 Dec 2015	Highways Surface Treatments Framework	To approve the award of the Highways Surface Treatments Framework Part 2 annex	Cabinet	Cabinet Member for Highways, Transport and Flooding (Mr John Furey)	Victoria Trust Tel: 020 8541 7124 Strategic Director Environment and Infrastructure (Trevor Pugh)		Report	Moved from 24/11/15

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
15 Dec 2015	Accommodation with Care and Support	To approve the Accommodation with Care and Support Strategy. To endorse the local plans and agree these continue to be developed with partners. Part 2 annex	Cabinet	Cabinet Member for Adult Social Care, Wellbeing and Independence (Mr Mel Few)	Rachel Crossley Tel: 020 8541 9993 Strategic Director Adult Social Care (Dave Sargeant)		Report	New
15 Dec 2015	Supply of Cleaning Materials and Janitorial Supplies - Contract Award	To approve the award of a call-off contract from a framework agreement for the Supply of Cleaning Materials and Janitorial Supplies. Part 2 annex	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Sara Walton Tel: 020 8541 7750 Chief Property Officer (John Stebbings)		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
15 Dec 2015	Approval to Award Contract for Surrey's Countryside Works Services Framework and Grass Cutting Agreements	To award a Countryside Works Framework Contract for services provided by Highways Countryside and seek approval to enter into agency agreements with Districts for grass and arboriculture work. Part 2 annex	Cabinet	Cabinet Member for Highways, Transport and Flooding (Mr John Furey)	Harriet Harvey Tel: 020 8541 7641 Strategic Director Environment and Infrastructure (Trevor Pugh)		Report	
15 Dec 2015	Award of framework and call off contract for the provision of Employee Health Services	Decision required to award a framework and call off contract for the provision of Employee Health Services. Part 2 annex	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Dean Fazackerley Tel: 020 8541 9476 Head of Procurement and Commissioning (Laura Langstaff)		Report	New

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15 Dec 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>Chief Property Officer (John Stebbings)</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
CABINET MEMBER MEETINGS - JANUARY 2016								
13 Jan 2016	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)	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 Chief Property Officer (John Stebbings)		Report	New
7 Jan 2016	Request to Approve Value of Surplus Balances to Transfer to Schools which Convert to Academies on 1 October 2015	To approve the value of surplus balances to be transferred to the successor academies of those schools which convert to academies on 1 October 2015.	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	David Green Tel: 020 8541 8010 Director of Finance (Sheila Little)		Report	New