



# **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 2016 TO 31 OCTOBER 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](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 Lewis – 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 2016 TO 31 October 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
<b>CABINET MEMBER MEETINGS - JULY 2016</b>								
7 Jul 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)  <b>Part 2</b>	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	
7 Jul 2016	Orbis Transformation Partner	To approve the spend and contract award for Orbis Transformation Partner.	Cabinet Member for Business Services and Resident Experience Decisions	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Adrian Stockbridge Tel: 0783710418  Chief Property Officer (John Stebbings)		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>
19 Jul 2016	Fair Access Protocol	To agree the Primary and Secondary Fair Access Protocols for 2016/17	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Claire Potier Tel: 01483 517689  Julie Stockdale, Asst Director Schools and Learning (Interim)		Report	
19 Jul 2016	Approval Of Schools' Deficits	Schools seeking approval for a deficit in excess of 5% of their budget must gain the approval of the Cabinet Member. These requests, along with summary details of total schools balances, are set out in this report.	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Lynn McGrady Tel: 020 8541 9212  Julie Stockdale, Asst Director Schools and Learning (Interim)		Report	Moved from 07/07/16

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
19 Jul 2016	Investment in Old Fire Station Elm Grove, Walton-on-Thames and Molesey Youth Centre so that two, three and four year old children can access the free early education entitlement	To seek approval from the Cabinet Member for Schools, Skills and Educational Achievement for capital investment in accommodation at the Old Fire Station, Elm Grove, Walton-on-Thames and at Molesey Youth Centre to set up childcare and early education provision on both sites so that two, three and four year old children can access their free early education entitlement and to meet the shortfall in childcare places in this part of Elmbridge.	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Mrs Linda Kemeny	Phil Osborne Tel: 01372 833861  Garath Symonds, Asst Director Commissioning and Prevention	Elmbridge Borough Council Local Members and relevant officers	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
19 Jul 2016	Opening of Additional Temporary School Places for pupils with an Education Health and Care Plan (EHCP)	To approve the temporary increase in the admission number at three special schools and one mainstream unit, plus associated capital costs, to enable the placement of 22 pupils with EHCP that would otherwise be places in the non-maintained independent sector	Cabinet Member for Schools, Skills and Educational Achievement Decisions	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Nicholas Smith Tel: 020 8541 8902, Julie Beckett Tel: 01483 518109  Deputy Chief Executive (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
<b>CABINET - 14 JULY 2016</b>								
14 Jul 2016	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	
14 Jul 2016	Leadership Risk Register	To note the contents of the Leadership Risk Register and endorse the control actions out in place by the Statutory Responsibilities Network	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Cath Edwards Tel: 020 8541 9193  Director of Finance (Sheila Little)		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>
14 Jul 2016	Municipal Bond Agency: Approval Of Framework Agreement	To seek authority to enter into the Framework Agreement and Guarantees	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Phil Triggs Tel: 020 8541 9894  Director of Finance (Sheila Little)		Report	Moved from 21/06/16
14 Jul 2016	Review of the Surrey Waste Plan: Consultation on Issues and Options	To agree that the first stage of the Surrey Waste Plan Review – Issues and Options - be made available for public consultation for a period of 12 weeks.	Cabinet	Cabinet Member for Environment and Planning (Mr Mike Goodman)	Katelyn Symington Tel: 020 8541 7933  Strategic Director Environment and Infrastructure (Trevor Pugh)		Report	Moved from 21/06/16

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 Jul 2016	Business removal services - contract award	<p>To approve the award of a framework agreement and call-off contract for Surrey County Council for the provision of business removal services for operational and estate portfolios including schools.</p> <p><b>Part 2 Annex</b></p>	Cabinet	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	<p>Sara Walton Tel: 020 8541 7750</p> <p>Chief Property Officer (John Stebbings)</p>		Report	
14 Jul 2016	Revised Charging Policy For Adults	On 22 March 2016 the Cabinet approved a recommendation to consult on proposed changes to the Adult Social Care Charging Policy. This report will outline the responses to the consultation and ask the Cabinet to agree revisions to the Charging Policy	Cabinet	Cabinet Member for Adult Social Care, Wellbeing and Independence (Mr Mel Few)	<p>Toni Carney Tel: 01483 519473</p> <p>Strategic Director Adult Social Care and Public Health (Helen Atkinson)</p>	People in receipt of chargeable services will be consulted. Social Care Services Board	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 Jul 2016	Home from Hospital	<p>To approve the award of a new contract for Home from Hospital service from every acute hospital across the county for adults living in Surrey who are ready to be discharged home and require short term support with daily skill / tasks.</p> <p><b>Part 2 Annex</b></p>	Cabinet	Cabinet Member for Adult Social Care, Wellbeing and Independence (Mr Mel Few)	<p>Danielle Bass Tel: 01483 517701</p> <p>Head of Procurement and Commissioning (Laura Langstaff)</p>		Report	
14 Jul 2016	St Peters Catholic Secondary School, Guildford	<p>To approve the business case for the project to expand the school from 6 Form of Entry secondary (900 places) to 7 Form of Entry secondary (1050 places) to meet the demand for an additional 150 secondary places in the Merrow area of Guildford by August 2018.</p> <p>Part 2 annex</p> <p><b>Part Exempt 3</b></p>	Cabinet	Mrs Linda Kemeny, Ms Denise Le Gal	<p>Keith Brown Tel: 020 8541 8651, Julie Stockdale Tel: 020 8541 8084</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
14 Jul 2016	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 Annex</b></p>	Cabinet	Leader of the Council (Mr David Hodge)	<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
<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 2016</b>								
5 Sep 2016	Support For The Watts Gallery 'Physical Energy' Bi-Centennial Sculpture Project	To provide temporary finance to enable the Watts Gallery to commission a new casting of the G.F. Watts iconic sculpture 'Physical Energy' as a major piece of public art for Surrey during G.F. Watts bi-centenary in 2017 with the finance to be repaid to SCC as the fundraising appeal proceeds.	Leader Decisions	Leader of the Council (Mr David Hodge)	Peter Milton Tel: 020 8541 7679  Director of Legal and Democratic Services and Cultural Services (Ann Charlton)	Watts Gallery	Report	New
8 Sep 2016	Expansion of Furzeffield Primary School - Revocation Proposal	The Cabinet Member is asked to determine the statutory notice to revoke the proposed enlargement of Furzeffield Primary School by 1 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  Deputy Chief Executive (Julie Fisher)	Public, Parents, Unions and School Staff	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
8 Sep 2016	Security services - contract award	<p>To approve the award of a framework agreement and call-off contract for Surrey County Council for the provision of Security Services for operational and estate portfolios</p> <p><b>Part 2</b></p>	Cabinet Member for Business Services and Resident Experience Decisions	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	<p>Sara Walton Tel: 020 8541 7750</p> <p>Chief Property Officer (John Stebbings)</p>		Report	Moved from: 07/0716
8 Sep 2016	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 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	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 SEPTEMBER 2016</b>								
20 Sep 2016	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	New
20 Sep 2016	Integrated Sexual Health Services	To seek approval from Cabinet to award a contract for the provision of an Integrated Sexual Health Service. The contract will be for a 3 year period with the potential to extend for a further 2 years. The intention is to award to the organisation evaluated to be the most suitable while offering value for money to the Council through a competitive procurement process.  <b>Part 2 Annex</b>	Cabinet	Cabinet Member for Wellbeing and Health (Mrs Helyn Clack)	Helen Hunt Tel 020 8541 8676  Ruth Hutchinson, Deputy Director Public Health	Surrey CCGs, NHS England (South East) Area Team, Public Health England, GPs and Pharmacy were consulted prior to and during the procurement process.	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
20 Sep 2016	Runnymede Roundabout Major Scheme	To appoint a contractor following a mini competition though GEN 3 framework to carry out the Runnymede Roundabout Major Scheme.  <b>Part 2 Annex</b>	Cabinet	Cabinet Member for Highways, Transport and Flooding (Mr John Furey)	Paul Fishwick Tel 020 8541 9894  Jason Russell, Asst Director Highways		Report	Moved from 14/07/16
20 Sep 2016	Formation of Spelthorne Joint Committee	To agree and recommend that Council agrees to establish a Spelthorne Joint Committee to deal with both executive and non-executive functions from 1 June 2016 in place of the current Local Committee in Spelthorne which will cease to function from the date.	Cabinet	Mr Richard Walsh	Jane Last Tel 020 8541 9794  Head of Community Partnership and Safety		Report	New

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20 Sep 2016	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	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	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 MEMBER MEETINGS - OCTOBER 2016</b>								
5 Oct 2016	Community Improvements Fund (Including Local Centre Improvements Fund)	To consider the recommendations of the Community Improvements Fund Panel and 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
6 Oct 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)  <b>Part 2</b>	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

<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>
<b>CABINET - 18 OCTOBER 2016</b>								
18 Oct 2016	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	New
18 Oct 2016	Surrey Schools' Funding Formula 2017/18	To approve the 2017/18 funding formula for Surrey schools for notification to the DfE by their deadline of 31 October 2016.	Cabinet	Cabinet Member for Schools, Skills and Educational Achievement (Mrs Linda Kemeny)	Lynn McGrady Tel: 020 8541 9212  Strategic Director Children, Schools and Families		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
18 Oct 2016	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	Cabinet Member for Business Services and Resident Experience (Ms Denise Le Gal)	Cath Edwards Tel: 020 8541 9193  Director of Finance (Sheila Little)		Report	New
18 Oct 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)  <b>Part 2</b>	Cabinet	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

**SURREY COUNTY COUNCIL**  
**FORWARD PLAN OF KEY DECISIONS 1 July 2016 TO 31 October 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
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