

# **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 AUGUST 2018 TO 30 NOVEMBER 2018**

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 [katieb@surreycc.gov.uk](mailto:katieb@surreycc.gov.uk), or writing to the Democratic Services Lead 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 2017/18 (Updated from 22 May 2018)**

<b>Name</b>	<b>Portfolio</b>
<b>Mr David Hodge CBE</b>	<b>Leader of the Council</b>
<b>Mr John Furey</b>	<b>Deputy Leader</b>
<b>Mr Colin Kemp</b>	<b>Cabinet Lead Member for Place</b>
<b>Mr Mike Goodman</b>	<b>Cabinet Member for Environment and Transport</b>
<b>Mr Tim Oliver</b>	<b>Cabinet Lead Member for People</b>
<b>Mrs Clare Curran</b>	<b>Cabinet Member for Children</b>
<b>Mrs Denise Turner-Stewart</b>	<b>Cabinet Member for Community Services</b>
<b>Mr Mel Few</b>	<b>Cabinet Member for Adults</b>
<b>Mrs Mary Lewis</b>	<b>Cabinet Member for All Age Learning</b>
<b>Mrs Helyn Clack</b>	<b>Cabinet Lead Member for Corporate Support</b>
<b>Ms Charlotte Morley</b>	<b>Deputy Cabinet Member for Place</b>
<b>Mr Cameron McIntosh</b>	<b>Deputy Cabinet Member for Place</b>
<b>Mr Jeff Harris</b>	<b>Deputy Cabinet Member for People</b>
<b>Miss Alison Griffiths</b>	<b>Deputy Cabinet Member for Corporate Support</b>

**SURREY COUNTY COUNCIL**  
**FORWARD PLAN OF KEY DECISIONS 1 August 2018 TO 30 November 2018**

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
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**INVESTMENT STRATEGY DECISIONS - 14 AUGUST 2018**

14 Aug 2018	Investment Board	To approve decisions in relation to the Council's investment strategy.  <b>Part 2</b>	Investment Board	Leader of the Council (Mr David Hodge CBE)	Peter Hall Tel: 020 8541 7670, Susan Smyth Tel: 020 8541 9550  Interim Executive Director Finance		Economic Prosperity	
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**CABINET MEMBER DECISIONS - 10 SEPTEMBER 2018**

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Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
<b>CABINET MEMBER DECISIONS - 11 SEPTEMBER 2018</b>								

11 Sep 2018	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases under £1m, in consultation with the Leader.  <b>Part 2</b>	Cabinet Lead Member for Place Decisions	Cabinet Lead Member for Place (Mr Colin Kemp)	Peter Hall Tel: 020 8541 7670  Chief Property Officer (John Stebbings)		Economic Prosperity	
11 Sep 2018	The English National Concessionary Travel Scheme	It is recommended that Cabinet approves the award of a contract for The English National Concessionary Travel Scheme which has been competitively tendered.  <b>Part 2 annex</b>	Cabinet Member for Environment and Transport Decisions	Cabinet Member for Environment & Transport (Mr Mike Goodman).	Paul Millin Tel: 020 8541 9365  Assistant Director Strategy, Transport and Planning		Economic Prosperity	New

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
11 Sep 2018	Administration of Estate of Deceased Debtor	That the head of legal services be appointed to apply as nominee in an application to the probate registry for a grant to administer the estate of the late VD, further that the head of legal services be authorised to seal copies of each of the nominations made for the purposes of the application to enable the council to apply to administer the estate of the deceased debtor and to recover debts more effectively.	Cabinet Lead Member for Corporate Support Decisions	Cabinet Lead Member for Corporate Support (Mrs Helyn Clack)	Sarah Baker Tel: 020 8541 7981  Chief Executive (Joanna Killian)		Wellbeing	New
11 Sep 2018	Proposed Expansion of St Bede's School, Carlton Road, Redhill RH1 2LQ	The Cabinet Member is asked to determine the statutory notice to enlarge St. Bede's School by 2 Forms of Entry, from September 2019.	Cabinet Member for All-Age Learning Decisions	Cabinet Member for All-Age Learning (Mrs Mary Lewis)	Oliver Gill Tel: 020 8541 7383  Assistant Director Schools and Learning (Liz Mills)	Parents, public, unions and school staff.	Resident Experience	

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**INVESTMENT STRATEGY DECISIONS - 11 SEPTEMBER 2018**

11 Sep 2018	Investment Board	To approve decisions in relation to the Council's investment strategy.	Investment Board	Leader of the Council (Mr David Hodge CBE)	Susan Smyth Tel: 020 8541 9550, Peter Hall Tel: 020 8541 7670  Interim Executive Director Finance		Economic Prosperity	
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**CABINET - 25 SEPTEMBER 2018**

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Supply and Distribution of Fresh Produce	<p>A decision is required to award a new Contract for the supply and distribution of fresh produce.</p> <p><b>Part 2 annex</b></p>	Cabinet	Cabinet Lead Member for Corporate Support (Mrs Helyn Clack)	Head of Procurement and Commissioning			Moved from July 2018



Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Horley NW New School-Schools Basic Need Expansion Project	<p>Approve the business case for the project to provide a new two form entry primary school (420 places plus 52 place nursery) on the Westvale Housing Development in Horley. The new school will provide places for families moving into the Westvale Estate, and will also benefit the wider community through the creation of a dual use recreation ground as part of this project. The Section 106 agreement provides the school site and recreation grounds and a contribution of £4.5m towards the cost of the build of the new school.</p> <p><b>Part 2 annex</b></p>	Cabinet	Cabinet Lead Member for Place (Mr Colin Kemp), Cabinet Member for All-Age Learning (Mrs Mary Lewis)	<p>Julie Stockdale Tel: 020 8541 8084, Keith Brown Tel: 020 8541 8651</p> <p>Chief Property Officer (John Stebbings)</p>		Resident Experience	new

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Provision of Extra Care Services Delivered in Schemes to be Developed via a Design, Build, Finance and Operate Model - Contract Award	<p>To approve the award of up to five contracts for the Provision of Extra Care Services.</p> <p>The paper will also seek delegated authority to conclude the negotiation of terms and to enter into an Agreement for Lease and Lease with the Provider(s) on a 'subject to planning' basis upon confirmation from the Chief Property Officer that the terms agreed comply with S123 of the Local Government Act 1972.</p> <p>The award will support the Council's vision for Extra Care Housing.</p> <p><b>Part 2 annex</b></p>	Cabinet	Cabinet Member for Adults (Mr Mel Few)	<p>Jen Henderson Te: 020 8541 7064</p> <p>Executive Director Health, Wellbeing and Adult Social Care (Helen Atkinson)</p>	<p>Since 2013, there has been wide-ranging and ongoing engagement with existing users of accommodation with care and support, potential future users of services, Carers, Stakeholders, Surrey County Council staff, NHS Clinical Commissioning Groups, Borough &amp; District Partners and Providers. This has included direct engagement with residents of Extra Care housing. However, this was not conducted as a formal consultation under delegated officer powers.</p>	Resident Experience; Wellbeing	Moved from July 2018

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Provision of Nursing and Residential Dementia Care Services in Accommodation Developed Via A Design, Build, Finance and Operate Model - Contract Award	<p>To approve the award of a contract for the Provision of Nursing and Residential Dementia Care Services for Older People at the former Older People in house home Brockhurst and the award of an Agreement for Lease and Ground Lease to the successful provider for the design, build and financing the construction of the care home.</p> <p>The award will support the Council's vision to support people with nursing needs as well as high and complex residential needs, including dementia within modern, purpose-built facilities that are flexible and able to meet their needs.</p> <p><b>Part 2 annex</b></p>	Cabinet	Cabinet Member for Adults (Mr Mel Few)	<p>Rachel Maloney Tel: 020 8541 7529</p> <p>Executive Director Health, Wellbeing and Adult Social Care (Helen Atkinson)</p>	Runnymede Borough Council, Market engagement with providers, North West Surrey Clinical Commissioning Group	Resident Experience; Wellbeing	Moved from July 2018

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Regulation of Investigatory Powers Act 2000 - updated corporate policy and protocol	The Cabinet is asked to endorse an updated Corporate Policy and Protocol on the use of the Regulation of Investigatory Powers Act 2000 (RIPA) by council services.	Cabinet	Cabinet Member for Community Services (Ms Denise Turner-Stewart)	David Pickering Tel: 01296 388779  Head of Trading Standards (Steve Ruddy)	Communities Select Committee – 7 November 2017	Economic Prosperity; Resident Experience; Wellbeing	Moved from March 2018
25 Sep 2018	Leadership Risk Register	The Cabinet is asked to note the contents of the Leadership risk register and endorse the control actions.	Cabinet	Cabinet Lead Member for Corporate Support (Mrs Helyn Clack)	Cath Edwards Tel: 020 8541 9193  Executive Director Finance (Sheila Little)		Economic Prosperity	Moved from July 2018
25 Sep 2018	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases over £1m.  <b>Part 2</b>	Cabinet	Cabinet Lead Member for Place (Mr Colin Kemp)	Peter Hall Tel: 020 8541 7670  Chief Property Officer (John Stebbings)		Economic Prosperity	

<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>Corporate Priorities</b>	<b>New or Moved Item</b>
25 Sep 2018	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 CBE)	Kevin Kilburn Tel: 020 8541 9207  Interim Executive Director Finance		Economic Prosperity	
25 Sep 2018	Surrey Heartlands Sustainability and Transformation Partnership	To approve recommendations in relation to the Surrey Heartlands Sustainability and Transformation Partnership.	Cabinet	Cabinet Lead Member for People (Mr Tim Oliver)	Justin Newman Tel: 020 8541 8750  Chief Executive (Joanna Killian)		Wellbeing	

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Economic Growth through Investment in Infrastructure: EM3 AREA - Guildford Sustainable Movement Corridor (Phase 1)	Surrey County Council has been working in partnership with Guildford Borough Council to support the development and delivery of the Guildford Sustainable Movement Corridor (Phase 1) major scheme that was submitted directly by Guildford Borough Council during early January 2018 and which forms part of the Unlocking Guildford Package. To ensure that the tender is awarded as quickly as possible with minimal delay it is recommended that the decision to award and novate the contract is delegated to the Strategic Director for the Environment & Infrastructure.	Cabinet	Cabinet Lead Member for Place (Mr Colin Kemp), Cabinet Member for Environment & Transport (Mr Mike Goodman)	Lyndon Mendes Tel: 020 8541 9393  Head of Place Development (Lesley Harding)		Economic Prosperity	Moved from May 2018.

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Reigate and Banstead Local Transport Strategy	To approve the Reigate and Banstead Local Transport Strategy, including the Forward Programme.	Cabinet	Cabinet Lead Member for Place (Mr Colin Kemp)	Lyndon Mendes Tel: 020 8541 9393  Executive Director Highways, Environment and Transport (Jason Russell)	A six-week public consultation, including approaches to transport network owners, transport service providers, transport user groups and neighbouring local authorities.	Resident Experience	New

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Community Partnered Libraries Changes to Support Arrangements	<p>Cabinet decision needed is to permit the library service to change how it supports the community partnered libraries (CPLS).</p> <p>Because the individual CPLs have been up and running close to or over 5 years they are very experienced and there is no longer a need for the 20% weekly presence on site of the CPL team agreed when they were set up.</p>	Cabinet	Cabinet Member for All-Age Learning (Mrs Mary Lewis)	Peter Milton Head of Cultural Services Tel: 020 8541 7679	CPL steering groups and volunteers Local members with CPLs in their ward		New
25 Sep 2018	Provision of Personal Protective Equipment for Surrey Fire & Rescue Service	<p>To approve the award of a contract for the Provision of Personal Protective Equipment (PPE) for Surrey Fire and Rescue Service (SF&amp;RS)</p> <p><b>Part 2</b></p>	Cabinet	Cabinet Member for Community Services (Ms Denise Turner-Stewart)	<p>Roy Coulter Tel: 07968 834512</p> <p>Head of Fire &amp; Rescue, (Russell Pearson)</p>	<p>Kent Fire &amp; Rescue Service East Sussex Fire &amp; Rescue Service West Sussex Fire &amp; Rescue Service</p>	Resident Experience; Wellbeing	New



Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
25 Sep 2018	Preparation of the New Surrey Waste Local Plan: Pre-Submission Plan	<p>To agree that:</p> <p>The Surrey Waste Local Plan (Submission Draft) be submitted to the Secretary of State following the gathering of representations under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012.</p> <p>An updated Minerals and Waste Development Scheme is endorsed and recommended to Council for adoption.</p> <p>A consultation is carried out on an updated Statement of Community Involvement.</p>	Cabinet	Cabinet Member for Environment and Transport (Mr Mike Goodman)	Katelyn Symington Tel: 0208 541 7933  Head of Place Development (Lesley Harding)	Public Consultation on Issues and Options  Public Consultation on Draft Plan		New

**CABINET MEMBER DECISIONS - 2 OCTOBER 2018**

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
2 Oct 2018	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases under £1m, in consultation with the Leader.  <b>Part 2</b>	Cabinet Lead Member for Place Decisions	Cabinet Lead Member for Place (Mr Colin Kemp)	Peter Hall Tel: 020 8541 7670  Chief Property Officer (John Stebbings)		Economic Prosperity	

**INVESTMENT STRATEGY DECISIONS - 9 OCTOBER 2018**

9 Oct 2018	Investment Board - 9 October 2018	To approve decisions in relation to the Council's investment strategy.  <b>Part 2</b>	Investment Board	Leader of the Council (Mr David Hodge CBE)	Peter Hall Tel: 020 8541 7670, Susan Smyth Tel: 020 8541 9550  Interim Executive Director Finance		Economic Prosperity	
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**CABINET - 30 OCTOBER 2018**

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
30 Oct 2018	Leadership Risk Register	The Cabinet is asked to note the contents of the Leadership risk register and endorse the control actions put in place.	Cabinet	Cabinet Lead Member for Corporate Support (Mrs Helyn Clack)	Cath Edwards Tel: 020 8541 9193  Interim Executive Director Finance		Economic Prosperity	
30 Oct 2018	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases over £1m.  <b>Part 2</b>	Cabinet	Cabinet Lead Member for Place (Mr Colin Kemp)	Peter Hall Tel: 020 8541 7670  Chief Property Officer (John Stebbings)		Economic Prosperity	
30 Oct 2018	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 CBE)	Kevin Kilburn Tel: 020 8541 9207  Interim Executive Director Finance		Economic Prosperity	

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
30 Oct 2018	Surrey Heartlands Sustainability and Transformation Partnership	To approve recommendations in relation to the Surrey Heartlands Sustainability and Transformation Partnership.	Cabinet	Leader of the Council (Mr David Hodge CBE), Mr Tim Oliver	Justin Newman Tel: 020 8541 8750  Chief Executive (Joanna Killian)		Wellbeing	
30 Oct 2018	Strategy, Preliminary Financial Statement and Transformation Programme	To approve the strategy, transformation programme and draft four year budget that will ensure progress in achieving the vision for Surrey in 2030.  <b>Part 2</b>	Cabinet	Leader of the Council (Mr David Hodge CBE)	Kevin Kilburn Tel: 020 8541 9207  Chief Executive (Joanna Killian)	Statutory and voluntary organisations have been engaged, through a series of events and also project-specific meetings. This will include a participatory budgeting exercise with a cross section of residents in September 2018.	Economic Prosperity; Resident Experience; Wellbeing	New

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
<b>CABINET MEMBER DECISIONS - 6 NOVEMBER 2018</b>								

6 Nov 2018	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases under £1m in consultation with the Leader.  <b>Part 2</b>	Cabinet Lead Member for Place Decisions	Cabinet Lead Member for Place (Mr Colin Kemp)	Peter Hall Tel: 020 8541 7670  Chief Property Officer (John Stebbings)		Economic Prosperity	
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<b>INVESTMENT STRATEGY DECISIONS - 13 NOVEMBER 2018</b>								
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13 Nov 2018	Investment Board	To approve decisions in relation to the Council's investment strategy.  <b>Part 2</b>	Investment Board	Leader of the Council (Mr David Hodge CBE)	Susan Smyth Tel: 020 8541 9550  Chief Executive (Joanna Killian)		Economic Prosperity	
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Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
<b>CABINET - 27 NOVEMBER 2018</b>								

27 Nov 2018	Property Transactions	To approve recommendations for purchase and sale of assets and terms of leases over £1m.  <b>Part 2</b>	Cabinet	Cabinet Lead Member for Place (Mr Colin Kemp)	Peter Hall Tel: 020 8541 7670  Chief Property Officer (John Stebbings)		Economic Prosperity	
27 Nov 2018	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 CBE)	Kevin Kilburn Tel: 020 8541 9207  Interim Director Finance (Sheila Little)		Economic Prosperity	
27 Nov 2018	Surrey Heartlands Sustainability and Transformation Partnership	To approve recommendations in relation to the Surrey Heartlands Sustainability and Transformation Partnership.	Cabinet	Cabinet Lead Member for People (Mr Tim Oliver), Leader of the Council (Mr David Hodge CBE)	Justin Newman Tel: 020 8541 8750  Chief Executive (Joanna Killian)		Wellbeing	

**SURREY COUNTY COUNCIL**  
**FORWARD PLAN OF KEY DECISIONS 1 August 2018 TO 30 November 2018**

Date	Title	Key Issue/Decision	Decision Maker	Cabinet Member(s) responsible	Contact Officer	Consultation Arrangements/ Programme	Corporate Priorities	New or Moved Item
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