

KEY DECISION FORWARD PLAN

Purpose

The purpose of this document is to give sufficient notice to people affected by key decisions to exercise their rights to see papers and make an input into the decision making process.

Key Decisions

At Suffolk County Council, most key decisions are made by the Cabinet. Setting the budget is a decision of the County Council. Some key decisions may be made under specifically delegated authority as defined in the Council's Constitution: <http://www.suffolk.gov.uk/your-council/councillors/suffolk-county-council-constitution/>

Regulation 8 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations Part III [*Statutory Instruments 2000 No 3272*] states:

- 8 (1) In these regulations a “key decision” means an executive decision which is likely –
- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or
 - (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority.

Threshold

Suffolk County Council has adopted a threshold of £500,000 for key decisions.

This plan includes decisions which the decision maker has decided are key decisions in that they

- (a) involve significant expenditure or savings; or
- (b) have a significant effect on communities

even though they are either below the adopted threshold or impact on people in one electoral division only.

DECISION MAKERS:

Cabinet:

Councillor Colin Noble	Leader of the Council and Cabinet Member for Economic Development
Councillor Christopher Hudson	Deputy Leader and Cabinet Member for Ipswich
Councillor Lisa Chambers	Cabinet Member for Education and Skills
Councillor James Finch	Cabinet Member for Highways and Transport
Councillor Tony Goldson	Cabinet Member for Health
Councillor Matthew Hicks	Cabinet Member for Environment and Public Protection
Councillor Rebecca Hopfensperger	Cabinet Member for Adult Care
Councillor Gordon Jones	Cabinet Member for Children's Services
Councillor Richard Smith	Cabinet Member for Finance
Councillor Sarah Stamp	Cabinet Member for Communities

County Council : For the full list of County Councillors please use the link below:

<http://www.suffolk.gov.uk/your-council/councillors/find-your-councillor-by-name/>

Delegated Authority: Where a key decision is to be made under delegated authority the name and title of that individual will be provided under that item.

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- The information provided for each key decision below includes a list of the documents which will be submitted to the decision maker for consideration in relation to the matter in respect of the key decision to be made. Subject to any restriction on their disclosure, copies of, or extracts from, any document listed will be available on Suffolk County Council's website or be available for inspection at Endeavour House, 8 Russell Road, Ipswich, IP1 2BX at least five clear days before the meeting (please contact Democratic Services on 01473 265119 email: DemocraticServices@suffolk.gov.uk for further information).
 - Further documents relevant to those matters may be submitted to the decision maker. If you wish to submit further documentation relevant to a decision being made or you require details of those documents (if any) as they become available please contact Democratic Services (contact details above).
 - The list below also includes items that are not key decisions (if any) which will be considered by the Cabinet.

KEY DECISIONS: 14 October 2015 to 10 November 2015

<u>Date Key Decision to be made</u>	<u>Key decision ? Yes/No</u>	<u>Subject</u>	<u>Short description</u>	<u>Documents to be submitted to the Decision Maker</u>	<u>Decision Maker [Cabinet, Council or delegated officer]</u>	<u>Cabinet Member</u>	<u>Contact</u>
10 November 2015	Yes	Suffolk Safeguarding Adults Board Annual Report 2014-2015	Cabinet is asked to note the publication of the 2014/15 Annual Report and to offer any comment or feedback on the work of the statutory partnership	Report by the Director of Adult and Community Services. The SAB Annual Report alongside the Board's 2015/16 Business Plan.	Cabinet	Councillor Beccy Hopfensperger, Cabinet Member for Adult Care	Roy Elmer, Safeguarding Adults Board Manager, 01473 265628
10 November 2015	No	Quarterly Budget Monitoring Report 2015-16	To inform Cabinet of the Council's overall financial position against the approved budget. To report progress on the delivery of the savings targets. To agree any recommendations relating to corrective action or spending proposals.	Report by the Director for Resource Management	Cabinet	Councillor Richard Smith MVO, Cabinet Member for Finance	Tracey Woods, Chief Accountant (Financial Control) 01473 265639
10 November 2015	Yes	Proposals for Suffolk Fire and Rescue Service – Public and Stakeholder Consultation	Cabinet is being asked to agree to the 12-week public and wider stakeholder consultation on the proposed options for change, which relate to the future shape of Suffolk Fire and Rescue Service, required to meet future predicted grant funding reductions.	Report by the Chief Fire Officer	Cabinet	Councillor Matthew Hicks, Cabinet Member for Environment and Public Protection	Mark Sanderson, Deputy Chief Fire Officer 01473 260540

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10 November 2015	Yes	Approval to establish a Housing Company with West Suffolk using the relevant County Council powers to trade	To approve the creation of a housing company to be set up in joint partnership with West Suffolk.	Report by the Director for Resource Management	Cabinet	Councillor Richard Smith MVO, Cabinet Member for Finance	Duncan Johnson Assistant Director – Corporate Property 01473 364181
10 November 2015	Yes	Minerals Local Plan Review	Cabinet's authority is sought to initiate work on the Review of the Suffolk Minerals Local Plan. In particular it will be asked to <ul style="list-style-type: none"> • Adopt a revised Statement of Community Involvement and Minerals and Waste Development Scheme; • agree funding for the plan review; • agree on issues and scope of Minerals Local Plan Review, and • The establishment of Member Panel. 	Report by the Director for Resource Management	Cabinet	Councillor Matthew Hicks, Cabinet Member for Environment and Public Protection	James Cutting, Planning Strategy Manager 01473 264803
10 November 2015	No	Highway Infrastructure Asset Management Policy and Strategy	The County Council has demonstrated an ongoing commitment to Highway Infrastructure Asset Management. Officers are strengthening the County Council's current approach to asset management by developing a new suite of documents, incorporating the latest thinking, philosophies and recognised best practice. The Cabinet will be asked to agree the ambition and approach to Highway Infrastructure Asset Management by endorsing the Highway Infrastructure Asset Management Policy and Strategy documents.	Report by the Director for Resource Management	Cabinet	Councillor James Finch, Cabinet Member for Highways and Transport	John Clements, Highway Maintenance Specialist 01473 265023

INDICATIVE FORWARD PLAN OF KEY DECISIONS: 11 November 2015 to 22 March 2016

This section provides an indicative list of key decisions that the Cabinet, County Council or a delegated officer is likely to make between the dates indicated above. Suffolk County Council aims to keep to the dates shown below however as new circumstances come to light, it may be necessary to reschedule some items and add or remove others.

The list below also includes items that are not key decisions (if any) which may be considered by the Cabinet.

<u>Date Key Decision to be made</u>	<u>Key decision ?</u> <u>Yes/No</u>	<u>Subject</u>	<u>Short description</u>	<u>Documents to be submitted to the Decision Maker</u>	<u>Decision Maker</u> <u>[Cabinet, Council or delegated officer]</u>	<u>Cabinet Member</u>	<u>Contact</u>
There are currently no items for the 8 December 2015 Cabinet meeting							
26 January 2016	Yes	Resources Budget 2016-17 and Medium Term Financial Plan	Cabinet is being asked to consider recommending to the County Council the proposed Revenue and Capital Budgets for 2016-17.	Report by the Director for Resource Management	Cabinet	Councillor Richard Smith MVO, Cabinet Member for Finance	Tracey Woods, Chief Accountant (Financial Control) 01473 265639
11 February 2016	Yes	Resources Budget 2016-17 and Medium Term Financial Plan	The County Council is being asked to consider the proposed Revenue and Capital Budgets for 2016-17 as recommended by the Cabinet.	Report by the Director for Resource Management	County Council	Councillor Richard Smith MVO, Cabinet Member for Finance	Tracey Woods, Chief Accountant (Financial Control) 01473 265639
23 February 2016	No	Quarterly Budget Monitoring Report 2015-16	To inform Cabinet of the Council's overall financial position against the approved budget. To report progress on the delivery of the savings targets. To agree any recommendations relating to corrective action or spending proposals.	Report by the Director for Resource Management	Cabinet	Councillor Richard Smith MVO, Cabinet Member for Finance	Tracey Woods, Chief Accountant (Financial Control) 01473 265639
There are currently no items for the 22 March 2015 Cabinet meeting							

