

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](#).

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 Matthew Hicks	Leader of the Council
Councillor Richard Rout	Deputy Leader and Cabinet Member for Finance and Environment
Councillor Bobby Bennett	Cabinet Member for Children and Young People's Services
Councillor Philip Faircloth-Mutton	Cabinet Member for Equality and Communities
Councillor Beccy Hopfensperger	Cabinet Member for Adult Care
Councillor Craig Rivett	Cabinet Member for Public Health and Public Protection
Councillor Andrew Reid	Cabinet Member for Education and SEND
Councillor Richard Smith MVO	Cabinet Member for Economic Development, Skills, Transport Strategy and Waste
Councillor Paul West	Cabinet Member for Ipswich, Operational Highways and Flooding

County Council: A full list of [Suffolk County Councillors](#) is available on the SCC website.

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.

- 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 or email: committee.services@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: 2 April 2024 to 23 April 2024

Subject:	Leaving Care Strategy
Is this a key decision?	No
Date key decision to be made:	23 April 2024
Decision maker:	Cabinet
Cabinet Member:	Councillor Bobby Bennett, Cabinet Member for Children and Young People's Services
Description:	This Strategy provides the foundation of the Council's aspiration for young people leaving care. In Suffolk it is believed that corporate parenting is one of the most important responsibilities held by elected members, partner agencies and all Council staff.
Documents to be submitted:	Report by the Interim Director, Children and Families (DCS) and the Leaving Care Strategy
Lead officer:	Wendy Wright, Service Manager, Children and Young People, 01473 264972, Wendy.Wright@suffolk.gov.uk Glynn Smith, Head of Corporate Parenting, 01473 265002, Glynn.Smith@suffolk.gov.uk

Indicative List: 24 April 2024 to 10 September 2024

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.

Subject:	Norwich to Tilbury 400kV Grid Reinforcement Development Consent Order Statutory Consultation
Is this a key decision?	Yes
Date key decision to be made:	21 May 2024
Decision maker:	Cabinet
Cabinet Member:	Councillor Richard Rout, Cabinet Member for Finance and Environment
Description:	Cabinet will be asked to approve the submission of a formal response to National Grid Electricity Transmission's Norwich to Tilbury 400kV grid reinforcement proposal at the Statutory Consultation stage of the Nationally Significant Infrastructure Project process.
Documents to be submitted:	Report by the Executive Director of Growth, Highways, and Infrastructure
Lead officer:	Graham Gunby, National Infrastructure Planning Manager, 01473 264807, graham.gunby@suffolk.gov.uk
Subject:	SEND Strategy 2024-2029
Is this a key decision?	No
Date key decision to be made:	21 May 2024
Decision maker:	Cabinet
Cabinet Member:	Councillor Andrew Reid, Cabinet Member for Education and SEND
Description:	The SEND Strategy is a 5-year strategy that is coproduced by the SEND Partnership. To provide a vision, and structure how and what the SEND Partnership will focus on and prioritise to make improvements to the SEND system across SCC & the ICB.

Documents to be submitted: Report by the Interim Director, Children and Families to outline the SEND Strategy, draft Strategy and summary document.

Lead officer: Ros Somerville, Assistant Director Inclusion, ros.somerville@suffolk.gov.uk
Wendy Allen, SEND Programme Manager, wendy.allen@suffolk.gov.uk

Subject: SCC's Relevant Representations to the Planning Inspectorate in relation to Five Estuaries Offshore Wind Farm's Development Consent Order application

Is this a key decision? Yes

Date key decision to be made: 21 May 2024

Decision maker: Cabinet

Cabinet Member: Councillor Richard Rout, Cabinet Member for Finance and Environment

Description: SCC's Relevant Representations to the Planning Inspectorate in relation to Five Estuaries Offshore Wind Farm's Development Consent Order application

Documents to be submitted: Report by the Executive Director of Growth, Highways & Infrastructure

Lead officer: Andy Rutter, Development Manager, Planning Team (Growth, Highways & Infrastructure) Andrew.rutter@suffolk.gov.uk
01473 263766

Subject: Suffolk Youth Justice Plan 2024-25

Is this a key decision? Yes

Date key decision to be made: 23 May 2024

Decision maker: County Council

Cabinet Member: Councillor Bobby Bennett, Cabinet Member for Children and Young People's Services

Description: Suffolk Youth Justice Plan for 2024 -25, is an annual refresh of an existing 3 year plan.

Local Authorities have a statutory duty to submit an annual Youth Justice plan, relating to their provision of Youth Justice Services. Section 40 of the Crime and Disorder Act

1998, sets out the Youth Justice partnership's responsibilities in producing a plan. The plan should address the functions assigned to a Youth Justice Service, including how services will prevent offending behaviour and reduce reoffending

Documents to be submitted: Report by the Interim Director, Children and Families, summary report and draft copy of the Suffolk Youth Justice Plan 2024-25

Lead officer: Jennifer Meade/Catherine Bennett
Head of Suffolk Youth Justice Service
Email: jennifer.meade@suffolk.gov.uk

Subject: Funding Contribution to Benacre Flood Risk Management Project to protect A12

Is this a key decision? Yes

Date key decision to be made: 18 June 2024

Decision maker: Cabinet

Cabinet Member: Cabinet Member for Ipswich, Operational Highways and Flooding

Description: Approval of a £2m contribution from Suffolk County Council's Commuted Sum Reserve towards a flood risk management project (current value £55m) being constructed and maintained by Waveney, Lower Yare and Lothingland Drainage Board. The project is critical to providing long term flood protection for the A12, as well as over 80 domestic and commercial properties, plus 600ha of farmland. The A12 is currently protected by a pumping station on an eroding coast that is expected to breach within the next 1-2 years. Unchecked breaches will eventually lead to inundation of the A12 during all Spring Tides which will necessitate closure of the road. The project is supported with significant funding from the Regional Flood and Coastal Committee and will also result in substantial biodiversity enhancement.

Documents to be submitted: Report by the Executive Director of Growth, Highways, and Infrastructure

Lead officer: Matt Hullis, Head of Environment Strategy, matt.hullis@suffolk.gov.uk, 01473 264446

Subject:	2023-24 Budget – Outturn Report
Is this a key decision?	Yes
Date key decision to be made:	18 June 2024
Decision maker:	Cabinet
Cabinet Member:	Councillor Richard Rout, Cabinet Member for Finance and Environment
Description:	This report summarises the Council’s forecast performance against its 2023-24 Revenue Budget and Capital Programme as at Outturn. It includes an explanation of budget variances compared to the budget. The report will also show the Council’s reserves, virements and the Council’s Treasury Management Activities.
Documents to be submitted:	Report by the Deputy Chief Executive and Director of Corporate Services and supporting annexes
Lead officer:	Andrew.Filby@Suffolk.gov.uk Head of Corporate Finance 01473 260776

Subject:	Simpler Recycling – Meeting the waste requirements of the Environment Act 2021
Is this a key decision?	Yes
Date key decision to be made:	18 June 2024
Decision maker:	Cabinet
Cabinet Member:	Councillor Richard Smith (MVO), Cabinet Member for Economic Development, Skills, Transport Strategy and Waste
Description:	<p>The Environment Act (2021) introduces new statutory requirements to minimise waste and maximise resource efficiency including separate collection of a prescribed range of materials from all households and businesses. This will necessitate fundamental changes to all Suffolk councils’ waste services.</p> <p>The transition to new services requires a significant programme of work, including essential alterations to waste transfer stations in order to facilitate the separate collection of food waste and enhanced recycling.</p>

This item seeks to explain the requirements and implications for the Council, and allocate resources to ensure a successful transition to new services

Documents to be submitted: Report by the Deputy Chief Executive and Director of Corporate Services and appendices

Lead officer: Steve Palfrey, Assistant Director Environment and Waste
01473 264787
steve.palfrey@suffolk.gov.uk

Subject: Annual Report on Children's Safeguarding Services

Is this a key decision? No

Date key decision to be made: 16 July 2024

Decision maker: Cabinet

Cabinet Member: Bobby Bennett, Cabinet Member for Children and Young People's Services

Description: This is the annual report that is presented to Cabinet setting out the service activity and progress in relation to Children's Safeguarding.

The purpose of this report will be:

- To provide assurance to Cabinet of the effectiveness of the safeguarding functions undertaken by the Council for children across Suffolk.
- To identify progress since the last year's report on key issues and risks.
- To identify key risks and issues and mitigation plans for the coming year.

Documents to be submitted: Report by the Interim Director, Children and Families (DCS) and the Annual Report on Children's Safeguarding Services

Lead officer: Allison Hassey, Head of Safeguarding and Reviewing Officer Service
Allison.hassey@suffolk.gov.uk

Cabinet does not meet in the month of August.

Subject: Adult Education Budget

Is this a key decision? Yes

Date key decision to be made: 10 September 2024

Decision maker: Cabinet

Cabinet Member: Councillor Richard Smith MVO, Cabinet Member for Cabinet Member for Economic Development, Skills, Transport Strategy and Waste

Description: The proposed in-principle devolution deal for Suffolk includes a commitment that the Government will fully devolve the Adult Education Budget (AEB) to Suffolk County Council from academic year 2025/26, subject to readiness conditions.

Cabinet will be asked to consider and approve the Adult Education Budget Strategic Skills Plan. This will set out the key priorities that the devolved AEB will be allocated against in Suffolk to maximise the impact of adult education in line with the needs of our residents and businesses. Other documentation for consideration and approval will set out the proposed arrangements by which SCC will transparently, robustly and effectively manage the fund allocation and commissioning processes.

Documents to be submitted: Report by the Executive Director of Growth, Highways, and Infrastructure, Draft Adult Education Strategic Skills Plan for Suffolk, Draft AEB Commissioning Plan, Draft AEB Funding Rates and Rules, Draft AEB Governance Structure.

Lead officer: Michael Gray, Head of Skills, 01473 264053, michael.gray@suffolk.gov.uk

Subject: 2024-25 Budget – Quarter 1 Monitoring Report

Is this a key decision? No

Date key decision to be made: 10 September 2024

Decision maker: Cabinet

Cabinet Member: Councillor Richard Rout, Cabinet Member for Finance and Environment

Description: This report summarises the Council’s forecast performance against its 2024-25 Revenue Budget and Capital Programme as at Quarter 1, . It includes an explanation of budget variances compared to the budget. The report will also show the Council’s reserves, virements and the Council’s Treasury Management Activities.

Documents to be submitted: Report by the Deputy Chief Executive and Director of Corporate Services and supporting annexes

Lead officer: Andrew.Filby@Suffolk.gov.uk
Head of Corporate Finance
01473 260776