

## 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:

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| Councillor Matthew Hicks       | Leader of the Council.                                                         |
| Councillor Richard Smith MVO   | Deputy Leader and Cabinet Member for Finance, Economic Development and Skills. |
| Councillor Nadia Cenci         | Cabinet Member for Communities                                                 |
| Councillor Chris Chambers      | Cabinet Member for Transport Strategy, Planning and Waste                      |
| Councillor Bobby Bennett       | Cabinet Member for Children and Young People's Services                        |
| Councillor Beccy Hopfensperger | Cabinet Member for Adult Care                                                  |
| Councillor Andrew Reid         | Cabinet Member for SEND and Education                                          |
| Councillor Richard Rout        | Cabinet Member for Devolution, Local Government Reorganisation and NSIPs       |
| Councillor Paul West           | Cabinet Member for Ipswich, Operational Highways and Flooding.                 |

**County Council:** A full list of [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.

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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 or email: [committee.services@suffolk.gov.uk](mailto: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 Decision: 31 October 2025 to 11 December 2025**

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| <b>Subject:</b>                      | 2025-26 Budget – Quarter 2 Monitoring Report                                                                                                                                                                                                                                                                             |
| <b>Is this a key decision?</b>       | No                                                                                                                                                                                                                                                                                                                       |
| <b>Date key decision to be made:</b> | 4 November 2025                                                                                                                                                                                                                                                                                                          |
| <b>Decision maker:</b>               | Cabinet                                                                                                                                                                                                                                                                                                                  |
| <b>Cabinet Member:</b>               | Councillor Richard Smith, Deputy Leader and Cabinet Member for Finance, Economic Development & Skills                                                                                                                                                                                                                    |
| <b>Description:</b>                  | This report summarises the Council's forecast performance against its 2025-26 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. |
| <b>Documents to be submitted:</b>    | Report by the Chief Executive with Annexes                                                                                                                                                                                                                                                                               |
| <b>Lead officer:</b>                 | <a href="mailto:Andrew.Filby@Suffolk.gov.uk">Andrew.Filby@Suffolk.gov.uk</a><br>Head of Corporate Finance<br>01473 260776                                                                                                                                                                                                |

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| <b>Subject:</b>                      | Suffolk County Council Relevant Representations in respect of the Norwich to Tilbury Development Consent Order Application                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Is this a key decision?</b>       | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Date key decision to be made:</b> | 4 November 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Decision maker:</b>               | Cabinet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Cabinet Member:</b>               | Councillor Richard Rout, Cabinet Member for Devolution, Local Government Reorganisation and NSIPs                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Description:</b>                  | <p>SCC Relevant Representations to the Planning Inspectorate (PINS) in respect of the submitted Norwich to Tilbury 400kV Grid Reinforcement Development Consent Order application. Authority under delegated powers to make further representations to PINS during the course of the Examination in Public.</p> <p>This decision is urgent as not making the decision on this date would mean that Cabinet will not have a chance to discuss the SCC Relevant Representations before they are submitted.</p> |
| <b>Documents to be submitted:</b>    | Report by the Executive Director of Growth, Highways & Infrastructure                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Lead officer:</b>                 | <p>Graham Gunby, National Infrastructure Planning Manager, <a href="mailto:graham.gunby@suffolk.gov.uk">graham.gunby@suffolk.gov.uk</a></p> <p>01473 264807</p>                                                                                                                                                                                                                                                                                                                                              |

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| <b>Subject:</b>                      | Suffolk Local Access Forum Annual Report 2024-2025                                                                                                                                                                                           |
| <b>Is this a key decision?</b>       | No                                                                                                                                                                                                                                           |
| <b>Date key decision to be made:</b> | 4 November 2025                                                                                                                                                                                                                              |
| <b>Decision maker:</b>               | Cabinet                                                                                                                                                                                                                                      |
| <b>Cabinet Member:</b>               | Councillor Paul West, Cabinet Member for Ipswich, Operational Highways and Flooding.                                                                                                                                                         |
| <b>Description:</b>                  | The local access forum is a statutory stakeholder body which advises on improving access to the countryside. It is required to submit an annual report of its activities and the appointing authority (the county council) must publish that |

report. The report details the forum's activities and highlights its priorities and recommendations.

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

**Lead officer:** Andrew Woodin, Development & Improvement Manager  
[andrew.woodin@suffolk.gov.uk](mailto:andrew.woodin@suffolk.gov.uk) 01473 264753

**Subject:** On-site Fire Provision at Sizewell C

**Is this a key decision?** Yes

**Date key decision to be made:** 4 November (to be rescheduled – date to be advised)

**Decision maker:** Cabinet

**Cabinet Member:** Councillor Steve Wiles, Cabinet Member for Public Health and Public Protection

**Description:** On-site Fire cover for Sizewell C is a requirement under the Office for Nuclear Regulator and emergency planning regulations, and the Fire Service Act 2004 requires that a Fire and Rescue Authority maintain an effective service to keep members of the public and fire personnel safe. SFRS has a statutory duty to meet this responsibility.

Cabinet is asked to approve SFRS working with Sizewell C, to consider all options, to support the provision of dedicated on-site provision of Fire and Rescue activity at Sizewell C.

Cabinet is also asked to agree the delegation of authority to the Director for Fire and Public Safety, in consultation with the Cabinet Member for Public Health and Public Protection to deliver the above.

**Documents to be submitted:** Report by the Chief Fire Officer and Executive Director for Fire and Public Safety

**Lead officer:** Jon Lacey, Chief Fire Officer, SFRS  
Tel: 07535 290980  
[Jon.lacey@suffolk.gov.uk](mailto:Jon.lacey@suffolk.gov.uk)

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| <b>Subject:</b> | Brightwell Lakes and North Felixstowe new schools presumption recommendations |
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| <b>Is this a key decision?</b> | Yes |
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| <b>Date key decision to be made:</b> | 2 December 2025 |
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| <b>Decision maker:</b> | Cabinet |
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| <b>Cabinet Member:</b> | Councillor Andrew Reid, Cabinet Member for SEND and Education |
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| <b>Description:</b> | The first primary schools on the North Felixstowe Garden Neighbourhood and Brightwell Lakes are set to open in 2027. After a strong field of applications, three multi academy trusts were shortlisted. Interviews on 1st July 2025 saw officers and local Councillors in agreement to recommend Unity Schools Partnership for the new North Felixstowe school and Children's Endeavour Trust for the new Brightwell Lakes school. Cabinet approval is now required to submit these recommendations to the Secretary of State for Education, who will make the final decision on which academy trusts will run the new schools. |
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| <b>Documents to be submitted:</b> | Report by the Executive Director of Children and Young People's Services |
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| <b>Lead officer:</b> | Penny Bates – School Planning Manager<br>07514 721954<br><a href="mailto:Penny.bates@suffolk.gov.uk">Penny.bates@suffolk.gov.uk</a> |
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| <b>Subject:</b> | Suffolk Minerals and Waste Plan Review |
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| <b>Is this a key decision?</b> | Yes |
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| <b>Date key decision to be made:</b> | 2 December 2025 |
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| <b>Decision maker:</b> | Cabinet |
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| <b>Cabinet Member:</b> | Councillor Chris Chambers, Cabinet Member for Transport Strategy, Planning and Waste |
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| <b>Description:</b> | <p>Although the current plan still provides sufficient framework for minerals and waste, forthcoming regulatory changes and Local Government Reorganisation in Suffolk will require the current Minerals and Waste Plan to be refreshed.</p> <p>A programme to produce a new Minerals and Waste Plan has been aligned with the Local Plan reviews being undertaken in Suffolk. Necessary preparatory actions</p> |
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include reviewing and developing policy themes and gathering evidence ahead of the review to be undertaken.

Under existing planning regulations, the County Council must also publish a Local Development Scheme (LDS) and a Statement of Community Involvement (SCI).

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

**Lead officer:** Peter Freer, Planning Strategy Manager, 01284 758475, [peter.freer@suffolk.gov.uk](mailto:peter.freer@suffolk.gov.uk)

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| <b>Subject:</b> | Annual Property Report and Strategic Asset Management Plan |
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**Is this a key decision?** Yes

**Date key decision to be made:** 11 December 2025

**Decision maker:** County Council

**Cabinet Member:** Councillor Matthew Hicks, Leader of the Council

**Description:** This report sets out how Suffolk County Council is using its property assets effectively as a resource and how those assets are supporting the Council's overall priorities and objectives.

**Documents to be submitted:** Report by the Chief Executive

**Lead officer:** Brian Prettyman, Head of Property  
[brian.prettyman@suffolk.gov.uk](mailto:brian.prettyman@suffolk.gov.uk)  
01473 264104  
Tel: 07535 290980  
[Jon.lacey@suffolk.gov.uk](mailto:Jon.lacey@suffolk.gov.uk)

## Indicative Forward Plan of Key Decisions: 12 December 2025 to 24 March 2026

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.

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| <b>Subject:</b>                      | Revenue Budget 2026-27 and Capital Programme 2026-30                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Is this a key decision?</b>       | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Date key decision to be made:</b> | 27 January 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Decision maker:</b>               | Cabinet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Cabinet Member:</b>               | Councillor Richard Smith, Deputy Leader and Cabinet Member for Finance, Economic Development & Skills                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Description:</b>                  | This report summarises the Council's final Revenue and Capital budget for 2026-27 and outlines the background, financial environment, scrutiny and consultation arrangements. It details the savings proposals being recommended together with the Council's Treasury Management arrangements and Prudential Indicators. It makes recommendations to Council on the budget requirement and council tax for 2026-27 together with the Capital Programme, its financing and prudential indicators. |
| <b>Documents to be submitted:</b>    | Report by the Chief Executive with Annexes                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Lead officer:</b>                 | <a href="mailto:Andrew.Filby@Suffolk.gov.uk">Andrew.Filby@Suffolk.gov.uk</a><br>Head of Corporate Finance<br>01473 260776                                                                                                                                                                                                                                                                                                                                                                        |

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| <b>Subject:</b>                      | Revenue Budget 2026-27 and Capital Programme 2026-30                                                                                                                                                                 |
| <b>Is this a key decision?</b>       | No                                                                                                                                                                                                                   |
| <b>Date key decision to be made:</b> | 12 February 2026                                                                                                                                                                                                     |
| <b>Decision maker:</b>               | County Council                                                                                                                                                                                                       |
| <b>Cabinet Member:</b>               | Councillor Richard Smith, Deputy Leader and Cabinet Member for Finance, Economic Development & Skills                                                                                                                |
| <b>Description:</b>                  | This report summarises the Council's final Revenue and Capital budget for 2026-27 and outlines the background, financial environment, scrutiny and consultation arrangements. It details the savings proposals being |

recommended together with the Council's Treasury Management arrangements and Prudential Indicators. It makes recommendations to Council on the budget requirement and council tax for 2026-27 together with the Capital Programme, its financing and prudential indicators.

**Documents to be submitted:** Report by the Chief Executive with Annexes

**Lead officer:** [Andrew.Filby@Suffolk.gov.uk](mailto:Andrew.Filby@Suffolk.gov.uk)

Head of Corporate Finance

01473 260776

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|-----------------|----------------------------------------------|
| <b>Subject:</b> | 2025-26 Budget – Quarter 3 Monitoring Report |
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**Is this a key decision?** No

**Date key decision to be made:** 24 February 2026

**Decision maker:** Cabinet

**Cabinet Member:** Councillor Richard Smith, Deputy Leader and Cabinet Member for Finance, Economic Development & Skills

**Description:** This report summarises the Council's forecast performance against its 2025-26 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 Chief Executive with Annexes

**Lead officer:** [Andrew.Filby@Suffolk.gov.uk](mailto:Andrew.Filby@Suffolk.gov.uk)

Head of Corporate Finance

01473 260776