

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 Smith MVO	Deputy Leader and Cabinet Member for Finance, Economic Development and Skills.
Councillor Chris Chambers	Cabinet Member for Transport Strategy, Planning and Waste
Councillor Bobby Bennett	Cabinet Member for Children and Young People's Services
Councillor Philip Faircloth-Mutton	Cabinet Member for Environment, Communities and Equality.
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 Reform 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.

-
- 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 Decision: 17 February 2025 to 18 March 2025

Subject:	To approve the Post-16 Travel Policy Statement for the 2025/2026 School Year
Is this a key decision?	Yes
Date key decision to be made:	25 February 2025
Decision maker:	Cabinet
Cabinet Member:	Councillor Andrew Reid, Cabinet Member for Education and Special Educational Needs and Disabilities (SEND)
Description:	<p>Local Authorities have a duty to prepare, consult on and publish an annual Post-16 Travel Policy Statement, by 31 May each year.</p> <p>This report sets out the proposed Post-16 Travel Policy Statement for the 2025/2026 school year and the outcome of the consultation that will be held between 4 November 2024 and 16 December 2024.</p>
Documents to be submitted:	Report by the Executive Director of Children and Young People's Services, proposed policy, Equality Impact Assessment (EIA) and consultation analysis.
Lead officer:	<p>Jan Scott / Angela Davey</p> <p>Senior Education Officers, Admissions and School Travel</p>

01473 264657 / 01473 260978

Jan.Scott@suffolk.gov.uk

Angela.Davey@suffolk.gov.uk

Subject: Local Transport Plan 2025-2040 and Local Cycling and Walking Infrastructure Plan

Is this a key decision? Yes

Date key decision to be made: 25 February 2025

Decision maker: Cabinet

Cabinet Member: Councillor Chris Chambers, Cabinet Member for Transport Strategy, Planning and Waste

Description: The Transport Act 2000 requires every Local Highway Authority to produce and keep current a Local Transport Plan (LTP). An LTP comprises two parts: Part 1 sets the context, policy, and objectives for mobility/transport planning and management; and Part 2 articulates how policy will be implemented. LTPs inform projects' development and delivery, and funding decisions. The Local Cycling and Walking Infrastructure Plan supports the LTP by setting out the priorities for investment in walking, wheeling, and cycling infrastructure across the county. This report requests Cabinet adopt the Council's Local Transport Plan 2025-2040, fifteen area plans, and the Local Cycling and Walking Infrastructure Plan

Documents to be submitted: Report by the Executive Director of Growth, Highways & Infrastructure, consultation reports, and Equality Impact Assessments. Local Transport Plan 2025-2040, fifteen area plans, and Local Cycling and Walking Infrastructure Plan

Lead officer: Graeme Mateer
Head of Transport Strategy
Endeavour House
Tel: 01473 264451

Subject: 2024-25 Budget – Quarter 3 Monitoring Report

Is this a key decision? Yes

Date key decision to be made: 25 February 2025

Decision maker: Cabinet

Cabinet Member: Councillor Richard Smith MVO, 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 3, . 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 for Corporate Services and Annexes

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

Subject: Underwriting Project Risk for the Benacre Flood Risk Management Project to Protect the A12

Is this a key decision? Yes

Date key decision to be made: 25 February 2025

Decision maker: Cabinet

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

Description:

1. In October Cabinet approved a £2m contribution from the Council Reserves towards a flood risk management project (projected cost of £59.1m) to be promoted and constructed by Waveney, Lower Yare and Lothingland Internal Drainage Board (IDB) and maintained by the Environment Agency in partnership with the landowner. The partnership project has been developed by a wide partnership of stakeholders over several years and has secured significant funding from DEFRA, via the Environment Agency and Regional Flood and Coastal Committee, and a major contribution from Sizewell C (£25m). In late December 2024, the final Total Project Costs became known, and exceed the planned for value by £5m. All avenues for reducing cost and sourcing additional funding have since been explored with some success but there remains a £2-3m funding gap, this is part of the risk allocation within the overall the budget, and therefore may not be required if costs are well managed and identified risks do not emerge. However, this cost needs to be underwritten to enable the IDB to sign the main construction contract at the beginning of March 2025. Failure to sign the contract at this point will

at least lead to a 12 month delay and inevitable additional costs which are unfunded.

2. The project is critical to providing long term flood protection for the A12, as well as 200 domestic and commercial properties, plus 450 hectares of farmland. The A12 is currently protected by a pumping station on an eroding coast that is expected to breach within the next 12-24 months. Unchecked breaches will lead to inundation of the A12 during higher tides which will necessitate regular and prolonged road closures – this could be as high as twice a day up to half of the days of the year. The innovative project design will mean there will be no disruption to the road during construction or ongoing asset management cost for the Council, and it will also result in substantial biodiversity enhancement.

Late item: [Notice of late items](#)

Documents to be submitted: Report by the Executive Director of Growth, Highways & Infrastructure, summary of Flood Risk Project Outline Business Case

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

Subject: Pay Policy Statement

Is this a key decision? No

Date key decision to be made: 13 March 2025

Decision maker: County Council

Cabinet Member: Cabinet Member for Environment, Communities and Equality

Description: The Pay Policy Statement includes our policy on the level and elements of remuneration for Chief Officers, the remuneration of the lowest paid employees, the relationship between the remuneration of Chief Officers and other officers and other aspects of Chief Officer remuneration, fees and charges and other discretionary payments. It will also include the data relating to Gender Pay Gap Reporting required to be published by 30/03/2025.

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

Lead officer: Tim Jermyn, HR Operations Manager
tim.jermyn@suffolk.gov.uk 01473 260336

Subject: Suffolk County Council's Relevant Representations to the Planning Inspectorate in relation to Sea Link Grid Reinforcement Development Consent Order application

Is this a key decision? No

Date key decision to be made: 18 March 2025

Decision maker: Cabinet

Cabinet Member: Councillor Matthew Hicks, Leader of the Council

Description: The Sea Link project is an electricity grid reinforcement scheme creating an undersea link between Suffolk and Kent, which also includes the construction of a converter station in Saxmundham. It is a Nationally Significant Infrastructure Project due to the scale of the proposals.

This report covers SCC's Relevant Representations to the Planning Inspectorate in relation to the Sea Link Grid Reinforcement Scheme Development Consent Order application.

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

Lead officer: Roly Arbon, Project Manager (PMO)

roland.arbon@suffolk.gov.uk

01473 260013

Subject: SEND Capital Programme and Next Steps

Is this a key decision? Yes

Date key decision to be made: 18 March 2025

Decision maker: Cabinet

Cabinet Member: Councillor Andrew Reid, Cabinet Member for Education and Special Educational Needs and Disabilities (SEND)

Description: Cabinet is asked to decide if the provision agreed as part of Phase 3 of the SEND Capital Programme can be changed from eight Social, Emotional and Mental Health (SEMH) Units attached to mainstream schools to other specialist provision within the local offer.

Cabinet is being asked to consider options for spending the SEND capital funding from the Department for Education (DfE) .

Documents to be submitted: Report by the Executive Director of Children and Young People's Services

Lead officer: Gemma Morgan
Head of SEND Funding and Provider Services
Telephone: 01473 260519
Email: gemma.morgan@suffolk.gov.uk

Indicative Forward Plan of Key Decisions: 19 March 2025 to 13 May 2025

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

There are currently no items for the Cabinet meeting on 15 April 2025.

There are currently no items for the Cabinet meeting on 13 May 2025.