

# Forward Plan

for the four-month period commencing on

## 1st December 2018

published on 2 November 2018



This Forward Plan gives details of decision items to be presented during the forthcoming four months.

Councillors are invited to review the items and to consider whether any of them should be referred for scrutiny or discussed with the appropriate Executive Member.

### Executive Members

Leader of the Council, Budgets, Local Enterprise Partnership and North Somerset Partnership, Joint Executive Committee (WECA & NSC), Forward Programme/Business Management, Weston Urban Extension – Councillor Nigel Ashton;

Deputy Leader of the Council, Planning, Highways, Transport, Housing, Economic Development – Councillor Elfan Ap Rees;

Children and Young People's Services – Councillor Jan Barber;

Human Resources, Asset Management, Capital Programme, Transformation – Councillor David Pasley;

Waste, Streets and Open Spaces– Councillor Peter Bryant;

Community, Tourism and Leisure, Licensing, Corporate Communications, Electoral Services, Libraries – Councillor Felicity Baker;

Adult Social Services – Councillor Dawn Payne

The items and the final decision taker are indicative. Decision making is subject to the Constitution.

Copies of documents listed can be obtained by contacting the officer named in the attached schedules. Other relevant documents may be submitted to the decision maker and can be requested from the named officer as they become available or may be available on the Council's website [www.n-somerset.gov.uk](http://www.n-somerset.gov.uk)

## December 2018

### 1. Council and Executive Items

(NB No Council meeting scheduled for December)

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
04/12	2018/19 Month 7 Budget Monitor	Previous Budget Monitor reports to Executive	Executive	No	Contact: Melanie Watts 01934 634618
04/12	Medium Term Financial Plan (MTFP) and Revenue Budget 2019/20 Update	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	Contact: Richard Penska 01275 884256
04/12	Weston-super-Mare Conservation Area designation and approval of Weston Conservation Area Appraisal and Management plans	Character Areas Draft Plan and Phase 1 Report <a href="#">Weston CAAs Phase 1 report.pdf</a> Draft Conservation Area Appraisal and Management Plan <a href="http://www.n-somerset.gov.uk/westonconservation">www.n-somerset.gov.uk/westonconservation</a>	Executive	No	Contact: Cara MacMahon 01934 426825
04/12	Street Lighting Contract Award	Street Lighting Procurement Commissioning Plan – report to 8 May 2018 Council <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc28835.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc28835.pdf</a>	Executive	No	Contact: Darren Coffin-Smith 01275 888548

04/12	Approval of draft Joint Local Transport Plan (JLTP4) for public consultation	Previous Joint Local Transport Plan and progress report <a href="https://travelwest.info/projects/joint-local-transport-plan">https://travelwest.info/projects/joint-local-transport-plan</a>	Executive	No	Contact: Bella Fortune 01934 427540
04/12	Performance Monitor 2018/19 position as at 30 September 2018 (Q2)	Corporate Plan 2018/19 Q1 and Q2 Directorate and CMT performance reports	Executive	No	Contact: Emma Diakou 01275 884377
04/12	Yatton Neighbourhood Plan – approval to proceed to referendum	Yatton Neighbourhood Plan. YNP Basic Conditions Statement. YNP Statement of Community Involvement. SEA and HRA screening. Examiner's Report (when available). <a href="http://www.n-somerset.gov.uk/my-services/planning-building-control/planningpolicy/neighbourhood-plans/yatton-neighbourhood-plan/">http://www.n-somerset.gov.uk/my-services/planning-building-control/planningpolicy/neighbourhood-plans/yatton-neighbourhood-plan/</a> .	Executive	No	Contact: Celia Dring 01934 426244
04/12	Award of Contract for the treatment of residual waste treatment for the West of England Waste Partnership	Council report (item 21) 20 February 2018. Executive Member Decision DE145 18/19	Executive	Part	Contact: Colin Russell 01934 427546 Geoff Wall 01275 884730

04/12	Framework Partnership Agreement Relating to Commissioning of Health and Social Care Services under section 75 of the National Health Service Act 2006 (Better Care Fund)	Section 75 Agreement. Better Care Fund Plan 2017/19	Executive	No	Contact: Gerald Hunt 01934 634803
04/12	Highway Maintenance Challenge Fund Bid	DfT documentation and guidance notes	Executive	No	Contact: Darren Gilbert 01275 882948
04/12	Metro West Phase 1 Budget Update <i>(new entry)</i>	Executive report 25/04/17 Council report 14/11/17 Metrowest Phase 1 Budget and Bidding Approval	Executive	No	Contact: James Bidwell 01275 884142

## December 2018

### 2. Executive Member Items and Director Key Decisions

<b>Decision not before</b>	<b>Item/Issue requiring decision</b>	<b>Background Documents for Consideration</b>	<b>Decision Taker</b>	<b>Exempt Item? Yes/No/Part</b>	<b>Contact Officer for Further Details</b>
01/12	MetroWest Phase 1 planning and delivery consent	Previous reports to the Executive	Executive Member (Cllr Ap Rees)	No	Contact: James Willcock 01934 426414
01/12	Local Transport Plan-Integrated Transport Delivery Programme	Previous reports to Executive Member	Executive Member (Cllr Ap Rees)	No	Contact: Alex Fear 01934 426458
01/12	Approval of the Council's Tax Base for 2019/20	Report to Executive on Medium Term Financial Plan 06/02/18	Executive Member (Cllr Ashton)	No	Contact: Melanie Watts 01934 634618
01/12	Housing Infrastructure Fund – authority to submit final business case to Ministry of Housing, Communities and Local Government	COU18 dated 08 May 2018	Executive Member (Cllr Ap Rees)	No	Contact: Alex Fear 01934 426458
01/12	Contract Award Report - Sheltered Leasehold Accommodation	Procurement, Commissioning Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Kevin Mulvenna 01934 427487 Michelle Dickson 01275 888250

01/12	Contract Award Report - Domiciliary Care Contract 2: Short Term Care and Support to support End of Life, Hospital Discharge and Hospital admissions	Commissioning Plan, Procurement Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Kate Bolger Michelle Dickson 01275 888250
01/12	ECO Flexibility Statement of Intent (Update) <i>(new entry)</i>	<a href="http://www.n-somerset.gov.uk/wp-content/uploads/2018/07/18-19-PC-4-Signed.pdf">http://www.n-somerset.gov.uk/wp-content/uploads/2018/07/18-19-PC-4-Signed.pdf</a>	Director of People and Communities (key decision)	No	Contact: Howard Evans 01934 426673

## January 2019

### 1. Council and Executive Items (NB No Executive meeting scheduled for January)

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
08/01	Medium Term Financial Plan (MTFP) and Revenue Budget 2019/20 Update	Previous Budget and Medium Term Financial Plan reports to Executive	Council	No	Contact: Richard Penska 01275 884256
08/01	Future Plans for Public Health Services	Local authorities' public health responsibilities (England) <a href="#">House of Commons Library</a>	Council	No	Contact: Andrew Burnett 01275 885132
08/01	Commissioning Plan for Housing Infrastructure Fund elements <i>(new entry)</i>	HIF (Forward Fund) Business Case development and submission approval <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc28834.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc28834.pdf</a>	Council	No	Contact: Alex Fear 01934 426458

## January 2019

### 2. Executive Member Items and Director Key Decisions

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
01/01	Award of Contract The Green Team Parks and Open Spaces Social Enterprise Contract <i>(new entry)</i>	Executive Member Decision 11/12 DE121 Award of Parks and Open Spaces (Social Enterprise) Contract	Director of Development and Environment (key decision)	No	Contact: John Flannigan 01934 427346



## February 2019

### 1. Council and Executive Items

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
05/02	2018/19 Month 9 Budget Monitor	Previous Budget Monitor reports to Executive	Executive	No	Contact: Melanie Watts 01934 634618
05/02	Treasury Management Strategy 2019/20	Previous annual strategy setting reports to the Executive and Audit Committee	Executive	No	Contact: Melanie Watts 01934 634618
05/02	Capital Budget 2019/20 and Medium Term Capital Strategy	Previous Capital Budget and Capital Strategy reports considered by the Executive	Executive	No	Contact: Richard Penska 01275 884256
05/02	Medium Term Financial Plan (MTFP) and Revenue Budget 2019/20 Update	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	Contact: Richard Penska 01275 884256
05/02	2019/20 Fees and Charges – to seek Executive approval for any increases in charges over 10% or generating estimated additional income over £300,000	Report to Executive 12/04/16 <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf</a>	Executive	No	Contact: Joanne Butcher 01275 888567

05/02	Contract Award Report - Domiciliary Care Contract 1: Specialist Care and Support	Commissioning Plan, Procurement Plan & Tender Documents	Executive	No	Contact: Michelle Pankow 01934 426110 Michelle Dickson 01275 888250
05/02	Contract Award Report - Domiciliary Care Contract 3: Complex Care and Support. This will incorporate services for adults and children	Commissioning Plan, Procurement Plan & Tender Documents	Executive	No	Contact: Kate Bolger 01934 427686 Michelle Dickson 01275 888250
05/02	Contract Award Report - Domiciliary Care Contract 4: Spot purchase of Care and Support. This will incorporate services for adults and children	Commissioning Plan, Procurement Plan & Tender Documents	Executive	No	Contact: Kate Bolger 01934 427686 Michelle Dickson 01275 888250
12/02	Council Tax Setting 2019/20	Previous MTFP reports considered by the Executive and Council Tax Setting report 2018/19	Council	No	Contact: Melanie Watts 01934 634618
12/02	MetroWest Phase 1 Submission of Development Consent Order Application and Associated Approvals ( <i>previously listed for November</i> )	Previous report to Council 14/11/17	Council	Part	Contact: James Willcock 01934 426414

## February 2019

### 2. Executive Member Items and Director Key Decisions

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
01/02	2019/20 Fees and Charges – to seek Director approval for any increases in charges up to 5% or generating estimated additional income up to £100,000 <i>(new entry)</i>	Report to Executive 12/04/16 <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf</a> 16/17 DE 302 Development and Environment Fees and Charges 2017/2018 – Flexible Pricing Policy	Director of Development and Environment (key decision)	No	Contact: Victoria Watkins 01934 634825
01/02	2019/20 Fees and Charges – to seek Executive Member approval for any increases in charges over 5% and up to 10% or generating estimated additional income between £100,000 to £300,000 <i>(new entry)</i>	Report to Executive 12/04/16 <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf</a>	Executive Member (Cllr Ap Rees)  Executive Member (Cllr Baker)  Executive Member (Cllr Bryant)	No	Contact: Victoria Watkins 01934 634825
01/02	Approval of the primary coordinated schools' admission schemes for 2020-21 <i>(new entry)</i>	Proposed primary coordinated schools' admission schemes for 2020-21 Consultation Documents	Executive Member (Cllr Barber)	No	Contact: Stephanie Hyde / Andrew Venables / Dinah Johnstone 01275 884740

01/02	Approval of the secondary coordinated schools' admission schemes for 2020-21 <i>(new entry)</i>	Proposed secondary coordinated schools' admission schemes for 2020-21 Consultation Documents	Executive Member (Cllr Barber)	No	Contact: Stephanie Hyde / Andrew Venables / Dinah Johnstone 01275 884740
01/02	Approval of the School Admissions Arrangements 2020-21 for community and voluntary controlled schools <i>(new entry)</i>	Proposed School Admissions Arrangements 2020-21 Consultation Documents	Executive Member (Cllr Barber)	No	Contact: Stephanie Hyde / Andrew Venables / Dinah Johnstone 01275 884740

## March 2019

### 1. Council and Executive Items

<b>Meeting Date</b>	<b>Item/Issue requiring decision</b>	<b>Background Documents for Consideration</b>	<b>Decision Taker</b>	<b>Exempt Item? Yes/No/Part</b>	<b>Contact Officer for Further Details</b>
19/03	2018/19 Month 10 Budget Monitor <i>(new entry)</i>	Previous Budget Monitor reports to Executive	Executive	No	Contact: Melanie Watts 01934 634618
19/03	Commissioning Plan – Extra Care Housing Scheme Yatton <i>(new entry)</i>	Housing with support strategy, extra care housing policy	Executive	No	Contact: Kate Bolger 01934 427686 Michelle Dickson 01275 888250
26/03			Council		

**March 2019****2. Executive Member Items and Director Key Decisions**

<b>Decision not before</b>	<b>Item/Issue requiring decision</b>	<b>Background Documents for Consideration</b>	<b>Decision Taker</b>	<b>Exempt Item? Yes/No/Part</b>	<b>Contact Officer for Further Details</b>