

# Forward Plan

for the four-month period commencing on

## 1st June 2019

published on 3 May 2019



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 (2018/19)**

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)

## June 2019

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

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
25/06	Commissioning Plan – Extra Care Housing Scheme Yatton	Housing with support strategy, extra care housing policy	Executive	No	Contact: Kate Bolger 01934 427686 Michelle Dickson 01275 888250
25/06	2018/19 Month 12 Budget Monitor	Previous Budget Monitor reports to Executive	Executive	No	Contact: Melanie Watts 01934 634618
25/06	Street Works Permit Scheme	Letter from the Secretary of State <a href="https://www.gov.uk/government/publications/street-works-permit-schemes-evaluation-of-effectiveness">https://www.gov.uk/government/publications/street-works-permit-schemes-evaluation-of-effectiveness</a>	Executive	No	Contact: Paul Watkins 01934 426652
25/06	Procurement decision for the potential construction of a new GP practice on Locking Parklands development	None at this stage	Executive	Part	Contact: Jonathan Kirby 01275 884343 Justin Harvey-Bennett 01934 427304

25/06	Award of Construction Contract – Yatton North End Primary School (£4.7m)	CYPS Policy & Scrutiny Report – 23 March 2018 <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc28697.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc28697.pdf</a> Decision Sheet PC76 (2017/18 scheme) - <a href="http://www.n-somerset.gov.uk/wp-content/uploads/2018/03/PC76-Signed-version.pdf">http://www.n-somerset.gov.uk/wp-content/uploads/2018/03/PC76-Signed-version.pdf</a> Full Council 14 November 2017 - <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc28429.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc28429.pdf</a>	Executive	No	Contact: Justin Harvey-Bennett 01934 427304
25/06	Commissioning Plan Approval – Domestic Abuse Service	Specification – current contract	Executive	No	Contact: Louise Branch 01934 426343 Michelle Pankow 01934 426110 Michelle Dickson 01275 888250
25/06	Joint Commissioning & Procurement Plan to authorise a tendering exercise for the provision of Emergency Accommodation for homeless people	Preventing Homelessness Strategy 2017-22	Executive	No	Contact: Lynn Trigg 01934 426150
25/06	<del>Contract Award Report – Accommodation Based Housing Related Support (16-25 year olds) (moved to September)</del>	<del>Commissioning Plan to Executive 19/03/19 and Tender Documents</del>	<del>Executive</del>	<del>No</del>	<del>Contact: Michelle Pankow 01934 426110 Sarah Norris 01934 426436 Michelle Dickson 01275 888250</del>

25/06	Commissioning Plan - Insurance Contracts	Specification, current contract	Executive	No	Contact: Melanie Watts 01934 634618
25/06	<del>Bus Shelter Advertising Concession Contract</del> (moved to September)	<del>North Somerset bus shelter locations schedule (working document)</del> <del>Previous contract documents (NSC 2014 and Avon 1995)</del>	<del>Executive</del>	<del>No</del>	<del>Contact: Alice Griffin</del> <del>01934 426714</del> <del>Daniel Marley</del> <del>01934 634858</del>
25/06	Congresbury Neighbourhood Plan Approve Examiners modifications and authorise the plan to go forward to a referendum	<a href="#">Congresbury Neighbourhood Plan examiners report</a>	Executive	No	Contact: Claire Courtois 01934 426816
25/06	Future Children's Safeguarding Board Arrangements (new entry)	Wood Report: review of the role and functions of local safeguarding children's boards <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/526329/Alan_Wood_review.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/526329/Alan_Wood_review.pdf</a> Wood review of LSCBs: government response <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/526330/Government_response_to_Alان_Wood_review.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/526330/Government_response_to_Alان_Wood_review.pdf</a>	Executive	No	Contact: Sheila Smith 01934 888891

25/06	Weston-super-Mare town centre enhancements – project and programme update <i>(new entry)</i>	Report to Executive – 06/02/18 – Weston-super-Mare Transport Enhancement Scheme. Report to Executive – 06/02/18 – Capital Budget 2018/19	Executive	No	Contact: Jonathan Kirby 01275 884343 Rob Thomson 01934 426718
25/06	Partnership working with Alliance Homes – Affordable Housing Provision <i>(new entry)</i>	Report to Executive on Alliance Homes - 16/1018 Large Scale Voluntary Transfer Contract with Alliance Homes	Executive	No	Contact: Mark Hughes 01934 42 6959

## June 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
01/06	Award of contract for the provision of Healthwatch in North Somerset	Commissioning and Procurement Plan for Healthwatch North Somerset, Decision PC87 18-19 <a href="http://www.n-somerset.gov.uk/wp-content/uploads/2019/03/18-19-PC-87.pdf">http://www.n-somerset.gov.uk/wp-content/uploads/2019/03/18-19-PC-87.pdf</a>	Director of People and Communities (key decision)	No	Contact: Cathie Fisher 01275 888931
01/06	Approval of the Home to School Transport Policy post consultation	<a href="http://consult.n-somerset.gov.uk/consult.ti/HTS T20/consultationHome">http://consult.n-somerset.gov.uk/consult.ti/HTS T20/consultationHome</a>	Executive Member (Cllr Ap Rees)	No	Contact: Katie Park 01275 888382
01/06	Short Term Award of Accommodation Based Housing with Support Contracts <i>(new entry)</i>	Decision Notices PC55 Scheme 2018/19 and PCC41 2019/20	Director of People and Communities (key decision)	No	Contact: Michelle Pankow 01934 426110
01/06	Draft Shop Front Design Guide for approval to consult <i>(new entry)</i> <i>Note: following local elections this item maybe referred to 25 June Executive for approval</i>	Draft Shop Front Design Guide	Executive Member (Cllr Ap Rees)	No	Contact: Cara MacMahon, 01934 42 6825

01/06	Award of contract for provision of utilities at Parklands Village and the acceptance of grant offer under local authority accelerated construction programme in respect of Council owned land at Parklands, WsM <i>(new entry)</i>	Report to Executive 26/6/2018 Report to Council 25/9/18 Draft Agreement with St Modwen Grant offer from Homes England	Executive Member (Cllr Pasley)  Executive Member (Cllr Ap Rees)	No	Contact: Martin O'Neill, 01275 884441
01/06	Affordable Housing Funding Approval <i>(new entry)</i>	Housing Strategy <a href="https://www.n-somerset.gov.uk/wp-content/uploads/2015/11/26409-Housing-Strategy-FINAL.pdf">https://www.n-somerset.gov.uk/wp-content/uploads/2015/11/26409-Housing-Strategy-FINAL.pdf</a>	Executive Member (Cllr Ap Rees)	Part	Contact: Nick Plumley 01275 888 661
01/06	Affordable Housing Funding – Locking Parklands <i>(previously listed for May)</i>	Housing Strategy <a href="https://www.n-somerset.gov.uk/wp-content/uploads/2015/11/26409-Housing-Strategy-FINAL.pdf">https://www.n-somerset.gov.uk/wp-content/uploads/2015/11/26409-Housing-Strategy-FINAL.pdf</a>	Leader (Cllr Ashton)	Part	Contact: Nick Plumley 01275 888661
01/06	Commissioning Plan for Building Cleaning of the Children's Centres and Tropicana <i>(new entry)</i>	PC111 - Decision to Extend Children's Centres and Local authority run nurseries building cleaning contract	Executive Member (Cllr Barber)	No	Contact: Tracey Wells - 01934 426643 Nicola Scribens – 01275 885208

## July 2019

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

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
23/07	A38 Major Road Network – Submission of Outline Business Case	BSWEL Report to Executive 25 April 2017 <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc28048.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc28048.pdf</a> DfT MRN investment planning guidance <a href="https://www.gov.uk/government/publications/major-road-network-and-large-local-majors-programmes-investment-planning">https://www.gov.uk/government/publications/major-road-network-and-large-local-majors-programmes-investment-planning</a> .	Council	No	Contact: Alex Fear 01934 426458
23/07	Formal Adoption of the Yatton Neighbourhood Plan following referendum on 11 April 2019	<a href="#">Yatton Neighbourhood Plan Referendum version</a>	Council	No	Contact: Celia Dring 01934 426244
23/07	Winterstoke Road Bridge – acceptance of MOD funding and agreement to enter Memorandum of Understanding (MoU) <i>(previously listed for May)</i>	<a href="#">Executive Member Briefing 23/07/18</a>	Council	No	Contact: Darren Gilbert 01275 882948 Alex Fear 01934 426458



23/07	Commissioning Plan for the Reactive & Planned Maintenance and Planned Multi Trade Minor Works and Compliance Testing Contract <i>(previously listed for May)</i>	<a href="#">CSD168 - Emergency provision of Reactive and Planned Maintenance Works and Planned Multi trade Minor Works Council Report for the Appointment of Supplier for the Property Compliance Contract – November 2016</a>	Council	No	Contact: Darren Coffin-Smith 01275 888548 Nicola Scribens 01275 885208
23/07	Statement of Community Involvement (revision to March 2015 version) <i>(new entry)</i>	<a href="#">Statement of Community Involvement 2015</a>	Council	No	Contact: Celia Dring 01934 426244

## July 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
01/07	Approval of award of the Construction Contract for Phase 2 of the Weston-super-Mare Transport Enhancement Scheme Phase 2 to the winning bidder	Executive Member Decision Development & Environment 2018/19 342 - Weston-Super-Mare Town Centre Transport Enhancement Scheme – Construction Procurement Plan	Director of Development and Environment (key decision)	No	Contact: Joseph Burnell 01934 426864
01/07	Approval to commence consultations to create extra places in North Somerset Special Schools for pupils with SEND	Education Commissioning Strategy - <a href="http://www.n-somerset.gov.uk/wp-content/uploads/2018/09/Education-Provision-in-North-Somerset-a-commissioning-strategy.pdf">http://www.n-somerset.gov.uk/wp-content/uploads/2018/09/Education-Provision-in-North-Somerset-a-commissioning-strategy.pdf</a>	Executive Member (Cllr Barber)	No	Contact: Sally Varley 01275 884857
01/07	Contract Award of Green Team Contract ( <i>new entry</i> )	Executive Member Decision 18/19 DE 242 - Commissioning Plan.	Director of Development and Environment (key decision)	Part	Contact: John Flannigan 01934 427346 Geoff Wall 01275 884730

## August 2019

### 1. Council and Executive Items

(NB No Council or Executive meeting scheduled for August)

## August 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
01/08					

## September 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
03/09	2019/20 Month 4 Budget Monitor <i>(new entry)</i>	Previous Budget Monitor reports to Executive	Executive	No	Contact: Melanie Watts 01934 634618
03/09	Medium Term Financial Plan (MTFP) and Revenue Budget 2020/21 <i>(new entry)</i>	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	Contact: Richard Penska 01275 884256
03/09	Bus Shelter Advertising Concession Contract <i>(previously listed for June)</i>	North Somerset bus shelter locations schedule (working document) Previous contract documents (NSC 2014 and Avon 1995)	Executive	No	Contact: Alice Griffin 01934 426711 Daniel Marley 01934 634858
03/09	Expansion of the age-range of Westhaven Special School to include infant-aged provision from September 2019 onwards <i>(new entry)</i>	Education Provision in North Somerset – A Commissioning Strategy 2018 – 2021 <a href="http://www.n-somerset.gov.uk/wp-content/uploads/2018/09/Education-Provision-in-North-Somerset-a-commissioning-strategy.pdf">http://www.n-somerset.gov.uk/wp-content/uploads/2018/09/Education-Provision-in-North-Somerset-a-commissioning-strategy.pdf</a>	Executive	No	Contact: Sally Varley 01275 884857

24/09	Contract Award Report - Accommodation Based Housing Related Support (16-25 year olds) <i>(previously listed for June)</i>	Commissioning Plan to Executive 19/03/19 and Tender Documents	Executive	No	Contact: Michelle Pankow 01934 426110 Sarah Norris 01934 426436 Michelle Dickson 01275 888250
24/09	Shop Front Design Guide for adoption as a supplementary planning document <i>(new entry)</i>	Shop Front Design Guide SPD and results of consultation on Draft	Council	No	Contact: Cara MacMahon, 01934 42 6825

**September 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>
01/09					