

Forward Plan

for the four-month period commencing on

1st October 2019

published on 2 September 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 (8)

Leader of the Council: Local Enterprise Partnership and North Somerset Partnership; Joint Executive Committee (West of England Combined Authority and North Somerset Council); forward programme and strategic review; business management; human resources; external liaison; housing; strategic communications (with Deputy Leader); emergency management – Councillor Don Davies;

Deputy Leader of the Council and Executive Member for Adult Social Care and Health: adult social care; Health and Wellbeing Board; public health and regulatory services; NHS and health liaison - Councillor Mike Bell;

Executive Member for Finance and Performance: budgets; capital programme; performance monitoring; democratic services; transformation programme; income generation (with Executive Member for Business, Economy and Employment) – Councillor Ashley Cartman

Executive Member for Planning and Transport: planning; building control; highways; transport – Councillor James Tonkin

Executive Member for Climate Emergency and Environment: climate emergency; waste and recycling; environmental protection; marine environment – Councillor Bridget Petty

Executive Member for Business, Economy and Employment: economic development; parking strategy; asset management; Weston urban expansion and regeneration – Councillor Mark Canniford

Executive Member for Leisure, Culture and Tourism: community engagement and consultation; tourism services; leisure; libraries; arts strategy; parks and green spaces – Councillor Caritas Charles

Executive Member for Children's Services and Lifelong Learning: children and young people's services; education; further and higher education liaison – Councillor Catherine Gibbons

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

October 2019

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

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
23/10	Contract Award: Support and Accommodation Based Housing Related Service (16-25-year olds) <i>(moved to December)</i>	Commissioning Plan, Procurement Plan & Tender Documents	Executive	No	Contact: Gerald Hunt 01934 634803
23/10	Local Walking and Cycling Infrastructure Plans (LCWIP) and Active Travel Strategy: Pre-consultation sign-off of North Somerset LCWIP proposals and North Somerset Active Travel Strategy and proposals in preparation for consultation (public consultation October - November)	Draft LCWIP document explaining process and selected routes for implementation / improvement (joint West of England document). Draft Active Travel Strategy and proposals.	Executive	No	Contact: Ben Searle 01934 426962

23/10	Approve draft vision and priorities for new Corporate Plan for consultation	Existing Corporate Plan 2015-2019	Executive	No	Contact: John Wilkinson 01275 88897
23/10	Bristol South West Economic Link: Strategic Outline Business Case Approval	DE 16/17 DE55 06/09/16 EXE31 25/04/17 EXE95 Leader and Executive Member Briefings	Executive	No	Contact: Alex Fear 01934 426458
23/10	Bus Shelter Advertising Concession Contract <i>(previously listed for September)</i>	North Somerset bus shelter locations schedule (working document) Previous contract documents (NSC 2014 and Avon 1995)	Executive	No	Contact: Carl Nicholson 01275 882935 Daniel Marley 01934 634858
23/10	Weston to Clevedon Coastal Cycle Route. Approval of Commissioning and Procurement Plan and approval to spend grant funding (subject to success of bids) totalling up to £1,640,000 to construct Weston to Clevedon section of Coastal Towns Cycle Route <i>(previously listed for September)</i>	Draft Commissioning and Procurement Plan Planning Application ref 18/P/4758/FUL	Executive	No	Contact: Ben Searle 01934 426962
23/10	Approval to install measures to manage on-street parking at Leigh Woods <i>(new entry)</i>	Joint Local Transport Plan https://travelwest.info/projects/joint-local-transport-plan	Executive	No	Contact: Colin Medus/ Steve Thorne 01934 426920

23/10	2019/20 Month 5 Budget Monitor <i>(new entry)</i>	Previous Budget Monitor reports to Executive	Executive	No	Contact: Melanie Watts 01934 634618
23/10	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

October 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
01/10	Approval of award of the Construction Contract for Phase 2 of the Weston-super-Mare Transport Enhancement Scheme <i>(previously listed for July)</i>	Executive Member Decision D&E 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
01/10	Portishead Neighbourhood Area – Application Process Approval <i>(new entry)</i>	Portishead Neighbourhood Area Application	Executive Member (Cllr Tonkin)	No	Contact: Celia Dring 01934 426244
01/10	Approval to submit 2019/20 bid to the Highway Maintenance Challenge Fund <i>(new entry)</i>	Link to DfT guidance for Challenge fund: https://www.gov.uk/government/publications/apply-to-the-local-highways-maintenance-challenge-fund	Executive Member (Cllr Tonkin)	No	Contact: Colin Medus 01934 426498
01/10	Portishead Neighbourhood Plan: approval of Neighbourhood Area <i>(new entry)</i>	Link to the application on our Neighbourhood Planning web page	Executive Member (Cllr Tonkin)	No	Contact: Celia Dring 01934 426244

01/10	Grant funding for affordable Extracare housing at Diamond Batch, Weston-super-Mare <i>(new entry)</i>	Housing Strategy https://www.n-somerset.gov.uk/wp-content/uploads/2015/11/26409-Housing-Strategy-FINAL.pdf Supported Housing Strategy https://www.n-somerset.gov.uk/wp-content/uploads/2018/09/housing-with-support-strategy-2017-27.pdf	Executive Member (Cllr Davies)	Part	Contact: Kevin Stamper 01934 42 6061
01/10	ECO Flexibility Statement of Intent <i>(new entry)</i>	Current statement of intent https://www.n-somerset.gov.uk/wp-content/uploads/2018/08/Energy-company-obligation-NSC-statement-of-intent.pdf BEIS guidance https://www.ofgem.gov.uk/environmental-programmes/eco/about-eco-scheme	Director of People and Communities (key decision)	No	Contact: Howard Evans 01934 426673
01/10	To approve the Affordable Housing Delivery Partnership Agreement with Alliance Homes <i>(new entry)</i>	Report to Full Council - 24 September 2019 - Affordable Housing Delivery Partnership Agreement with Alliance Homes	Executive Member (Cllr Davies)	No	Contact: Mark Hughes 01934 426959
01/10	To agree changes to the Large Scale Voluntary Transfer Contract with Alliance Homes <i>(new entry)</i>	Report to Full Council - 24 September 2019 - Affordable Housing Delivery Partnership Agreement with Alliance Homes Large Scale Voluntary Transfer Contract with Alliance Homes	Executive Member (Cllr Davies)	No	Contact: Mark Hughes 01934 426959

November 2019

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

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
12/11	Congresbury Neighbourhood Plan. Formal adoption following referendum	Congresbury Neighbourhood Plan Referendum version	Council	No	Contact: Claire Courtois 01934 426816
12/11	Housing Infrastructure Fund (Forward Fund) acceptance of HIF grant and associated conditions <i>(previously listed for September)</i>	http://apps.n-somerset.gov.uk/cairo/docs/doc28834.pdf https://www.gov.uk/government/news/government-investment-to-unlock-more-homes-across-england	Council	No	Contact: Alex Fear 01934 426458
12/11	Winterstoke Road Bridge – acceptance of MoD funding, approval of commissioning plan and agreement to enter Heads of Terms <i>(previously listed for September)</i>	Executive Member Briefing 23/07/18; 13/08/19	Council	No	Contact: Alex Fear 01934 426458
12/11	Approval of Climate Emergency Strategy and Action Plan <i>(new entry)</i>	Council report and minutes on Climate Change Emergency Motion 23/07/19	Council	No	Contact: Alex Hearn 01275 888895

November 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
01/11	Contract Award: Yatton Extra Care Housing	Commissioning Plan, Procurement Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Gerald Hunt 01934 634803
01/11	Contract Award: Specialist Domestic Abuse Service	Commissioning Plan, Procurement Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Gerald Hunt 01934 634803 Paul Morris 01934 888843
01/11	Contract Award: Disabled Facilities Grant - Bathing Adaptations	Commissioning Plan, Procurement Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Mark Hughes 01934 426959
01/11	To approve the amendments to the Highways Development Design Guide <i>(previously listed for September)</i>	Revised document of the Highways Development Design Guide and report from the consultation.	Executive Member (Cllr Tonkin)	No	Contact: Andrea English 01275 888617

December 2019

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	Contract Award – Substance Misuse Service	Report to Full Council for the Recommissioning of the Adult Community Based Drug and Alcohol Treatment Service May 2019	Executive	No	Contact: Ted Sherman 01934 426293 Nicola Scribens 01275 885208
04/12	Weston – Clevedon Coastal Cycle Route – Contract Award	Contract award report Commissioning and Procurement Plan Planning Application ref 18/P/4758/FUL	Executive	No	Contact: Ben Searle 01934 426962
04/12	Contract Award for Reactive & Planned Maintenance and Planned Multi Trade Minor Works and Compliance Testing Contract	Report to Full Council for the Commissioning Plan Reactive & Planned Maintenance and Planned Multi Trade Minor Works and Compliance Testing Contract July 2019	Executive	No	Contact: Darren Coffin-Smith 01275 888548 Nicola Scribens 01275 885208

04/12	The adoption of a proposed new Conservation Area in Churchill	Churchill Conservation Area Appraisal and Management Plan	Executive	No	Contact: Kate Hudson-McAulay 01275 888169
04/12	Approve text of draft Corporate Plan for consultation	Existing Corporate Plan 2015-2019 Report on draft vision and priorities to be submitted to October Executive	Executive	No	Contact: John Wilkinson 01275 88897
04/12	Award of Grounds and Trees Maintenance Contract	Council report 14 May 2019 Parks and Street Cleaning Commissioning and Procurement Plan	Executive	Part	Contact: John Flannigan 01934 427346 Geoff Wall 01275 884730
04/12	Award of Street Cleansing Contract	Council report 14 May 2019 Parks and Street Cleaning Commissioning and Procurement Plan	Executive	Part	Contact: Colin Russell 01934 427546 Geoff Wall 01275 884730
04/12	Contract Award: Support and Accommodation Based Housing Related Service (16-25-year olds) <i>(previously listed for October)</i>	Commissioning Plan, Procurement Plan & Tender Documents	Executive	No	Contact: Gerald Hunt 01934 634803
04/12	20-mph Process & Policy Approval <i>(new entry)</i>	20 mph Executive Member briefing note	Executive	No	Contact: Frankie Mann 01275 888904
04/12	Car Parking Review initial recommendations, to include adjustments to parking fees and charges <i>(new entry)</i>	Current fees and charges https://www.n-somerset.gov.uk/wp-content/uploads/2019/06/fees-and-charges.pdf	Executive	No	Contact: Colin Medus 01934 426498

04/12	Approval of land Heads of Terms for Locking Parklands CCG Health Centre and inclusion of the project in NSC's capital programme <i>(new entry)</i>	Report to Executive on Procurement of Contractor to RIBA stage 3	Executive	No	Contact: Jonathan Kirby 01275 884343 Martin O'Neill 01275 884441
04/12	2019/20 Month 7 Budget Monitor <i>(new entry)</i>	Previous Budget Monitor reports to Executive	Executive	No	Contact: Melanie Watts 01934 634618
04/12	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

December 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
01/12	Contract Award: Community Equipment Service	Commissioning Plan, Procurement Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Gerald Hunt 01934 634803
01/12	Approval of the 2020-23 Highways & Transport Capital Works Programme	Executive Member Briefing Decision Note for the 2019-22 programme (report to be completed for the 2020-23 programme) https://www.n-somerset.gov.uk/wp-content/uploads/2019/03/18-19-DE-376-signed.pdf	Executive Member (Cllr Tonkin)	No	Contact: Lindsay Margerison 01934 427408 Colin Medus 01934 426498
01/12	Approval to publish a Statutory Notice recommending an expansion of Baytree Special School (new entry)	CYPS Policy & Scrutiny Committee - http://apps.n-somerset.gov.uk/cairo/docs/doc29644.pdf Executive Member for Children Services and Lifelong Learning Decision Sheet (PC 19) - https://www.n-somerset.gov.uk/wp-content/uploads/2019/07/19-20-PC-19-Signed.pdf Selection of a site for Baytree Special School - https://www.n-somerset.gov.uk/wp-content/uploads/2019/08/CSD43-DS-for-2nd-site-for-Baytree-Final-002.pdf	Executive Member (Cllr Gibbons)	No	Contact: Sally Varley 01275 884857

January 2020

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
07/01	Medium Term Financial Plan (MTFP) and Revenue Budget 2020/21 <i>(new entry)</i>	Previous Budget and Medium Term Financial Plan reports to Executive	Council	No	Contact: Richard Penska 01275 884256

January 2020**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					