

Forward Plan

for the four-month period commencing on

1st February 2020

published on 3 January 2020



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; public transport – 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 (excluding public 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

February 2020

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	Medium Term Financial Plan (MTFP) and Revenue Budget 2020/21	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	Contact: Richard Penska 01275 884256
05/02	Capital Budget 2020/21 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	Fees and Charges 2020/21 – 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 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf	Executive	No	Contact: Joanne Butcher 01275 888567
05/02	Treasury Management Strategy 2020/21	Previous annual strategy setting reports to the Executive and Audit Committee	Executive	No	Contact: Richard Penska 01275 884256
05/02	Approval to award contract for Temporary Agency Staff	Signed Commissioning Plan for Temporary Agency Staff	Executive	No	Contact: Holly Wilkins 01275 885393 Jacky Collins 01275 888249

05/02	Pre-consultation sign-off of North Somerset Active Travel Strategy and proposals in preparation for consultation (public consultation February/March 2020)	Draft Active Travel Strategy and proposals.	Executive	No	Contact: Ben Searle 01934 426962
05/02	Commissioning plan for North Somerset's community equipment and technology service <i>(Decision no longer required)</i>	Previous decision http://apps.n-somerset.gov.uk/cairo/docs/doc29521.pdf	Executive	No	Contact: Laura Cresser 01934 427603
05/02	Approval of Better Care Fund Plan 2019/20	Executive report 4/12/18 Section 75 Framework Agreement (Better Care Fund)	Executive	No	Contact: Gerald Hunt 01934 634803
05/02	Birnbeck Pier and associated land, proposed way forward following issuing of Repairs Notice	Repairs Notice	Executive	Yes	Contact: Rachel Lewis 01934 426465
05/02	Locking Parklands CCG Health Centre: Approval for increase to the capital programme budget and delegated authority for land and leasing arrangements <i>(revised entry)</i>	Report to Executive September 2019 https://apps.n-somerset.gov.uk/Meetings/document/report/NSCPM-111-472	Executive	No	Contact: Jonathan Kirby 01275 884343 Martin O'Neill 01275 884441
05/02	Approval of Commissioning/Exception Decision Report: Public Health contracts with GP practices	Decision No: P&C 26	Executive	No	Contact: Fiona Dixon 01275 886268

05/02	MetroWest Phase 1 – Professional Services Contracts <i>(new entry)</i>	Report to Council 25th June 2019	Executive	No	Contact: James Willcock 01934 426414
05/02 & 18/02	Recommend adoption of the West of England Joint Local Transport Plan 4 (JLTP4). To be adopted by NSC and also to recommend adoption at West of England Joint Committee on 20th March 2020	Executive Committee Report: Adoption of the Joint Local Transport Plan 4 (JLTP4) Joint Local Transport Plan 4 (consultation version from March 2019) https://s3-eu-west-1.amazonaws.com/travelwest/wp-content/uploads/2015/05/Full-Draft-JLTP4.pdf	Executive/ Council	No	Contact: Colin Medus 01934 426498
18/02	Council Tax Setting 2020/21	Previous MTFP reports considered by the Executive and Council Tax Setting report 2019/20	Council	No	Contact: Richard Penska 01275 884256
18/02	Approval of the Corporate Plan	Existing Corporate Plan 2015-2019 Reports to October 2019 & January 2020 Executive	Council	No	Contact: John Wilkinson 01275 884897

18/02	Budget approval for the expansion of Baytree Special School	<p>CYPS Policy & Scrutiny Committee - http://apps.n-somerset.gov.uk/cairo/docs/doc29644.pdf</p> <p>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)</p> <p>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</p>	Council	No	<p>Contact: Karen Jarvis 01934 427586 Sally Varley 01275 884857</p>
18/02	<p>Housing Infrastructure Fund (Forward Fund) acceptance of HIF grant and associated conditions (moved to April)</p>	<p>http://apps.n-somerset.gov.uk/cairo/docs/doc28834.pdf</p> <p>https://www.gov.uk/government/news/government-investment-to-unlock-more-homes-across-england</p>	Council	No	<p>Contact: Alex Fear 01934 426458</p>

February 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
01/02	2020/21 Fees and Charges – to seek Director approval for any increases in charges up to 5% or generating estimated additional income up to £100,000	Report to Executive 12/04/16 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf 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	2020/21 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	Report to Executive 12/04/16 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf	Executive Member (Cllr Tonkin) Executive Member (Cllr Canniford) Executive Member (Cllr Charles) Executive Member (Cllr Petty)	No	Contact: Victoria Watkins 01934 634825
01/02	2020/21 Fees and Charges – to seek Director approval for any increases in charges up to 5% or generating estimated additional income up to £100,000	Report to Executive 12/04/16 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf	Director of Public Health (key decision)	No	Contact: Victoria Watkins 01934 634825

01/02	2020/21 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	Report to Executive 12/04/16 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf	Executive Member (Cllr Bell)	No	Contact: Victoria Watkins 01934 634825
01/02	Corporate Services 2020/21 Fees and Charges – to seek Director approval for any increases in charges up to 5% or generating estimated additional income up to £100,000	Report to Executive 12/04/16 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf	Director of Corporate Services (key decision)	No	Contact: Melanie Watts 01934 634618
01/02	Corporate Services 2020/21 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	Report to Executive 12/04/16 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf	Executive Member (Cllr Cartman)	No	Contact: Melanie Watts 01934 634618
01/02	People and Communities 2020/21 Fees and Charges – to seek Director approval for any increases in charges up to 5% or generating estimated additional income up to £100,000	Report to Executive 12/04/16 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf	Director of People and Communities (key decision)	No	Contact: Katherine Sokol 01934 634613

01/02	People and Communities 2020/21 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	Report to Executive 12/04/16 http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf	Executive Member (Cllr Bell) Executive Member (Cllr Gibbons) Executive Member (Cllr Davies)	No	Contact: Katherine Sokol 01934 634613
01/02	Changes to the charging policy for non-residential adult social care	Care and Support Charging and Assessment of Resources Policy (non-residential)	Executive Member (Cllr Bell)	No	Contact: Katherine Sokol 01934 634613
01/02	Children's Residential Homes Contract Award & Inter Authority Partnership Agreement/associated costs	Commissioning Plan/Report to Full Council 24/9/2019	Executive Member (Cllr Gibbons)	No	Contact: Gerald Hunt/Charlotte Badger 01934 427367
01/02	MetroWest Phase 1 – Western Power Distribution – agreement for building and working over and in proximity to electricity cables	25th June 2019 report to Full Council	Director of Development and Environment (key decision)	No	Contact: Richard Matthews 01275 888937
01/02	MetroWest Phase 1 – Bristol Water - agreement for building and working over and in proximity to water pipelines	25th June 2019 report to Full Council	Director of Development and Environment (key decision)	No	Contact: Richard Matthews 01275 888937
01/02	MetroWest Phase 1 – Wessex Water agreement	25th June 2019 report to Full Council	Director of Development and Environment (key decision)	No	Contact: Richard Matthews 01275 888937

01/02	MetroWest Phase 1 – Wales and West Utilities agreement	25th June 2019 report to Full Council	Director of Development and Environment (key decision)	No	Contact: Richard Matthews 01275 888937
01/02	To approve the amendments to the Highways Development Design Guide	Revised document of the Highways Development Design Guide and report from the consultation.	Executive Member (Cllr Tonkin)	No	Contact: Andrea English 01275 888617
01/02	Winterstoke Road Bridge Entering in to a Memorandum of Understanding with MOD	EXE67 05/02/19 COU16 19/02/19 19/20 DE84 COU104 12/11/2019	Executive Member (Cllr Tonkin)	No	Contact: Alex Fear 01934 426458
01/02	Contract Award: Disabled Facilities Grant - Bathing Adaptations <i>(previously listed for January)</i>	Commissioning Plan, Procurement Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Mark Hughes 01934 426959
01/02	Acceptance of DfT grant terms and conditions, agreement of project budget and increase revenue and capital to progress MRN SOBC to OBC stage <i>(previously listed for December)</i>	Western Gateway STB documents https://westerngatewaystb.org.uk/ DfT MRN investment planning guidance SOBC DfT Expression of Interest Submission dated 23 July 2019. Executive Member MRN Briefings	Director of Development and Environment (key decision)	No	Contact: Alex Fear 01934 426458
01/02	Revisions to the Homechoice North Somerset Lettings and Assessment Policy <i>(new entry)</i>	https://www.homechoicensomerset.org.uk/Data/Pub/PublicWebsite/ImageLibrary/HomeChoice%20Policy.pdf?1883324949	Executive Member (Cllr Davies)	No	Contact: Kay Eccles 01934 426488

March 2020

1. Council and Executive Items

(NB No Council or Executive meeting scheduled for March)

March 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
01/03	Contract Award: Support and Accommodation Based Housing Related Service (16-25-year olds)	Commissioning Plan, Procurement Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Gerald Hunt 01934 634803
01/03	Contract Award: Community Equipment Service	Commissioning Plan, Procurement Plan & Tender Documents	Director of People and Communities (key decision)	No	Contact: Gerald Hunt 01934 634803
01/03	School Term Dates <i>(new entry)</i>	Consultation Home Page – School Term Dates 2021/2022 – North Somerset Council Consultations	Director of People and Communities (key decision)	No	Contact: Janice Allen 01275 888 619

April 2020

1. Council and Executive Items

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
07/04	Housing Infrastructure Fund (Forward Fund) acceptance of HIF grant and associated conditions <i>(previously listed for February)</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
29/04	Locking Parklands CCG Health Centre: Contract award <i>(new entry)</i>	September 2019 Executive Report: https://apps.n-somerset.gov.uk/Meetings/document/report/NSCPM-111-472	Executive	No	Contact: Jonathan Kirby 01275 884343
29/04	To adopt the updated Travel Plan Supplementary Planning Document <i>(new entry)</i>	Previous Travel Plan SPD adopted November 2010 https://www.n-somerset.gov.uk/wp-content/uploads/2015/11/travel-plans-supplementary-planning-document.pdf	Executive	No	Contact: Lauren Dean 01934 426629

29/04	Information report: Awarded contracts over £250,000 January 2019 – January 2020 <i>(new entry)</i>	Decision reports for contracts awarded over £250,000	Executive	No	Contact: Mark Roddan 01275 884464 Michelle Dickson 01275 888250
29/04	Expansion of Westhaven Special School to accommodate Post-16 pupils <i>(new entry)</i>	Consultation to expand Westhaven Special School from a 3–16 to 3–19 school	Executive	No	Contact: Sally Varley 01275 884857

April 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
01/04	Expansion of Baytree Special School – approval to publish a public notice (<i>new entry</i>)	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	Executive Member (Cllr Gibbons)	No	Contact: Sally Varley 01275 884857

May 2020

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

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Contact Officer for Further Details
12/05			Council (Annual Meeting)		

May 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
01/05					