



Forward Plan

for the four-month period commencing on

1st December 2020

published on 2 November 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 - Councillor Don Davies: external liaison including strategic partnerships: Local Enterprise Partnership, North Somerset Partnership, Joint Executive Committee (WECA and North Somerset Council), Alliance, Police; strategic policy/corporate plan development, forward programme and strategic review; human resources and organisational development; strategic communications and marketing (with Deputy Leader); public and home to school transport.

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

Executive Member for Finance and Performance – Councillor Ashley Cartman: finance – revenue, capital programme and income generation; procurement; legal and democratic services; property and asset management; ICT, digital and customer services; lead for business support contracts – Agilisys and Liberata.

Executive Member for Planning, Highways and Transport – Councillor James Tonkin: planning and strategic development; local plan; building control; highways; strategic transport and active travel; parking strategy.

Executive Member for Climate Emergency and Environment – Councillor Bridget Petty: climate emergency; waste services including reduction and recycling; environmental protection including flooding; marine environment; parks and green spaces including rewilding.

Executive Member for Economy and Community Safety – Councillor Mark Canniford: economic recovery and development including employment; business engagement; regeneration of highstreets and town centres; community safety.

Executive Member for Communities, Tourism and Leisure – Councillor Mike Solomon: libraries; culture strategy; visitor economy; leisure; seafronts; events; community engagement and consultation; town and parish liaison; North Somerset Together.

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

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

December 2020

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	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
09/12	2020/21 Month 7 Budget Monitor	Previous Budget Monitor reports to Executive	Executive	No	Awaiting information	Contact: Melanie Watts 01934 634618
09/12	Medium Term Financial Plan (MTFP) and Revenue Budget 2021/22	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	Awaiting information	Contact: Richard Penska 01275 884256
09/12	Pill and District Neighbourhood Plan for submission for examination	Submitted Neighbourhood Plan (tbc)	Executive	No	Scrutiny Chairman consulted	Contact: Celia Dring 01934 426244
09/12	Libraries strategy (moved to February)	North Somerset Libraries Strategy 2020-2030	Executive	No	Ongoing CCO engagement July-November 2020	Contact: Emma Wellard 01934 426477

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
09/12	Parks and Street Scene Contract Extension	http://apps.n-somerset.gov.uk/cairo/docs/doc29600.pdf	Executive	No	Ongoing Scrutiny engagement throughout September and October	Contact: Gemma Dando 01275 888248
09/12	Leisure Strategy	Built Sport and Leisure Facilities Strategy Playing Pitch Strategy	Executive	No	CCO Panel chairman briefed and ongoing CCO engagement throughout September and October and November 2020	Contact: Gemma Dando 01275 888248
09/12	Approval of the Assistive Technology / Technology Enabled Care Commissioning Plan	Draft Specification	Executive	No	Engagement with Adult Scrutiny Panel Commissioning Working Group during development of Commissioning Plan	Contact: Gerald Hunt / Fiona Shergold 01934 634803
09/12	Traffic Signal & ITS maintenance, supply and installation contract 2022 (new entry)	Executive Member decision 13/14 DE 267 Decision Notice	Executive	No	Chairman of the Scrutiny Panel consulted	Contact: Darren Coffin-Smith. 01275 888548

December 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	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/12	Winterstoke Road Bridge Replacement: Contract Award for Cost Consultancy	<u>Commissioning Plan Nov 2019</u> <u>Procurement Plan Jan 2020</u>	Director of Development and Environment (key decision)	No	Briefing to informal SPEDR meeting in November.	Contact: Alex Fear 01934 426458
01/12	Housing Infrastructure Fund: Contract award for contract administrator for school	<u>Procurement Plan September 2020</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR Panel 13/12/20	Contact: Naomi Addicott 07469 406075
01/12	Housing Infrastructure Fund: Contract award for design of Winterstoke Hundred Academy Expansion	<u>Procurement Plan September 2020</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR Panel 13/12/20	Contact: Naomi Addicott 07469406075
01/12	Decision to be part of the South West Regional LD Residential Framework Contract for Adults (moved to January)	Existing Adults Residential Spot Contract and Specification is available on request.	Director of People and Communities (key decision)	No	Panel Chairman has been consulted on the proposal	Contact: Gerald Hunt 01934 634803

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/12	Agreement to extend the Support to Live at Home Contract for Areas 4 and 5 for the Additional Term (new entry)	Full Council meeting 04/04/17 Report 18.	Director of People and Communities (key decision)	No	Gerald Hunt to discuss with Cllr Crosby	Contact: Gerald Hunt 01934 634803
01/12	Tutshill Cycle Path – Updated Commissioning Plan (new entry)	Updated Commissioning Plan	Executive Member (Cllr Tonkin)	No	Chairman of SPEDR consulted on the proposals	Contact: Ben Searle 01934 426962
01/12	Council Tax Base Setting 2021/22 (new entry)	Previous EM Decision Notice December 2019	Executive Member (CllrCartman)	No	Not applicable for this item	Contact: Mark Anderson 01934 634616
01/12	School Admission Arrangements 2022 – 2024 Relevant Area Consultation (new entry)	https://n-somerset.inconsult.uk/consult.ti/RelevantArea/consultationHome	Executive Member (Cllr Gibbons)	No	CYPS Panel Steering Group meeting on 26 November 2020	Contact: Dinah Johnstone 01275 885524

January 2021

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	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
12/01	Medium Term Financial Plan (MTFP) and Revenue Budget 2021/22	Previous Budget and Medium Term Financial Plan reports to Executive	Council	No	Council Decision	Contact: Richard Penska 01275 884256
12/01	Asset,Accommodation and Development Strategy	Strategic Asset Management Plan (SAMPP) Accommodation Strategy Strategic Development Programme (SDP)	Council	Part	Informal panel meeting tbc in December	Contact: Jonathan Kirby 01275 884343 / 07795812179 Jenny Ford 01934 426609 / 07880179695

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
12/01	Consideration of business case for potential development of NSC-owned land at Uplands, Nailsea (previously listed for November)	Acceptance of Local Authority Accelerated Construction Fund grant for Uplands, Nailsea: https://www.n-somerset.gov.uk/wp-content/uploads/2018/11/18-19-CSD-114-signed.pdf Executive report on council-owned sites available for development: http://apps.n-somerset.gov.uk/cairo/docs/doc27169.pdf	Council	Part	Council Decision	Contact: Jenny Ford 01934 426609
12/01	Climate Emergency Six Month Progress Report (new entry)	Climate Emergency Six Month Progress Report	Council	No	Report to CCO Panel on 12/11/20	Contact: Nicola Webb 01275 884835

January 2021

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	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/01	Expansion of Special School places – approval for the publication of a public notice	Education Commissioning Strategy – 2018 – 2021 https://www.n-somerset.gov.uk/sites/default/files/2020-03/education%20provision%20in%20North%20Somerset%20-%20a%20commissioning%20strategy.pdf	Executive Member (Cllr Gibbons)	No	CYPS School Organisation Scrutiny Steering Group considered progress on priorities for Education Provision in North Somerset 2018 – 2021, including this project on 10/06/2020 Further review by the CYPS School Organisation Scrutiny Steering Group in November/December 2020	Contact: Sally Varley 01275 884857
01/01	Approval of the Transport & Infrastructure Capital Works Programme 2021-24	Last year's Programme and Executive Member Briefing Report https://www.n-somerset.gov.uk/sites/default/files/2020-04/19-20%20DE%20294%20signed_0.pdf	Executive Member (Cllr Tonkin)	No	Engagement to be sought from SPEDR in December 2020 / January 2021. Proposal for online presentation of the Programme with engagement session to follow	Contact: Lindsay Margerison 01934 427408

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/01	Housing Infrastructure Fund: Contract Award for Cost Consultant Services	<u>Commissioning Plan June 2019</u> <u>Procurement Plan August 2020</u>	Director of Development and Environment (key decision)	No	Report to Informal SPEDR Panel meeting 11/01/21	Contact: Alex Fear 01934 426458
01/01	Housing Infrastructure Fund: Contract award for bypass D&B	<u>Commissioning Plan June 2019</u> <u>Procurement Plan August 2020</u>	Director of Development and Environment (key decision)	No	Report to Informal SPEDR Panel meeting 11/01/21	Contact: Alex Fear 01934 426458
01/01	Decision to be part of the South West Regional LD Residential Framework Contract for Adults (previously listed for December)	Existing Adults Residential Spot Contract and Specification is available on request.	Director of People and Communities (key decision)	No	Panel Chairman has been consulted on the proposal	Contact: Gerald Hunt 01934 634803

February 2021

1. Council and Executive Items

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
03/02	Medium Term Financial Plan (MTFP) and Revenue Budget 2021/22	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	Awaiting information	Contact: Richard Penska 01275 884256
03/02	Capital Budget 2021/22 and Medium Term Capital Strategy	Previous Capital Budget and Capital Strategy reports considered by the Executive	Executive	No	Awaiting information	Contact: Richard Penska 01275 884256
03/02	Fees and Charges 2021/22 – 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	Awaiting information	Contact: Richard Penska 01275 884256
03/02	Treasury Management Strategy 2021/22	Previous annual strategy setting reports to the Executive and Audit Committee	Executive	No	Awaiting information	Contact: Richard Penska 01275 884256

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
03/02	Winterstoke Road Bridge – Contract Award for Design and Build services (new entry)	Commissioning Plan COU104 Procurement Plan 19/20 DE257	Executive	No	SPEDR Panel briefing on 25 th November	Contact: Alex Fear 01934 426458
03/02	Libraries strategy (previously listed for December)	North Somerset Libraries Strategy 2020-2030	Executive	No	Ongoing CCO engagement July-November 2020	Contact: Emma Wellard 01934 426477
23/02	Council Tax Setting 2021/22	Previous MTFP reports considered by the Executive and Council Tax Setting report 2019/20	Council	No	Council Decision	Contact: Richard Penska 01275 884256
23/02	Funding approval and Award of Contract for the delivery of an expansion to Baytree Special School (previously listed for November)	Full Council – 18 February 2020 - https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2019/33	Council	No	CYPS School Organisation Scrutiny Steering Group - Wednesday 10 June 2020	Contact: Sally Varley 01275 884857 Jonathan Kirby 01275 884343

February 2021

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	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/02	School Admission Arrangement policies for Community and Voluntary Controlled Schools in North Somerset (new entry)	Proposed policy documents: School Admission Arrangements for North Somerset Community and VC schools for 2022-23	Executive Member (Cllr Gibbons)	No	CYPS Panel Steering Group meeting on 26 November 2020.	Contact: School Admission Officers 01275 884853
01/02	School Admission Co-ordinated Schemes for North Somerset Schools (new entry)	Proposed policy documents: Primary coordinated admissions scheme 2022-23 Secondary coordinated admissions scheme 2022-23	Executive Member (Cllr Gibbons)	No	CYPS Panel Steering Group meeting on 26 November 2020.	Contact: School Admission Officers 01275 884853

March 2021

1. Council and Executive Items

(NB No Council or Executive meetings scheduled for March)

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	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/03						