



# Forward Plan

for the four-month period commencing on

**1st November 2020**

published on 2 October 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](http://www.n-somerset.gov.uk)

## November 2020

### 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	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
10/11	Consideration of business case for potential development of NSC-owned land at Uplands, Nailsea	Acceptance of Local Authority Accelerated Construction Fund grant for Uplands, Nailsea: <a href="https://www.n-somerset.gov.uk/wp-content/uploads/2018/11/18-19-CSD-114-signed.pdf">https://www.n-somerset.gov.uk/wp-content/uploads/2018/11/18-19-CSD-114-signed.pdf</a> Executive report on council-owned sites available for development: <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc27169.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc27169.pdf</a>	Council	Part	Council Decision	Contact: Jenny Ford 01934 426609
10/11	Parks and Street Scene Contract Extension (Executive decision - relisted for December)	<a href="https://www.n-somerset.gov.uk/wp-content/uploads/2019/12/19-20-DE-264.pdf">https://www.n-somerset.gov.uk/wp-content/uploads/2019/12/19-20-DE-264.pdf</a>	Council	No	CCO Panel engagement planned for July 2020	Contact: Gemma Dando 01275 888248

<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>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
10/11	MetroWest Phase 1 Update – Programme, Procurement & Finance	Report to Executive 29th April 2020	Council	No	Council Decision Written update report to SPEDR Panel - 22 July 2020	Contact: James Willcock 01934 426414
10/11	Funding approval and Award of Contract for the delivery of an expansion to Baytree Special School (new entry)	Full Council – 18 February 2020 - <a href="https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2019/33">https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2019/33</a>	Council	No	CYPS School Organisation Scrutiny Steering Group - Wednesday 10 June 2020	Contact: Sally Varley 01275 884857 Jonathan Kirby 01275 884343

## November 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
01/11	Housing Infrastructure Fund: Contract Award for Legal Services	<u>Commissioning Plan June 2019</u> <u>Procurement Plan August 2020</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR Panel w/c 19/10/20	Contact: Alex Fear 01934 426458
01/11	Housing Infrastructure Fund: Contract Award for Land Agent Services	<u>Commissioning Plan June 2019</u> <u>Procurement Plan August 2020</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR Panel w/c 19/10/20	Contact: Alex Fear 01934 426458
01/11	Housing Infrastructure Fund: Contract Award for Cost Consultant Services (Moved to 01/02)	<u>Commissioning Plan June 2019</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR early November	Contact: Alex Fear 01934 426458

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
01/11	Expansion of Baytree Special School – approval to publish a public notice	CYPS Policy & Scrutiny Committee - <a href="http://apps.n-somerset.gov.uk/cairo/docs/doc29644.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc29644.pdf</a> Executive Member for Children Services and Lifelong Learning Decision Sheet (PC 19) - <a href="https://www.n-somerset.gov.uk/wp-content/uploads/2019/07/19-20-PC-19-Signed.pdf">https://www.n-somerset.gov.uk/wp-content/uploads/2019/07/19-20-PC-19-Signed.pdf</a>	Executive Member (Cllr Gibbons)	No	CYPS School Organisation Scrutiny Steering Group considered progress on the priorities for the Education Provision in North Somerset 2018 – 2021, including this project - 10/06/2020	Contact: Sally Varley 01275 884857
01/11	MetroWest Phase 1 – Compañía Logística de Hidrocarburos– agreement for building and working over and in proximity to oil pipelines	25th June 2019 report to Full Council	Director of Development and Environment (key decision)	No	Written update to be provided to the SPEDR Panel	Contact: Richard Matthews 01275 888937
01/11	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	Written update to be provided to the SPEDR Panel	Contact: Richard Matthews 01275 888937

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
01/11	MetroWest Phase 1 – Wessex Water agreement	25th June 2019 report to Full Council	Director of Development and Environment (key decision)	No	Written update to be provided to the SPEDR Panel	Contact: Richard Matthews 01275 888937
01/11	MetroWest Phase 1 – Wales and West Utilities agreement	25th June 2019 report to Full Council	Director of Development and Environment (key decision)	No	Written update to be provided to the SPEDR Panel	Contact: Richard Matthews 01275 888937
01/11	MetroWest Phase 1 – Western Power Distribution	25th June 2019 report to Full Council	Director of Development and Environment (key decision)	No	Written update to be provided to the SPEDR Panel	Contact: Richard Matthews 01275 888937
01/11	To agree changes to the Large Scale Voluntary Transfer Contract with Alliance Homes (previously listed for September)	Report to Full Council - 24 September 2019 - Affordable Housing Delivery Partnership Agreement with Alliance Homes. <a href="https://apps.n-somerset.gov.uk/Meetings/document/report/NSCP/M-38-530">https://apps.n-somerset.gov.uk/Meetings/document/report/NSCP/M-38-530</a> Large Scale Voluntary Transfer Contract with Alliance Homes	Executive Member (Cllr Davies)	No	Consultation to take place with ASH Panel and/or ASH Panel Housing Working Group prior to decision being made	Contact: Mark Hughes 01934 426959

<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>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
01/11	Revisions to the Homechoice North Somerset Lettings and Assessment Policy (new entry)	<a href="https://www.homechoicenorthern-somerset.org.uk/Data/PublicWebsite/ImageLibrary/HomeChoice%20Policy.pdf?1883324949">https://www.homechoicenorthern-somerset.org.uk/Data/PublicWebsite/ImageLibrary/HomeChoice%20Policy.pdf?1883324949</a>	Executive Member (Cllr Davies)	No	Consultation to take place with ASH Panel and/or ASH Panel Housing Working Group prior to decision being made	Contact: Mark Hughes 01934 426959



## December 2020

### 1. Council and Executive Items

(NB No Council meeting scheduled for December)

<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>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
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 (new entry)	Submitted Neighbourhood Plan (tbc)	Executive	No	Scrutiny Chairman consulted	Contact: Celia Dring 01934 426244
09/12	Libraries strategy (new entry)	North Somerset Libraries Strategy 2020-2030	Executive	No	Ongoing CCO engagement July-November 2020	Contact: Emma Wellard 01934 426477

<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>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
09/12	Parks and Street Scene Contract Extension (previously listed for November Council)	<a href="http://apps.n-somerset.gov.uk/cairo/docs/doc29600.pdf">http://apps.n-somerset.gov.uk/cairo/docs/doc29600.pdf</a>	Executive	No	Ongoing Scrutiny engagement throughout September and October	Contact: Gemma Dando 01275 888248
09/12	Leisure Strategy (new entry)	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 (new entry)	Draft Specification	Executive	No	Engagement with Adult Scrutiny Panel Commissioning Working Group during development of Commissioning Plan	Contact: Gerald Hunt / Fiona Shergold 01934 634803

## 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 (new entry)	<u>Procurement Plan September 2020</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR Panel w/c 11/11/20	Contact: Naomi Addicott 07469 406075

<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>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
01/12	Housing Infrastructure Fund: Contract award for design of Winterstoke Hundred Academy Expansion (new entry)	<u>Procurement Plan September 2020</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR Panel w/c 11/11/20	Contact: Naomi Addicott 07469406075
01/12	Decision to be part of the South West Regional LD Residential Framework Contract for Adults (new entry)	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)

## 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 (new entry)	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

## 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 (new entry)	Education Commissioning Strategy – 2018 – 2021 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-03/education%20provision%20in%20North%20Somerset%20-%20a%20commissioning%20strategy.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-03/education%20provision%20in%20North%20Somerset%20-%20a%20commissioning%20strategy.pdf</a>	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 (new entry)	Last year's Programme and Executive Member Briefing Report <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-04/19-20%20DE%20294%20signed_0.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-04/19-20%20DE%20294%20signed_0.pdf</a>	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

<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>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
01/01	Housing Infrastructure Fund: Contract Award for Cost Consultant Services (previously listed for November)	<u>Commissioning Plan June 2019</u> <u>Procurement Plan August 2020</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR Panel in December/January	Contact: Alex Fear 01934 426458
01/01	Housing Infrastructure Fund: Contract award for bypass D&B (new entry)	<u>Commissioning Plan June 2019</u> <u>Procurement Plan August 2020</u>	Director of Development and Environment (key decision)	No	Plans to report to Informal SPEDR Panel in December/January	Contact: Alex Fear 01934 426458

## 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 (new entry)	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 (new entry)	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 (new entry)	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	Awaiting information	Contact: Richard Penska 01275 884256
03/02	Treasury Management Strategy 2021/22 (new entry)	Previous annual strategy setting reports to the Executive and Audit Committee	Executive	No	Awaiting information	Contact: Richard Penska 01275 884256



<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>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
23/02	Council Tax Setting 2021/22 (new entry)	Previous MTFP reports considered by the Executive and Council Tax Setting report 2019/20	Council	No	Council Decision	Contact: Richard Penska 01275 884256

**February 2021**

**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>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
01/02						