

Public Document Pack

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Date: Thursday, 31 August 2023

**** Supplementary Dispatch**

To all Members of the Executive

Dear Sir or Madam

Executive – Wednesday, 6 September 2023

I refer to the agenda for the above Executive meeting and attach the following item, marked 'to follow':

8. Forward Plan dated 31 August 2023 (Pages 3 - 18)

Yours faithfully

Assistant Director Legal & Governance and Monitoring Officer

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Forward Plan

for the four-month period commencing on

1st October 2023

published on 31 August 2023



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 (9)

Leader of the Council - Councillor Mike Bell: External liaison including strategic partnerships, Local Enterprise Partnership, North Somerset Partnership, Joint Executive Committee (WECA and North Somerset Council), • Strategic policy/corporate plan development, forward programme and strategic review • Strategic communications • Community engagement and consultation • Finance- Revenue budget including revenues and benefits - capital programme including major projects (Banwell Bypass & MetroWest/Portishead Rail) - Income generation • Corporate services

Deputy Leader of the Council and executive member for children's services, families and life-long learning – Councillor Catherine Gibbons: Children and young people's services - Early help and family hubs - Family support - Safeguarding - Children in care - Adoption and fostering services - Care experienced young people - Corporate parenting - Youth offending service • Displaced Foreign Nationals • Cost of living crisis response • Education - Early years settings - Special educational needs and disabilities (education) - School place planning and admissions - Links with local HE and FE institutions - Links with schools and multi academy trusts - Elective home education - Children's licences and permits • Skills - Skills strategy - Careers advice - Community learning

Executive Member for climate, waste and sustainability – Councillor Annemieke Waite: • Delivery of Strategic Asset Management Plan including: - Decarbonisation of North Somerset Council assets - Accommodation strategy project delivery - Corporate estate operational management - Strategic asset planning • Climate emergency • Ecological emergency • Marine environment conservation • Flood risk management • Green infrastructure strategy • Environmental services - Recycling and waste minimisation - Waste and street cleansing contracts

Executive Member for homes and health – Councillor Jenna Ho Marris: • Green homes • Housing development programme delivery • Affordable housing delivery • Homelessness and rough sleeper support • Housing solutions • Private sector housing • Alliance Homes liaison •

Equalities and diversity • Public health - Health and Wellbeing Board and Strategy - Integrated Care System and Locality Partnerships - Health improvement - Health protection - Health and care services

Executive Member for highways and transport – Councillor Hannah Young: • Highways operations - Highway network management - Highway maintenance contracts - Streetlighting • Highway technical services and delivery - Liveable neighbourhood schemes - Active travel schemes - Highway structures • Strategic transport - Transport policy - Transport decarbonisation including BSIP delivery - Public transport - Home to school transport - Bus and rail strategy • Parking strategy including parking operational management

Executive Member for adult services and stronger communities – Councillor Roger Whitfield: • Reablement and technology enabled care • Care reforms • Early intervention and prevention • Integrated commissioning • Domiciliary, residential and nursing care • Social work and occupational therapy • Customer services • Town and parish liaison • North Somerset Together • Voluntary sector liaison

Executive Member for safety in the community – Councillor James Clayton: • Regulatory services - Trading standards - Food and commercial health and safety - Environmental protection - Licensing • Emergency management • CCTV • Community safety - Night-time economy - Safety of women and girls - PSPOs • Liaison with police and fire services • Resilience Forum • Unauthorised encampments strategy

Executive Member for spatial planning, placemaking and economy – Councillor Mark Canniford: • Placemaking delivery • Levelling Up Fund programme • Visitor economy development • Development and commercial programme • Planning policy • Heritage and design • Spatial planning • Building control • Resilient economy - Employment - Local economy • High street and town centre renewal

Executive Member for culture and leisure – Cllr Mike Solomon: • Culture strategy • Heritage Action Zones • Libraries • Community venues • Enabling events • Sports and leisure strategy • Seafronts, parks and lakes operational management • Concessions • Crematoria and cemeteries • Enforcement strategy

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 2023

1. Council and Executive Items
(No Council meeting)

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
18/10	Contract award for BSIP Bus Priority Schemes Design and Build contractor (replacement for entry in September and moved from decision in September)	<p>Committee report 6th July 2022 for Commissioning Plan for the Bus Service Improvement Plan: https://n-somerset.moderngov.co.uk/documents/s3579/09%20Bus%20Service%20Improvement%20Plan%20Enhanced%20Partnership%20adoption%20Executive.pdf</p> <p>Procurement Plan for BSIP Bus Priority Schemes Design and Build: https://www.n-somerset.gov.uk/sites/default/files/2022-12/DP311%20BSIP%20Design%20and%20Build%20and%20Build%20Only%20Procurement%20Plan.pdf</p>	Executive	No	An engagement session has been held with the Transport, Climate and Communities Policy and Scrutiny Panel on 26 July 2023.	Rob Thomson Rob.Thomson@n-somerset.gov.uk
18/10	Approval of Reg 19 Local Plan for consultation and subsequent submission for examination	Preferred Options Local Plan 2022 . Other evidence papers will be made available.	Executive	No.	PEP Scrutiny Panel 31 July 2023. Will arrange further engagement in Autumn in run up to Executive Committee.	Michael Reep 01934 426775.

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
18/10	Update on Medium Term Financial Plan (MTFP) 2024-2028	MTFP report 6/9/2023	Executive	No	Scrutiny and engagement arrangements to be discussed at TCC Panel 30/11/2023	Contact: Melanie Watts (01934 634618)
18/10	Capital Strategy 2024-2029 (new entry)	Capital Strategy report 8/2/2023 https://n-somerset.moderngov.co.uk/documents/s4266/16%20Capital%20Strategy%202023%202028%20and%20capital%20budget%20for%20202324.pdf	Executive	No	Policy aspects to be discussed at TCC Panel 20/7/2023	Contact: Amy Webb (07385 430493)
18/10	For noting only Safeguarding Adults Board Annual Plan	Safeguarding Adults Board 2022/23	Executive	No	Annual Plan shared with Safeguarding Adults Board September 2023. Prior engagement with Chairperson of ASH P&S Panel.	Contact: Hayley Verrico 07769163936
18/10	BSIP Programme Update and associated decisions – Engagement Plan, Branding, Etc.	Committee report 6 th July 2022 for Commissioning Plan for the Bus Service Improvement Plan: https://n-somerset.moderngov.co.uk/documents/s3579/09%20Bus%20Service%20Improvement%20Plan%20Enhanced%20Partnership%20adoption%20Executive.pdf	Executive	No	An engagement session has been held with the Transport, Climate and Communities Policy and Scrutiny Panel on 26 July 2023.	Bella Fortune Bella.fortune@n-somerset.gov.uk

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
01/10	Submission of funding bid to Arts Council Capital Investment Fund Delegation of authority to Section 151 officer to accept offer of funding if bid is successful (new entry)	An Expression of Interest for the bid is available from officers on request – please contact Julia.stuckey@n-somerset.gov.uk	Executive Member	No	This bid is in support of an agreed programme of placemaking activities which are reported regularly to the Placemaking, Economy and Planning Panel. The next report is due to be taken to the next meeting in November and will include information about this bid.	Julia Stuckey Julia.stuckey@n-somerset.gov.uk
01/10	Relevant Area for Consultation on admission arrangements 2024-26	School Admissions Code 2021 - School admissions code 2021 (publishing.service.gov.uk) School Standards and Framework Act 1998 (https://www.legislation.gov.uk/ukpga/1998/31/contents)	Executive Member for Children, Young People, Lifelong learning and skills (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group meeting – 8 September 2023	Contact: Georgia Humphrey 07500 882436
01/10	Award of BSIP Bus Shelters and Bus Stop Infrastructure Framework (previously listed in September) moved to November	BSIP Bus Shelters and Bus Stop Infrastructure Framework procurement plan	Director of Place	No	An engagement session will be held with the Transport, Climate and Communities Policy and Scrutiny Panel in July 2023.	Carl Nicholson carl.nicholson@n-somerset.gov.uk

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
01/10	Contract award for BSIP Transport Hubs Design Consultant (previously listed for May, July and September)	Procurement Plans for BSIP Transport Hubs Design Consultant	Director of Place	No	An engagement session will be held with the Transport, Climate and Communities Policy and Scrutiny Panel in July 2023.	Jackie Lower Jackie.Lower@n-somerset.gov.uk
01/10	Support to Live at Home One Weston Second Tier Flexible Framework Agreement - Contract Award Decision	Commissioning Plan sign off, Report 86 Full Council Minutes 10/01/23. https://n-somerset.moderngov.co.uk/documents/s4159/06%20Commissioning%20Plan%20Committee%20Report.pdf https://n-somerset.moderngov.co.uk/ie/ListDocuments.aspx?CId=169&MId=989&Ver=4	Director of Adult Social Services advised by the s.151 officer and Head of Strategic Procurement	No	Discussed with scrutiny panel 26/09/22 for the commissioning plan sign off at Full Council 10/01/23	Contact: Gerald Hunt 01934 634803
01/10	Bathing Adaptations Framework – Extension of current contract for 12 months (with option for additional 12 months) (new entry)	Previous Contract Award https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20PC%20100%20signed.pdf	Director of Adult Social Services	No	Written briefing sent to Chair/Vice Chair of the ASH Panel on 21/8/23. Will follow their steer with regard to further engagement with the Panel	Andrew Cross Andrew.cross@n-somerset.gov.uk

November 2023

1. Council and Executive Items
(No Executive meeting)

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
14/11	Contract award for stage 2 (detailed design and build) of Banwell bypass (new entry)	20/21 DP329 Stage 1 contract award report (March 2021)	Council	Part	18/09 HIF update to the Transport, Climate and Communities Policy Panel	Katie Park 07771947034

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	Award of BSIP Bus Shelters and Bus Stop Infrastructure Framework (previously listed in September and October)	BSIP Bus Shelters and Bus Stop Infrastructure Framework procurement plan	Director of Place	No	An engagement session will be held with the Transport, Climate and Communities Policy and Scrutiny Panel in July 2023.	Carl Nicholson (carl.nicholson@n-somerset.gov.uk)

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	A38 MRN Scheme Contract 1 works package A - Contract Award of D&B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August, September 2023 – previously one contract)	<p>Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</p> <p>OBC Commissioning and Procurement Plan</p> <p>- Exec Member Decision DP270 Decision (n-somerset.gov.uk)</p> <p>A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>- Full Council/Exec Member: COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk)</p> <p>DP 22/23 95 signed (n-somerset.gov.uk)</p> <p>DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</p> <p>Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> <p>Exec member decision DP423 22/23 Approval of additional local contributions as a consequence of inflationary cost increases.</p> <p>DP423 (n-somerset.gov.uk)</p>	Director of Place	No	<p>The Place P&SP were consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022 and a further written briefing was provided on 8th December 2022. A briefing will then be offered Transport, Climate and Communities P&S Panel following OBC approval from DfT.</p>	Jason Reading, Senior Project Manager, Place Directorate Jason.reading@n-somerset.gov.uk

01/11	<p>A38 MRN Scheme Contract 2 works package B - Contract Award of D&B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August and September 2023 – previously one contract)</p>	<p>Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf OBC Commissioning and Procurement Plan - Exec Member Decision DP270 Decision (n-somerset.gov.uk) A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council/Exec Member: COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk) DP 22/23 95 signed (n-somerset.gov.uk) DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk) Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services Exec member decision DP423 22/23 Approval of additional local contributions as a consequence of inflationary cost increases. DP423 (n-somerset.gov.uk)</p>	Director of Place	No	<p>The Place P&SP were consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022 and a further written briefing was provided on 8th December 2022. A briefing will then be offered to Transport, Climate and Communities P&SP following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate Jason.reading@n-somerset.gov.uk</p>
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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	A38 MRN Scheme Award of Professional Services Contract (previously listed for September, October 2022, January, March, April, May, August and September 2023)	<p>Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</p> <p>OBC Commissioning and Procurement Plan</p> <p>- Exec Member Decision DP270 Decision (n-somerset.gov.uk)</p> <p>A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>- Full Council/Exec Member: COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk)</p> <p>DP 22/23 95 signed (n-somerset.gov.uk)</p> <p>DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</p> <p>Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> <p>Exec member decision DP423 22/23 Approval of additional local contributions as a consequence of inflationary cost increases. DP423 (n-somerset.gov.uk)</p>	Director of Place	No	<p>The Place P&SP were consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022 and a further written briefing was provided on 8th December 2022. A briefing will then be offered to Transport, Climate and Communities P&SP following OBC approval from DfT.</p>	Jason Reading, Senior Project Manager, Place Directorate Jason.reading@n-somerset.gov.uk

December 2023

**1. Council and Executive Items
(No Council meeting)**

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
06/12	Update on Medium Term Financial Plan (MTFP) 2024-2028 and Draft Revenue Budget for 2024/25	MTFP report 18/10/2023	Executive	No	All member scrutiny session to be held in December 2023	Contact: Melanie Watts (01934 634618)
06/12	Budget monitor 2023/24 – Month 6 Update (new entry)	Budget monitor report 6/9/2023	Executive	No	Through the TCC Panel and informal working group and also through the individual P&SP that support each directorate	Contact: Melanie Watts (01934 634618)
06/12	Contract award for highways surfacing works (new entry)	<u>DP545 Procurement report for Highway surfacing</u>	Executive	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 10 October	Tash Hardy Project Manager, Business Development Unit Natasha.Hardy@n-somerset.gov.uk
06/12	Contract award for the highways dynamic purchasing system for civils, structures and resurfacing (new entry)	<u>DP546 Procurement report for highway DPS</u>	Executive	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 10 October	Tash Hardy Project Manager, Business Development Unit Natasha.Hardy@n-somerset.gov.uk

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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	Contract Award for the delivery of an expansion to the buildings at Clevedon School to meet local place needs (previously listed for June and September)	<p>Report to the Children & Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children & Young People's Services – School's Capital Programme - Committee Report NSC (modern.gov.co.uk)</p> <p>Commissioning and Procurement Plan – to follow</p>	<p>Director of Place</p> <p>Moved from 21/06 Executive to Director Decision</p>	No	<p>Report to the Children & Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children & Young People's Services – School's Capital Programme - Committee Report NSC (modern.gov.co.uk)</p> <p>Reports to CYPS School Organisation Steering Group Being being planned for June 2023</p>	<p>Sally Varley (she/her) Head of Strategic Place Planning, Capital Programmes and School Organisation/Admissions Service sally.varley@n-somerset.gov.uk</p> <p>Jonathan Hughes Senior Project Manager Jonathan.hughes@n-somerset.gov.uk</p> <p>David Peacock Senior Project Manager David.peacock@n-somerset.gov.uk</p>
01/12	Contract award for garden waste treatment (new entry)-no longer a key decision. C&P plan already agreed at Executive.	Link to supporting CP/PP from September Executive	Director of Place	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 20 November	Tash Hardy Project Manager, Business Development Unit Natasha.Hardy@n-somerset.gov.uk

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	Contract award for residual waste treatment (new entry) no longer a key decision. C&P plan already agreed at Executive.	Link to supporting CP/PP from September Executive	Director of Place	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 20 November	Tash Hardy Project Manager, Business Development Unit Natasha.Hardy@n-somerset.gov.uk
01/12	Contract award for highways surface dressing works (new entry) no longer a key decision. C&P plan already agreed at Executive.	<u>DP544 Procurement report for highway surface dressing</u>	Director of Place	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 10 October	Tash Hardy Project Manager, Business Development Unit Natasha.Hardy@n-somerset.gov.uk
01/12	Approval of acquisition of all land and rights required for Banwell bypass (including service of a general vesting declaration, notice to treat or notice of entry) (new entry)	COU37 (July 2022) Approval of making the CPO for Banwell bypass	Director of Place in consultation with the Assistant Director, Legal and Governance and Monitoring Officer	No	18/09 HIF update to the Transport, Climate and Communities Policy Panel	Katie Park 07771947034
01/12	Council Tax Base for 2024/25 (new entry)	Tax Base decision for 2023/24 https://n-somerset.gov.uk/sites/default/files/2022-12/CSD083%20Decision%20Notice%20-%20Tax%20Base%202023_24_0.pdf	Leader of the Council, Executive Member for Finance	No	Aligned with the MTFP reporting framework	Contact: Mark Anderson (01934 634616)

January 2024

1. Council Items

(No Executive meeting)

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
09/01	Update on Medium Term Financial Plan (MTFP) 2024-2028 (new entry)	MTFP report 6/12/2023	Council	No	Aligned with the MTFP reporting framework	Contact: Melanie Watts (01934 634618)
09/01	Decision on the letting a new contract for the provision of Revenues, Welfare and Financial Transactions (new entry)	Full Council Decision from 19 Sept 2023 supported by report. Procurement evaluation results captured in a Council Report for 9 Jan 2024	Council	No	Briefing to be given to TCC Policy and Scrutiny Panel.	Stuart Anstead Stuart.anstead@n-somerset.gov.uk

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
01/1						