

# Public Document Pack

**Contact:** Hazel Brinton  
**Direct Dial:** 01275 884811  
**E-mail:** hazel.brinton@n-somerset.gov.uk  
**Date:** Tuesday, 5 December 2023

## **\*\* Supplementary Dispatch**

**To all Members of the Executive**

Dear Sir or Madam

**Executive – Wednesday, 6 December 2023**

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

- 8. Forward Plan dated 30 November 2023 (Pages 3 - 28)**  
(to follow)

Yours faithfully

Assistant Director Legal & Governance and Monitoring Officer

This page is intentionally left blank

# Forward Plan

for the four-month period commencing on

**1<sup>st</sup> January 2024**

published on 30<sup>th</sup> November 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 maker 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)

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	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	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 <a href="mailto:Stuart.anstead@n-somerset.gov.uk">Stuart.anstead@n-somerset.gov.uk</a>
09/01	Approve the Biodiversity Supplementary Planning Document	<i>The draft SPD document will be consulted on in Oct 23 for 6 weeks</i>  Former SPD (being replaced in 2024 with two separate SPDs) <a href="https://www.n-somerset.gov.uk/sites/default/files/2022-05/B3%20-%20Biodiversity%20and%20Trees%20SPD%20-%28Adopted%202015%29.pdf">https://www.n-somerset.gov.uk/sites/default/files/2022-05/B3%20-%20Biodiversity%20and%20Trees%20SPD%20-%28Adopted%202015%29.pdf</a>	Council	Yes	Place Scrutiny briefing, 8 March 2023  Informal Scrutiny, 13 Sept 2023	Esther Coffin-Smith 07385 039453

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	MetroWest Phase 1 - Request delegated authority to finalise and submit the Full Business Case	Paper to be drafted and circulated by 7th of December	Council	No	Paper to be drafted and circulated by 7th of December	James Willcock <a href="mailto:James.Willcock@n-somerset.gov.uk">James.Willcock@n-somerset.gov.uk</a>
09/01	Development Programme updates including amendments to Commissioning Plans (new entry)	<p>NSC Development Strategy: <a href="http://www.n-somerset.gov.uk/developmentstrategy">http://www.n-somerset.gov.uk/developmentstrategy</a></p> <p>Consultation on development sites, including consultation outcome results: see <a href="http://www.n-somerset.gov.uk/nscsites">www.n-somerset.gov.uk/nscsites</a></p> <p>Commissioning Plan for Weston Town Centre sites: <a href="https://n-somerset.moderngov.co.uk/documents/s3105/21%20Development%20Programme%20-Commissioning%20Plan.pdf">https://n-somerset.moderngov.co.uk/documents/s3105/21%20Development%20Programme%20-Commissioning%20Plan.pdf</a></p> <p>Commissioning Plan for Castlewood site: <a href="https://n-somerset.moderngov.co.uk/documents/s4161/08%20Castlewood%20Council%20Report%20FINAL.pdf">https://n-somerset.moderngov.co.uk/documents/s4161/08%20Castlewood%20Council%20Report%20FINAL.pdf</a></p>	Council	Part	Included in reports to PEP and TCC Scrutiny Panels, November 2023	Jenny Ford, Assistant Director, Placemaking & Growth

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
09/04	Tropicana Future Operator Commissioning Plan (moved to February 2024)	Tropicana Future Operator Commissioning Plan will be provided with papers	Council	Part	Updates to the November 2023 PEP Panel.	Contact: Julia Stuckey <a href="mailto:julia.stuckey@n-somerset.gov.uk">julia.stuckey@n-somerset.gov.uk</a>  <del>07385 957325</del>

## 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	Garden waste increase in charge 24/25 (new entry)	Report to 7 January 2020 Executive: Garden Waste Collection Service  <a href="https://n-somerset.moderngov.co.uk/Data/Executive/202001071000/Agenda/16%20Garden%20Waste%20Collection%20Service.pdf">https://n-somerset.moderngov.co.uk/Data/Executive/202001071000/Agenda/16%20Garden%20Waste%20Collection%20Service.pdf</a>	Executive Member	No	TCC Panel on 20 November 2023	Colin Russell <a href="mailto:Colin.russell@n-somerset.gov.uk">Colin.russell@n-somerset.gov.uk</a>
01/01 Page 8	Award of BSIP Bus Shelters and Bus Stop Infrastructure Framework (previously listed in September and October and November)	BSIP Bus Shelters and Bus Stop Infrastructure Framework procurement plan	Director of Place	No	An engagement session has been held with the Transport, Climate and Communities Policy and Scrutiny Panel on 26 July 2023.	Jackie Lower <a href="mailto:Jackie.lower@n-somerset.gov.uk">Jackie.lower@n-somerset.gov.uk</a>



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	Contract Award for the delivery of an expansion to the buildings at Clevedon School to meet local place needs (previously listed for June, September and December) moved to March 2024	<p>Report to the Children &amp; Young People's Services Policy and Scrutiny Panel  Date of Meeting: 20 October 2022  Subject of Report: Children &amp; Young People's Services— School's Capital Programme— <a href="http://modern.gov.co.uk">Committee Report NSC (modern.gov.co.uk)</a></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 &amp; Young People's Services Policy and Scrutiny Panel  Date of Meeting: 20 October 2022  Subject of Report: Children &amp; Young People's Services— School's Capital Programme— <a href="http://modern.gov.co.uk">Committee Report NSC (modern.gov.co.uk)</a></p> <p>Reports to CYPS School Organisation Steering Group Being planned for June 2023</p>	<p>Sally Varley (she/her)  Head of Strategic Place Planning, Capital Programmes and School Organisation/Admissions Service  <a href="mailto:sally.varley@n-somerset.gov.uk">sally.varley@n-somerset.gov.uk</a></p> <p>Jonathan Hughes  Senior Project Manager  <a href="mailto:Jonathan.hughes@n-somerset.gov.uk">Jonathan.hughes@n-somerset.gov.uk</a></p> <p>David Peacock  Senior Project Manager  <a href="mailto:David.peacock@n-somerset.gov.uk">David.peacock@n-somerset.gov.uk</a></p>

01/01	<p>A38 MRN Scheme <b>Contract 1 works package A</b> – Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March-April, May, August, September, November 2023 – previously one contract) – moved to February 2024</p>	<p>Director Decision: 19/20-DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a>  OBC Commissioning and Procurement Plan  – Exec Member Decision DP270 <a href="#">Decision (n-somerset.gov.uk)</a>  A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  – Full Council/Exec Member: <a href="#">COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a>  <a href="#">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="#">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; 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.  <a href="#">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered Transport, Climate and Communities P&amp;S Panel following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
-------	--	--	-------------------	----	---	---

01/01	<p>A38 MRN Scheme <b>Contract 2 works package B</b> - Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August and September, November 2023 — previously one contract) - moved to February 2024</p>	<p>Director Decision: 19/20 DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a>  OBC Commissioning and Procurement Plan  -Exec Member Decision DP270 <a href="https://www.n-somerset.gov.uk">n-somerset.gov.uk</a> A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  -Full Council/Exec Member: COU82 <a href="#">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a>  <a href="#">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="#">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; 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. <a href="#">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
-------	---	---	-------------------	----	---	---

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
01/01	A38 MRN Scheme Award of Professional Services Contract (previously listed for September, October 2022, January, March, April, May, August September, November 2023) moved to February 2024	<p>Director Decision: 19/20-DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a></p> <p>OBC Commissioning and Procurement Plan</p> <p>– Exec Member Decision DP270 <a href="https://www.n-somerset.gov.uk">Decision (n-somerset.gov.uk)</a></p> <p>A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>– Full Council/Exec Member: COU82 <a href="https://www.n-somerset.gov.uk">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a></p> <p>DP 22/23 95 signed (<a href="https://www.n-somerset.gov.uk">n-somerset.gov.uk</a>)</p> <p>DP 22/23 DP 108 MRN professional services procurement plan (<a href="https://www.n-somerset.gov.uk">n-somerset.gov.uk</a>)</p> <p>Commissioning &amp; Procurement Plans for the Design &amp; 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. <a href="https://www.n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	Jason Reading, Senior Project Manager, Place Directorate <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a>

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
01/01	Contract award for BSIP Transport Hubs Design Consultant (previously listed for May, July and September, October and December)	Procurement Plans for BSIP Transport Hubs Design Consultant	Director of Place	No	An engagement session has been held with the Transport, Climate and Communities Policy and Scrutiny Panel on 26 July 2023	Jackie Lower ( <a href="mailto:Jackie.Lower@n-somerset.gov.uk">Jackie.Lower@n-somerset.gov.uk</a> )

## February 2024

### 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
07/02	Update on Medium Term Financial Plan (MTFP) 2024-2028 and Draft Revenue Budget for 2024/25	MTFP report 6/12/2023	Executive	No	To be undertaken with the Chair of TPP Panel following all member scrutiny session	Contact: Melanie Watts (01934 634618)
07/02	Update on Capital Strategy 2024-2029 & Capital Programme 2024/25	Capital Strategy report 18/10/2023	Executive	No	Scrutiny aspects to be discussed at TCC Panel 30/11/2023	Contact: Amy Webb (07385 430493)
07/02	Fees and Charges 2024/25	Fees & Charges 2023/24 <a href="https://n-somerset.moderngov.co.uk/documents/s4267/17%202023%202024%20Fees%20and%20Charges.pdf">https://n-somerset.moderngov.co.uk/documents/s4267/17%202023%202024%20Fees%20and%20Charges.pdf</a>	Executive	No	Aligned with the MTFP reporting framework	Contact: Melanie Watts (01934 634618)
07/02	Treasury Management Strategy for 2024/25	Treasury Management Strategy 2023/24 <a href="https://n-somerset.moderngov.co.uk/documents/s4265/15%20Treasury%20Management%20Strategy%202023_24.pdf">https://n-somerset.moderngov.co.uk/documents/s4265/15%20Treasury%20Management%20Strategy%202023_24.pdf</a>	Executive	No	To be delivered through the Audit Committee	Contact: Melanie Watts (01934 634618)
07/02	Q2 Performance Management Update	<a href="https://n-somerset.gov.uk">Organisational priorities   North Somerset Council (n-somerset.gov.uk)</a>  <a href="https://n-somerset.gov.uk">Risk Management Strategy (n-somerset.gov.uk)</a>	Executive	No	This is an information item. Quarterly updates to Scrutiny Panels will follow the update to the Executive as per the agreed business planning and risk management framework.	<a href="mailto:Emma.diakou@n-somerset.gov.uk">Emma.diakou@n-somerset.gov.uk</a>  <a href="mailto:Jo.belbin@n-somerset.gov.uk">Jo.belbin@n-somerset.gov.uk</a>

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
07/02	Contract award for the Multi-Disciplinary Design and Project Services Team for Public Sector Decarbonisation (PSDS) works at The Campus.	PSDS Works Procurement Plan	Executive	No	Chairperson of TCC Policy and Scrutiny Panel to be consulted	Michelle Dickson, Assistant Project Manager michelle.dickson1@n-somerset.gov.uk
07/02	Approval to consult on our Draft Parking Management Strategy & Action Plan (new entry)	<p>Jan 2020 report to the executive <a href="https://n-somerset.moderngov.co.uk/Data/Executive/202001071000/Agenda/13%20Car%20Parking%20Review%20Initial%20Recommendations.pdf">https://n-somerset.moderngov.co.uk/Data/Executive/202001071000/Agenda/13%20Car%20Parking%20Review%20Initial%20Recommendations.pdf</a></p> <p>Oct 2020 committee report <a href="https://n-somerset.moderngov.co.uk/Data/Executive/202010211430/Agenda/11%20Parking%20Review.pdf">https://n-somerset.moderngov.co.uk/Data/Executive/202010211430/Agenda/11%20Parking%20Review.pdf</a> and EXE39 in the minutes: <a href="#">Minutes 21-10-2020 44.docx</a> (<a href="http://moderngov.co.uk">moderngov.co.uk</a>)</p>	Executive	No	Informal Scrutiny session will be held on 14th November 2023.	Ruby Tobin, Senior Sustainable Travel Officer, <a href="mailto:Ruby.tobin@n-somerset.gov.uk">Ruby.tobin@n-somerset.gov.uk</a>

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
07/02	Creation of a Habitat Banking Vehicle to deliver Biodiversity Net Gain (new entry)	North Somerset Council green infrastructure strategy <a href="https://n-somerset.gov.uk/my-services/libraries-leisure-open-spaces/parks-countryside/green-infrastructure-strategy">https://n-somerset.gov.uk/my-services/libraries-leisure-open-spaces/parks-countryside/green-infrastructure-strategy</a>	Executive	No	Place Policy and Scrutiny Panel March 2023. Transport, Climate and Communities Policy and Scrutiny Panel November 2023. Briefing being prepared for detailed update for Transport, Climate and Communities Policy and Scrutiny Panel	John Flannigan <a href="mailto:John.flannigan@n-somerset.gov.uk">John.flannigan@n-somerset.gov.uk</a>
07/02	Commissioning and Procurement Plan – Birnbeck restoration work (new entry)	<a href="#">Agenda item - Birnbeck Pier (Exempt Report) (Agenda item 24)   North Somerset Council (modern.gov.co.uk)</a>	Executive	no	Awaiting confirmation from PEP Panel Chairperson regarding further engagement with scrutiny panel	Rachel Lewis <a href="mailto:Rachel.lewis@n-somerset.gov.uk">Rachel.lewis@n-somerset.gov.uk</a>
20/02	Council Tax Setting 2024/25	Previous MTFP reports considered by the Executive and Council Tax Setting report 2023/24	Council	No	To be added	Contact: Melanie Watts 01934 634618
20/02	Corporate Plan 2024-2028	To be sent	Council	No	<ul style="list-style-type: none"> <li>Scrutiny chairs and vice chairs workshop: Date TBC</li> <li>All councillor session: Date TBC</li> </ul>	Emma Diakou Head of Business Insight, Policy and Partnerships <a href="mailto:Emma.diakou@n-somerset.gov.uk">Emma.diakou@n-somerset.gov.uk</a>
20/02	Decision on the letting a new contract for the provision of Revenues, Welfare and Financial Transactions (new entry)	To be provided	Council	No	To be added	Stuart Anstead <a href="mailto:Stuart.anstead@n-somerset.gov.uk">Stuart.anstead@n-somerset.gov.uk</a>



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
20/02	Tropicana Future Operator Commissioning Plan (previously listed for January 2024)	Tropicana Future Operator Commissioning Plan will be provided with papers	Council	Part	Updates to the November 2023 PEP Panel.	Contact: Julia Stuckey <a href="mailto:julia.stuckey@n-somerset.gov.uk">julia.stuckey@n-somerset.gov.uk</a> 07385 957325

## 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	North Somerset Community & VC school admissions policies for 2025/26 academic year – decision to set following public consultation	<u>Admission arrangements consultation   North Somerset Council (n-somerset.gov.uk)</u>  School Admissions Code 2021 - School admissions code 2021 (publishing.service.gov.uk)	Executive Member for Children, Young People, Lifelong learning and skills (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group meeting 8 December 2023	Contact: Georgia Humphrey 07500 882436
01/02	Local Electric Vehicle Infrastructure – Acceptance of allocation & permission to tender (new entry)	<u>Approval of Electric Vehicle Strategy</u>	Executive Member for Highways and Transport Cllr Hannah Young	No	TCC Scrutiny Chairperson confirmed no further scrutiny engagement required at this stage.	<u>Cris Fletcher</u> <u>Cristian.fletcher@n-somerset.gov.uk</u>
01/02	Renewal of the Archives and Collections agreement (new entry)	Executive Member decision in 2013/14: EM DEC 1314 DE88 Heritage Archive SLA	Director of Place with advice from s151 officer and Head of Strategic Procurement	No	Informal Scrutiny briefing being arranged for December 2023	Emma Wellard, Head of Libraries and Community  <u>Emma.Wellard@n-somerset.gov.uk</u>

01/02	<p>A38 MRN Scheme  <b>Contract 1 works package A</b> – Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March-April, May, August, September, November 2023 and January 2024 – previously one contract) moved to April 2024</p>	<p>Director Decision: 19/20-DE295  <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a>  OBC Commissioning and Procurement Plan  – Exec Member Decision DP270  <a href="https://www.n-somerset.gov.uk">Decision (n-somerset.gov.uk)</a>  A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  – Full Council/Exec Member:  – <a href="https://www.moderngov.co.uk">COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a>  <a href="https://www.n-somerset.gov.uk">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="https://www.n-somerset.gov.uk">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; 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.  <a href="https://www.n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered Transport, Climate and Communities P&amp;S Panel following OBC approval from DfT.</p>	<p>Jason Reading,  Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
-------	---	---	-------------------	----	---	--

01/02	<p>A38 MRN Scheme <b>Contract 2 works package B</b> - Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August and September, November 2023 and January 2024 - previously one contract)-moved to April 2024</p>	<p>Director Decision: 19/20 DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a>  OBC Commissioning and Procurement Plan  -Exec Member Decision DP270 <a href="https://www.n-somerset.gov.uk">n-somerset.gov.uk</a> A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  -Full Council/Exec Member: COU82 <a href="#">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a>  <a href="#">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="#">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; 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. <a href="#">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
-------	---	---	-------------------	----	---	---

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	A38 MRN Scheme Award of Professional Services Contract (previously listed for September, October 2022, January, March, April, May, August September, November 2023 and January 2024) moved to April 2024	<p>Director Decision: 19/20-DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a></p> <p>OBC Commissioning and Procurement Plan</p> <p>– Exec Member Decision DP270 Decision (<a href="https://www.n-somerset.gov.uk">n-somerset.gov.uk</a>)</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 (<a href="https://www.moderngov.co.uk">moderngov.co.uk</a>)</p> <p>DP 22/23 95 signed (<a href="https://www.n-somerset.gov.uk">n-somerset.gov.uk</a>)</p> <p>DP 22/23 DP 108 MRN professional services procurement plan (<a href="https://www.n-somerset.gov.uk">n-somerset.gov.uk</a>)</p> <p>Commissioning &amp; Procurement Plans for the Design &amp; 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. <a href="https://www.n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	Jason Reading, Senior Project Manager, Place Directorate <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a>

**March 2024**

**1. Council and Executive Items**

**(NB No Executive or Council meeting currently scheduled for March)**

<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>

## 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	2024/25 Fees and Charges – to seek Executive Member approval for any key decisions for increases in charges over 5% and up to 10% or generating estimated additional income between £100,000 to £300,000 (new entry)	Report to Executive 12/04/16 <a href="https://n-somerset.moderngov.co.uk/Data/Executive/201604121430/Agenda/13%20Fees%20and%20Charges%202016%2017.pdf">https://n-somerset.moderngov.co.uk/Data/Executive/201604121430/Agenda/13%20Fees%20and%20Charges%202016%2017.pdf</a>	Executive Members: Cllr Waite, Cllr Solomon, Cllr Canniford, Cllr Young, Cllr Bell, Cllr Gibbons, Cllr Clayton, Cllr Ho Marris (Key Decision)  <i>All executive members are listed here as not known at this stage which individual exec member will be required to make a decision on an increase to fees and charges in their particular portfolio</i>	No	Engagement with scrutiny to take place no later than 1 March 2024. Arrangements to be agreed with relevant Panel Chairmen for Placemaking, Economy and Planning Scrutiny Panel and Transport, Climate and Communities Scrutiny Panel  <i>All Chairs listed here as not known at this stage which Panel remits affected</i>	Victoria Watkins  <a href="mailto:Victoria.watkins@n-somerset.gov.uk">Victoria.watkins@n-somerset.gov.uk</a>
01/03	School term and Holiday Dates 2025/26 school year	Consultation with local community (January 2024) <a href="https://n-somerset.inconsult.uk/">https://n-somerset.inconsult.uk/</a>	Director of Children's Services (key decision)	No	Meeting of CYPS School Organisational Steering Group 8 <sup>th</sup> December 2023	Contact: Janice Allen 01275 888619

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	2024/25 Fees and Charges – to seek Director approval for any key decisions for increases in charges up to 5% or generating estimated additional income up to £100,000 (new entry)	Report to Executive 12/04/2016 <a href="#">Report to Executive 2016</a>	Director of Place (Key Decision)	No	Engagement with scrutiny to take place no later than 1 March 2024. Arrangements to be agreed with relevant Panel Chairmen for Placemaking, Economy and Planning Scrutiny Panel and Transport, Climate and Communities Scrutiny Panel  <i>All Chairs listed here as not known at this stage which Panel remits affected</i>	Victoria Watkins <a href="mailto:Victoria.watkins@n-somerset.gov.uk">Victoria.watkins@n-somerset.gov.uk</a>
01/03	Contract Award for the delivery of an expansion to the buildings at Clevedon School to meet local place needs (previously listed for June, September, December 2023 and January 2024)	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 - <a href="#">Committee Report NSC (moderngov.co.uk)</a>  Commissioning and Procurement Plan <a href="#">Approval of Commissioning Plan for delivering an expansion to the buildings at Clevedon School.pdf</a>	Director of Place  Moved from 21/06 Executive to Director Decision	No	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 - <a href="#">Committee Report NSC (moderngov.co.uk)</a>  Reports to CYPS School Organisation Steering Group Being planned for June 2023	Sally Varley (she/her) Head of Strategic Place Planning, Capital Programmes and School Organisation/Admissions Service <a href="mailto:sally.varley@n-somerset.gov.uk">sally.varley@n-somerset.gov.uk</a>  <del>Jonathan Hughes</del> Senior Project Manager <a href="mailto:Jonathan.hughes@n-somerset.gov.uk">Jonathan.hughes@n-somerset.gov.uk</a>  David Peacock Senior Project Manager <a href="mailto:David.peacock@n-somerset.gov.uk">David.peacock@n-somerset.gov.uk</a>



April 2024

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
16/04	Climate Emergency Action Plan progress report and Adaptation Strategy (new entry)	<p>Climate Emergency Action Plan  <a href="https://n-somerset.gov.uk/sites/default/files/2023-03/31208%20Climate%20Emergency%20Action%20Plan%20ACC.pdf">https://n-somerset.gov.uk/sites/default/files/2023-03/31208%20Climate%20Emergency%20Action%20Plan%20ACC.pdf</a></p> <p>Previous Climate emergency progress report (September 2023)  <a href="#">Committee Report NSC (moderngov.co.uk)</a></p> <p>North Somerset Adaptation Action Plan 2011 (attached)</p>	Council	No	Update report to Transport, Climate, Communities Policy and Scrutiny on 29 <sup>th</sup> February	Victoria Barvenova <a href="mailto:Victoria.barvenova@n-somerset.gov.uk">Victoria.barvenova@n-somerset.gov.uk</a>
24/04	Q3 Performance Management Update (new entry)	<p><a href="#">Organisational priorities   North Somerset Council (n-somerset.gov.uk)</a></p> <p><a href="#">Risk Management Strategy (n-somerset.gov.uk)</a></p>	Executive	No	This is an information item. Quarterly updates to Scrutiny Panels will follow the update to the Executive as per the agreed business planning and risk management framework.	<a href="mailto:Emma.diakou@n-somerset.gov.uk">Emma.diakou@n-somerset.gov.uk</a>  <a href="mailto:Jo.belbin@n-somerset.gov.uk">Jo.belbin@n-somerset.gov.uk</a>

Page 25

## 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
01/04	A38 MRN Scheme <b>Contract 1 works package A</b> - Contract Award of D&B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August, September, November 2023 and January and February 2024 – previously one contract)	<p>Director Decision: 19/20 DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a></p> <p>OBC Commissioning and Procurement Plan</p> <p>- Exec Member Decision DP270 <a href="#">Decision (n-somerset.gov.uk)</a></p> <p>A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>- Full Council/Exec Member: <a href="#">COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a></p> <p><a href="#">DP 22/23 95 signed (n-somerset.gov.uk)</a></p> <p><a href="#">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a></p> <p>Commissioning &amp; Procurement Plans for the Design &amp; 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><a href="#">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered Transport, Climate and Communities P&amp;S Panel following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate</p> <p><a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>

01/04	<p>A38 MRN Scheme  <b>Contract 2 works package B</b> - Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August and September, November 2023 and January 2024 and February—previously one contract)</p>	<p>Director Decision: 19/20 DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a>  OBC Commissioning and Procurement Plan  - Exec Member Decision DP270 <a href="https://www.n-somerset.gov.uk">Decision (n-somerset.gov.uk)</a> A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  - Full Council/Exec Member: COU82 <a href="#">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a>  <a href="#">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="#">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; 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.  <a href="#">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	<p>Jason Reading,  Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
-------	---	---	-------------------	----	---	--

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
01/04	A38 MRN Scheme Award of Professional Services Contract (previously listed for September, October 2022, January, March, April, May, August September, November 2023 and January and February 2024)	<p>Director Decision: 19/20 DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a></p> <p>OBC Commissioning and Procurement Plan</p> <p>- Exec Member Decision DP270 <a href="https://www.n-somerset.gov.uk">Decision (n-somerset.gov.uk)</a></p> <p>A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>- Full Council/Exec Member: COU82 <a href="https://www.n-somerset.gov.uk">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a></p> <p>DP 22/23 95 signed (<a href="https://www.n-somerset.gov.uk">n-somerset.gov.uk</a>)</p> <p>DP 22/23 DP 108 MRN <a href="https://www.n-somerset.gov.uk">professional services procurement plan (n-somerset.gov.uk)</a></p> <p>Commissioning &amp; Procurement Plans for the Design &amp; 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><a href="https://www.n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	Jason Reading, Senior Project Manager, Place Directorate <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a>