

Forward Plan

for the four-month period commencing on

1st October 2021

published on 1 September 2021



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) (revised portfolios as announced at Council on 20 April 2021)

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; strategic communications and marketing (with Deputy Leader and Executive Member Engagement); strategic transport - transport policy, public transport, home to school transport, bus and rail strategy.

Deputy Leader of the Council and Executive Member for Adult Services, Health and Housing - Councillor Mike Bell: adult social care; Health and Wellbeing Board; public health and regulatory services; NHS, health and liaison; emergency management; housing solutions, private sector housing and unauthorised encampments.

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.

Executive Member for Corporate Services – Councillor Ashley Cartman: finance – revenue, capital programme and income generation; procurement; legal and democratic services (including electoral and registrar); property and asset management – financial business cases & financing; ICT, digital and customer services; lead for business support contracts – Agilisys and Liberata; human resources and organisational development; shareholder representative role for council companies.

Executive Member for Climate Emergency and Engagement – Councillor Bridget Petty: climate and ecological emergency; community engagement and consultation; town and parish liaison; North Somerset Together; voluntary sector liaison.

Executive Member for Placemaking and Economy – Councillor Mark Canniford: Placemaking and development - placemaking strategies, culture strategy, Weston placemaking delivery, Tropicana and Playhouse Theatre, strategic events programme, visitor economy development, development and commercial programme, affordable housing delivery; planning - policy, spatial planning, building control; economy and recovery - inward investment, business development and engagement, employment, high street and town centre renewal; parking strategy.

Executive Member for Neighbourhoods and Community Services – Councillor Mike Solomon: libraries; community venues; safer communities; environmental services - recycling and waste minimisation, waste and street cleansing contracts, enforcement strategy; highways operations and parking - highway network management, highway maintenance contract, streetlighting, parking management; highway technical services and delivery - liveable neighbourhood schemes, active travel schemes, highway structures; open spaces and natural environment – sports and leisure centre contracts, flood risk management, seafronts parks and lakes operational management, crematoria and cemeteries, marine environment.

Executive Member for Assets and Capital Delivery – Councillor Steve Bridger: major infrastructure project delivery – HIF, Metrowest, major schemes; property technical services and project delivery - strategic asset planning, corporate estate (including allocation/appropriation of assets between council directorates/functions), accommodation strategy project delivery, capital projects delivery.

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 2021**1. Council and Executive Items****(NB No Council meeting scheduled for October)**

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
20/10	2021/22 Month 6 Budget Monitor	Previous Budget Monitor reports to Executive	Executive	No	PCOM November	Contact: Melanie Watts 01934 634618
20/10	Medium Term Financial Plan (MTFP) and Revenue Budget 2022/23	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	PCOM November – consideration of draft MTFP and savings plans	Contact: Melanie Watts 01934 634618
20/10	Bus Back Better: Approval of the Joint Bus Service Improvement Plan (BSIP)	Report to Executive 23/06/2021 Also, Ministerial statement of 15 March 2021: https://www.gov.uk/government/speeches/local-transport-update-national-bus-strategy-for-england-published New National strategy launched 15 March 2021: https://www.gov.uk/government/publications/bus-back-better	Executive	No	Place Panel session to be arranged prior to Executive to allow detailed scrutiny of the Joint Bus Service Improvement Plan (BSIP)	Contact: Colin Medus 01934 426498

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
20/10	Contract award to appoint a contractor to construct the Winterstoke Hundred Academy expansion at Locking Parklands	<p>HIF Commissioning plan http://apps.n-somerset.gov.uk/cairo/docs/doc29685.pdf WHAE Procurement Plan https://www.n-somerset.gov.uk/sites/default/files/2020-09/2021%20DE123%20signed.pdf Contract Award for the Design of WHAE https://www.n-somerset.gov.uk/sites/default/files/2020-12/CY11%20signed.pdf Planning application number: 21/P/1596/FUL</p>	Executive	No	<p>Presentation at CYPS Panel (Informal Meeting) – 30 June 2021 Update to the School Organisation Scrutiny Steering Group (CYPS Policy and Scrutiny Panel) - 25 May 2021 Presentation to Place Policy and Scrutiny Panel on 6th September</p>	Contact: Naomi Addicott 07469406075

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
20/10	Development Programme updates including recommendations from consultation on sites (moved to February)	Executive report on Development Programme updates and consultation programme, 23 rd June 2021: https://n-somerset.moderngov.co.uk/documents/s1105/15%20Development%20Programme%20Updates%20and%20Consultation%20Programme.pdf	Executive	Part	PCOM to host discussion on Development Programme, July 2021	Contact: Jenny Ford 01934 426 609/ Alex Hearn
20/10	Healthier Together Memorandum of Understanding (previously listed for September)	Draft MoU in preparation and available from Nick Brain on request	Executive (or Exec Member)	No	General discussion at recent HOSP and ASH Panel meetings. Also covered under ICS item at last Joint HOSC meeting on 15th March. The ICS (including the MOU) is on HOSP work plan for setting up a Members' briefing. Also plans to set up a (joint) 3 H&WB to consider	Contact: Nicholas Brain
20/10	Approval of Local Plan Consultation Draft for consultation (new entry)	Challenges and Choices consultations 2020. North Somerset Local Plan: report to Executive 28/04/21	Executive	No	Place Scrutiny workshops (July to October).	Contact: 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
20/10	Noting of the Safeguarding Adults Annual Report (new entry)	2020/21 Safeguarding Adult's Board Annual Report	Executive	No	Prior engagement with Panel Chairman Report to Adult Services and Housing Policy and Scrutiny Panel 4 th November	Contact: Hayley Verrico 01275 884243
20/10	Commissioning / procurement plan for supply, installation and servicing of stairlifts etc through Disabled Facilities Grants (new entry)	Executive Minute – EXE59 13 December 2011 Director decision PC11 (2020/21 Scheme) – extend to February 2022	Executive	No	ASH Panel briefings – TBC (dependent outcome market engagement)	Contact: Howard Evans 01934 426673

October 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
01/10	Permission to commence the Presumption Route competition process with the DfE to seek a sponsor for a new primary school in Weston super Mare to meet new development demand	Education Provision in North Somerset ~ A Commissioning Strategy 2021 – 2024 –report to Executive 23 June 2021	Executive Member (Cllr Gibbons)	No	CYPS School Organisation Steering Group – 25 May 2021	Contact: Sally Varley 01275 884857
01/10	MetroWest Phase 1 – Western Power Distribution - agreement (previously listed for September)	25th June 2019 report to Full Council http://apps.n-somerset.gov.uk/cairo/docs/doc29690.htm	Director of Place (key decision)	No	10 November 2020 report to Full Council on agreements with utility companies / statutory undertakers. https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2020/84	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
01/10	MetroWest Phase 1 – Exolum (formerly Compañía Logística de Hidrocarburos) – agreement for building and working over and in proximity to oil pipelines (previously listed for September)	25th June 2019 report to Full Council http://apps.n-somerset.gov.uk/cairo/docs/doc29690.htm	Director of Place (key decision)	No	10 November 2020 report to Full Council on agreements with utility companies / statutory undertakers. https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2020/84	Contact: Richard Matthews 01275 888937
01/10	MetroWest Phase 1 – Bristol Water - agreement for building and working over and in proximity to water pipelines (previously listed for September)	25th June 2019 report to Full Council http://apps.n-somerset.gov.uk/cairo/docs/doc29690.htm	Director of Place (key decision)	No	10 November 2020 report to Full Council on agreements with utility companies / statutory undertakers. https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2020/84	Contact: Richard Matthews 01275 888937
01/10	MetroWest Phase 1 – Wales and West Utilities agreement (previously listed for September)	25th June 2019 report to Full Council http://apps.n-somerset.gov.uk/cairo/docs/doc29690.htm	Director of Place (key decision)	No	10 November 2020 report to Full Council on agreements with utility companies / statutory undertakers. https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2020/84	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
01/10	MetroWest Phase 1 – National Grid agreement (previously listed for September)	25th June 2019 report to Full Council http://apps.n-somerset.gov.uk/cairo/docs/doc29690.htm	Director of Place (key decision)	No	10 November 2020 report to Full Council on agreements with utility companies / statutory undertakers. https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2020/84	Contact: Richard Matthews 01275 888937
01/10	MetroWest Phase 1 – Bristol Port Company agreement (previously listed for September)	25th June 2019 report to Full Council http://apps.n-somerset.gov.uk/cairo/docs/doc29690.htm	Director of Place (key decision)	No	10 November 2020 report to Full Council on agreements with utility companies / statutory undertakers. https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2020/84	Contact: James Willcock 01934 426414
01/10	MetroWest Phase 1 – National Trust Agreement (previously listed for September)	25th June 2019 report to Full Council http://apps.n-somerset.gov.uk/cairo/docs/doc29690.htm	Director of Place (key decision)	No	10 November 2020 report to Full Council on agreements with utility companies / statutory undertakers. https://apps.n-somerset.gov.uk/Meetings/ByCommittee/15/2020/84	Contact: James Willcock 01934 426414
01/10	Housing Infrastructure Fund: agreement of proposed route for Banwell bypass (new entry)	<u>Public consultation document on Banwell Bypass and Highway Improvements</u>	Executive Member (Cllr Bridger)	No	Informal Place Policy & Scrutiny Panel (September, date TBC) Briefing with Director of Place (September, date TBC)	Contact: Tom Foster 07825 903259

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	Weston – Clevedon Cycle Route; Improvement of Clevedon sea-defences paths and on-highway works (part of a previous listing for September)	https://apps.nsomerset.gov.uk/Meetings/document/report/NSCPM-111-490 Executive Member decision 20/21 DP272 https://www.nsomerset.gov.uk/councildemocracy/councillorscommittees/decisionsmeetings/executive-memberdecisions/2020-executivemember-decisions	Director of Place (key decision)	No	Regular briefings with the Chair of Place / Chairman's authority	Contact: Ben Searle 01934 426962
01/10	Acceptance of Active Travel Fund 3 (ATF3) funding from the Department for Transport and increasing the Capital Programme: Funding expected to be announced in October 2021 (new entry)	The North Somerset Council Active Travel Fund 3 (ATF3) bid document	Executive Member (Cllr Solomon)	No	Member approval of the bid gained from the 'High Streets & Transport' Members' Reference Group on 12 August 2021. A briefing will be offered to the Place Policy Scrutiny Panel in October 2021 (before the Executive Member takes the decision).	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
01/10	School Admissions Coordinated Schemes for primary and secondary – decision not to consult for the 2023/24 academic year and to keep the existing 2022/23 policies with relevant dates rolled forward (new entry)	<u>2022-23 admission arrangements and policies North Somerset Council (n-somerset.gov.uk)</u> <u>School Admissions Code</u>	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group planned for September	Contact: Felicity Williamson 01275 884502 or 07500 882436
01/10	North Somerset Community & VC school admissions policies for 2023/24 academic year – decision to consult (new entry)	<u>2020-21 admission arrangements and policies North Somerset Council (n-somerset.gov.uk)</u> <u>School Admissions Code</u>	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group planned for September	Contact: Felicity Williamson 01275 884502 or 07500 882436

November 2021

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
09/11	Make the Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan	Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan (referendum version)	Council	No	Place Scrutiny Panel chair has confirmed that no panel involvement is necessary (04/06/21)	Contact: Celia Dring 01934426244
09/11	Development Programme updates including recommendations from consultation on sites (moved to February)	Executive report on Development Programme updates and consultation programme, 23 rd June 2021: https://n-somerset.moderngov.co.uk/documents/s1105/15%20Development%20Programme%20Updates%20and%20Consultation%20Programme.pdf	Council	Part	PCOM to host discussion on Development Programme, July 2021	Contact: Jenny Ford 01934 426 609/ Alex Hearn
09/11	Adoption of the Revised North Somerset Parking Standards SPD following public consultation	Executive Report 28/04/21 Revised North Somerset Parking Standards SPD (in progress)	Council	No	Formal pre-consultation SPEDR input 10th March 2021 Informal post-consultation Place Panel engagement meeting 8th September 2021	Contact: Jack Wyatt

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
09/11	Procurement Strategy for Energy Supply Contract (new entry)	Decision CSD61 – Award of Energy Supply Contracts	Council	No	Liaising with PCOM and Place P&S Panel Chairmen to agree scrutiny arrangements	Contact: Elaine Braund 01275 884195 Holly Wilkins
09/11	A38 MRN Scheme: Approval of Commissioning Plan for Professional Services and Design & Build Contractor (new entry)	Director Decision 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf	Council	No	Place Panel briefed in July and queries/concerns addressed in writing & circulated to all Panel Members. No further briefing proposed.	Contact: Konrad Lansdown: 07917 184804

November 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
01/11	Approval of the Fair Access Protocol for School admissions if the majority of schools want to consult on the current policy (new entry)	Fair access protocol North Somerset Council (n-somerset.gov.uk) 2021 CY29 Fair Access Protocol decision – Director non-Key Decision to make changes legally required for September School Admissions Code	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group planned for September	Contact: Felicity Williamson 01275 884502 or 07500 882436
01/11	Public Health & Regulatory Services Enforcement Policy (new entry)	Regulatory Services Enforcement Procedure 2015 regulatory services enforcement procedure 0.pdf (n-somerset.gov.uk)	Executive Member (Cllr Bell)	No	Briefing note/meeting ASH Panel WG and Health Overview Panel (detailed arrangements to be finalised)	Contact: Jane Day 01934 634528

December 2021**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
08/12	Adoption of inward investment approach across North Somerset, including new brand identify and vision for Junction 21 Enterprise Area and North Somerset External Funding Toolkit and prospectus (revised entry)	J21EA revisioning prospectus North Somerset External Funding Toolkit and prospectus	Executive	No	Item discussed at formal Place Scrutiny Panel on 14 th July 2021	Contact: Victoria Barvenova
08/12	2021/22 Month 7 Budget Monitor (new entry)	Previous Budget Monitor reports to Executive	Executive	No	PCOM November	Contact: Melanie Watts 01934 634618
08/12	Medium Term Financial Plan (MTFP) and Revenue Budget 2022/23 (new entry)	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	PCOM November – consideration of draft MTFP and savings plans	Contact: Melanie Watts 01934 634618

December 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
01/12	Award of new library book supply contract (new entry)	Provision of Physical Library Books to CUSP for Adults and Children's stock (expiry 22/9/2021) Procurement Options Appraisal by Nena Beric, Service Manager, Commercial & Procurement, Somerset County Council 08.07.21 Executive member decision DP164 COMMISSIONING / PROCUREMENT PLAN FOR THE PROVISION OF PHYSICAL LIBRARY BOOKS (CHILDREN'S AND ADULTS) THROUGH THE CUSP PURCHASING CONSORTIUM AND ESPO (EASTERN SHIRES PURCHASING ORGANISATION) FRAMEWORK	Director of Place (key decision)	No	The Chairman of the Place Panel will be briefed regarding potential panel member engagement which if required will take place during November	Contact: Emma Wellard 01934 426477

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	Approval to publish a notice to seek an expansion of Baytree Special School (new entry)	www.n-somerset.gov.uk/baytreeconsultation Decision No 2019/pc19 - https://www.n-somerset.gov.uk/council-democracy/councillors-committees/decisions-meetings/executive-member-decisions/2019-executive-member-decisions/july-2019-executive-member-decisions Report to the Children & Young People Policy & Scrutiny Panel – 20 June 2019 - http://apps.n-somerset.gov.uk/cairo/docs/doc29644.pdf	Executive Member (Cllr Gibbons)	No	Report to the CYPS Panel – 20 June 2019 - http://apps.n-somerset.gov.uk/cairo/docs/doc29644.pdf Updates to the CYPS Panel School Organisation Steering Group – 19 September 2019 16 December 2019 10 June 2020 26 November 2020 19 January 2021 25 May 2021	Contact: Sally Varley 01275 884857 or 07917 587280

January 2022

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
11/01			Council			

January 2022

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	Approval of the Neighbourhoods & Transport Capital Works Programme 2022-25 (new entry)	Executive Member Decision Notice for the (previously named) Transport & Infrastructure Capital Works Programme 2021-24: https://www.n-somerset.gov.uk/sites/default/files/2021-03/DP355%20JLTP%202021-24.pdf	Executive Member (Cllr Solomon)	No	A briefing will be offered to the Place Policy Scrutiny Panel in December 2021/January 2022.	Contact: Lindsay Margerison 01934 888 888
01/01	North Somerset Community & VC school admissions policies for 2023/24 academic year – decision to set following consultation (new entry)	2020-21 admission arrangements and policies North Somerset Council (n-somerset.gov.uk) School Admissions Code	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group planned for January / February	Contact: Felicity Williamson 01275 884502 or 07500 882436