



Forward Plan

for the four-month period commencing on

1st November 2021

published on 1 October 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

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	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
09/11	Procurement Strategy for Energy Supply Contract	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

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	A38 MRN Scheme: Approval of Commissioning Plan for Professional Services and Design & Build Contractor	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

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	Commissioning plan approval for the procurement of Independent Fostering Agencies for foster care placements for children and young people (new entry)	<p>Director Decision CY17 Director Decision PC13 North Somerset Council Corporate Plan 2020-2024 https://nsomerset.sharepoint.com/sites/the-source.authoring/Documents/Corporate%20Plan%202020_24.pdf#search=corporate%20plan Children's Annual Directorate Statement 2021-2022 https://nsomerset.sharepoint.com/sites/the-source.authoring/Documents/Childrens%20Annual%20Directorate%20Statement%20DRAFT.pdf#search=childrens%20directorate%20plan South West Sub-Regional Commissioning Group Market Position Statement for Independent Fostering Provider Placements for Children & Young People - B:\P&C\Childrens Commissioning Team\Childrens Contracts & Grants\0 PlacementsTeam\1_IFAFramework\ 2022-onwards</p>	Council	No	Children and Young People's Scrutiny Panel Chair, Cllr Griggs, has confirmed no formal panel involvement required but requested a summary of the commissioning plan is shared with panel members prior to full council meeting	Contact: Amy Hamilton 01275 888715 Alison Stone 01934 426035

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	Birnbeck Pier (new entry)	Report to Council 14/07/20 – Birnbeck Pier, approval to make Compulsory Purchase Order	Council	Yes	Informal briefing of Place Panel Chairman	Contact: Rachel Lewis 01934 426465

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	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	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
01/11	Agreement to Direct Award a Reablement Services Contract to Access Your Care (new entry)	TEC Reablement Pathway	Director of Adult Social Services (key decision)	No	ASH Panel commissioning working group to be engaged prior to 21/10/21	Contact: Gerald Hunt 01934 634803

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/11	Award of Construction Contract for Building Improvement Works at the Sovereign Centre, WsM (new entry)	<p>Commissioning Plan <u>Report to Executive: 3rd February 2021</u></p> <p>Subject of Report: Approval of Business Plan for the Sovereign Centre and Commissioning Plan for appointment of consultants and contractors to undertake works to convert vacant retail space into new mixed-use space and approval of Commissioning Plan for appointment of an operator to manage the space</p> <p>Procurement Plan for the provision of fit out works in units 16/17 and 24/25 to provide workspace provision, units 10a and 8a for the bike hub provision and the whole food court at the Sovereign Centre, WsM</p>	Director of Place	No	Place P&SP Chair has confirmed that panel involvement is not necessary for this award	<p>Contact: Elaine Braund 01275 884195 Geoff Wall 01275 884730</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
01/11	Approval of the funding and prioritisation process for the Neighbourhoods & Transport Capital Works Programme 2022-25 (revised entry previously listed for January)	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 October/November (before any decision is made by the Executive Member)	Contact: Lindsay Margerison 01934 888 888
01/11	Joint Procurement and Commissioning Plan for Bus Shelter Advertising Concession Contract (new entry)	Commissioning Plan. Executive 23 October 2019 Bus shelter advertising concession 2018 (not awarded)	Executive Member (Cllr Davies)	No	The Chairman of the Place Scrutiny Panel has been briefed.	Contact: Carl Nicholson. 01275 882935

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	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 6 Budget Monitor	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	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
08/12	Approval of the council's Digital Strategy (Information & ICT Strategies for noting) (new entry)	Digital Strategy 2021-2024 Information Strategy 2021-2024	Executive	No	Dedicated PCOM Scrutiny session on Thursday 17 June 2021	Contact: Simone Woolley 01934 427370 Mike Riggall 01934 426385

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	Approval of Local Plan Consultation Draft for consultation (previously listed for October)	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
08/12	Commissioning Plan approval for joining an Alternative Learning Provision Framework in 2022, which will be led by Bristol City Council and joined by North Somerset Council and South Gloucestershire Council (new entry)	Bristol City Council's Commissioning Strategy (final sign off 5 th October 2021). Bristol's current Commissioning Strategy can be found here Microsoft Word - ALP Draft Commissioning Strategy v2 (citizenspace.com)	Executive	No	Commissioning Plan to be shared with CYPS Panel before it goes to the Executive	Contact: Charlotte Badger 07776170298 Alison Stone

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	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	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
01/12	MetroWest Phase 1 – Implementation Agreement with Network Rail (previously listed for September)	19 July 2021 report to Full Council 23 February 2021 report to Full Council and 10 November 2020 report to Full Council	Director of Place (key decision)	No	Briefing given to Place Scrutiny Panel on 8 th June 2021	Contact: James Willcock 01934 426414
01/12	Council tax-base setting 2022/23 (new entry)	Previous EM Decision Notice December 2020	Executive Member (Cllr Cartman)	No	Not applicable	Contact: Mark Anderson 01934 634616

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 (brought forward to November)	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	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

February 2022

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
02/02	2021/22 Month 8 Budget Monitor (new entry)	Previous Budget Monitor reports to Executive	Executive	No	Awaiting information	Contact: Melanie Watts 01934 634618
02/02	Medium Term Financial Plan (MTFP) and Revenue Budget 2022/23 (new entry)	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	Awaiting information	Contact: Melanie Watts 01934 634618
02/02	Capital Budget 2022/23 and Medium Term Capital Strategy (new entry)	Previous Capital Budget and Capital Strategy reports considered by the Executive	Executive	No	Awaiting information	Contact: Melanie Watts 01934 634618
02/02	Fees and Charges 2022/23 – to seek Executive approval for any increases in charges over 10% or generating estimated additional income over £300,000 (new entry)	Report to Executive 12/04/16	Executive	No	Awaiting information	Contact: Melanie Watts 01934 634618

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
02/02	Treasury Management Strategy 2022/23 (new entry)	Previous annual strategy setting reports to the Executive and Audit Committee	Executive	No	Awaiting information	Contact: Melanie Watts 01934 634618
15/02	Council Tax Setting 2022/3 (new entry)	Previous MTFP reports considered by the Executive and Council Tax Setting report 2021/22	Council	No	Awaiting information	Contact: Melanie Watts 01934 634618

February 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
01/02						