



Forward Plan

for the four-month period commencing on

1st December 2021

published on 2 November 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

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 All member briefing and further Place Panel engagement planned for November	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)	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	Challenges and Choices consultations 2020. North Somerset Local Plan: report to Executive 28/04/21	Executive	No	Place Scrutiny workshops (July to October). Place Scrutiny 24 November, all-member briefing in advance of Executive	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	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	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	Previous EM Decision Notice December 2020	Executive Member (Cllr Cartman)	No	Not applicable	Contact: Mark Anderson 01934 634616

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	Increase in value of the PCSA for the construction of the Winterstoke Hundred Academy expansion (new entry)	<p><u>Procurement plan</u> https://www.n-somerset.gov.uk/sites/default/files/2020-09/20-21%20DE123%20signed.pdf Commissioning plan https://n-somerset.moderngov.co.uk/Data/Council/201906251800/Agenda/19%20Housing%20Infrastructure%20Fund%20Commissioning%20Plan%20Approval.pdf Acceptance of HIF Forward Fund Grant Heads of Terms with Conditions https://n-somerset.moderngov.co.uk/Data/Council/202006161430/Agenda/09%20HIF%20Forward%20Fund%20Acceptance%20of%20Grant.pdf HIF Business Case Development and Submission approval https://www.n-somerset.gov.uk/sites/default/files/2020-04/18-19%20DE%20341%20signed.pdf <u>Contract award report for the Design of the Winterstoke Hundred Academy Extension Decision (n-somerset.gov.uk)</u></p>	Director of Place (key decision)	No	Place Scrutiny Panel chairman has confirmed that no panel involvement is necessary. (15/10/21)	Contact: Jon d'Este-Hoare 07385 402975

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	Procurement Strategy for Energy Supply Contract (previously listed for November)	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
11/01	Accommodation Strategy update (new entry)	Council report on Asset, Accommodation and Development Strategies, 23 rd Feb 2021: https://apps.n-somerset.gov.uk/Meetings/document/report/NSCPM-38-641 Weston Placemaking Strategy: https://superweston.net/wp-content/uploads/2021/04/Prospectus_weston_super_mare.pdf Weston Town Centre Supplementary Planning Document: https://www.n-somerset.gov.uk/sites/default/files/2020-03/Weston-super-Mare%20town%20centre%20regeneration%20supplementary%20planning%20document.pdf	Council	Part	Partnerships, Corporate Organisation and Overview Management Policy and Scrutiny Panel 11th November 2021 All member briefing planned for December 2021	Contact: Alex Hearn 01275 888895 07917265642

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	North Somerset Community & VC school admissions policies for 2023/24 academic year – decision to set following consultation	https://www.n-somerset.gov.uk/sites/default/files/2021-10/21-22%20CY38.pdf Decision to consult	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group planned for January / February	Contact: Sally Varley 01275 884857 or 07917 587280
01/01	Public Health & Regulatory Services Enforcement Policy (previously listed for November)	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

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	Previous Budget Monitor reports to Executive	Executive	No	Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman	Contact: Melanie Watts 01934 634618
02/02	Medium Term Financial Plan (MTFP) and Revenue Budget 2022/23	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	All Member Budget Scrutiny Session, December 2021 Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman	Contact: Melanie Watts 01934 634618
02/02	Capital Budget 2022/23 and Medium Term Capital Strategy	Previous Capital Budget and Capital Strategy reports considered by the Executive	Executive	No	Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman	Contact: Amy Webb 01934 634619
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	Report to Executive 12/04/16	Executive	No	To liaise with PCOM and Place P&S Panel Chairmen to agree scrutiny arrangements as report could cover all Fees and Charges, although predominantly Place related decisions	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	Previous annual strategy setting reports to the Executive and Audit Committee	Executive	No	Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman. Will also be presented to Audit Committee in January 2022	Contact: Melanie Watts 01934 634618
02/02	Approval of Waste Strategy following consultation (new entry)	Draft Waste Strategy	Executive	No	The draft waste strategy was presented to Scrutiny on 29 March 2021. Further scrutiny engagement is scheduled for mid November 2021.	Contact: Colin Russell
02/02	Highways term maintenance contract (new entry)	https://n-somerset.moderngov.co.uk/Data/Council/201711141800/Agenda/19%20%20Highways%20TMC%20Report.pdf	Executive	No	December (Place Panel subgroup)	Contact: Darren Coffin Smith
02/02	Street Cleansing and Grounds Maintenance contract (new entry)	https://n-somerset.moderngov.co.uk/documents/s719/14%20Grounds%20Maintenance%20and%20Street%20Cleansing%20Contract.pdf	Executive	No	November / December (Place Panel subgroup)	Contact: Colin Russell / John Flannigan
15/02	Council Tax Setting 2022/3	Previous MTFP reports considered by the Executive and Council Tax Setting report 2021/22	Council	No	Not applicable	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	Setting of the School Admissions Coordinated Schemes for primary and secondary for the 2023/24 academic year following consultation (new entry)	https://www.n-somerset.gov.uk/sites/default/files/2021-10/21-22%20CY39.pdf Decision to consult	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group planned for January / February	Contact: Sally Varley 01275 884857 or 07917 587280
01/02	Traffic Signal & ITS maintenance, supply and installation contract 2022 (new entry)	EXE 56. Commissioning Plan for the re-procurement of Traffic Control and Intelligent Transport System Related Services	Director of Place (key decision)	No	The Place Panel was consulted at the Commissioning Plan stage. Chairman has confirmed no further engagement required	Contact: Shaun Chilcott 01934 427647

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: Acceptance of DfT Grant and approval of NSC Local Contributions (new entry)	<ul style="list-style-type: none"> - Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf - Exec Member Decision: A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council/Exec Member: Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services 	Executive Member (Cllr Bridger)	No	The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage in September/October 2021. A further briefing will be offered to the Place P&SP in January 2022.	Contact: Konrad Lansdown: 07917 184804
01/02	A38 MRN scheme: Contract Award of D&B Stage 1 Contract (new entry)	<ul style="list-style-type: none"> - Director Decision 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf - Exec Member Decision: A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council/Exec Member: Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services 	Director of Place (key decision)	No	The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage in September/October 2021. A further briefing will be offered to the Place P&SP in January 2022.	Contact: Konrad Lansdown: 07917 184804

March 2022

1. Council and Executive Items

(NB No Council or Executive meetings scheduled for March)

March 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
01/03						