

Forward Plan

for the four-month period commencing on

1st January 2022

published on 3 December 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

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 (moved to February)	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	Asset/Accommodation Strategy update	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

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	MetroWest – update and final business plan sign off (new entry)	19 July 2021 report to Full Council 23 February 2021 report to Full Council 10 November 2020 report to Full Council	Council	No	Briefing given to Place Scrutiny Panel on 8th June 2021 and further briefings planned as the situation regarding the DCO decision unfolds	Contact: James Willcock 01934 426414

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	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
01/01	WsM Transport Enhancement Scheme – To increase the value of the capital programme and approve additional funding (new entry)	Executive Report WsM Town Centre 25 June 2019 https://n-somerset.moderngov.co.uk/Data/Executive/201906251430/Agenda/16%20WsM%20Transport%20Enhancement%20Scheme.pdf	Executive Member (Cllr Bridger)	No	Place Policy & Scrutiny Panel Chairman consulted – no further Panel engagement required”	Contact: Jason Reading

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	Adoption of inward investment approach across North Somerset, including new brand identify & vision for Junction 21 Enterprise Area & North Somerset External Funding Toolkit and prospectus (previously listed for December Executive)	J21EA revisioning prospectus North Somerset External Funding Toolkit and prospectus	Executive Member (Cllr Canniford)	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
01/01	Acquisition of Weston Town Centre sites in the ownership of Homes England (new entry)	Report to the Executive, 23 rd June 2021: EXE34: Development Programme: Acquisition and Development of Weston Town Centre Sites (Exempt Report)	Executive Member (Cllr Cartman)	Yes	SPEDR Panel update on Homes England and North Somerset development sites, 9 th Jan 2021 Further PCOM/Place Panel sessions to be arranged	Contact: Jenny Ford 01934 42 6609
01/01	Housing Renewals Assistance Policy Review (new entry)	<u>Decision (n-somerset.gov.uk)</u>	Executive Member (Cllr Bell)	No	Briefing to ASH Panel Working Group w/c 13 December 2021 (TBC)	Contact: Howard Evans 01934 426673

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	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	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	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
02/02	Approval of Local Plan Consultation Draft for consultation (previously listed for December)	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

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	Procurement route for the delivery of the Capital Project at Banwell Primary School (new entry)	Report to Executive 20 th October 2021 – 2021/22 Budget Monitoring – Month 5	Executive	No	Partnerships, Corporate Organisation and Overview Management Panel To be picked up under PCOM by a scrutiny steering group to be established (Dec 21/ Jan 22)	Contact: Elaine Braund Justin Harvey-Bennett
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
15/02	Procurement Strategy for Energy Supply Contract (previously listed for January)	Decision CSD61 – Award of Energy Supply Contracts	Council	No	Liaising with PCOM and Place P&S Panel Chairmen to agree scrutiny arrangements (details awaited)	Contact: Elaine Braund 01275 884195 Holly Wilkins
15/02	Development Programme: approval of Commissioning Plan for development of Weston Town Centre sites (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	SPEDR Panel update on Homes England and North Somerset development sites, 9 th Jan 2021 Further PCOM/Place Panel sessions to be arranged	Contact: Jenny Ford 01934 42 6609

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	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	EXE 56. Commissioning Plan for the re-procurement of Traffic Control and Intelligent Transport System Related Services	Director of Place (key decision)	Part	The Place Panel was consulted at the Commissioning Plan stage. Chairman has confirmed no further engagement required	Contact: Shaun Chilcott 01934 427647
01/02	A38 MRN scheme: Acceptance of DfT Grant and approval of NSC Local Contributions (moved to March)	- 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

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: Contract Award of D&B Stage 1 Contract (moved to March)	<p>– Director Decision 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</p> <p>– Exec Member Decision: A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>– Full Council/Exec Member: Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p>	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
01/02	Submission of Full Business Case to West of England Local Enterprise Partnership to secure funding for Weston Business Quarter infrastructure (new entry)	Report to the Executive, 23 rd June 2021: EXE30: Development Programme and Economic Strategy: Business Case and Commissioning Plan for development of Weston Business Quarter.	Executive Member (Cllr Canniford)	Part	Place Scrutiny Panel briefing on Junction 21 Enterprise Area and inwards investment, July 2021	Contact: Alex Fear / Jenny Ford 01934 42 6609

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	A38 MRN scheme: Acceptance of DfT Grant and approval of NSC Local Contributions (previously listed for February)	<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 February 2022.	Contact: Konrad Lansdown: 07917 184804
01/03	A38 MRN scheme: Contract Award of D&B Stage 1 Contract (previously listed for February)	<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 February 2022.	Contact: Konrad Lansdown: 07917 184804

April 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
12/04	Six month Climate Emergency progress report (new entry)	Previous progress reports to Council – September 2021, January 2021	Council	No	Reporting to PCOM Panel informally through timetable of scrutiny engagement (to be agreed with the Panel Chairman)	Contact: Nicola Webb 07385 039423
27/04	2021/22 Month 10 Budget Monitor (new entry)	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
27/04	Annual Information Report of Contracts awarded over £250,000 (new entry)	Decision reports for contracts awarded over £250,000	Executive	No	Information report - P&SP engagement undertaken as appropriate during each procurement process.	Contact: Mark Roddan (01275 884464)
27/04	Customer Service Strategy Approval (new entry)	Existing Customer Access Strategy	Executive	No	PCOM Scrutiny in January 2022 and March 2022 (dates to be agreed)	Contact: Simone Woolley 07889224106
27/04	Housing Strategy 2022 – 2027 Approval (new entry)	Final Housing Strategy 2022-2027 Existing Housing Strategy/ Housing Strategy Consultation Summary	Executive	No	Meetings with ASH Panel. Further ASH Panel briefing note & final draft for comment January 2022	Contact: Alison Smith 01934 426489

April 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
01/04	Winterstoke Road Bridge Replacement: Award of Stage 2 Design & Build Contract (new entry)	<u>20/21 DP 262: Contract Award for Stage 1 of the Design & Build Services of Winterstoke Road Bridge</u> <u>COU 104 12/11/2019: Commissioning Plan & acceptance of MOD funding</u> <u>19/20 DE 257: Procurement Plan</u>	Director of Place (key decision)	No	Place Policy & Scrutiny Panel Chairman consulted: no further Panel engagement necessary	Contact: Jason Reading 01275 884480