

Forward Plan

for the four-month period commencing on

1st October 2022

published on 2 September 2022



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)

Leader of the Council - Councillor Steve Bridger: 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); major infrastructure project delivery; major schemes, including HIF and Metrowest.

Deputy Leader of the Council and Executive Member for Adult Services, Health and Housing - Councillor Mike Bell: Adult services; Reablement and technology enabled care; Care reforms; Early intervention and prevention; Integrated commissioning; Domiciliary, residential and nursing care; Social work and occupational therapy; Health; Health and Wellbeing Board and Strategy; Integrated Care System and Locality Partnerships; Health improvement and health protection; Pandemic response; Substance misuse services; Regulatory services; Trading standards and food safety; Environmental protection; Licensing; Emergency Management; Housing; Homelessness and rough sleeper support; Housing solutions; Private Sector Housing; Unauthorised encampments

Executive Member for Children, Young People, Lifelong learning and Skills – Councillor Catherine Gibbons: Children and Young people's services; Children's social care; Looked after children; Corporate parenting; Family Hubs; Early help; Adoption and fostering services; Safeguarding; Children's licences and permits; Ukraine resettlement; Education; Special educational needs and disabilities; School places and admissions; Education liaison with local HE and FE institutions, schools and Multi Academy Trusts; Skills; Skills Strategy; Careers advice; Community Learning

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; Business intelligence; Human Resources and Organisational Development; Shareholder representative role for council companies; Property technical services and project delivery; Strategic Asset Planning; Corporate estate; Accommodation Strategy project delivery; Capital projects delivery

Executive Member for Climate Emergency and Engagement – Councillor Bridget Petty: Climate emergency; Ecological Emergency; Community engagement and consultation; Equalities and diversity; Town and parish liaison; North Somerset Together; Voluntary sector liaison, Marine environment conservation; Green infrastructure strategy

Executive Member for Placemaking and Economy – Councillor Mark Canniford: Placemaking and development; Placemaking Strategies; See Monster and legacy; 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; Parking operational management; Environmental services; Recycling and waste minimisation; Waste and street cleansing contracts; Enforcement Strategy; Open spaces and natural environment operations; Sports and Leisure Centre contracts; Flood risk management; Seafronts, parks and lakes operational management; Crematoria and cemeteries

Executive Member for Transport and Highways – Councillor Steve Hogg: Highways Operations; Highway network management; Highway maintenance contract; Streetlighting; Highway Technical Services and Delivery; Liveable Neighbourhood schemes; Active Travel schemes; Highway Structures; Strategic Transport; Transport policy; Transport decarbonisation; Public transport; Home to School transport; Bus and Rail Strategy

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 2022

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
19/10	Local Flood Risk Management Strategy – approval to consult on draft strategy (moved to February 2023)	Local Flood Risk Management Strategy for North Somerset (to be drafted)	Executive	No	Place Scrutiny Panel engagement in June/July and again in Sept/Oct	Simon Bunn simon.bunn@n-somerset.gov.uk 01934 427 362
19/10	Accept Heads of Terms and enter into options agreement for purchase of land for construction of Banwell Bypass (previously listed for June and September)	Executive decision for purchase of land for construction of Banwell Bypass through landowner negotiation	Executive	No	Place Scrutiny Panel to be engaged through HIF scheme scrutiny 23 August 2022	Contact: Maduabuchi Ani
19/10	Accommodation Strategy Delivery: Capital Works, Town Hall - fittings, fixtures and equipment	Accommodation Strategy Update Report	Executive	No	Briefing note sent to Cllr Richardson on 20.07 to ascertain level of PCOM engagement required.	Jonathan White Jonathan.white@n-somerset.gov.uk Tel: 07711 280595
19/10	Schools Capital Upgrades – remaining roofing programme	Full Council report – February 2022	Executive	No	Briefing note sent to Cllr Richardson on 18.07 and scrutiny session planned for 06.09.	Jonathan Hughes: 07769 253380 Sally Varley 07917 587280
19/10	Delivery and disposal options/mechanisms for Weston Business Quarter (previously listed for September)	Report to Executive, 23rd June 2021: Development Programme and Economic Strategy: Business Case and Commissioning Plan for development of Weston Business Quarter	Executive	Yes	Place Policy & Scrutiny Panel briefing on Junction 21 Enterprise Area, July 2021. Report and presentation to Place Scrutiny Panel as part of item on development site updates, 13th July 2022	Jenny Ford Jenny.Ford@n-somerset.gov.uk 01934426609

19/10	MetroWest Phase 1 Update – governance and funding agreements (new entry)	Previous progress reports – July 2022, July 2021, February 2021 and November 2020	Executive	No	Place Scrutiny Panel or wider member briefing to be considered when scope of report finalised	Contact: James Willcock 07825 399776
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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
<p>01/10 (decision date is dependent as to when scheme OBC decision is received from DfT – expected early September)</p>	<p>A38 MRN scheme: Contract Award of D&B Stage 1 Contract (re-listing and previously listed for September)</p>	<p>- Director Decision 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf OBC Commissioning and Procurement Plan - Exec Member Decision DP270 Decision (n-somerset.gov.uk) A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council COU82: Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk) Commissioning Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services - Executive Member: DP 22/23 95 signed (n-somerset.gov.uk) DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk) Procurement Plans for the Design & Build Contract of</p>	<p>Director of Place (key decision)</p>	<p>No</p>	<p>The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021. A further briefing will be offered to the Place P&SP in September 2022 following OBC approval from DfT.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022. A further briefing will be offered to Place P&SP following OBC approval from DfT.</p>	<p>Contact: Konrad Lansdown: 07917 184804</p>

		the A38 Major Road Network (MRN) Scheme and associated Professional Services.				
01/10 (decision date is dependent as to when scheme OBC decision is received from DfT – expected early September)	A38 MRN scheme: Award of Professional Services Contract (re-listing and previously listed for September)	<p>-Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</p> <p>OBC Commissioning and Procurement Plan</p> <p>-Exec Member Decision DP 270 Decision (n-somerset.gov.uk) A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>-Full Council COU82: Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk)</p> <p>Commissioning Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> <p>-Executive Member: DP 22/23 95 signed (n-somerset.gov.uk)</p> <p>DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</p> <p>Procurement Plans for the Design & Build Contract of the A38 Major Road Network</p>	Director of Place (key decision)	No	<p>The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021. A further briefing will be offered to the Place P&SP in September 2022 following OBC approval from DfT.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022. A further briefing will be offered to Place P&SP following OBC approval from DfT.</p>	Contact: Konrad Lansdown: 07917 184804

		(MRN) Scheme and associated Professional Services				
01/10	Agreement to extend the Care and Support Spot Purchase framework agreement and the Specialised Care and Support Framework agreement for the additional Term (new entry)	Full Council Commissioning Plan decision 24/07/2018 and PC30 (2018/19 scheme) Executive Member Procurement Plan Decision The recommissioning of community based care and support framework agreement July 2018 Decision PC30 2018/19	Director of Adult Social Services (key decision)	No	ASH Housing Issues Group to be engaged early September	Contact: Gerald Hunt 01934 634803
01/10	North Somerset Councils representations to the submitted Portishead Neighbourhood Plan (new entry)	Portishead Neighbourhood Plan submission version	Executive Member for Placemaking and Economy (Cllr Canniford)	No	Place Scrutiny Panel Chairman has been consulted and confirmed that no Scrutiny Panel involvement will be necessary at this stage of the Neighbourhood Plan process	Contact: Celia Dring Principal Planning Policy Officer 01934 426244
01/10	Sexual Health Services Contract Extension to 31 March 2025 (new entry)	Commissioning local HIV sexual and reproductive health services - GOV.UK (www.gov.uk) Commissioning Sexual Health services and interventions (publishing.service.gov.uk) https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/408357/Making_it_work_revised_March_2015.pdf Integration and innovation: working together to improve health and social care for all (HTML version) - GOV.UK (www.gov.uk)	Executive Member for Adult Services, Health and Housing, (Cllr Bell)	No	HOSP Scrutiny Panel Chairman to be briefed on 30 August 2022. If required, further Panel engagement to be completed by 14 October 2022.	Samuel Hayward, Consultant in Public Health Samuel.hayward@n-somerset.gov.uk Tel 07771 838 819

1/10	North Somerset Councils representations to the submitted Portishead Neighbourhood Plan (new entry)	Portishead Neighbourhood Plan submission version	Executive Member for Placemaking and Economy (Cllr Canniford)	No	Place Scrutiny Panel Chairman has been consulted and confirmed that no Scrutiny Panel involvement will be necessary at this stage of the Neighbourhood Plan process	Contact: Celia Dring Principal Planning Policy Officer 01934 426244
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November 2022

1. Council and Executive Items

(NB No Executive meeting currently 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
08/11	Outcomes and recommendations from Development Sites consultation	Report to Executive, 21 st June 2022: Development Programme: Updates and Consultation Programme (includes exempt appendix) (Agenda item 15)	Council	Part	PCOM briefing (open also to Place Panel) held 23rd March 2022. A further session is proposed on 13th Sept 2022.	Jenny Ford Jenny.Ford@n-somerset.gov.uk 01934 426609
08/11	Castlewood Redevelopment	Report to Council 10th May 2022 – Accommodation Strategy Update	Council	Part	PCOM Policy and Scrutiny Panel – 3rd March 2022	Jenny Ford Jenny.Ford@n-somerset.gov.uk 01934 426609
08/11	Procurement and commissioning plan for the future highways service delivery model (previously listed for September)	Highways programme decision report – (in draft)	Council	No	Panel engagement planned for September/October 2022	Gemma Dando Gemma.dando@n-somerset.gov.uk
08/11	MetroWest Phase 1 Update – governance and funding agreements (new entry)	Previous progress reports – July 2022, July 2021, February 2021 and November 2020	Council	No	Place Scrutiny Panel or wider member briefing to be considered when scope of report finalised	Contact: James Willcock 07825 399776

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	Commissioning and Procurement Plan for remediation works to the Former Police Station Site (previously listed for August)	North Somerset Grant Funding Agreement	Executive Member (Cllr Cartman)	No	PCOM Scrutiny Panel Chairman initial engagement 27.07.22. Chairman and Exec Member briefing to be arranged for Sept 22..	Jonathan White jonathan.white@n-somerset.gov.uk 07711 280595 Elaine Braund Elaine.braund@n-somerset.gov.uk

December 2022

1. Council and Executive Items

(NB No Council meeting currently 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
07/12	Approval of Two Towns Placemaking Strategies and Connecting Portishead Development Framework	https://twotowns.place/ https://www.wyndhamway.co.uk/	Executive	No	Place Scrutiny Panel Chairman to be consulted during July/August and decide if full panel consultation required.	Rachel Lewis (Two Towns) Rachel.lewis@n-somerset.gov.uk Alex Hearn (Portishead) Alex.hearn@n-somerset.gov.uk
07/12	2022/23 Month 6 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
07/12	Medium Term Financial Plan (MTFP) and Revenue Budget 2023/24	Previous Budget and Medium Term Financial Plan 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
07/12	Rights of Way Improvement Plan - Approval to consult on draft Plan (new entry)	Rights of Way Improvement Plan second edition	Executive	No	Place Scrutiny 4 August	Esther Coffin-Smith 01934 426513

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	Council Tax Base Setting 2023/24	Previous EM Decision Notice December 2021	Executive Member (Cllr Cartman)	No	The tax base decision is an integral part of the Medium Term Financial Plan and therefore is included in the MTFP scrutiny process.	Contact: Mark Anderson 01934 634616

January 2023

1. Council and Executive Items

(NB No Executive meeting currently 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
10/01			Council			

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 2024/25 academic year – decision to set following public consultation	Admission arrangements consultation North Somerset Council (n-somerset.gov.uk) School Admissions Code 2021 - School admissions code 2021 (publishing.service.gov.uk)	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group – date to be advised	Contact: Georgia Humphrey 01275 884502 or 07500 882436
01/01	School term and Holiday Dates 2024/25 school year (new entry)	Consultation with local community – further details and link to follow	Executive Member (Cllr Gibbons)	No	CYPS Scrutiny Panel Steering Group – meeting date to be advised	Contact: Janice Allen 01275 888619