

# Forward Plan

for the four-month period commencing on

**1st November 2022**

published on 3 October 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 (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](http://www.n-somerset.gov.uk)

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 <sup>st</sup> June 2022: <a href="#">Development Programme: Updates and Consultation Programme (includes exempt appendix) (Agenda item 15)</a>	Council	Part	PCOM briefing (open also to Place Panel) held 23rd March 2022. A further session is proposed on 13th Sept 2022.	Jenny Ford <a href="mailto:Jenny.Ford@n-somerset.gov.uk">Jenny.Ford@n-somerset.gov.uk</a> 01934 426609
08/11	Castlewood Redevelopment (moved to January 2023)	Report to Council 10th May 2022— Accommodation Strategy Update	Council	Part	PCOM Policy and Scrutiny Panel— 3rd March 2022	Jenny Ford <a href="mailto:Jenny.Ford@n-somerset.gov.uk">Jenny.Ford@n-somerset.gov.uk</a> 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 <a href="mailto:Gemma.dando@n-somerset.gov.uk">Gemma.dando@n-somerset.gov.uk</a>
08/11	Joint Local Transport Plan 4 Addendum (previously listed for September)	JLTP4 <a href="https://www.westofengland-ca.gov.uk/what-we-do/transport/joint-local-transport-plan/">https://www.westofengland-ca.gov.uk/what-we-do/transport/joint-local-transport-plan/</a>  JLTP4 was developed with extensive engagement activity which was reported in January 2020	Council	No	Place Scrutiny 13 July 2022 (see background documents for consultation report)	Bella Fortune 07917 265643

		<a href="https://travelwest.info/app/uploads/2020/05/JLTP4-consultation-report.pdf">https://travelwest.info/app/uploads/2020/05/JLTP4-consultation-report.pdf</a>				
08/11	MetroWest Phase 1 Update – governance and funding agreements	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
08/11	Budget 2022/23 update	<a href="#">Report to February 2022 Council meeting</a>  <a href="#">Report to September 2022 Executive meeting</a>	Council	No	Informal engagement with members will precede the Council meeting	Amy Webb <a href="mailto:Amy.webb@n-somerset.gov.uk">Amy.webb@n-somerset.gov.uk</a>
08/11	Climate change action plan and progress report (new entry)	Climate Emergency progress report to Full Council, 12 <sup>th</sup> April 2022	Council	No	Six-monthly reports are taken to the PCOM Scrutiny Panel. In addition, there is monthly reporting to a cross-party working group.	Jenny Ford <a href="mailto:Jenny.Ford@n-somerset.gov.uk">Jenny.Ford@n-somerset.gov.uk</a> 01934 426609

## 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 <a href="mailto:jonathan.white@n-somerset.gov.uk">jonathan.white@n-somerset.gov.uk</a> 07711 280595  Elaine Braund <a href="mailto:Elaine.braund@n-somerset.gov.uk">Elaine.braund@n-somerset.gov.uk</a>
01/11	Decision to start an Expression of Interest Process to open a new 630-place primary school in Haywood Village, Weston super Mare (new entry)	Report to CYPS Scrutiny Panel – 21 October 2021 CY49 (2021/22) in October 2021 – Decision to commence a Presumption Route competition to open a new 630-place primary school in Haywood Village, Weston super Mare	Executive Member Children's Services & Lifelong Learning (Cllr Gibbons)	No	Report to CYPS – 21 October 2021 Update to CYPS Working Group – 21 September 2022	Sally Varley Head of Strategic Planning & Governance Tel: 01275 884857 or 07917 587280 <a href="mailto:Sally.Varley@n-somerset.gov.uk">Sally.Varley@n-somerset.gov.uk</a>
01/11	Approval to consult in public on the Active Travel Action Plans, as part of the adopted NSC Active Travel Strategy (new entry)	NSC Active Travel Strategy <a href="https://www.n-somerset.gov.uk/active-travel-strategy">Active travel strategy   North Somerset Council (n-somerset.gov.uk)</a>	Executive Member for Highways & Transport (Cllr Hogg)	No	Place Panel Chairman to be consulted in October to determine if further Panel engagement required'	Lindsay Margerison <a href="mailto:Lindsay.margerison@n-somerset.gov.uk">Lindsay.margerison@n-somerset.gov.uk</a>
01/11 (decision date is dependent as to when scheme OBC decision is	A38 MRN scheme: Acceptance of DfT Grant and approval of NSC Local Contributions (previously listed for August and September)	Director Decision: 19/20 DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a> OBC Commissioning and Procurement Plan - Exec Member Decision DP270 <a href="#">Decision (n-</a>	Executive Member (Cllr Bridger)	No	The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021.  An interim written briefing was provided to Place P&SP	Contact: Konrad Lansdown: 07917 184804

received from DfT – expected October)		<a href="https://www.somerset.gov.uk">somerset.gov.uk</a> A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council/Exec Member: COU82 <a href="#">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council</a> <a href="https://moderngov.co.uk">moderngov.co.uk</a> <a href="#">DP 22/23 95 signed (n-somerset.gov.uk)</a> <a href="#">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a> Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services			on 31 <sup>st</sup> May 2022. A further briefing will be offered to Place P&SP following OBC approval from DfT.	
01/11	Accommodation Strategy Delivery: Capital Works, Town Hall - fittings, fixtures and equipment – Commissioning and Procurement Plan	<a href="https://n-somerset.moderngov.co.uk/documents/s3380/28%20Accommodation%20Strategy%20Update%20Report.pdf">https://n-somerset.moderngov.co.uk/documents/s3380/28%20Accommodation%20Strategy%20Update%20Report.pdf</a>	Executive Member for Corporate Services (Cllr Cartman)	No	Briefing note sent to Cllr Richardson on 20.07 to ascertain level of PCOM engagement required.	Jonathan White <a href="mailto:Jonathan.white@n-somerset.gov.uk">Jonathan.white@n-somerset.gov.uk</a>  Tel: 07711 280595
01/11	Approval of submission of bid to Cultural Development Fund (new entry)	<a href="https://www.artscouncil.org.uk/funding/cultural-development-fund-round-three#section-1">https://www.artscouncil.org.uk/funding/cultural-development-fund-round-three#section-1</a>	Executive Member for Placemaking (Cllr Canniford)	No	A programme of engagement with members is planned for the next few months, to include briefing of Place Scrutiny Panel on 24 <sup>th</sup> Nov 2022	Jenny Ford <a href="mailto:Jenny.Ford@n-somerset.gov.uk">Jenny.Ford@n-somerset.gov.uk</a> 01934 426609

01/11	Award of Contract for the Capital Works Scheme at Banwell Primary School (previously listed in August)	Commissioning and Procurement Plan for the delivery of the Capital Project at Banwell Primary School (in draft form)	Director of Place due to contract value	No	PCOM Scrutiny Panel Chairman has been consulted 16.03.22 Full panel engagement not required.	Contact: Jonathan White 07711 280595 Jonothan Hughes 07769 253380 Elaine Braund
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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	Accept Heads of Terms and enter into options agreement for purchase of land for construction of Banwell Bypass (previously listed for June, September and October)	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: <a href="mailto:Maduabuchi.ani@n-somerset.gov.uk">Maduabuchi.ani@n-somerset.gov.uk</a>
07/12	Delivery and disposal options/mechanisms for Weston Business Quarter (previously listed for September and October)	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 <a href="mailto:Jenny.Ford@n-somerset.gov.uk">Jenny.Ford@n-somerset.gov.uk</a> 01934 426609
07/12	Approval of Two Towns Placemaking Strategies and Connecting Portishead Development Framework	<a href="https://twotowns.place/">https://twotowns.place/</a> <a href="https://www.wyndhamway.co.uk/">https://www.wyndhamway.co.uk/</a>	Executive	No	Place Scrutiny Panel Chairman to be consulted during July/August and decide if full panel consultation required.	Rachel Lewis (Two Towns) <a href="mailto:Rachel.lewis@n-somerset.gov.uk">Rachel.lewis@n-somerset.gov.uk</a>  Alex Hearn (Portishead) <a href="mailto:Alex.hearn@n-somerset.gov.uk">Alex.hearn@n-somerset.gov.uk</a>
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	Schools Capital Upgrades – remaining roofing programme (previously listed for October)	<u>Full Council report – February 2022</u>	Executive	No	Briefing note sent to Cllr Richardson on 18.07 and scrutiny session planned for 06.09.	Jonothan Hughes: 07769 253380  Sally Varley 07917 587280
07/12	Rights of Way Improvement Plan - Approval to consult on draft Plan	Rights of Way Improvement Plan second edition	Executive	No	Place Scrutiny 4 August	Esther Coffin-Smith 01934 426513
07/12	Future governance model for the Music Service (new entry)	The revised National Plan for Music Education: <a href="https://bit.ly/WEMA-NPME2">https://bit.ly/WEMA-NPME2</a>	Executive	No	A paper will be taken to the CYPS Scrutiny Panel on 20 <sup>th</sup> October before presentation to CLT in November.	Contact: Simon Lock – 07733 828170

## 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
01/12	Award of Contract: Accommodation Strategy Delivery: Capital Works, Town Hall - fittings, fixtures and equipment (new entry)	<a href="https://n-somerset.moderngov.co.uk/documents/s3380/28%20Accommodation%20Strategy%20Update%20Report.pdf">https://n-somerset.moderngov.co.uk/documents/s3380/28%20Accommodation%20Strategy%20Update%20Report.pdf</a>	Director (key decision)	No	PCOM engagement completed as part of commissioning / procurement plan stage. Further briefing to be arranged if required.	Jonathan White <a href="mailto:Jonathan.white@n-somerset.gov.uk">Jonathan.white@n-somerset.gov.uk</a> Tel: 07711 280595

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	Castlewood Redevelopment (originally listed for November)	Report to Council 10th May 2022 – Accommodation Strategy Update	Council	Part	PCOM Policy and Scrutiny Panel – 3rd March 2022	Jenny Ford <a href="mailto:Jenny.Ford@n-somerset.gov.uk">Jenny.Ford@n-somerset.gov.uk</a> 01934 426609

## 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	<a href="#">Admission arrangements consultation   North Somerset Council (n-somerset.gov.uk)</a>  School Admissions Code 2021 - <a href="#">School admissions code 2021 (publishing.service.gov.uk)</a>	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	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
01/01 (decision date is dependent as to when scheme OBC decision is received from DfT – expected October)	A38 MRN scheme: Contract Award of D&B Stage 1 Contract (re-listing and previously listed for September and October)	- Director Decision 19/20 DE295 <a href="https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf">https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</a> OBC Commissioning and Procurement Plan - Exec Member Decision DP270 <a href="#">Decision (n-somerset.gov.uk)</a> A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council COU82: <a href="#">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a> Commissioning Plan for the Design & Build Contract of the A38	Director of Place (key decision)	No	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.  An interim written briefing was provided to Place P&SP on 31 <sup>st</sup> May 2022. A further briefing will be offered to Place P&SP following OBC approval from DfT.	Contact: Konrad Lansdown: 07917 184804

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

		(MRN) Scheme and associated Professional Services -Executive Member: <u>DP 22/23 95 signed (n-somerset.gov.uk)</u> <u>DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</u> <b>Procurement Plans for the Design &amp; Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</b>				
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February 2023

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
08/02	Medium Term Financial Plan (MTFP) and Revenue Budget 2023/24 including Month 9 monitoring (new entry)	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	To be added	Contact: Melanie Watts 01934 634618
08/02	Integrated Capital and Treasury Management Strategy 2023/24 (new entry)	Previous Capital Budget and Capital Strategy reports considered by the Executive	Executive	No	To be added	Contact: Melanie Watts 01934 634618
08/02	Fees and Charges 2023/24 – 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	To be added	Contact: Melanie Watts 01934 634618
08/02	Local Flood Risk Management Strategy - approval to consult on draft strategy (moved from October 2022)	Local Flood Risk Management Strategy for North Somerset (to be drafted)	Executive	No	Place Informal Scrutiny Panel engagement in September/October	Simon Bunn <a href="mailto:simon.bunn@n-somerset.gov.uk">simon.bunn@n-somerset.gov.uk</a> 01934 427 362
08/02	Biodiversity Net Gain implementation-Approval to launch scheme and make investments if required (new entry)	Biodiversity Net Gain report (Natural England)	Executive	No	Place Scrutiny 4 August	Esther Coffin-Smith 01934 426513
08/02	Waste contracts: transfer station, haulage and disposal (new entry)	Waste contracts (transfer station, haulage and	Executive	No	Waste sub scrutiny – first meeting 13/9/2022	Colin Russell <a href="mailto:Colin.russell@n-somerset.gov.uk">Colin.russell@n-somerset.gov.uk</a>

		disposal) commissioning report			Finance scrutiny – tbc	Tash Hardy <a href="mailto:Natasha.hardy@n-somerset.gov.uk">Natasha.hardy@n-somerset.gov.uk</a>
21/02	Council Tax Setting 2023/4 (new entry)	Previous MTFP reports considered by the Executive and Council Tax Setting report 2022/23	Council	No	To be added	Contact: Melanie Watts 01934 634618



## 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						