

Forward Plan

for the four-month period commencing on

1st December 2022

published on 2 November 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

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: Katie.park@n-somerset.gov.uk
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 and 4 th October 2022	Jenny Ford Jenny.Ford@n-somerset.gov.uk 01934 426609
07/12	Approval of Two Towns Placemaking Strategies and Connecting Portishead Development Framework	https://twotowns.place/ https://www.wyndhamway.co.uk/	Executive	No	Proposed to be considered at Place Scrutiny Panel meeting on 23rd November.	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	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	The revised National Plan for Music Education: https://bit.ly/WEMA-NPME2	Executive	No	A paper will be taken to the CYPS Scrutiny Panel on 20 th October before presentation to CLT in November.	Contact: Simon Lock – 07733 828170
07/12	Bus Service Improvement Plan Design and Build contract award delegation to Director of Place (new entry)	Committee report 6 th July 2022 for Commissioning Plan for the Bus Service Improvement Plan: https://n-somerset.moderngov.co.uk/documents/s3579/09%20Bus%20Service%20Improvement%20Plan%20Enhanced%20Partnership%20adoption%20Executive.pdf	Executive	No	Place Panel Chairman consulted on 6 th October 2022	James Padgham James.padgham@n-somerset.gov.uk
07/12	Letter following Ofsted's Focused Visit in Sept 2022	Ofsted's Inspection of Local Authority Children's Services (ILACS) March 2020 50151810 (ofsted.gov.uk)	Executive	No	The preparation for the Focused Visit and officers' conclusions were shared at CYPS Panel on 20/10/22	Sheila Smith Sheila.smith@n-somerset.gov.uk

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	Acceptance of Public Sector Decarbonisation Scheme (PSDS) grant funding and increase to capital programme – funding to carry out decarbonisation works at The Campus (new entry)	None	Executive Member (Cllr Cartman)	No	Engagement with Place Policy and Scrutiny Panel Chairperson carried out 20th Oct 22. No further engagement required.	Jason Reading Jason.reading@n-somerset.gov.uk
01/12	MetroWest Phase 1 finalise Procurement Plan (new entry)	Report to Council 8th November 2022 MetroWest Phase 1 Update - governance and funding agreements	Executive Member for Major Infrastructure Projects (Cllr Bridger)	No	Members consulted via report to Council 8 November – no further briefing required.	James Willcock 07825 399776
01/12	Award of Contract: Accommodation Strategy Delivery: Capital Works, Town Hall - fittings, fixtures and equipment	https://n-somerset.moderngov.co.uk/documents/s3380/28%20Accommodation%20Strategy%20Update%20Report.pdf	Director of Corporate Services	No	PCOM engagement completed as part of commissioning / procurement plan stage. Further briefing to be arranged if required.	Jonathan White Jonathan.white@n-somerset.gov.uk Tel: 07711 280595
01/12	MetroWest Phase 1 finalise, sign and enter into the Funding Agreement with Network Rail (new entry)	Report to Council 8 th November 2022 MetroWest Phase 1 Update - governance and funding agreements	Director of Place	No	Members consulted via report to Council 8 November – no further briefing required.	James Willcock 07825 399776

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 Place Scrutiny Panel with invitation to PCOM members – 17th Nov 2022	Jenny Ford Jenny.Ford@n-somerset.gov.uk 01934 426609
10/01	Recommissioning of the Support to Live at Home domiciliary care contracts (new entry)	Full Council Reports; 19 – 29/09/2015 Area 2 Award 21 – 20/07/2016 Area 1 Award 19 – 27/09/2016 Area 3 Award 18 – 04/04/2017 Area 4 and 5 Award Director Decision ASC16 Direct Award of Area 2	Council	No	Discussion with ASH Commissioning Standing Group on 26 September 2022	Contact: Gerald Hunt 01934 634803
10/01	Investments in placemaking and cultural facilities: - Acceptance of grant funding (if applicable). - NSC capital allocations. - Commissioning plans. - Future operational models. (new entry)	https://www.n-somerset.gov.uk/council-democracy/priorities-strategies/placemaking-neighbourhoods Council report approving submission of Levelling Up Fund bid, item COU46, 19 th July 2021: https://n-somerset.moderngov.co.uk/documents/s1286/21	Council	Part	A programme of engagement with members is planned for the next few months, to include briefing of Place Scrutiny Panel on 23 rd Nov 2022	Jenny Ford Jenny.Ford@n-somerset.gov.uk 01934 426609

		%20Submission%20of%20Bid%20to%20the%20Levelling%20Up%20Fund.pdf				
10/01	Acceptance of funding from the MOD for the Winterstoke Road Bridge Replacement project, and increase to the capital programme (new entry)	19.10.16 WRB Full 121119 Council Report	Council	No	Engagement with Place Policy and Scrutiny Panel to be carried out in November.	Jason Reading Jason.reading@n-somerset.gov.uk
10/01	Supplementary Compulsory Purchase Order for Banwell Bypass and associated works (new entry)	July 2022 Full Council Report (COU37) July 2022 Full Council report April 2021 Executive Report (EXE13)	Council	No	14 th November 2022 Place Panel: HIF update	Katie Park Katie.park@n-somerset.gov.uk

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	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) moved to March	– 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	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 st May 2022. A further briefing will be offered to Place P&SP following OBC approval from DfT.	Contact: Konrad Lansdown: 07917 184804

		<p>Major Road Network (MRN) Scheme and associated Professional Services</p> <p>- Executive Member: <u>DP 22/23-95 signed (n-somerset.gov.uk)</u></p> <p><u>DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</u></p> <p>Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services.</p>				
<p>01/01 (decision date is dependent as to when scheme OBC decision is received from DfT - expected October)</p>	<p>A38 MRN scheme: Award of Professional Services Contract (re-listing and previously listed for September and October) moved to March</p>	<p>- Director Decision: 19/20 DE295 <u>https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</u></p> <p>OBC Commissioning and Procurement Plan</p> <p>- Exec Member Decision DP 270 <u>n-somerset.gov.uk</u> - A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>- Full Council COU82: <u>Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk)</u></p> <p>Commissioning Plan for the Design & Build Contract of the A38 Major Road Network</p>	<p>Director of Place (key decision)</p>	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>	<p>Contact: Konrad Lansdown: - 07917 184804</p>

		(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				
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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	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	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	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 simon.bunn@n-somerset.gov.uk 01934 427 362
08/02	Biodiversity Net Gain implementation-Approval to launch scheme and make investments if required	Biodiversity Net Gain report (Natural England)	Executive	No	Place Scrutiny 4 August	Esther Coffin-Smith 01934 426513
08/02	Combined Commissioning and Procurement of haulage and waste transfer (previously listed under	Commissioning and procurement plan (currently being written)	Executive	No	Waste Scrutiny panel planned for w/c 12 December	Colin Russell colin.russell@n-somerset.gov.uk

	combined waste contracts: transfer station, haulage and disposal item)					Tash Hardy natasha.hardy@n-somerset.gov.uk
08/02	Combined Commissioning and Procurement of residual and garden waste disposal (previously listed under combined waste contracts: transfer station, haulage and disposal item)	Commissioning and procurement plan (currently being written)	Executive	No	Waste Scrutiny panel planned for w/c 12 December	Colin Russell colin.russell@n-somerset.gov.uk Tash Hardy natasha.hardy@n-somerset.gov.uk
08/02	Waste contracts: transfer station, haulage and disposal now split into three lots	Waste contracts (transfer station, haulage and disposal) commissioning report	Executive	No	Waste sub-scrutiny — first meeting 13/9/2022 Finance scrutiny — tbc	Colin Russell Colin.russell@n-somerset.gov.uk -Tash Hardy Natasha.hardy@n-somerset.gov.uk
21/02	Council Tax Setting 2023/4	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	Approval of the Active Travel Action Plans, as part of the adopted NSC Active Travel Strategy (new entry)	NSC Active Travel Strategy Active travel strategy North Somerset Council (n-somerset.gov.uk)	Executive Member for Highways & Transport (Cllr Hogg)	No	Informal scrutiny engagement session to be arranged for Feb 2023	Lindsay Margerison Lindsay.margerison@n-somerset.gov.uk
08/02	Combined Commissioning and Procurement of Food Waste disposal (previously listed under combined waste contracts: transfer station, haulage and disposal item)	Commissioning and procurement plan (currently being written)	Executive Member for Neighbourhoods and Community Services (Cllr Solomon)	No	Waste Scrutiny panel planned for w/c 12 December	Colin Russell colin.russell@n-somerset.gov.uk Tash Hardy natasha.hardy@n-somerset.gov.uk

March 2023

1. Council and Executive Items

(NB No Executive or Council meeting currently scheduled for March)

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

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: Contract Award of D&B Stage 1 Contract (re-listing and previously listed for September, October and January)	<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 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 	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

		the A38 Major Road Network (MRN) Scheme and associated Professional Services.				
01/03	A38 MRN scheme: Award of Professional Services Contract (re-listing and previously listed for September, October and January)	<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</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

		the A38 Major Road Network (MRN) Scheme and associated Professional Services				
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