

Forward Plan

for the four-month period commencing on

1st March 2023

published on 31 January 2023



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; Communications

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

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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

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	2023/24 Fees and Charges – to seek Executive Member approval for any key decisions for increases in charges over 5% and up to 10% or generating estimated additional income between £100,000 to £300,000	Report to Executive 12/04/16 https://n-somerset.moderngov.co.uk/Data/Executive/201604121430/Agenda/13%20Fees%20and%20Charges%202016%2017.pdf	Executive Members: Cllr Bridger, Cllr Solomon, Cllr Canniford, Cllr Petty, Cllr Davies, Cllr Bell, Cllr Gibbons, Cllr Cartman. (Key Decision)	No	Engagement with scrutiny to take place no later than 1 March 2023. Arrangements to be agreed with relevant Panel Chairmen.	Victoria Watkins Victoria.watkins@n-somerset.gov.uk
01/03	A38 MRN scheme: Contract Award of D&B Stage 1 Contract (re-listing and previously listed for September, October and January) moved to April	– 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 &	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. 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>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 (MRN) Scheme and associated Professional Services.</p>				
01/03	<p>A38 MRN scheme: Award of Professional Services Contract (re-listing and previously listed for September, October and January) moved to April</p>	<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</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.</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>

		<p>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 (MRN) Scheme and associated Professional Services</p>				
01/03	2023/24 Fees and Charges – to seek Director approval for any key decisions for increases in charges up to 5% or generating estimated additional income up to £100,000	<p>Report to Executive 12/04/16</p> <p>https://n-somerset.moderngov.co.uk/Data/Executive/201604121430/Agenda/13%20Fees%20and%20Charges%202016%2017.pdf</p>	<p>Director of Place, Director of Corporate Services, Director of Childrens Services, Director of Adult Social Services, Director of Public Health & Regulatory Services (Key Decision)</p>	No	Engagement with scrutiny to take place no later than 1 March 2023. Arrangements to be agreed with relevant Panel Chairmen.	<p>Victoria Watkins</p> <p>victoria.watkins@n-somerset.gov.uk</p>
01/03	Acceptance of DfT funding for FBC stage and increase to capital programme. Decision date subject to Department of Transport funding	<p>Procurement/ commissioning plans (19/20 - DE295 MRN OBC)</p>	<p>Exec Member in consultation with Assistant Director & Section 151 officer</p>	No	Engagement was carried out in Dec 22 via email to panel members. No further action required.	<p>Jason reading, Senior Project Manager, Place Directorate</p> <p>Jason.reading@n-somerset.gov.uk</p>

	announcement date (new entry)					
01/03	Approval of changes to LSVT agreement with Alliance Homes (new entry)	Report to the Council, 24th September 2019: Affordable Housing Delivery Partnership Agreement with Alliance Homes.	Leader of the Council	No	This decision follows on from a decision made by Full Council in Sept 2019.	Contact: Jenny Ford, Head of Development & Placemaking
01/03	Combined Commissioning and Procurement Plan for the Supply of Energy (new entry on Exec agenda 8.2.23)	Request for Delegation of the Combined Commissioning and Procurement Plan and Contract Award for the supply of energy	Executive Member for Corporate Services	No	Initial PCOM engagement completed as part of the request for delegated authority. No further engagement deemed required at this stage	Mark Reed Principal M&E and Energy Engineer Tel: 07826950053 Nicola Scribbens Interim Deputy Head of Strategic Procurement with responsibility for Place and Corporate Services Tel: 07917 228423 Elaine Braund: Project Office Co-Ordinator Tel: 07795 812102
01/03	Housing Renewals Assistance Policy – update (new entry)	Current policy HRAP revision Jan2022 (n-somerset.gov.uk)	Executive Member (Cllr Bell)	No	ASH Panel briefing scheduled w/c 13 February	Howard Evans howard.evans@n-somerset.gov.uk

April 2023

1. Council and Executive Items

(NB Executive and Council Meetings for April have been CANCELLED due to the pre-election period. No items to be listed)

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
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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
01/04	A38 MRN scheme: Contract Award of D&B Stage 1 Contract (re-listing and previously listed for September, October, January and March)	<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) 	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.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022. A further written briefing will be provided in December 2022 to Place P&SP with a briefing then offered following OBC approval from DfT.</p>	Contact: Konrad Lansdown: 07917 184804

		Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services.				
01/04	A38 MRN scheme: Award of Professional Services Contract (re-listing and previously listed for September, October, January and March)	<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</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) 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) DP 22/23 DP 108 MRN professional services</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.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022. A further written briefing will be provided in December 2022 to Place P&SP with a briefing then offered following OBC approval from DfT.</p>	Contact: Konrad Lansdown: 07917 184804

		<u>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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May 2023

1. Council and Executive Items

(NB Council meeting has been moved from 16 May to 23 May)

(NB No Executive meeting)

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
23/05			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
01/05	Award of Contract: Alteration and Construction Works: Kewstoke Primary School (new item)	Joint Commissioning and Procurement Plan to progress with Schools capital upgrades – remaining roofing programme	Director (Key)	No	Briefing note sent to PCOM Chairperson 18.07.22 and scrutiny session held on 06.09.22. No further engagement required	Jonothan Hughes: 07769 253380 Sally Varley 07917 587280

June 2023

1. Council and Executive Items
(NB No Council meeting)

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
21/06	Adult Care Provider Market Sustainability Plan (previously listed for February 2023 Executive)	<u>Market sustainability and fair cost of care fund 2022 to 2023: guidance - GOV.UK (www.gov.uk)</u>	Executive	No	ASH Scrutiny Panel to be engaged early January 2023	Gerald Hunt, Principle Head of Commissioning, Partnerships and Housing Solutions 01934 634803 gerald.hunt@n-somerset.gov.uk
21/06	Recommissioning of the Waverley Court and Tamar Court extra care housing care contracts	19/07/2016 Full Council Report 21 – North Somerset Support to Live at Home Contract Award 27/09/2016 Full Council Report 19 North Somerset Support to Live at Home Contract Award	Executive	No	Discussed with scrutiny panel 11/01/23	Contact: Gerald Hunt 01934 634803

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
01/06	Award of Contract: Accommodation Strategy Delivery: Capital Works, Town Hall - fittings, fixtures and equipment. (moved from December 2022 & February 2023)	https://n-somerset.moderngov.co.uk/documents/s3380/28%20Accommodation%20Strategy%20Update%20Report.pdf	Director (Key Decision)	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