

## Forward Plan

for the four-month period commencing on

**1<sup>st</sup> December 2023**

published on 2 November 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 (9)

**Leader of the Council - Councillor Mike Bell:** External liaison including strategic partnerships, Local Enterprise Partnership, North Somerset Partnership, Joint Executive Committee (WECA and North Somerset Council), • Strategic policy/corporate plan development, forward programme and strategic review • Strategic communications • Community engagement and consultation • Finance- Revenue budget including revenues and benefits - capital programme including major projects (Banwell Bypass & MetroWest/Portishead Rail) - Income generation • Corporate services

**Deputy Leader of the Council and executive member for children's services, families and life-long learning – Councillor Catherine Gibbons:** Children and young people's services - Early help and family hubs - Family support - Safeguarding - Children in care - Adoption and fostering services - Care experienced young people - Corporate parenting - Youth offending service • Displaced Foreign Nationals • Cost of living crisis response • Education - Early years settings - Special educational needs and disabilities (education) - School place planning and admissions - Links with local HE and FE institutions - Links with schools and multi academy trusts - Elective home education - Children's licences and permits • Skills - Skills strategy - Careers advice - Community learning

**Executive Member for climate, waste and sustainability – Councillor Annemieke Waite:** • Delivery of Strategic Asset Management Plan including: - Decarbonisation of North Somerset Council assets - Accommodation strategy project delivery - Corporate estate operational management - Strategic asset planning • Climate emergency • Ecological emergency • Marine environment conservation • Flood risk management • Green infrastructure strategy • Environmental services - Recycling and waste minimisation - Waste and street cleansing contracts

**Executive Member for homes and health – Councillor Jenna Ho Marris:** • Green homes • Housing development programme delivery • Affordable housing delivery • Homelessness and rough sleeper support • Housing solutions • Private sector housing • Alliance Homes liaison •

Equalities and diversity • Public health - Health and Wellbeing Board and Strategy - Integrated Care System and Locality Partnerships - Health improvement - Health protection - Health and care services

**Executive Member for highways and transport – Councillor Hannah Young:** • Highways operations - Highway network management - Highway maintenance contracts - Streetlighting • Highway technical services and delivery - Liveable neighbourhood schemes - Active travel schemes - Highway structures • Strategic transport - Transport policy - Transport decarbonisation including BSIP delivery - Public transport - Home to school transport - Bus and rail strategy • Parking strategy including parking operational management

**Executive Member for adult services and stronger communities – Councillor Roger Whitfield:** • Reablement and technology enabled care • Care reforms • Early intervention and prevention • Integrated commissioning • Domiciliary, residential and nursing care • Social work and occupational therapy • Customer services • Town and parish liaison • North Somerset Together • Voluntary sector liaison

**Executive Member for safety in the community – Councillor James Clayton:** • Regulatory services - Trading standards - Food and commercial health and safety - Environmental protection - Licensing • Emergency management • CCTV • Community safety - Night-time economy - Safety of women and girls - PSPOs • Liaison with police and fire services • Resilience Forum • Unauthorised encampments strategy

**Executive Member for spatial planning, placemaking and economy – Councillor Mark Canniford:** • Placemaking delivery • Levelling Up Fund programme • Visitor economy development • Development and commercial programme • Planning policy • Heritage and design • Spatial planning • Building control • Resilient economy - Employment - Local economy • High street and town centre renewal

**Executive Member for culture and leisure – Cllr Mike Solomon:** • Culture strategy • Heritage Action Zones • Libraries • Community venues • Enabling events • Sports and leisure strategy • Seafronts, parks and lakes operational management • Concessions • Crematoria and cemeteries • Enforcement 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)

## December 2023

### 1. Council and Executive Items (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
06/12	Update on Medium Term Financial Plan (MTFP) 2024-2028 and Draft Revenue Budget for 2024/25	MTFP report 18/10/2023	Executive	No	All member scrutiny session to be held in December 2023	Contact: Melanie Watts (01934 634618)
06/12	Budget monitor 2023/24 – Month 6 Update	Budget monitor report 6/9/2023	Executive	No	Through the TCC Panel and informal working group and also through the individual P&SP that support each directorate	Contact: Melanie Watts (01934 634618)
06/12	Contract award for highways surfacing works	<u>DP545 Procurement report for Highway surfacing</u>	Executive	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 10 October	Tash Hardy Project Manager, Business Development Unit <a href="mailto:Natasha.Hardy@n-somerset.gov.uk">Natasha.Hardy@n-somerset.gov.uk</a>
06/12	Establishment of dynamic purchasing system for highway civils, structures and surface treatments (updated description) <del>Contract award for the highways dynamic purchasing system for civils, structures and resurfacing</del>	<u>DP546 Procurement report for highway DPS</u>	Executive	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 10 October	Tash Hardy Project Manager, Business Development Unit <a href="mailto:Natasha.Hardy@n-somerset.gov.uk">Natasha.Hardy@n-somerset.gov.uk</a>

06/12	Safeguarding Children Partnership annual report – for noting only	North Somerset Safeguarding Children Partnership Annual Report 2022-2023	Executive	No	Report to CYPS Panel 19 October 2023	Zoe Gartland Zoe.gartland@n-somerset.gov.uk  07385017560
06/12	Clevedon Seafront/Hill Road Independent Review	Executive report 06/09 <a href="https://n-somerset.moderngov.co.uk/documents/s5022/09%20Clevedon%20Seafront%20Scheme%20Review.pdf">https://n-somerset.moderngov.co.uk/documents/s5022/09%20Clevedon%20Seafront%20Scheme%20Review.pdf</a>	Executive	No	TCC Scrutiny Chairperson consulted and has confirmed no further engagement required at this stage.	Ruby Tobin <a href="mailto:Ruby.tobin@n-somerset.gov.uk">Ruby.tobin@n-somerset.gov.uk</a>

## 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	Contract Award for the delivery of an expansion to the buildings at Clevedon School to meet local place needs (previously listed for June and September) moved to January 2024	<p>Report to the Children &amp; Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children &amp; Young People's Services – School's Capital Programme – <a href="#">Committee Report NSC (modern.gov.co.uk)</a></p> <p>Commissioning and Procurement Plan – to follow</p>	<p>Director of Place</p> <p>Moved from 21/06 Executive to Director Decision</p>	No	<p>Report to the Children &amp; Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children &amp; Young People's Services – School's Capital Programme – <a href="#">Committee Report NSC (modern.gov.co.uk)</a></p> <p>Reports to CYPS School Organisation Steering Group Being being planned for June 2023</p>	<p>Sally Varley (she/her) Head of Strategic Place Planning, Capital Programmes and School Organisation/Admissions Service <a href="mailto:sally.varley@n-somerset.gov.uk">sally.varley@n-somerset.gov.uk</a></p> <p>Jonathan Hughes Senior Project Manager <a href="mailto:Jonathan.hughes@n-somerset.gov.uk">Jonathan.hughes@n-somerset.gov.uk</a></p> <p>David Peacock Senior Project Manager <a href="mailto:David.peacock@n-somerset.gov.uk">David.peacock@n-somerset.gov.uk</a></p>
01/12	Contract award for garden waste treatment (new entry)-no longer a key decision. C&P plan already agreed at Executive.	Link to supporting CP/PP from September Executive	Director of Place	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 20 November	Tash Hardy Project Manager, Business Development Unit <a href="mailto:Natasha.Hardy@n-somerset.gov.uk">Natasha.Hardy@n-somerset.gov.uk</a>

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	Contract award for residual waste treatment (new entry) no longer a key decision. C&P plan already agreed at Executive.	Link to supporting CP/PP from September Executive	Director of Place	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 20 November	Tash Hardy Project Manager, Business Development Unit <a href="mailto:Natasha.Hardy@n-somerset.gov.uk">Natasha.Hardy@n-somerset.gov.uk</a>
01/12	Contract award for highways surface dressing works (new entry) no longer a key decision. C&P plan already agreed at Executive.	<u>DP544 Procurement report for highway surface dressing</u>	Director of Place	No	To confirm with new scrutiny charge when confirmed by Council; proposed engagement to take place no later than w/c 10 October	Tash Hardy Project Manager, Business Development Unit <a href="mailto:Natasha.Hardy@n-somerset.gov.uk">Natasha.Hardy@n-somerset.gov.uk</a>
01/12	Approval of acquisition of all land and rights required for Banwell bypass (including service of a general vesting declaration, notice to treat or notice of entry)	COU37 (July 2022) Approval of making the CPO for Banwell bypass	Director of Place in consultation with the Assistant Director, Legal and Governance and Monitoring Officer	No	18/09 HIF update to the Transport, Climate and Communities Policy Panel	Katie Park 07771947034
01/12	Contract award for BSIP Transport Hubs Design Consultant (previously listed for May, July and September and October) moved to January 2024	Procurement Plans for BSIP Transport Hubs Design Consultant	Director of Place	No	An engagement session has been held with the Transport, Climate and Communities Policy and Scrutiny Panel on 26 July 2023	Jackie Lower <a href="mailto:Jackie.Lower@n-somerset.gov.uk">Jackie.Lower@n-somerset.gov.uk</a>

<b>Decision not before</b>	<b>Item/Issue requiring decision</b>	<b>Background Documents for Consideration</b>	<b>Decision Taker</b>	<b>Exempt Item? Yes/No/Part</b>	<b>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
01/12	Acquisition of all land and rights contained within the CPO for Banwell bypass (including service of a general vesting declaration, notice to treat and notice of entry) (new entry)	COU37 Approval of serving CPO 22/23 DP241 Amendment to the CPO and Acceptance of SRO COU112 Acceptance of CPO 2	Director of Place	No	Informal TCC Panel HIF Update 11 <sup>th</sup> December 2023	Katie Park 07771947034
01/12	Council Tax Base for 2024/25	Tax Base decision for 2023/24 <a href="https://n-somerset.gov.uk/sites/default/files/2022-12/CSD083%20Decision%20Notice%20-%20Tax%20Base%202023_24_0.pdf">https://n-somerset.gov.uk/sites/default/files/2022-12/CSD083%20Decision%20Notice%20-%20Tax%20Base%202023_24_0.pdf</a>	Leader of the Council, Executive Member for Finance	No	Aligned with the MTFP reporting framework	Contact: Mark Anderson (01934 634616)
01/12	Renewal for Salthouse Fields, Clevedon café, mini-golf and family leisure activities (new entry)	Director of Place Decision No. 21/22 DP355 Director of Place Decision No. 23/24 DP199	Executive Member for Culture and Leisure	No	Chairman of the Transport, Climate and Communities Scrutiny Panel consulted; no further engagement required.	John Flannigan John.flannigan@n-somerset.gov.uk
01/12	Renewal for Victorian café, Weston super Mare seafront (new entry)	Weston super Mare Placemaking strategy - <a href="https://superweston.net/wp-content/uploads/2021/04/Prospectus_weston_super_mare.pdf">https://superweston.net/wp-content/uploads/2021/04/Prospectus_weston_super_mare.pdf</a>	Executive Member for Culture and Leisure	No	Chairman of the Transport, Climate and Communities Scrutiny Panel consulted; no further engagement required.	John Flannigan John.flannigan@n-somerset.gov.uk

January 2024

1. Council Items

(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
09/01	Update on Medium Term Financial Plan (MTFP) 2024-2028	MTFP report 6/12/2023	Council	No	Aligned with the MTFP reporting framework	Contact: Melanie Watts (01934 634618)
09/01	Decision on the letting a new contract for the provision of Revenues, Welfare and Financial Transactions	Full Council Decision from 19 Sept 2023 supported by report.  Procurement evaluation results captured in a Council Report for 9 Jan 2024	Council	No	Briefing to be given to TCC Policy and Scrutiny Panel.	Stuart Anstead <a href="mailto:Stuart.anstead@n-somerset.gov.uk">Stuart.anstead@n-somerset.gov.uk</a>
09/01	Approve the Biodiversity Supplementary Planning Document	<i>The draft SPD document will be consulted on in Oct 23 for 6 weeks</i>  Former SPD (being replaced in 2024 with two separate SPDs) <a href="https://www.n-somerset.gov.uk/sites/default/files/2022-05/B3%20%20Biodiversity%20and%20Trees%20SPD%20%28Adopted%202015%29.pdf">https://www.n-somerset.gov.uk/sites/default/files/2022-05/B3%20%20Biodiversity%20and%20Trees%20SPD%20%28Adopted%202015%29.pdf</a>	Council	Yes	Place Scrutiny briefing, 8 March 2023  Informal Scrutiny, 13 Sept 2023	Esther Coffin-Smith 07385 039453



<b>Meeting Date</b>	<b>Item/Issue requiring decision</b>	<b>Background Documents for Consideration</b>	<b>Decision Taker</b>	<b>Exempt Item? Yes/No/Part</b>	<b>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>
09/01	MetroWest Phase 1 - Request delegated authority to finalise and submit the Full Business Case	Paper to be drafted and circulated by 7th of December	Council	No	Paper to be drafted and circulated by 7th of December	James Willcock <a href="mailto:James.Willcock@n-somerset.gov.uk">James.Willcock@n-somerset.gov.uk</a>
09/01	Tropicana Future Operator Commissioning Plan (new entry)	Tropicana Future Operator Commissioning Plan will be provided with papers	Council	Part	Updates to the November 2023 PEP Panel.	Contact: Julia Stuckey <a href="mailto:julia.stuckey@n-somerset.gov.uk">julia.stuckey@n-somerset.gov.uk</a>  07385 957325

## 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	Award of BSIP Bus Shelters and Bus Stop Infrastructure Framework (previously listed in September and October and November)	BSIP Bus Shelters and Bus Stop Infrastructure Framework procurement plan	Director of Place	No	An engagement session has been held with the Transport, Climate and Communities Policy and Scrutiny Panel on 26 July 2023.	Jackie Lower <a href="mailto:Jackie.lower@n-somerset.gov.uk">Jackie.lower@n-somerset.gov.uk</a>
01/01	Contract Award for the delivery of an expansion to the buildings at Clevedon School to meet local place needs (previously listed for June, September and December)	<p>Report to the Children &amp; Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children &amp; Young People's Services – School's Capital Programme - <a href="http://moderngov.co.uk">Committee Report NSC (moderngov.co.uk)</a></p> <p>Commissioning and Procurement Plan – to follow</p>	<p>Director of Place</p> <p>Moved from 21/06 Executive to Director Decision</p>	No	<p>Report to the Children &amp; Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children &amp; Young People's Services – School's Capital Programme - <a href="http://moderngov.co.uk">Committee Report NSC (moderngov.co.uk)</a></p> <p>Reports to CYPS School Organisation Steering Group Being being planned for June 2023</p>	<p>Sally Varley (she/her) Head of Strategic Place Planning, Capital Programmes and School Organisation/Admissions Service <a href="mailto:sally.varley@n-somerset.gov.uk">sally.varley@n-somerset.gov.uk</a></p> <p>Jonathan Hughes Senior Project Manager <a href="mailto:Jonathan.hughes@n-somerset.gov.uk">Jonathan.hughes@n-somerset.gov.uk</a></p> <p>David Peacock Senior Project Manager <a href="mailto:David.peacock@n-somerset.gov.uk">David.peacock@n-somerset.gov.uk</a></p>

01/01	<p>A38 MRN Scheme  <b>Contract 1 works package A</b> – Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March–April, May, August, September, November 2023—previously one contract) moved to February</p>	<p>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="https://www.n-somerset.gov.uk">Decision (n-somerset.gov.uk)</a>  A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  –Full Council/Exec Member:  –COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (<a href="http://modern.gov.co.uk">modern.gov.co.uk</a>)  <a href="https://www.n-somerset.gov.uk">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="https://www.n-somerset.gov.uk">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services  Exec member decision DP423 22/23 Approval of additional local contributions as a consequence of inflationary cost increases.  <a href="https://www.n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;SP were 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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered Transport, Climate and Communities P&amp;S Panel following OBC approval from DfT.</p>	<p>Jason Reading,  Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
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01/01	<p>A38 MRN Scheme <b>Contract 2 works package B</b> – Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August and September, November 2023 – previously one contract) moved to February</p>	<p>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="https://www.n-somerset.gov.uk">Decision (n-somerset.gov.uk)</a> A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  – Full Council/Exec Member: COU82 <a href="https://www.n-somerset.gov.uk">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a>  <a href="https://www.n-somerset.gov.uk">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="https://www.n-somerset.gov.uk">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services  Exec member decision DP423 22/23 Approval of additional local contributions as a consequence of inflationary cost increases. <a href="https://www.n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;SP were 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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
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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
01/01	A38 MRN Scheme Award of Professional Services Contract (previously listed for September, October 2022, January, March, April, May, August September, November 2023) moved to February	<p>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></p> <p>OBC Commissioning and Procurement Plan</p> <p>-Exec Member Decision DP270 Decision (<a href="http://n-somerset.gov.uk">n-somerset.gov.uk</a>)</p> <p>A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>-Full Council/Exec Member: -COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (<a href="http://modern.gov.co.uk">modern.gov.co.uk</a>)</p> <p>DP 22/23 95 signed (<a href="http://n-somerset.gov.uk">n-somerset.gov.uk</a>)</p> <p>DP 22/23 DP 108 MRN professional services procurement plan (<a href="http://n-somerset.gov.uk">n-somerset.gov.uk</a>)</p> <p>Commissioning &amp; Procurement Plans for the Design &amp; Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> <p>Exec member decision DP423 22/23 Approval of additional local contributions as a consequence of inflationary cost increases. <a href="http://n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;SP were 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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	Jason Reading, Senior Project Manager, Place Directorate <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a>

01/01	Contract award for BSIP Transport Hubs Design Consultant (previously listed for May, July and September, October and December)	Procurement Plans for BSIP Transport Hubs Design Consultant	Director of Place	No	An engagement session has been held with the Transport, Climate and Communities Policy and Scrutiny Panel on 26 July 2023	Jackie Lower ( <a href="mailto:Jackie.Lower@n-somerset.gov.uk">Jackie.Lower@n-somerset.gov.uk</a> )
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## February 2024

### 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
07/02	Update on Medium Term Financial Plan (MTFP) 2024-2028 and Draft Revenue Budget for 2024/25	MTFP report 6/12/2023	Executive	No	To be undertaken with the Chair of TPP Panel following all member scrutiny session	Contact: Melanie Watts (01934 634618)
07/02	Update on Capital Strategy 2024-2029 & Capital Programme 2024/25	Capital Strategy report 18/10/2023	Executive	No	Scrutiny aspects to be discussed at TCC Panel 30/11/2023	Contact: Amy Webb (07385 430493)
07/02	Fees and Charges 2024/25	Fees & Charges 2023/24 <a href="https://n-somerset.moderngov.co.uk/documents/s4267/17%202023%202024%20Fees%20and%20Charges.pdf">https://n-somerset.moderngov.co.uk/documents/s4267/17%202023%202024%20Fees%20and%20Charges.pdf</a>	Executive	No	Aligned with the MTFP reporting framework	Contact: Melanie Watts (01934 634618)
07/02	Treasury Management Strategy for 2024/25	Treasury Management Strategy 2023/24 <a href="https://n-somerset.moderngov.co.uk/documents/s4265/15%20Treasury%20Management%20Strategy%202023_24.pdf">https://n-somerset.moderngov.co.uk/documents/s4265/15%20Treasury%20Management%20Strategy%202023_24.pdf</a>	Executive	No	To be delivered through the Audit Committee	Contact: Melanie Watts (01934 634618)
07/02	Q2 Performance Management Update	<a href="https://n-somerset.gov.uk/organisational-priorities/">Organisational priorities   North Somerset Council (n-somerset.gov.uk)</a>  <a href="https://n-somerset.gov.uk/risk-management-strategy/">Risk Management Strategy (n-somerset.gov.uk)</a>	Executive	No	This is an information item. Quarterly updates to Scrutiny Panels will follow the update to the Executive as per the agreed business planning and risk management framework.	<a href="mailto:Emma.diakou@n-somerset.gov.uk">Emma.diakou@n-somerset.gov.uk</a>  <a href="mailto:Jo.belbin@n-somerset.gov.uk">Jo.belbin@n-somerset.gov.uk</a>

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
07/02	Contract award for the Multi-Disciplinary Design and Project Services Team for Public Sector Decarbonisation (PSDS) works at The Campus.	PSDS Works Procurement Plan	Executive	No	Chairperson of TCC Policy and Scrutiny Panel to be consulted	Michelle Dickson, Assistant Project Manager michelle.dickson1@n-somerset.gov.uk
20/02	Council Tax Setting 2024/25 (new entry)	Previous MTFP reports considered by the Executive and Council Tax Setting report 2023/24	Council	No	To be added	Contact: Melanie Watts 01934 634618
20/02	Corporate Plan 2024-2028 (new entry)	To be sent	Council	No	<ul style="list-style-type: none"> <li>Scrutiny chairs and vice chairs workshop: Date TBC</li> <li>All councillor session: Date TBC</li> </ul>	Emma Diakou Head of Business Insight, Policy and Partnerships <a href="mailto:Emma.diakou@n-somerset.gov.uk">Emma.diakou@n-somerset.gov.uk</a>



## 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	North Somerset Community & VC school admissions policies for 2025/26 academic year – decision to set following public consultation	<p><u><a href="#">Admission arrangements consultation   North Somerset Council (n-somerset.gov.uk)</a></u></p> <p>School Admissions Code 2021 - School admissions code 2021 (<a href="#">publishing.service.gov.uk</a>)</p>	Executive Member for Children, Young People, Lifelong learning and skills (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group meeting – date tbc	Contact: Georgia Humphrey 07500 882436

01/02	<p>A38 MRN Scheme  <b>Contract 1 works package A</b> - Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August, September, November 2023 and January 2024 – previously one contract)</p>	<p>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/Exec Member: COU82  <a href="#">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (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 &amp; Procurement Plans for the Design &amp; Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services  Exec member decision DP423  22/23 Approval of additional local contributions as a consequence of inflationary cost increases.  <a href="#">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;SP were 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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered Transport, Climate and Communities P&amp;S Panel following OBC approval from DfT.</p>	<p>Jason Reading,  Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
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01/02	<p>A38 MRN Scheme <b>Contract 2 works package B</b> - Contract Award of D&amp;B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August and September, November 2023 and January 2024— previously one contract)</p>	<p>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="https://www.n-somerset.gov.uk">Decision (n-somerset.gov.uk)</a> A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  - Full Council/Exec Member: COU82 <a href="https://www.n-somerset.gov.uk">Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (moderngov.co.uk)</a>  <a href="https://www.n-somerset.gov.uk">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="https://www.n-somerset.gov.uk">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services  Exec member decision DP423 22/23 Approval of additional local contributions as a consequence of inflationary cost increases.  <a href="https://www.n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;SP were 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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
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01/02	A38 MRN Scheme Award of Professional Services Contract (previously listed for September, October 2022, January, March, April, May, August September, November 2023 and January 2024)	<p>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="https://www.n-somerset.gov.uk">Decision (n-somerset.gov.uk)</a>  A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding  - Full Council/Exec Member: COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm   North Somerset Council (<a href="http://moderngov.co.uk">moderngov.co.uk</a>)  <a href="https://www.n-somerset.gov.uk">DP 22/23 95 signed (n-somerset.gov.uk)</a>  <a href="https://www.n-somerset.gov.uk">DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</a>  Commissioning &amp; Procurement Plans for the Design &amp; Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> <p>Exec member decision DP423 22/23 Approval of additional local contributions as a consequence of inflationary cost increases.  <a href="https://www.n-somerset.gov.uk">DP423 (n-somerset.gov.uk)</a></p>	Director of Place	No	<p>The Place P&amp;SP were 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&amp;SP on 31st May 2022 and a further written briefing was provided on 8<sup>th</sup> December 2022. A briefing will then be offered to Transport, Climate and Communities P&amp;SP following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate  <a href="mailto:Jason.reading@n-somerset.gov.uk">Jason.reading@n-somerset.gov.uk</a></p>
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**March 2024**

**1. Council and Executive Items**

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

<b>Meeting Date</b>	<b>Item/Issue requiring decision</b>	<b>Background Documents for Consideration</b>	<b>Decision Taker</b>	<b>Exempt Item? Yes/No/Part</b>	<b>Policy &amp; Scrutiny Panel Activity &amp; Engagement / Timeline</b>	<b>Contact Officer for Further Details</b>

## 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	School term and Holiday Dates 2025/26 school year (new entry)	Consultation with local community (January 2024 <a href="https://n-somerset.inconsult.uk/">https://n-somerset.inconsult.uk/</a> )	Interim Director of Children's Services (key decision)	No	Meeting of CYPS School Organisational Steering Group 8 <sup>th</sup> December 2023	Contact: Janice Allen 01275 888619