

Forward Plan

for the four-month period commencing on

1st March 2024

published on 1st February 2024



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

March 2024

1. Council and Executive Items

(NB No Council meeting currently scheduled for March – Executive meeting is one item 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
13/03	Clevedon Seafront Review (new entry)	Report to Executive 6 December 2023	Executive – Special Meeting	No	Informal meetings of TCC Panel agreed with Scrutiny Chair – 11 th January and late February (date TBC) - to scrutinise the programme of work in how it is delivering the recommendations as agreed by the Executive on 6 December 2023	Lucy Shomali Lucy.shomali@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
01/03	2024/25 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/D/ata/Executive/201604121430/Agenda/13%20Fees%20and%20Charges%202016%2017.pdf	Executive Members: Cllr Waite, Cllr Solomon, Cllr Canniford, Cllr Young, Cllr Bell, Cllr Gibbons, Cllr Clayton, Cllr Ho Marris (Key Decision) <i>All executive members are listed here as not known at this stage which individual exec member will be required to make a decision on an increase to fees and charges in their particular portfolio</i>	No	Engagement with scrutiny to take place no later than 1 March 2024. Arrangements to be agreed with relevant Panel Chairmen for Placemaking, Economy and Planning Scrutiny Panel and Transport, Climate and Communities Scrutiny Panel <i>All Chairs listed here as not known at this stage which Panel remits affected</i>	Victoria Watkins Victoria.watkins@n-somerset.gov.uk
01/03	School term and Holiday Dates 2025/26 school year	Consultation with local community (January 2024) https://n-somerset.inconsult.uk/	Director of Children's Services (key decision)	No	Meeting of CYPS School Organisational Steering Group 8 th December 2023	Contact: Janice Allen 01275 888619

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	2024/25 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	Report to Executive 12/04/2016 Report to Executive 2016	Director of Place (Key Decision)	No	Engagement with scrutiny to take place no later than 1 March 2024. Arrangements to be agreed with relevant Panel Chairmen for Placemaking, Economy and Planning Scrutiny Panel and Transport, Climate and Communities Scrutiny Panel <i>All Chairs listed here as not known at this stage which Panel remits affected</i>	Victoria Watkins Victoria.watkins@n-somerset.gov.uk
01/03	Contract Award for the delivery of an expansion to the buildings at Clevedon School to meet local place needs (previously listed for June, September, December 2023 and January 2024 – previously contract award which has been moved to June 2024) decision now moved to June 2024	Report to the Children & Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children & Young People's Services – School's Capital Programme – Committee Report NSC (modern.gov.co.uk) Commissioning and Procurement Plan Approval of Commissioning Plan for delivering an expansion to the buildings at Clevedon School.pdf	Director of Place Moved from 21/06/23 Executive to Director Decision	No	Report to the Children & Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children & Young People's Services – School's Capital Programme – Committee Report NSC (modern.gov.co.uk) Reports to CYPS School Organisation Steering Group Being planned for June 2023	Sally Varley (she/her) Head of Strategic Place Planning, Capital Programmes and School Organisation/Admissions Service sally.varley@n-somerset.gov.uk Jonathan Hughes Senior Project Manager Jonathan.hughes@n-somerset.gov.uk David Peacock Senior Project Manager David.peacock@n-somerset.gov.uk

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	Contract award for BSIP Transport Hubs Design Consultant (previously listed for May, July and September, October, December 23 and 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 (Jackie.Lower@n-somerset.gov.uk)

April 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
16/04	Climate Emergency Action Plan progress report and Adaptation Strategy	<p>Climate Emergency Action Plan https://n-somerset.gov.uk/sites/default/files/2023-03/31208%20Climate%20Emergency%20Action%20Plan%20ACC.pdf</p> <p>Previous Climate emergency progress report (September 2023) Committee Report NSC (modern.gov.co.uk)</p> <p>North Somerset Adaptation Action Plan 2011 (attached)</p>	Council	No	Update report to Transport, Climate, Communities Policy and Scrutiny on 29 th February	<p>Victoria Barvenova</p> <p>Victoria.barvenova@n-somerset.gov.uk</p>
16/04	Creation of a Habitat Banking Vehicle to deliver Biodiversity Net Gain (previously listed as Executive decision for February 2024 and Council decision for February 2024)	<p>North Somerset Council green infrastructure strategy https://n-somerset.gov.uk/my-services/libraries-leisure-open-spaces/parks-countryside/green-infrastructure-strategy</p>	Council	No	<p>Place Policy and Scrutiny Panel March 2023.</p> <p>Transport, Climate and Communities Policy and Scrutiny Panel November 2023.</p> <p>Briefing being prepared for detailed update for Transport, Climate and Communities Policy and Scrutiny Panel</p>	<p>John Flannigan</p> <p>John.flannigan@n-somerset.gov.uk</p>

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
24/04	Q3 Performance Management Update	Organisational priorities North Somerset Council (n-somerset.gov.uk) Risk Management Strategy (n-somerset.gov.uk)	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.	Emma.diakou@n-somerset.gov.uk Jo.belbin@n-somerset.gov.uk
24/04	Wraxall and Failand Neighbourhood Plan. Consideration of examiners modifications and pass to referendum	Wraxall and Failand Neighbourhood Plan	Executive	No	PEP Chairperson consulted 12 December 2023.	Celia Dring Principal Planning Policy Officer celia.dring@n-somerset.gov.uk
24/04	Approval of revised Contract Standing Orders (new entry)	To follow	Executive	No	Recommendation for changes would be from Executive to Full Council meeting	Geoff Chamberlain 07385 010149
24/04	Winterstoke Road Bridge design and Construction services (new entry)	None	Executive	No	TCC scrutiny engagement February / March 2024	Jason Reading Jason.reading@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
01/04	<p>A38 MRN Scheme Contract 1 works package A – Contract Award of D&B Stage 1 (re-listing and previously listed for September, October 2022, January, March-April, May, August, September, November 2023 and January and February 2024 – previously one contract) now listed for May 2024</p>	<p>Director Decision: 19/20-DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf OBC Commissioning and Procurement Plan – Exec Member Decision DP270 Decision (n-somerset.gov.uk) A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding – Full Council/Exec Member: COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk) DP 22/23 95 signed (n-somerset.gov.uk) DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk) Commissioning & Procurement Plans for the Design & 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. DP423 (n-somerset.gov.uk)</p>	Director of Place	No	<p>The Place P&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&SP on 31st May 2022 and a further written briefing was provided on 8th December 2022. A briefing will then be offered Transport, Climate and Communities P&S Panel following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate Jason.reading@n-somerset.gov.uk</p>

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	<p>A38 MRN Scheme Contract 2 works package B – Contract Award of D&B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August and September, November 2023 and January 2024 and February – previously one contract) now listed in May 2024</p>	<p>Director Decision: 19/20-DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf OBC Commissioning and Procurement Plan – Exec Member Decision DP270 Decision (n-somerset.gov.uk) A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding – Full Council/Exec Member: COU82 Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk) DP 22/23 95 signed (n-somerset.gov.uk) DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk) Commissioning & Procurement Plans for the Design & 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. DP423 (n-somerset.gov.uk)</p>	Director of Place	No	<p>The Place P&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&SP on 31st May 2022 and a further written briefing was provided on 8th December 2022. A briefing will then be offered to Transport, Climate and Communities P&SP following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate Jason.reading@n-somerset.gov.uk</p>

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 Award of Professional Services Contract (previously listed for September, October 2022, January, March, April, May, August September, November 2023 and January and February 2024) now listed for May 2024	<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 – Exec Member Decision DP270 Decision (n-somerset.gov.uk)</p> <p>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 (moderngov.co.uk)</p> <p>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>Commissioning & Procurement Plans for the Design & 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. DP423 (n-somerset.gov.uk)</p>	Director of Place	No	<p>The Place P&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&SP on 31st May 2022 and a further written briefing was provided on 8th December 2022. A briefing will then be offered to Transport, Climate and Communities P&SP following OBC approval from DfT.</p>	Jason Reading, Senior Project Manager, Place Directorate Jason.reading@n-somerset.gov.uk

May 2024

**1. Council and Executive Items
(NB No Executive meeting in May)**

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
14/05			Council			

2. Executive Member Items and Director Key Decisions

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01/05	A38 MRN Scheme Contract 1 works package A - Contract Award of D&B Stage 1 (re-listing and previously listed for September, October 2022, January, March April, May, August, September, November 2023 and January, February and April 2024 – previously one contract)	<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 DP270 Decision (n-somerset.gov.uk)</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 (moderngov.co.uk)</p> <p>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>Commissioning & Procurement Plans for the Design & 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.</p> <p>DP423 (n-somerset.gov.uk)</p>	Director of Place	No	<p>The Place P&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&SP on 31st May 2022 and a further written briefing was provided on 8th December 2022. A briefing will then be offered Transport, Climate and Communities P&S Panel following OBC approval from DfT.</p>	<p>Jason Reading, Senior Project Manager, Place Directorate</p> <p>Jason.reading@n-somerset.gov.uk</p>

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June 2024

1. Council and Executive Items

(NB No Council meeting scheduled for June)

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
19/06	Approval of the School Place Planning Strategy 2024 - 2027 (new entry)	CYPS Policy & Scrutiny Panel Scrutiny Working Group Papers – 8 December 2024 CYPS Policy & Scrutiny Panel Scrutiny Working Group Paper – May 2024 Public consultation – link to be provided later	Executive	No	CYPS Policy & Scrutiny Panel – School Organisation Working Group	Contact: Sally Varley (01275 884857)

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	Contract Award for the delivery of an expansion to the buildings at Clevedon School to meet local place needs (previously listed for June, September, December 2023, January and March 2024)	<p>Report to the Children & Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children & Young People's Services – School's Capital Programme - Committee Report NSC (moderngov.co.uk)</p> <p>Commissioning and Procurement Plan Approval of Commissioning Plan for delivering an expansion to the buildings at Clevedon School.pdf</p>	Director of Place Moved from 21/06/23 Executive to Director Decision	No	<p>Report to the Children & Young People's Services Policy and Scrutiny Panel Date of Meeting: 20 October 2022 Subject of Report: Children & Young People's Services – School's Capital Programme - Committee Report NSC (moderngov.co.uk)</p> <p>Reports to CYPS School Organisation Steering Group Being planned for June 2023</p>	<p>Sally Varley (she/her) Head of Strategic Place Planning, Capital Programmes and School Organisation/Admissions Service sally.varley@n-somerset.gov.uk</p> <p>Jonathan Hughes Senior Project Manager Jonathan.hughes@n-somerset.gov.uk</p> <p>David Peacock Senior Project Manager David.peacock@n-somerset.gov.uk</p>