

# Forward plan



THIS DOCUMENT GIVES NOTICE OF  
ANTICIPATED KEY DECISIONS TO BE TAKEN  
AT CABINET AND OTHER MEETINGS

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Democratic Services

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## BRISTOL CITY COUNCIL - FORWARD PLAN INDEX OF PROPOSED KEY DECISIONS

The Forward Plan gives notice of anticipated key decisions to be taken at Cabinet, Health and Wellbeing Board and Learning City Partnership Board meetings. It will be updated and published on the Council website [www.bristol.gov.uk](http://www.bristol.gov.uk) on a monthly basis.

### **Key Decision**

Under the Council's constitution, the definition of a key decision is a decision which is likely to:

- 1) Result in expenditure of £500,000 or over.
- 2) Result in savings of £500,000 or over.
- 3) Be significant in terms of its effects on communities living or working in two or more wards in the city.

### **Non-key Decision**

For additional information and completeness the Forward Plan also contains those items which are outside the definition of a key decision.

### **Cabinet Meetings**

The Cabinet will normally meet on a Tuesday on a six weekly cycle. Meetings start at 4pm and are currently held at City Hall, College Green Bristol, BS1 5TR. Meetings of the Cabinet are open to the public with the exception of discussion regarding reports which contain exempt/confidential, commercially sensitive or personal information which will be identified in the Mayor's Forward Plan).

Reports submitted to the Mayor and Cabinet will be available on the council's website 5 clear working days before the date the decision can be made. If you would like a copy by email please contact [democratic.services@bristol.gov.uk](mailto:democratic.services@bristol.gov.uk)

## Glossary:

HWB Health and Wellbeing Board

LCPB Learning City Partnership Board

APR15 Under the Council's Constitution if a key decision needs to be taken with less than 28 days' notice, it can still be taken under **APR15 – General Exception**, if it is impracticable to defer it until the next scheduled Cabinet meeting. The relevant Scrutiny Commission must be notified and the report published as part of the agenda 5 clear working days ahead of the Cabinet meeting

Description of Exempt Information :- England, Part 1 of Schedule 12A of the local Government Act 1972

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; Or  (b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime.

Note that the open/exempt status of items more than 28 days in the future may be subject to change

## **Cabinet Members**

- Marvin Rees (Lab) - Mayor of Bristol
- Cllr Craig Cheney (Lab) – Designated Deputy Mayor (with special responsibility for Finance, Governance and Performance)
- Cllr Asher Craig (Lab) – Deputy Mayor (with special responsibility for Communities)
- Cllr Nicola Beech – Cabinet Member for Spatial Planning and City Design
- Cllr Kye Dudd (Lab) – Cabinet Member for Transport and Energy
- Cllr Helen Godwin (Lab) – Cabinet Member with responsibility for Women, Children and Families (Young People), and Lead Member for Children's Services
- Cllr Helen Holland (Lab) – Cabinet Member for Adult Social Care
- Cllr Anna Keen (Lab) – Cabinet Member for Education and Skills
- Cllr Paul Smith (Lab) – Cabinet Member for Housing
- Cllr Steve Pearce (Lab) – Cabinet Member for Waste, Commercialisation and Regulatory Services

**The City Council's website [www.bristol.gov.uk](http://www.bristol.gov.uk) contains all supporting documents and decisions for formal meetings and lots more about the City Council.**

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk, Colin Molton colin.molton@bristol.gov.uk	<p><b>Better Lives at Home: Proposals and Progress Update - NEW ITEM</b></p> <p>To provide an update on progress with Better Lives at Home and to seek approval for further activity to deliver new aspects of the strategy</p> <p>Open</p>	Cabinet 7 May 2019	Cabinet Member with responsibility for Adult Social Care, Cabinet Member with responsibility for Housing	<ul style="list-style-type: none"> <li>•Adults, Children and Education Scrutiny Commission</li> </ul>
Terry Dafter terry.dafter@bristol.gov.uk	<p><b>Technology Enabled Care Service - Better Lives Programme - NEW ITEM</b></p> <p>To seek approval to implement a Technology Enabled Care (TEC) Service.</p> <p>Open</p>	Cabinet 7 May 2019	Cabinet Member with responsibility for Adult Social Care	<ul style="list-style-type: none"> <li>•Adults, Children and Education Scrutiny Commission</li> </ul>
Kate Murray k.murray@bristol.gov.uk	<p><b>Library Technology Update - NEW ITEM</b></p> <p>To seek approval to replace self-service kiosk (and supporting equipment) and for the procurement of the associated support and maintenance contract.</p> <p>Open</p>	Cabinet 7 May 2019	Deputy Mayor with responsibility for Communities	<ul style="list-style-type: none"> <li>•Growth and Regeneration Scrutiny Commission</li> </ul>
Lindsay Hay lindsay.hay@bri	<p><b>The Environmental Offences (Fixed Penalties) (England) Regulations 2017: Changes in Fixed Penalty Rates - NEW ITEM</b></p>	Cabinet 7 May 2019	Councillor Steve Pearce	Growth and Regeneration

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
stol.gov.uk	To seek approval for changes in existing fixed penalty rates and for new fixed penalty rates.  Open			Scrutiny Commission
Sarah Spicer sarah.spicer@bristol.gov.uk	<b>Property Purchases For Use As Temporary Accommodation - NEW ITEM</b> To see approval to acquire properties to be used as temporary accommodation for homeless households  Open	Cabinet 7 May 2019	Cabinet Member with responsibility for Housing	Growth and Regeneration Scrutiny Commission
Emily Price emily.price@bristol.gov.uk	<b>Hengrove Park - NEW ITEM</b> To seek approval for the disposal strategy for the regeneration of Hengrove Park  Part exempt 3	Cabinet 7 May 2019	Cabinet Member with responsibility for Housing	Growth and Regeneration Scrutiny Commission
Emily Price emily.price@bristol.gov.uk	<b>Hengrove Park - Proposed Relocation of St Bernadette's Rugby Club and 21st Bristol (Gladstone) Scout Group - NEW ITEM</b> To seek approval for the relocation of St Bernadette's Ruby Club to Fulford Road and further to seek approval to enter into an agreement with 21st Bristol (Gladstone) Scout Group to lease new facilities.	Cabinet 7 May 2019	Cabinet Member with responsibility for Housing	Growth and Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
Colin Molton colin.molton@bristol.gov.uk	<p><b>Food and Beverage Contract for Event Spaces in Council Buildings - NEW ITEM</b></p> <p>To seek approval to commence procurement of a food and beverage service for Council buildings</p> <p>Open</p>	Cabinet 7 May 2019	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Growth and Regeneration Scrutiny Commission
Michael Pilcher michael.pilcher@bristol.gov.uk	<p><b>2018/19 Finance Outturn Report - NEW ITEM</b></p> <p>The report provides a summary of the overall financial performance and use of resources against approved budget for the financial year 2018/19.</p> <p>Open</p>	Cabinet 7 May 2019	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Resources Scrutiny Commission
Adrian Randall adrian.randall@bristol.gov.uk	<p><b>Building Practice Capital Programme Budget Allocation 2019/20 - NEW ITEM</b></p> <p>For Cabinet to note the details of the proposed budget allocation for the Building Practice Capital programme</p> <p>Non Key</p> <p>Open</p>	Cabinet 7 May 2019	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Jan Cadby jan.cadby@bristol.gov.uk	<b>Corporate Risk Management Report and Annual Update - NEW ITEM</b> To note the Corporate Risk Register Non Key Open	Cabinet 7 May 2019	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Resources Scrutiny Commission
Jane Taylor jane.taylor@bristol.gov.uk	<b>WECA Adult Education Budget 2019/20 Grant</b> Authority to spend the grant as proposed  Open	Cabinet 4 Jun 2019	Cabinet Member with responsibility for Education and Skills	Adults, Children and Education Scrutiny Commission
Colin Molton colin.molton@bristol.gov.uk	<b>Clean Air Plan Update- NEW ITEM</b> More information to follow.  Open	Cabinet 4 Jun 2019	Mayor	Growth and Regeneration Scrutiny Commission
James Beardall james.beardall@bristol.gov.uk	<b>Reprofiling Children's Homes - NEW ITEM</b> More information to follow  Open	Cabinet 4 Jun 2019	Councillor Helen Godwin	Adults, Children and Education Scrutiny Commission



Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Adam Crowther adam.crowther@bristol.gov.uk	<b>Bristol Transport Strategy</b> More information to follow.  Open	Cabinet 2 Jul 2019	Marvin Rees	Growth and Regeneration Scrutiny Commission
Adam Crowther adam.crowther@bristol.gov.uk	<b>Transport Capital Programme 2019/2020</b> To seek approval for the budget allocation of the West of England Combined Authority grant funding for Bristol City Council Transport Capital Programme for 2019/20 and the Bristol City Council maintenance allocations.  Open	Cabinet 2 Jul 2019	Mayor	Growth and Regeneration Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Budget Monitoring Out turn report P2</b> More information to follow.  Open	Cabinet 6 Aug 2019	Councillor Craig Cheney	Resources Scrutiny Commission
Jan Cadby jan.cadby@bristol.gov.uk	<b>Q1 Corporate Risk Register - NEW ITEM</b> More information to follow Non Key Open	Cabinet 6 Aug 2019	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Nuala Gallagher nuala.gallagher@bristol.gov.uk	<b>Bristol City Council Strategic Asset Management Plan (SAMP) - NEW ITEM</b> Further information to follow  Open	Cabinet 3 Sep 2019	Marvin Rees	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Budget Monitoring Out turn report P3</b> More information to follow.  Open	Cabinet 3 Sep 2019	Councillor Craig Cheney	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Budget Monitoring Out turn report P4</b> More information to follow.  Open	Cabinet 1 Oct 2019	Councillor Craig Cheney	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Budget Monitoring Out turn report P5</b> More information to follow.  Open	Cabinet 5 Nov 2019	Councillor Craig Cheney	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Denise Murray denise.murray@bristol.gov.uk	<b>Medium Term Financial Plan - NEW ITEM</b> More information to follow  Open	Cabinet 5 Nov 2019	Councillor Craig Cheney	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Budget Monitoring Out turn report P6</b> More information to follow.  Open	Cabinet 3 Dec 2019	Councillor Craig Cheney	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Collection fund surplus/ deficit report - NEW ITEM</b> More information to follow  Open	Cabinet 3 Dec 2019	Councillor Craig Cheney	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Council Tax Base 2020/21 - NEW ITEM</b> More information to follow  Open	Cabinet 3 Dec 2019	Councillor Craig Cheney	Resources Scrutiny Commission
Denise Murray	<b>Budget Monitoring Out turn report P7</b>	Cabinet	Councillor Craig	Resources

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denise.murray@bristol.gov.uk	More information to follow.  Open	7 Jan 2020	Cheney	Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Capital Strategy - NEW ITEM</b> Budget recommendations to Full Council  Open	Cabinet 21 Jan 2020	Councillor Craig Cheney	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Housing Revenue Account 2020/21 budget proposals - NEW ITEM</b> Budget recommendations to Full Council  Open	Cabinet 21 Jan 2020	Councillor Craig Cheney	Growth and Regeneration Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>Dedicated Schools Grant 2020/21 - NEW ITEM</b> Budget recommendations to Full Council  Open	Cabinet 21 Jan 2020	Councillor Craig Cheney	Adults, Children and Education Scrutiny Commission
Denise Murray denise.murray	<b>Treasury Management Strategy - NEW ITEM</b> Budget recommendations to Full Council	Cabinet 21 Jan 2020	Councillor Craig Cheney	Resources Scrutiny

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
@bristol.gov.uk	Open			Commission
Denise Murray denise.murray @bristol.gov.uk	<b>Budget Monitoring Out turn report P8</b> More information to follow.  Open	Cabinet 4 Feb 2020	Councillor Craig Cheney	Resources Scrutiny Commission
Denise Murray denise.murray @bristol.gov.uk	<b>Budget Monitoring Outturn report P9</b> More information to follow Non Key Open	Cabinet 3 Mar 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	
Denise Murray denise.murray @bristol.gov.uk	<b>Budget Monitoring Outturn report P10 - NEW ITEM</b> More information to follow  Open	Cabinet 7 Apr 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Resources Scrutiny Commission
Adrian Randall adrian.randall@ bristol.gov.uk	<b>Harbour &amp; Harbour Estate Review</b> More information to follow  Open	Cabinet Before 5 May 2020	Designated Deputy Mayor with responsibility for Finance, Governance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
			and Performance	
Mark Williams Mark.williams@bristol.gov.uk	<b>Members Parental Leave Policy</b> To seek Cabinet approval for recommendation to Full Council for a Members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances policy Non Key Open	Cabinet Before 5 May 2020	Cabinet Member with responsibility for Women, Children and Young People, and Lead Member for Children's Services	Resources Scrutiny Commission
Dr Susan Milner Susan.Milner@bristol.gov.uk	<b>Public Health Recommissioning</b> More information to follow.  Open	Cabinet Before 5 May 2020		Adults, Children and Education Scrutiny Commission
Colin Molton colin.molton@bristol.gov.uk	<b>Household Waste Reuse and Recycling Centre</b> More information to follow.  Open	Cabinet Before 5 May 2020	Councillor Kye Dudd	Growth and Regeneration Scrutiny Commission
Nuala Gallagher nuala.gallagher@bristol.gov.uk	<b>Enterprise Zone Update</b> More information to follow.  Open	Cabinet Before 5 May 2020	Designated Deputy Mayor with responsibility for Finance, Governance	Growth and Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
			and Performance	
David Bunting david.bunting@bristol.gov.uk	<b>Car Park concrete repairs</b> More information to follow  Open	Cabinet Before 5 May 2020	Marvin Rees	Growth and Regeneration Scrutiny Commission
Stephen Riley stephen.riley@bristol.gov.uk	<b>A4018 Corridor Transport Improvements</b> More information to follow.  Open	Cabinet Before 5 May 2020		Growth and Regeneration Scrutiny Commission
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk	<b>Better Lives Programme: "Help when people need it" - NEW ITEM</b> More information to follow  Open	Cabinet Before 5 May 2020	Cabinet Member with responsibility for Adult Social Care	Adults, Children and Education Scrutiny Commission
Richard Fletcher richard.fletcher@bristol.gov.uk	<b>Tree management contract and strategy - NEW ITEM</b> More information to follow  Open	Cabinet Before 5 May 2020	Deputy Mayor with responsibility for Communities	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
<p>Jane Taylor jane.taylor@bristol.gov.uk</p>	<p><b>European Social Fund (ESF) bid opportunity to improve the employment of people with learning difficulties - NEW ITEM</b> More information to follow</p> <p>Open</p>	<p>Cabinet Before 5 May 2020</p>	<p>Cabinet Member with responsibility for Education and Skills</p>	<p>Adults, Children and Education Scrutiny Commission</p>
<p>Mark Williams Mark.williams@bristol.gov.uk</p>	<p><b>Procurement of Managed Services provider for Contingent Workers from April 2020 - NEW ITEM</b> More information to follow</p> <p>Open</p>	<p>Cabinet Before 5 May 2020</p>	<p>Councillor Craig Cheney</p>	<p>Resources Scrutiny Commission</p>
<p>Rachel Abba rachel.abba@bristol.gov.uk, Matthew Kendall matthew.kendall@bristol.gov.uk</p>	<p><b>Council Tax Reduction Scheme 20/21 - NEW ITEM</b> More information to follow</p> <p>Open</p>	<p>Cabinet Before 5 May 2020</p>	<p>Designated Deputy Mayor with responsibility for Finance, Governance and Performance</p>	
<p>Colin Molton colin.molton@bristol.gov.uk</p>	<p><b>Housing Infrastructure Fund - NEW ITEM</b> More information to follow</p> <p>Open</p>	<p>Cabinet Before 5 May 2020</p>	<p>Cabinet Member with responsibility for Housing</p>	<p>Growth and Regeneration Scrutiny Commission</p>



Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk	<p><b>Sensory Support Service Review - NEW ITEM</b> More information to follow</p> <p>Open</p>	Cabinet Before 5 May 2020	Cabinet Member with responsibility for Education and Skills	Adults, Children and Education Scrutiny Commission
Martyn Pursey martyn.pursey@bristol.gov.uk , Abigail Stratford abigail.stratford@bristol.gov.uk	<p><b>Branwhite Close and Gainsborough Square Area development - NEW ITEM</b> More information to follow</p> <p>Open</p>	Cabinet Before 5 May 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Growth and Regeneration Scrutiny Commission
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk	<p><b>SEND Top Up Processes and Procedures Review - NEW ITEM</b> More information to follow.</p> <p>Open</p>	Cabinet Before 5 May 2020	Cabinet Member with responsibility for Education and Skills	Adults, Children and Education Scrutiny Commission
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk	<p><b>Early Intervention Bases Review - NEW ITEM</b> More information to follow</p> <p>Open</p>	Cabinet Before 5 May 2020	Cabinet Member with responsibility for Education and Skills	Adults, Children and Education Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit