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 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. 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

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.

Cabinet Members

- Mayor Marvin Rees
- Councillor Craig Cheney Deputy Mayor and Cabinet Member for City Economy, Finance and Performance
- Councillor Asher Craig Deputy Mayor and Cabinet Member for Children's Services, Education and Equalities
- Councillor Don Alexander Cabinet Member for Transport
- Councillor Nicola Beech Cabinet Member for Strategic Planning, Resilience and Floods
- Councillor Helen Holland Cabinet Member with responsibility for Adult Social Care and Integrated Care System
- Councillor Ellie King Cabinet Member with responsibility for Public Health and Communities
- Councillor Tom Renhard Cabinet Member for Housing Delivery and Homes
- Councillor Kye Dudd Cabinet Member for Climate, Ecology, Waste and Energy

The City Council's website <u>www.bristol.gov.uk</u> 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
Abigail Stratford, Service Manager, Major Projects abigail.stratford@bristol.gov.uk	Western Harbour vision and next steps To seek endorsement of the Western Harbour Vision and authority to apply for and spend external funding and procure and award contracts for the next stage of the work. Open	Cabinet 12 Jul 2022	Mayor	Growth & Regeneration Scrutiny Commission
Richard Hills, Health and Care - Interface Partnerships Manager richard.hills@bristol.gov.uk	Recommissioning of Care and Support Services in Extra Care Housing To seek approval to recommission and award contracts for commissioned Care and Support Services in Extra Care Housing Schemes in Bristol. Open	Cabinet 12 Jul 2022	Cabinet Member with responsibility for Adult Social Care and Integrated Care System	People Scrutiny Commission
Jonathan Martin, Trading Standards and Private Housing Manager jonathan.martin@bristol.gov.uk	Hackney Carriage Fare Review To seek approval to approve and implement a revised table of fares for Hackney Carriage Vehicles. Open	Cabinet 12 Jul 2022	Cabinet Member with responsibility for Transport	Growth & Regeneration Scrutiny Commission
Leonie Roberts, Public Health	New government funding for substance misuse	Cabinet	Cabinet Member with	People Scrutiny

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Consultant leonie.roberts@bristol.gov.uk	support and treatment services To seek approval to accept and spend (including procuring and awarding contracts) allocated government funding to deliver statutory duties under the national drugs strategy 'from Harm to Hope', and deliver a range of interventions in line with the city's local drug strategy 2021-2025. Open	12 Jul 2022	responsibility for Public Health and Communities	Commission
Guy Collings, Head of Insight, Performance and Intelligence Guy.Collings@bristol.gov.uk	Q4 Quarterly Performance Progress Report – Q4 2021/22 Non Key Open	Cabinet 12 Jul 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Overview and Scrutiny Management Board
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Outlook Update Report To present Cabinet with the financial outlook report for the year ahead. Open	Cabinet 12 Jul 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - July 2022 To present Cabinet with the latest detailed financial outturn report and identify any	Cabinet 12 Jul 2022	Deputy Mayor with responsibility for City Economy, Finance and	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	additional financial approvals that are required. Open		Performance	
Steve Matthews, Project Leader, Property Strategy Service steve.matthews@bristol.gov.uk	Estate Rationalisation – Surplus Asset Disposals To seek Cabinet approval to the disposal on the open market of 5 freehold BCC assets which have been initially identified by the Estates Rationalisation Board as being surplus to the Council's requirements. Open	Cabinet 12 Jul 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Growth & Regeneration Scrutiny Commission
Tim Borrett, Director: Policy, Strategy and Digital tim.borrett@bristol.gov.uk	Digital Transformation Programme To note changes to the forecast costs of digital transformation work and seek approval of the refreshed Digital Transformation programme, funding for the programme and authorisation to enter into any interim contracts required. Open	Cabinet 12 Jul 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
David Martin, Head of Facilities Management	Events and Conference Catering Contracts To seek approval to extend and where applicable	Cabinet 12 Jul 2022	Deputy Mayor with responsibility for City	Resources Scrutiny

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
david1.martin@bristol.gov.uk	expand the current catering contracts for the City Hall Cafe and the Conference events catering for City Hall and Mansion House Part exempt		Economy, Finance and Performance	Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Q1 2022/2023 Corporate Risk Report To update on the Council's risk management report for Q1 2022/23 Open	Cabinet 12 Jul 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Jason Thorne, Service Manager – City Centre & High Streets jason.thorne@bristol.gov.uk	Business Improvement Districts To seek approval to renew two Business Improvement Districts (BIDs) arrangements and authorisation for specific BID related matters. Open	Cabinet 12 Jul 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Growth & Regeneration Scrutiny Commission
Steve Ransom, Acting Head of Energy steve.ransom@bristol.gov.uk	Electricity Contract Procurement and Renewals To note an urgent key decision taken by the Executive Director Growth and Regeneration in relation to electricity contract procurement and renewals and to note the adoption of a 'sleeving'	Cabinet 12 Jul 2022	Cabinet Member with responsibility for Climate, Ecology, Waste and Energy	Growth & Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	product for nominated Council sites. To seek approval in principle for further extensions or alternative contracting arrangements if required. Open			
David White, Service Manager david.white@bristol.gov.uk	Transfer of Heat Network assets from the Council to Bristol Heat Networks Limited Seek authorisation of the transfer of all heat network assets currently owned by the Council to its wholly owned company, Bristol Heat Networks Limited and matters in connection with the transfer Part exempt 3	Cabinet 12 Jul 2022	Cabinet Member with responsibility for Climate, Ecology, Waste and Energy	Overview & Scrutiny Management Board
Richard Fletcher, Parks Services Manager richard.fletcher@bristol.gov.uk	Response to Ash Dieback disease To seek approval of the Council's approach to managing the risk to people and property from trees affected by Ash Dieback and authorising the use of funding to deliver the approach including procuring and awarding contracts.	Cabinet 2 Aug 2022	Cabinet Member with responsibility for Public Health and Communities	Communities Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
James Anderson, Education Programme Manager james.anderson@bristol.gov.uk	Education Capital Update and Capital Investment Decision To approve the allocation of grant funding into SEND and mainstream education projects. Part exempt 3	Cabinet 2 Aug 2022	Deputy Mayor with responsibility for Children's Services, Education and Equalities	People Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial update report - August 2022 To present Cabinet with the latest finance exception report, i.e. to advise Cabinet of any latest material financial changes and identify any additional financial approvals that are required. Open	Cabinet 2 Aug 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Hugh Evans, Executive Director: People hugh.evans@bristol.gov.uk	Re-procurement of IT Systems (People Directorate) To seek approval to re-procure and award contracts for the case management systems for adult social care, children's social care and	Cabinet 2 Aug 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	People/ Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	education, in line with the Full Business Case. Part exempt 3			
Maria Finlayson, Senior Reviewing Officer maria.finlayson@bristol.gov.uk	Corporate Parenting Panel Annual Report For cabinet to note the annual report of the Corporate Parenting Panel Non Key Open	Cabinet 2 Aug 2022	Deputy Mayor with responsibility for Children's Services, Education and Equalities	People Scrutiny Commission
Genevieve Adkins, Interim Head of Culture genevieve.adkins@bristol.gov.u k	Bristol Harbour Festival To seek approval for a 1 year contract extension to deliver the Harbour Festival in 2023 and continued investment in the Harbour Festival from 2024-27 including approval to procure and award contracts. Part exempt 3	Cabinet 2 Aug 2022	Cabinet Member with responsibility for Public Health and Communities	Growth and Regeneration Scrutiny Commission
Abigail Stratford, Service Manager, Major Projects abigail.stratford@bristol.gov.uk	Temple Quarter Update To approve the Mead Street Development Brief and note the update on the Temple Quarter Regeneration Programme funding.	Cabinet 2 Aug 2022	Mayor	Growth & Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
Tim Borrett, Director: Policy, Strategy and Digital tim.borrett@bristol.gov.uk	Bristol's first Citizens' Assembly – Outcomes Progress Report 2 1. To update Cabinet on consideration of the recommendations and actions put forward by the Citizens' Assembly 2. To present the Citizens' Assembly tracker to Cabinet to demonstrate how progress against these actions will be measured going forward 3. To update Cabinet where and how the Citizens' Assembly has influenced the 2022-23 Business Plan Non Key	Cabinet 2 Aug 2022	Deputy Mayor with responsibility for Children's Services, Education and Equalities	Overview & Scrutiny Management Board
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - September 2022 To present Cabinet with the latest finance exception report, i.e. to advise Cabinet of any latest material financial changes and identify any additional financial approvals that are required. Open	Cabinet 6 Sep 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Gail Rogers, Head of Service - Children's Commissioning gail.rogers@bristol.gov.uk	Agreement to Extend Dynamic Purchasing System (DPS) for High Support Accommodation for Young People To note the previous approvals granted on 30th January 2017 and to authorise the extension and variation of the contracts. Open	Cabinet 6 Sep 2022	Deputy Mayor with responsibility for Children's Services, Education and Equalities	People Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Medium Term Financial Plan and Capital Strategy To present the Medium Term Financial Plan and Capital Strategy. This report will be presented for Cabinet comment/approval and will subsequently be submitted to Full Council. Open	Cabinet 4 Oct 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - October 2022 To present Cabinet with the latest detailed financial outturn report and identify any additional financial approvals that are required.	Cabinet 4 Oct 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - November 2022 To present Cabinet with the latest finance exception report, i.e. to advise Cabinet of any latest material financial changes and identify any additional financial approvals that are required. Open	Cabinet 1 Nov 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Collection Fund Surplus/Deficit report To present the Collection Fund surplus/deficit report. This report will be presented for Cabinet comment/approval and will subsequently be submitted to Full Council. Open	Cabinet 6 Dec 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Council Tax Base To consider a report setting the Council Tax base. This report will be presented for Cabinet comment/approval and will subsequently be submitted to Full Council.	Cabinet 6 Dec 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - December 2022 To present Cabinet with the latest finance exception report, i.e. to advise Cabinet of any latest material financial changes and identify any additional financial approvals that are required. Open	Cabinet 6 Dec 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Sarah Spicer, Business Innovation Manager sarah.spicer@bristol.gov.uk	Housing Revenue Account (HRA) Budget Proposals 2023/24 To seek approval for the proposed 2023/24 Housing Revenue Account (HRA) Budget, 5-year capital plan and planned expenditure. Open	Cabinet 17 Jan 2023	Cabinet Member with responsibility for Housing Delivery and Homes	Communities Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Budget report & Treasury Management Strategy 2023/24 To consider the 2023/24 Budget report and Treasury Management Strategy. The Mayor's budget proposals will subsequently be submitted	Cabinet 17 Jan 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	to Full Council. Open			
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Dedicated Schools Grant budget proposals 2023/24 To consider the Dedicated Schools Grant budget proposals 2023/24. This report will subsequently be submitted to Full Council as part of the budget process. Open	Cabinet 17 Jan 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	People Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - January 2023 To present Cabinet with the latest detailed financial outturn report and identify any additional financial approvals that are required. Open	Cabinet 17 Jan 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - February 2023 To present Cabinet with the latest detailed financial outturn report and identify any additional financial approvals that are required.	Cabinet 7 Feb 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - March 2023 To present Cabinet with the latest finance exception report, i.e. to advise Cabinet of any latest material financial changes and identify any additional financial approvals that are required. Open	Cabinet 7 Mar 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Fiona Gilmour, Mayor's Office Policy Manager fiona.gilmour@bristol.gov.uk, Jon Severs, City Design Manager jon.severs@bristol.gov.uk	We are Bristol History Commission – Next Steps Open	Cabinet Before 4 Apr 2023	Mayor	Growth & Regeneration Scrutiny Commission
Gail Rogers, Head of Service - Children's Commissioning gail.rogers@bristol.gov.uk	Future of Youth Services To seek approval of Bristol City Council's approach to the development of youth services within Bristol. Open	Cabinet Before 4 Apr 2023	Deputy Mayor with responsibility for Children's Services, Education and Equalities	People Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Gail Rogers, Head of Service - Children's Commissioning gail.rogers@bristol.gov.uk	Youth Zones - Full Business Case To seek approval for the business case and site for the Youth Zone in the South of the City including the lease of an asset for the duration of the project. Part exempt 3	Cabinet Before 4 Apr 2023	Deputy Mayor with responsibility for Children's Services, Education and Equalities	People Scrutiny Commission
Tim Borrett, Director: Policy, Strategy and Digital tim.borrett@bristol.gov.uk	Consultation and Engagement Strategy 2022-24 To seek approval of the updated Consultation and Engagement Strategy 2022-24. Open	Cabinet Before 4 Apr 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	Overview and Scrutiny Management Board/ Resources Scrutiny Commission
Alison Hurley, Service Director for Education and Skills alison.hurley@bristol.gov.uk	Family Hub and Start for Life Programme To seek approval to accept and spend a Department for Education (DfE) grant to fund the new Family Hub and Start for Life Programme. Open	Cabinet Before 4 Apr 2023	Deputy Mayor with responsibility for Children's Services, Education and Equalities	People Scrutiny Commission
Abigail Stratford, Service Manager, Major Projects abigail.stratford@bristol.gov.uk	Whitehouse Street Regeneration Framework To seek approval of the Whitehouse Street Regeneration Framework.	Cabinet Before 4 Apr 2023	Mayor	Growth and Regeneration Scrutiny

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			Commission
John Roy, Group Manager – Transport Assets john.roy@bristol.gov.uk	Bristol Avon Flood Strategy Funding Strategy To seek Cabinet approval of Funding Strategy, and enter into Legal Agreement with Environment Agency to deliver Phase 1 and Phase 2 of Bristol Avon Flood Strategy. Open	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Strategic Planning, Resilience and Floods	Growth & Regeneration Scrutiny Commission
Tom Gilchrist, Private Housing and Accessible Homes Manager tom.gilchrist@bristol.gov.uk	Gypsy, Travellers and Showpeople permanent sites To seek permission to approve the development of permanent Gypsy, Travellers and Showpeople sites. Open	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Housing Delivery and Homes	Communities Scrutiny Commission
Adam Crowther, Head of Strategic City Transport adam.crowther@bristol.gov.uk	East Bristol Liveable Neighbourhood Pilot Outline Business Case Open	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Transport	Growth & Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	Financial Update Report - April 2023 To present Cabinet with the latest finance exception report, i.e. to advise Cabinet of any latest material financial changes and identify any additional financial approvals that are required. Open	Cabinet 4 Apr 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Adam Crowther, Head of Strategic City Transport adam.crowther@bristol.gov.uk	A37/A4018 Bus Deal Route 2 Project (Outline Business Case) To approve the Outline Business Case (OBC) prior to submission to the West of England Combined Authority (WECA). Open	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Transport	Growth & Regeneration Scrutiny Commission
Adam Crowther, Head of Strategic City Transport adam.crowther@bristol.gov.uk	A37/A4018 Bus Deal Route 2 Project (Full Business Case) To approve the Full Business Case (FBC) prior to submission to the West of England Combined Authority (WECA). Open	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Transport	Growth & Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Paul Sylvester, Rehousing Manager paul.sylvester@bristol.gov.uk	Bristol Housing Allocations Review Open	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Housing Delivery and Homes	Communities Scrutiny Commission
Abigail Stratford, Service Manager, Major Projects abigail.stratford@bristol.gov.uk	Temple Quarter Grant Funding Arrangements Open	Cabinet Before 4 Apr 2023	Mayor	Growth & Regeneration Scrutiny Commission
Genevieve Adkins, Interim Head of Culture genevieve.adkins@bristol.gov.u k	Cultural Investment Programme – Openness and Imagination funding To approve the allocation of Openness and Imagination funding to arts organisations. Open	Cabinet Before 4 Apr 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	Growth & Regeneration Scrutiny Commission