

# 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. 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.

## **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 [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
<p>Gail Rogers, Head of Service - Children's Commissioning gail.rogers@bristol.gov.uk</p>	<p><b>Recommissioning Special Educational Needs and Disabilities Information Advice and Support Services (SENDIASS)</b> Approval to procure and award a new contract to deliver the statutory SEND Information Advice and Support Service (SENDIASS)</p> <p>Open</p>	<p>Cabinet 1 Nov 2022</p>	<p>Deputy Mayor with responsibility for Children's Services, Education and Equalities</p>	<p>People Scrutiny Commission</p>
<p>Denise Murray, Director - Finance &amp; Section 151 Officer denise.murray@bristol.gov.uk</p>	<p><b>Financial Update Report - November 2022</b> 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.</p> <p>Open</p>	<p>Cabinet 1 Nov 2022</p>	<p>Deputy Mayor with responsibility for City Economy, Finance and Performance</p>	<p>Resources Scrutiny Commission</p>
<p>Nick Bryant, Strategic City Planning Manager Nick.Bryant@bristol.gov.uk</p>	<p><b>Bristol Local Plan Local Development Scheme (LDS)</b> To seek approval for the new Local Development Scheme (LDS).</p> <p>Open 3</p>	<p>Cabinet 1 Nov 2022</p>	<p>Cabinet Member with responsibility for Strategic Planning, Resilience and Floods</p>	<p>Growth &amp; Regeneration Scrutiny Commission</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
<p>Paul Sylvester, Rehousing Manager paul.sylvester@bristol.gov.uk</p>	<p><b>Temporary Accommodation Partnership</b> To seek approval to bring into use empty residential accommodation to use as Temporary Accommodation for homeless families through a short term lease agreement, for disposal of the property on termination of the lease agreement and approval of funding to refurbish the properties.</p> <p>Part exempt 3</p>	<p>Cabinet 1 Nov 2022</p>	<p>Cabinet Member with responsibility for Housing Delivery and Homes</p>	<p>Communities Scrutiny Commission</p>
<p>Graham Clapp, Head of Benefits graham.clapp@bristol.gov.uk, Matthew Kendall matthew.kendall@bristol.gov.uk</p>	<p><b>Household Support Fund (October 2022 – March 2023)</b> To seek approval to spend the Council’s allocation of the Department for Work and Pensions (DWP) Household Support Fund.</p> <p>Open</p>	<p>Cabinet 1 Nov 2022</p>	<p>Deputy Mayor with responsibility for City Economy, Finance and Performance</p>	<p>Communities Scrutiny Commission</p>
<p>Pete Anderson, Director: Property, Assets and Infrastructure peter.anderson@bristol.gov.uk</p>	<p><b>Establishing the City Leap Energy Partnership</b> To seek approval for the appointment of Ameresco Ltd as the strategic partner for the City Leap Energy Partnership and authorise officers to take all steps required to enter into the</p>	<p>Cabinet 6 Dec 2022</p>	<p>Cabinet Member with responsibility for Climate, Ecology, Waste and Energy</p>	<p>Overview and Scrutiny Management Board/ Growth &amp; Regeneration</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Partnership and any related matters.  Part exempt 3			Scrutiny Commission
Kate Markley, Service Manager Children's Services kate.markley@bristol.gov.uk	<b>Grant bid for creation of a Disabled Children's Home</b> To seek approval to submit a bid for capital funding and if successful spend the funding on a Disabled Children's Home  Open	Cabinet 6 Dec 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.uk	<b>Arts Council England National Portfolio Funding 2023-2026</b> To seek approval to accept and spend two grant awards for 2023-26 from Arts Council England (ACE) National Portfolio funding.  Open	Cabinet 6 Dec 2022	Deputy Mayor with responsibility for City Economy, Finance and Performance	Growth & Regeneration Scrutiny Commission
Christina Gray, Service Director, Public Health christina.gray@bristol.gov.uk	<b>Director of Public Health Annual Report 2021-22 - Physical Activity</b> To note the annual report of the Director of Public Health  Non Key Open	Cabinet 6 Dec 2022	Cabinet Member with responsibility for Public Health and Communities	People Scrutiny Commission/ Health Sub Committee

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
<p>Hugh Evans, Executive Director: People hugh.evans@bristol.gov.uk</p>	<p><b>Integrated Care Strategy</b> To approve the draft Integrated Care Strategy to set the direction of the integrated care system, setting out how commissioners in the NHS and local authorities, working with providers and other partners, can deliver more joined-up, preventative, and person-centred care for their whole population, across the course of their life.</p> <p>Open</p>	<p>Cabinet 6 Dec 2022</p>	<p>Cabinet Member with responsibility for Adult Social Care and Integrated Care System</p>	<p>People Scrutiny Commission/ Health Scrutiny Sub Committee</p>
<p>Denise Murray, Director - Finance &amp; Section 151 Officer denise.murray@bristol.gov.uk</p>	<p><b>Collection Fund Surplus/Deficit report</b> 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.</p> <p>Open</p>	<p>Cabinet 6 Dec 2022</p>	<p>Deputy Mayor with responsibility for City Economy, Finance and Performance</p>	<p>Resources Scrutiny Commission</p>
<p>Denise Murray, Director - Finance &amp; Section 151 Officer denise.murray@bristol.gov.uk</p>	<p><b>Council Tax Base</b> 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.</p> <p>Open</p>	<p>Cabinet 6 Dec 2022</p>	<p>Deputy Mayor with responsibility for City Economy, Finance and Performance</p>	<p>Resources Scrutiny Commission</p>



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	<p><b>Financial Update Report - December 2022</b> 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.</p> <p>Open</p>	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	<p><b>Housing Revenue Account (HRA) Budget Proposals 2023/24</b> To seek approval for the proposed 2023/24 Housing Revenue Account (HRA) Budget, 5-year capital plan and planned expenditure.</p> <p>Open</p>	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	<p><b>Budget report &amp; Treasury Management Strategy 2023/24</b> To consider the 2023/24 Budget report and Treasury Management Strategy. The Mayor's budget proposals will subsequently be submitted to Full Council.</p> <p>Open</p>	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
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	<p><b>Dedicated Schools Grant budget proposals 2023/24</b></p> <p>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.</p> <p>Open</p>	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	<p><b>Financial Update Report - January 2023</b></p> <p>To present Cabinet with the latest detailed financial outturn report and identify any additional financial approvals that are required.</p> <p>Open</p>	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	<p><b>Financial Update Report - February 2023</b></p> <p>To present Cabinet with the latest detailed financial outturn report and identify any additional financial approvals that are required.</p> <p>Open</p>	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
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	<p><b>Financial Update Report - March 2023</b> 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.</p> <p>Open</p>	Cabinet 7 Mar 2023	Deputy Mayor with responsibility for City Economy, Finance and Performance	Resources Scrutiny Commission
Richard Fletcher, Parks Services Manager richard.fletcher@bristol.gov.uk	<p><b>Response to Ash Dieback disease</b> 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.</p> <p>Open</p>	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Public Health and Communities	Communities Scrutiny Commission
Fiona Gilmour, Mayor's Office Policy Manager fiona.gilmour@bristol.gov.uk, Jon Severs, City Design Manager jon.severs@bristol.gov.uk	<p><b>We are Bristol History Commission – Next Steps</b></p> <p>Open</p>	Cabinet Before 4 Apr 2023	Mayor	Growth & Regeneration Scrutiny Commission
Gail Rogers, Head of Service - Children's Commissioning gail.rogers@bristol.gov.uk	<p><b>Future of Youth Services</b> To seek approval of Bristol City Council's approach to the development of youth services within Bristol.</p> <p>Open</p>	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	<b>Youth Zones - Full Business Case</b> 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	<b>Consultation and Engagement Strategy 2022-24</b> 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
Abigail Stratford, Service Manager, Major Projects abigail.stratford@bristol.gov.uk	<b>Whitehouse Street Regeneration Framework</b> To seek approval of the Whitehouse Street Regeneration Framework.  Open	Cabinet Before 4 Apr 2023	Mayor	Growth and Regeneration Scrutiny Commission
Tom Gilchrist, Private Housing and Accessible Homes Manager tom.gilchrist@bristol.gov.uk	<b>Gypsy, Travellers and Showpeople permanent sites</b> 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

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Adam Crowther, Head of Strategic City Transport adam.crowther@bristol.gov.uk	<p><b>East Bristol Liveable Neighbourhood Pilot Outline Business Case</b></p> <p>Open</p>	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Transport	Growth & Regeneration Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	<p><b>Financial Update Report - April 2023</b></p> <p>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.</p> <p>Open</p>	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	<p><b>A37/A4018 Bus Deal Route 2 Project (Outline Business Case)</b></p> <p>To seek approval for acceptance of two grant awards for 2023-26 (if successful) of up to £4,093,409.50 funding from Arts Council England (ACE) as part of their National Portfolio as investment into Bristol City Council's Museums, and up to £2,040,000 funding from Arts Council England as part of their National Portfolio as investment into museums across the south west region.</p> <p>Part exempt 3</p>	Cabinet Before 1 Nov 2022	Cabinet Member with responsibility for Transport	Growth & Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Adam Crowther, Head of Strategic City Transport adam.crowther@bristol.gov.uk	<b>A37/A4018 Bus Deal Route 2 Project (Full Business Case)</b> 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
Paul Sylvester, Rehousing Manager paul.sylvester@bristol.gov.uk	<b>Bristol Housing Allocations Review</b>  Open	Cabinet Before 4 Apr 2023	Cabinet Member with responsibility for Housing Delivery and Homes	Communities Scrutiny Commission
Genevieve Adkins, Interim Head of Culture genevieve.adkins@bristol.gov.uk	<b>Cultural Investment Programme – Openness and Imagination funding</b> 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