

# Forward plan

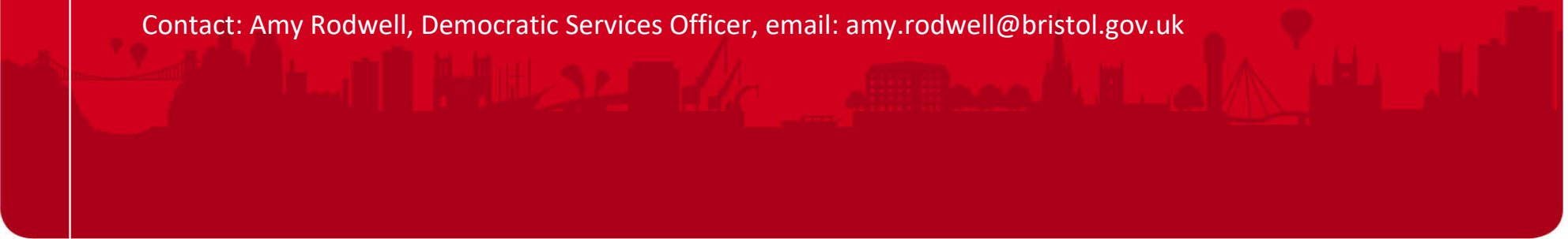


THIS DOCUMENT GIVES NOTICE OF  
ANTICIPATED KEY DECISIONS TO BE TAKEN  
AT CABINET AND OTHER MEETINGS

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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 Homelessness
- Councillor Kye Dudd – Cabinet Member for Housing Services & Energy
- Councillor Marley Bennett – Cabinet Member for Waste, Climate & Just Transition

**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
Robin McDowall, Team Manager - Economy & Enterprise, Economic Development robin.mcdowall@bristol.gov.uk	<p><b>Coach House Community Asset Transfer</b>            To seek approval for the grant of an Agreement for a Lease to the Black South West Network (“BSWN”) charity for the management and operation of the Coach House buildings in St Paul’s.</p> <p>Part exempt 3</p>	Cabinet 7 Nov 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Growth & Regeneration Scrutiny Commission
Paul Sylvester, Head of Housing Options paul.sylvester@bristol.gov.uk	<p><b>Framework contract for Temporary Accommodation</b>            To seek approval to enter a 3 + 1-year contract with Click Travel.</p> <p>Open</p>	Cabinet 7 Nov 2023	Cabinet Member with responsibility for Housing Delivery and Homelessness	Communities Scrutiny Commission
Abigail Stratford, Head of Regeneration abigail.stratford@bristol.gov.uk	<p><b>Temple Quarter Delivery Strategy</b>            To seek approval and authority to finalise the arrangements for the Temple Quarter Delivery Vehicle and proceed with the land consolidation and required option arrangements to support the delivery of Temple Quarter.</p> <p>To approve the Temple Quarter Procurement</p>	Cabinet 7 Nov 2023	Mayor	Growth & Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	<p>Strategy to secure a Developer Partner.</p> <p>To seek approval and authority for the delivery vehicle to develop the business and delivery plan for Phase 2.</p> <p>Part exempt 3</p>			
<p>Paul Sylvester, Head of Housing Options paul.sylvester@bristol.gov.uk</p>	<p><b>Single Homelessness Accommodation Programme (SHAP) Funding Bid</b></p> <p>To seek approval to submit a bid including match funding from the HRA and, if successful, to accept and spend grant funding for the Single Homelessness Accommodation Programme (SHAP).</p> <p>Open</p>	<p>Cabinet 7 Nov 2023</p>	<p>Cabinet Member with responsibility for Housing Delivery and Homelessness</p>	<p>Communities Scrutiny Commission</p>
<p>Jane Taylor, Employment and Skills Manager jane.taylor@bristol.gov.uk</p>	<p><b>WE Work for Everyone Phase 2</b></p> <p>To seek approval to hold detailed bid negotiations for Phase 2 of a UK Shared Prosperity Fund funded programme to enable the continuation of the WE Work for Everyone programme for people with learning difficulties.</p>	<p>Cabinet 7 Nov 2023</p>	<p>Deputy Mayor with responsibility for Children’s Services, Education and Equalities</p>	<p>People Scrutiny Commission</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
Gail Rogers, Head of Service - Children's Commissioning gail.rogers@bristol.gov.uk	<b>16+ Commissioning and Sufficiency Strategy for Children in Care and Care Leavers</b> To seek approval of the 16+ Commissioning Strategy for Children in Care and Care Leavers 2023-2025, and workplan.  Open	Cabinet 7 Nov 2023	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	<b>Q2 Corporate Risk Report</b> To provide an update of the current significant strategic risks to achieving the Council's objectives as set in the Corporate Strategy and summarises progress in managing the risks/actions being taken for each quarter Non Key Open	Cabinet 7 Nov 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
David Martin, Head of Corporate Landlord david1.martin@bristol.gov.uk	<b>Corporate Catering Review Project</b> To update cabinet on 6 June 2023 cabinet decision and the strategic plan for the review of Corporate Catering.	Cabinet 7 Nov 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Growth & Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Part exempt 3			
Tim Borrett, Director: Policy, Strategy and Digital tim.borrett@bristol.gov.uk	<b>Microsoft Azure Re-Procurement</b> To seek approval to procure and award a new contract for Microsoft Azure.  Open	Cabinet 7 Nov 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
Rizwan Tariq, Head of Citizen Services rizwan.tariq@bristol.gov.uk	<b>Microsoft Dynamics Re-Procurement</b> To seek approval to procure and award a new contract for Microsoft Dynamics.  Open	Cabinet 7 Nov 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
Sarah Chodkiewicz, Head of Financial Management & Deputy S151 Officer Sarah.Chodkiewicz@bristol.gov.uk	<b>Finance Exception Report (P6)</b> To present Cabinet with the latest detailed financial outturn report and identify any additional financial approvals that are required.  Open	Cabinet 7 Nov 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission



Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
<p>Patsy Mellor, Director, Management of Place patsy.mellor@bristol.gov.uk</p>	<p><b>Cultural Investment Programme 2023 to 27</b> To seek approval of the recommendations for the allocation of Imagination and Openness grant funding for the second round of the Cultural Investment Programme.</p> <p>Open</p>	<p>Cabinet 5 Dec 2023</p>	<p>Mayor</p>	<p>Growth &amp; Regeneration Scrutiny Commission</p>
<p>Miles Tilling, Planned Improvements Service Manager miles.tilling@bristol.gov.uk</p>	<p><b>Fire Safety Framework</b> To seek approval to procure and award a contract for a new Fire Safety Framework from April 2024 for 3 + 1 years.</p> <p>Open</p>	<p>Cabinet 5 Dec 2023</p>	<p>Cabinet Member with responsibility for Housing Services &amp; Energy, Cabinet Member with responsibility for Housing Delivery and Homelessness</p>	<p>Communities Scrutiny Commission</p>
<p>Emma Howarth, Head of City Management and Response emma.howarth@bristol.gov.uk</p>	<p><b>Fibre and CCTV Contract Amendment</b> To seek approval for a variation to the value of the Fibre and CCTV contract and the assets that are supported within the contract.</p> <p>Open</p>	<p>Cabinet 5 Dec 2023</p>	<p>Deputy Mayor with responsibility for City Economy, Finance &amp; Performance</p>	<p>Growth &amp; Regeneration Scrutiny Commission</p>
<p>Louise Davidson, Head of Housing Delivery, Enabling and</p>	<p><b>Purchase of properties for the provision of Children's homes</b></p>	<p>Cabinet 5 Dec 2023</p>	<p>Cabinet Member with responsibility for</p>	<p>Communities Scrutiny</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Development Services louise.davidson2@bristol.gov.uk	To approve funding for the acquisition of two properties.  Part exempt 3		Housing Delivery and Homelessness	Commission
Abigail Stratford, Head of Regeneration abigail.stratford@bristol.gov.uk	<b>City Centre Development and Delivery Plan</b> To seek approval of the City Centre Development and Delivery Plan (DDP).  To seek approval for CIL funding to progress the next stage of the Castle Park redevelopment.  Open	Cabinet 5 Dec 2023	Mayor	Growth & Regeneration Scrutiny Commission
Gail Rogers, Head of Service - Children's Commissioning gail.rogers@bristol.gov.uk	<b>Short Breaks Innovation Fund Bid</b> To seek approval to accept and spend grant funding from the DfE Short Breaks Innovation Fund to extend our existing programme which delivers a "bridging" service for young people with Social Communication Interaction Need or Autism for a further year.  Open	Cabinet 5 Dec 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
Christina Gray, Service Director, Public Health christina.gray@bristol.gov.uk	<p><b>Director of Public Health 2023 Annual Report</b> To note the annual independent report of the Director Public Health.</p> <p>Non Key Open</p>	Cabinet 5 Dec 2023	Cabinet Member with responsibility for Public Health and Communities	People Scrutiny Commission
Yvonne Dawes, Head of Statutory Registration yvonne.dawes@bristol.gov.uk	<p><b>Flax Bourton Public Mortuary Byelaw</b> To seek approval and recommend to Full Council a byelaw allowing Bristol City Council to charge funeral directors if deceased patients they are responsible for stay in the mortuary more than three days after release from the Coroner investigations.</p> <p>Open</p>	Cabinet 5 Dec 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
Richard Young, Head of Strategic Finance richard.young@bristol.gov.uk	<p><b>Collection Fund Surplus/ Deficit report</b> To set the estimated Collection Fund surplus / deficit as at 31st March 2023 as required by legislation for determination by Full Council.</p> <p>Open</p>	Cabinet 5 Dec 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Sarah Chodkiewicz, Head of Financial Management & Deputy S151 Officer Sarah.Chodkiewicz@bristol.gov.uk	<b>Council Tax Base</b> To recommend the Council Tax Base for 2024/25 for approval at Full Council.  Open	Cabinet 5 Dec 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
Graham Clapp, Head of Benefits graham.clapp@bristol.gov.uk	<b>Council Tax Reduction scheme for 2024/25</b> To seek approval of the Council Tax Reduction scheme for 2024/25.  Open	Cabinet 5 Dec 2023	Deputy Mayor with responsibility for Children's Services, Education and Equalities, Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
Sarah Chodkiewicz, Head of Financial Management & Deputy S151 Officer Sarah.Chodkiewicz@bristol.gov.uk	<b>Finance Strategic Partnership</b> To seek approval of an increase to the strategic framework contract value.  Part exempt 3	Cabinet 5 Dec 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
Sarah Chodkiewicz, Head of Financial Management &	<b>Fees and charges review</b> To seek approval of an increase to charges above	Cabinet 5 Dec 2023	Deputy Mayor with responsibility for City	Resources Scrutiny

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Deputy S151 Officer Sarah.Chodkiewicz@bristol.gov.uk	the 5% general approval in place for 2023/24 in a number of service areas.  Part exempt 3		Economy, Finance & Performance	Commission
Sarah Chodkiewicz, Head of Financial Management & Deputy S151 Officer Sarah.Chodkiewicz@bristol.gov.uk	<b>Finance Exception Report (P7)</b> To present Cabinet with the latest detailed financial outturn report and identify any additional financial approvals that are required.  Open	Cabinet 5 Dec 2023	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
Tom Gilchrist, Private Housing and Accessible Homes Manager tom.gilchrist@bristol.gov.uk	<b>People Living in Vehicles in Bristol</b> To provide information about people living in vehicles acknowledging the growing challenges, our current responses and possible next steps. Non Key Open	Cabinet Before 5 Mar 2024	Mayor	Communities Scrutiny Commission