

# Forward plan

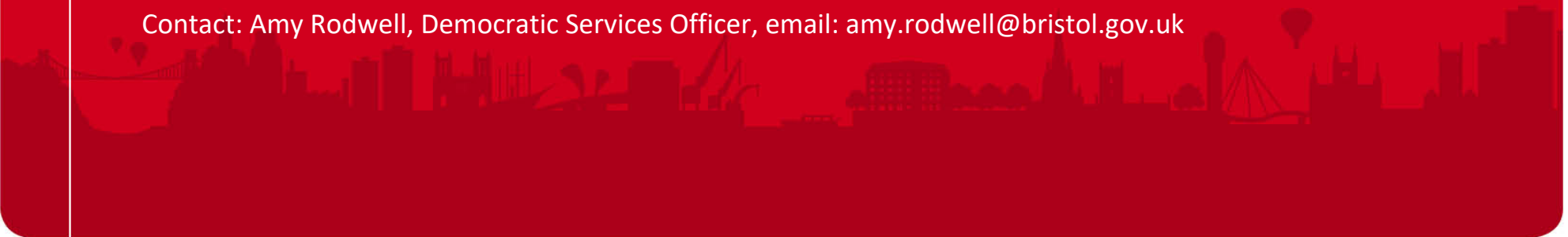


THIS DOCUMENT GIVES NOTICE OF  
ANTICIPATED KEY DECISIONS TO BE TAKEN  
AT CABINET AND OTHER MEETINGS

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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
<p>Gail Rogers, Head of Service - Children's Commissioning gail.rogers@bristol.gov.uk</p>	<p><b>Purchase of properties for the provision of Children's homes</b> To approve funding for the acquisition of two properties.</p> <p>Part exempt 3</p>	<p>Cabinet 23 Jan 2024</p>	<p>Deputy Mayor with responsibility for Children's Services, Education and Equalities</p>	<p>People Scrutiny Commission</p>
<p>Susan Coombes, Head of Service - Learning City For All su.coombes@bristol.gov.uk</p>	<p><b>Wrap Around Childcare – in Primary Schools and Academies</b> To seek approval to accept and spend a grant from the Department for Education (DfE) to support the creation / expansion of wrap around childcare places in Primary Schools and Academies</p> <p>Open</p>	<p>Cabinet 23 Jan 2024</p>	<p>Deputy Mayor with responsibility for Children's Services, Education and Equalities</p>	<p>People Scrutiny Commission</p>
<p>Sally Hogg, Consultant in Public Health sally.hogg@bristol.gov.uk</p>	<p><b>Increasing allocation for Bristol's Smoking Cessation Service (Stopping the Start: a new smokefree generation funding)</b> To seek approval to accept and spend additional funding in relation to Bristol's Smoking Cessation Service.</p> <p>Open</p>	<p>Cabinet 23 Jan 2024</p>	<p>Cabinet Member with responsibility for Public Health and Communities</p>	<p>People Scrutiny Commission</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
<p>Helen Pitches, Strategic Commissioner for Better Lives at Home helen.pitches@bristol.gov.uk</p>	<p><b>Changing Futures – Bristol Multiple Disadvantage Strategy and Changing Futures programme contract extension</b> To provide an update on the Changing Futures programme including the development of the Bristol Multiple Disadvantage Strategy and seek approval to spend additional grant funding to extend the contract with the lead delivery partner.</p> <p>Open</p>	<p>Cabinet 23 Jan 2024</p>	<p>Cabinet Member with responsibility for Adult Social Care and Integrated Care System</p>	<p>People Scrutiny Commission</p>
<p>Adam Crowther, Head of City Transport adam.crowther@bristol.gov.uk</p>	<p><b>Clean Air Zone (CAZ) Evaluation Report</b> To provide an initial update on the performance of the clean air zone assessing initial air quality improvements, transport impacts and other related impacts.</p> <p>Part exempt 3</p>	<p>Cabinet 23 Jan 2024</p>	<p>Cabinet Member with responsibility for Transport</p>	<p>Growth &amp; Regeneration Scrutiny</p>
<p>Alex Hearn, Interim Director for Economy of Place alex.hearn@bristol.gov.uk</p>	<p><b>Application of Bristol Clean Air Zone net proceeds</b> To report the forecast net proceeds from the</p>	<p>Cabinet 23 Jan 2024</p>	<p>Deputy Mayor with responsibility for City Economy, Finance &amp;</p>	<p>Growth &amp; Regeneration Scrutiny</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	<p>Clean Air Zone (CAZ) Scheme from years 2022/23 to 2025/26.</p> <p>To agree a Five-Year Programme for applying net proceeds from the Clean Air Zone.</p> <p>Part exempt 3</p>		Performance	Commission
<p>Adam Crowther, Head of City Transport adam.crowther@bristol.gov.uk</p>	<p><b>Residents Parking Scheme Policy Review</b> To review various Residents Parking Scheme (RPS) policies.</p> <p>Open</p>	<p>Cabinet 23 Jan 2024</p>	<p>Cabinet Member with responsibility for Transport</p>	<p>Growth &amp; Regeneration Scrutiny Commission</p>
<p>Adam Crowther, Head of City Transport adam.crowther@bristol.gov.uk</p>	<p><b>Bristol Avon Flood Strategy Outline Business Case</b> To seek approval of the Outline Business Case (OBC) for the Bristol Avon Flood Strategy and submit for assurance review.</p> <p>To seek approval to bid for, accept and spend funding to progress the development of detailed designs, Full Business Case (FBC) and consents.</p> <p>Open</p>	<p>Cabinet 23 Jan 2024</p>	<p>Cabinet Member with responsibility for Strategic Planning, Resilience and Floods</p>	<p>Growth &amp; Regeneration Scrutiny</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Shaun Taylor, Head of Highways shaun.taylor@bristol.gov.uk	<p><b>Multi-Storey Car Park Pay on Foot Contract</b> To seek approval to procure and award a contract for the installation and maintenance of new Pay on Foot equipment at Trenchard Street and West End Multi-Storey Car Parks.</p> <p>Open</p>	Cabinet 23 Jan 2024	Cabinet Member with responsibility for Transport	Growth & Regeneration Scrutiny Commission
Alex Minshull, Sustainable City and Climate Change Manager Alex.Minshull@bristol.gov.uk	<p><b>Bristol's Just Transition Declaration</b> To note and endorse the principles within the Just Transition Declaration.</p> <p>Non Key Open</p>	Cabinet 23 Jan 2024	Cabinet Member for Waste, Climate, Ecology and Just Transition	Growth & Regeneration Scrutiny Commission
Alex Minshull, Sustainable City and Climate Change Manager Alex.Minshull@bristol.gov.uk	<p><b>Mission Net Zero Project Delivery - Innovate Pathfinder Places Programme Phase 2</b> To seek approval to accept and spend funding from Innovate UK's Net Zero Living Programme Pathfinder Places Programme and to approve the delivery of the Mission Net Zero Pathfinder Demonstrator Project.</p>	Cabinet 23 Jan 2024	Cabinet Member for Waste, Climate, Ecology and Just Transition	Growth & Regeneration Scrutiny Commission



Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
Jonathan James, Head of Natural and Marine Services jonathan.james@bristol.gov.uk	<p><b>Cemetery and Crematorium Capital Programme – South Bristol Cemetery Expansion</b></p> <p>To update Cabinet on the planned expansion of South Bristol Cemetery.</p> <p>To seek approval for the capital funding strategy and allocation of Strategic Community Infrastructure Levy funding for the expansion and improvements works at South Bristol Cemetery.</p> <p>Open</p>	Cabinet 23 Jan 2024	Cabinet Member with responsibility for Public Health and Communities	Communities Scrutiny Commission
Richard Young, Head of Strategic Finance richard.young@bristol.gov.uk	<p><b>Procurement of Insurance Cover for the Council’s Leasehold Flats</b></p> <p>To seek approval to procure and award a contract for insurance arrangements for the Council’s Leasehold Flats and Right To Buy Scheme.</p> <p>Open</p>	Cabinet 23 Jan 2024	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>Richard Young, Head of Strategic Finance richard.young@bristol.gov.uk</p>	<p><b>Procurement of Financial Systems including internet and telephony payment systems</b> To seek approval for the recommended option in relation to the procurement of the Council's Financial System and approval for the re-procurement of the Council's payment functions.</p> <p>Open</p>	<p>Cabinet 23 Jan 2024</p>	<p>Deputy Mayor with responsibility for City Economy, Finance &amp; Performance</p>	<p>Resources Scrutiny Commission</p>
<p>Richard James, Interim Head of Business Development richard.james@bristol.gov.uk</p>	<p><b>Housing Revenue Account (HRA) Budget Proposals 2024/25</b> To seek approval for the proposed 2024/25 Housing Revenue Account (HRA) Budget, 5-year capital plan and planned expenditure.</p> <p>To seek approval to procure and award contracts and apply for and accept grants to deliver the Housing Investment Plan HRA Development Programme for new council homes.</p> <p>Open</p>	<p>Cabinet 23 Jan 2024</p>	<p>Deputy Mayor with responsibility for City Economy, Finance &amp; Performance, Cabinet Member with responsibility for Housing Services &amp; Energy</p>	<p>Resources Scrutiny Commission / Communities Scrutiny Commission</p>
<p>Denise Murray, Director - Finance &amp; Section 151 Officer</p>	<p><b>Dedicated Schools Grant budget proposals 2024/25</b></p>	<p>Cabinet 23 Jan 2024</p>	<p>Deputy Mayor with responsibility for City</p>	<p>Resources Scrutiny</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
denise.murray@bristol.gov.uk	<p>To set out the Dedicated Schools Grant budget proposals 2024/25 to be considered by cabinet in making recommendations for Full Council to approve its budget.</p> <p>Open</p>		Economy, Finance & Performance	Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	<p><b>2024/25 Budget Recommendations &amp; Treasury Management Strategy</b></p> <p>To set out the Mayor's revenue budget incorporating decisions for Revenue Monitoring, Capital Programme and Treasury Management Strategy to be considered by cabinet in making recommendations for Full Council to approve its budget.</p> <p>Open</p>	Cabinet 23 Jan 2024	Deputy Mayor with responsibility for City Economy, Finance & Performance	Resources Scrutiny Commission
Denise Murray, Director - Finance & Section 151 Officer denise.murray@bristol.gov.uk	<p><b>Finance Outturn Report (P8/Q3)</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 23 Jan 2024	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>Guy Collings, Head of Insight, Performance and Intelligence Guy.Collings@bristol.gov.uk</p>	<p><b>Q2 Quarterly Performance Progress Report – 2023/24</b> To update on the Council's Performance Management Report for Q2 2023/24 Non Key Open</p>	<p>Cabinet 23 Jan 2024</p>	<p>Deputy Mayor with responsibility for City Economy, Finance &amp; Performance</p>	<p>Resources Scrutiny Commission</p>
<p>Denise Murray, Director - Finance &amp; Section 151 Officer denise.murray@bristol.gov.uk</p>	<p><b>Q3 Corporate Risk Report - 2023/24</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</p>	<p>Cabinet 23 Jan 2024</p>	<p>Deputy Mayor with responsibility for City Economy, Finance &amp; Performance</p>	<p>Resources Scrutiny Commission</p>
<p>Reena Bhogal-Welsh, Director: Education and Skills Reena Bhogal-Welsh@bristol.gov.uk</p>	<p><b>High needs block Element 3 funding review</b> To seek approval of proposals following a review of the HNB Element 3 non-statutory funding.  Open</p>	<p>Cabinet 6 Feb 2024</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
<p>Helen Reed, Interim City Leap Client Function Lead helen.reed@bristol.gov.uk</p>	<p><b>Green Recovery Fund – Public Electric Vehicle Infrastructure</b> To seek approval to accept and spend the grant funding offer from the West of England Combined Authority (WECA) under the Green Recovery Fund to develop and implement electric vehicle (EV) charging infrastructure.</p> <p>Open</p>	<p>Cabinet 6 Feb 2024</p>	<p>Cabinet Member with responsibility for Housing Services &amp; Energy</p>	<p>Growth &amp; Regeneration Scrutiny Commission</p>
<p>Shaun Taylor, Head of Highways shaun.taylor@bristol.gov.uk</p>	<p><b>Highway Contract Procurement</b> To seek approval to procure and award Highways contracts and to seek approval for an increase in value of the Gully Cleansing and Subway Drainage Maintenance Term Contract pending procurement of a new contract.</p> <p>Open</p>	<p>Cabinet 6 Feb 2024</p>	<p>Cabinet Member with responsibility for Transport</p>	<p>Growth &amp; Regeneration Scrutiny Commission</p>
<p>Miles Tilling, Planned Improvements Service Manager miles.tilling@bristol.gov.uk</p>	<p><b>Housing Revenue Account (HRA) Energy Efficiency Strategy</b> To outline the Housing Revenue Account (HRA)'s plan to reach EPC C standard by 2030 across all</p>	<p>Cabinet 6 Feb 2024</p>	<p>Cabinet Member with responsibility for Housing Services &amp; Energy</p>	<p>Communities Scrutiny Commission</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	<p>BCC homes.</p> <p>Open</p>			
<p>Tom Gilchrist, Private Housing and Accessible Homes Manager tom.gilchrist@bristol.gov.uk</p>	<p><b>New Property Licensing Schemes</b></p> <ol style="list-style-type: none"> <li>1. To seek approval to introduce a citywide additional licensing scheme.</li> <li>2. To seek approval to introduce a targeted selective licensing scheme in three wards.</li> <li>3. To seek approval of the proposed associated licensing fee structure.</li> </ol> <p>Open</p>	<p>Cabinet 6 Feb 2024</p>	<p>Cabinet Member with responsibility for Housing Services &amp; Energy</p>	<p>Communities Scrutiny Commission</p>
<p>Adam Crowther, Head of City Transport adam.crowther@bristol.gov.uk</p>	<p><b>A37/A4018 Victoria Street &amp; Colston Avenue Full Business Case (FBC)</b></p> <p>To seek approval for the submission of a Full Business Case (FBC) to the West of England Combined Authority (WECA) for City Regional Sustainable Transport Settlement (CRSTS) funding and subject to approval, to accept and spend the funding to deliver the A37/A4018 Victoria Street &amp; Colston Avenue Improvements.</p> <p>Part exempt</p>	<p>Cabinet 6 Feb 2024</p>	<p>Cabinet Member with responsibility for Transport</p>	<p>Growth &amp; Regeneration Scrutiny Commission</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	3			
Abigail Stratford, Head of Regeneration abigail.stratford@bristol.gov.uk	<p><b>Frome Gateway Regeneration Framework</b></p> <p>1. To seek approval of the Frome Gateway Regeneration Framework.</p> <p>2. To seek approval for the acquisition of land in relation to the Bedminster Green Framework Area.</p> <p>3. To note the proposals in relation to two Council owned sites in the Regeneration Framework area at Universal House and the Wellington Road depot site.</p> <p>Open</p>	Cabinet 6 Feb 2024	Mayor	Growth & Regeneration Scrutiny Commission
Paul Sylvester, Head of Housing Options paul.sylvester@bristol.gov.uk	<p><b>Recommissioning of adult homelessness supported accommodation pathways</b></p> <p>To seek approval to recommission the supported accommodation pathways services for single homeless adults.</p> <p>Open</p>	Cabinet 6 Feb 2024	Cabinet Member with responsibility for Housing Delivery and Homelessness	Communities Scrutiny Commission
Louise Davidson, Head of	<b>Extension of We Can Make area of operation</b>	Cabinet	Cabinet Member with	Growth &

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Housing Delivery, Enabling and Development Services louise.davidson2@bristol.gov.uk	To seek approval to apply for an extension of the area of operation of the We Can Make project to cover all of the wards in South Bristol. To confirm the continued authorisation for site disposals and to review the pilot in 2025-2026.  Open	6 Feb 2024	responsibility for Housing Delivery and Homelessness	Regeneration Scrutiny Commission
David Martin, Head of Corporate Landlord david1.martin@bristol.gov.uk	<b>Estate Rationalisation and Disposals</b> 1. To seek approval for the disposal of Bristol City Council assets which have been identified by the Estates Strategy Board as being surplus to the Council's Requirements. 2. To seek approval to the disposal of the Council's freehold interest in Hengrove Leisure Park to facilitate a residential redevelopment of part of the site. 3. To seek approval to the transfer to the Housing Revenue Account or the re-purpose within the general fund of the assets in Appendix A3.  Part exempt 3	Cabinet 6 Feb 2024	Deputy Mayor with responsibility for City Economy, Finance & Performance	Growth & Regeneration Scrutiny Commission
David Martin, Head of Corporate Landlord	<b>Hard Facilities Management Contract Extension, re-procurement and Capital Health and Safety</b>	Cabinet 6 Feb 2024	Deputy Mayor with responsibility for City	Growth & Regeneration



Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
david1.martin@bristol.gov.uk	<p><b>Programme</b></p> <p>To seek approval to extend the Repair and Maintenance contract.</p> <p>To seek approval to procure and award a new Hard Facilities Management contract.</p> <p>To approve the capital programme of health and safety activity.</p> <p>Open</p>		Economy, Finance & Performance	Scrutiny Commission
Paul Sylvester, Head of Housing Options paul.sylvester@bristol.gov.uk	<p><b>The future of the Homelessness Prevention Youth Hub Service</b></p> <p>To seek approval for the recommissioning of a multi-agency Youth Hub.</p> <p>Open</p>	Cabinet 6 Feb 2024	Cabinet Member with responsibility for Housing Delivery and Homelessness	Communities Scrutiny Commission
Shaun Taylor, Head of Highways shaun.taylor@bristol.gov.uk	<p><b>Critical Assets Harbour River Wall Asset - Remedial Works</b></p> <p>1. To note an update on the project progress to date, remaining programmes, current immediate works and further findings.</p> <p>2. To note the new revised estimated funding to fully stabilise the critically identified New Cut River Walls.</p>	Cabinet 6 Feb 2024	Cabinet Member with responsibility for Transport	Growth & Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	<p>3. To seek approval to progress the works as recommended.</p> <p>4. To seek approval for the reallocation of capital funding.</p> <p>Open</p>			
<p>Tim Borrett, Director: Policy, Strategy and Digital tim.borrett@bristol.gov.uk</p>	<p><b>Bristol's first Citizens' Assembly recommendations</b></p> <p>To note progress in assessing and taking forward relevant recommendations from Bristol's first Citizens' Assembly: "How do we recover from COVID-19 and create a better future for all in Bristol?"</p> <p>Non Key Open</p>	<p>Cabinet 6 Feb 2024</p>	<p>Deputy Mayor with responsibility for City Economy, Finance &amp; Performance</p>	<p>Overview &amp; Scrutiny Management Board</p>
<p>Sarah Chodkiewicz, Head of Financial Management &amp; Deputy S151 Officer Sarah.Chodkiewicz@bristol.gov.uk</p>	<p><b>Finance Exception Report (P9)</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>	<p>Cabinet 6 Feb 2024</p>	<p>Deputy Mayor with responsibility for City Economy, Finance &amp; Performance</p>	<p>Resources Scrutiny Commission</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Tom Gilchrist, Private Housing and Accessible Homes Manager tom.gilchrist@bristol.gov.uk	<p><b>People Living in Vehicles in Bristol</b></p> <p>To provide information about people living in vehicles acknowledging the growing challenges, our current responses and possible next steps.</p> <p>Non Key Open</p>	Cabinet Before 5 Mar 2024	Mayor	Communities Scrutiny Commission