

# 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.

## **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 - Public Health, Public Transport, Libraries, Parks, Events and Equalities)
- Cllr Nicola Beech – Cabinet Member for Spatial Planning and City Design
- Cllr Kye Dudd (Lab) – Cabinet Member for Energy, Waste and Regulatory Services
- Cllr Helen Godwin (Lab) – Cabinet 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 Mhairi Trelfall (Lab) – Cabinet Member for Transport and Connectivity

**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
Terry Dafter terry.dafter@bristol.gov.uk	<p><b>Better Lives Programme</b>            A report to consider the Better Lives programme approach and objectives, and the investment priorities for the Improved Better Care Fund (IBCF)</p> <p>Open</p>	Cabinet 3 Apr 2018	Councillor Helen Holland	Overview & Scrutiny Management Board/ People Scrutiny Commission
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk	<p><b>Strengthening Families Programme</b>            This report recommends endorsement of the approach, objectives and investment priorities Strengthening Families Programme, a system-wide transformation of children's services.</p> <p>Open</p>	Cabinet 3 Apr 2018	Councillor Helen Godwin	Overview & Scrutiny Management Board/ People Scrutiny Commission
Ann James Ann.James@bristol.gov.uk	<p><b>Care Leaver Social Impact Bond – DfE Innovations fund award and next steps</b>            This report recommends:            Accepting the Innovations fund award;            Entering into grant agreement with the Department for Education in relation to this funding;            Establishing a partnership agreement between Bristol, South Gloucestershire, North Somerset and Bath and North East Somerset councils</p> <p>Open 3</p>	Cabinet 3 Apr 2018	Councillor Helen Godwin	Overview & Scrutiny Management Board/ People Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
<p>Bonnie Curran bonnie.curran@bristol.gov.uk</p>	<p><b>Council Tax Discretionary Relief Policy for Care Leavers</b> This report seeks agreement to implement the Council Tax Discretionary Relief Policy for Care Leavers to the age of 25, from the 1st of April 2018.</p> <p>Open</p>	<p>Cabinet 3 Apr 2018</p>	<p>Councillor Helen Godwin</p>	<p>Overview &amp; Scrutiny Management Board/ Neighbourhoods Scrutiny Commission</p>
<p>Katherine Williams katherine.williams@bristol.gov.uk</p>	<p><b>Substance Misuse Re-commissioning - Complex Needs Element</b> A key decision is sought as: a) the treatment model that was originally approved by the H&amp;WBB has changed in response to the Complex Needs lot; and b) the proposed solution seeks to invest more in commissioned services than the original approved commissioning budget.</p> <p>Open</p>	<p>Cabinet 3 Apr 2018</p>	<p>Councillor Asher Craig</p>	<p>Overview &amp; Scrutiny Management Board/ Neighbourhoods Scrutiny Commission</p>
<p>David White david.white@bristol.gov.uk</p>	<p><b>Delivery of energy efficiency and renewable energy measures to reduce fuel poverty, household expenditure and carbon emissions</b> This report seeks permission for the council to deliver energy efficiency, smart energy-related technology and renewable energy measures to homeowners and rented homes across the City and beyond, formalising the role that the council has been undertaking since the administration of its former managing</p>	<p>Cabinet 3 Apr 2018</p>	<p>Councillor Kye Dudd</p>	<p>Overview &amp; Scrutiny Management Board/ Place Scrutiny</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	<p>agent in 2015.</p> <p>Part exempt 3</p>			
<p>John Walsh john.walsh@bristol.gov.uk</p>	<p><b>HR &amp; Payroll System – procurement, implementation and integration of other systems</b></p> <p>This report seeks delegated approval for capital spend on the implementation, decommissioning and archiving costs of a HR and Payroll solution and integration of other back office systems. Also requested is approval for delegated authority to award a contract for a HR &amp; Payroll system.</p> <p>Part exempt 3</p>	<p>Cabinet 3 Apr 2018</p>	<p>Councillor Craig Cheney</p>	<p>Overview &amp; Scrutiny Management Board/ Resources Scrutiny Commission</p>
<p>Kurt James kurt.james@bristol.gov.uk</p>	<p><b>The Environmental Offences (Fixed Penalties) (England) Regulations 2017 Changes to Fixed Penalty Rates – retention of early payment rates</b></p> <p>This report requests that Bristol City Council increases its fixed penalties relating to the environment from 1 April 2018. These revised penalties will be within the range set out in Environmental Offences (Fixed Penalties) (England) Regulations 2017.</p> <p>Open</p>	<p>Cabinet 3 Apr 2018</p>	<p>Councillor Kye Dudd</p>	<p>Overview &amp; Scrutiny Management Board/ Place Scrutiny Commission</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	<b>Urgent Item APR16 - West of England Combined Authority Business Rates Supplements) Order 2018</b>  Open	Mayor – at Cabinet 3 Apr 2018	Councillor Craig Cheney	Overview & Scrutiny Management Board
Terry Dafter terry.dafter@bristol.gov.uk	<b>Bristol - becoming an Age-Friendly City (Non-key)</b> This report seeks approval to start the process for Bristol to become a World Health Organisation Age-Friendly City and to join the Global Network for Age-Friendly Cities and Communities.  Open	Cabinet 3 Apr 2018	Councillor Helen Holland	Overview and Scrutiny Management Board/ People Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<b>2017/18 Budget Monitoring Report - P10 (Non-key)</b> The Council approved budgets and directorate spending limits for the 2017/18 financial year on 21 February 2017. The purpose of this report is to inform Cabinet of the Council's overall financial performance against revenue and capital budgets as at the end of January 2018  Open	Cabinet 3 Apr 2018	Councillor Craig Cheney	Overview and Scrutiny Management Board/ Resources Scrutiny Commission
Alison Comley	<b>Re-tender for a swipe card and barcode payment service for</b>	Cabinet	Councillor Craig	Overview and



Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
alison.comley@bristol.gov.uk	<p><b>Council Tax, Business Rates and Council tenant rents</b> This report recommends the approval of a re-tender process for a service which processes payments of council tax, business rates and rents at Post Offices / Paypoint outlets across Bristol.</p> <p>Open</p>	1 May 2018	Cheney	Scrutiny Management Board/ Resources Scrutiny Commission
Gemma Dando gemma.dando@bristol.gov.uk	<p><b>Parks and Green Spaces – future funding model 2018-2020 - NEW ITEM</b> This report seeks approval for the income generation and service reduction plan for Parks and Green Spaces.</p> <p>Open</p>	Cabinet 1 May 2018	Councillor Asher Craig	Overview and Scrutiny Management Board/ Neighbourhoods Scrutiny Commission
David White david.white@bristol.gov.uk	<p><b>City Leap Prospectus - NEW ITEM</b> This report seeks approval for the publication of the City Leap Prospectus and to commence a soft market testing exercise.</p> <p>Open</p>	Cabinet 1 May 2018	Councillor Kye Dudd	Overview and Scrutiny Management Board/ Place Scrutiny Commission
Alison Comley alison.comley@bristol.gov.uk	<p><b>Bristol: Social Action Plan 2018-2020. The Mayor's call to action - NEW ITEM</b> This report seeks approval for the Social Action Plan to mobilise the city to take action in support of local communities and to</p>	Cabinet 1 May 2018	Councillor Asher Craig	Overview and Scrutiny Management Committee

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	<p>focus some of that action on citywide priorities.</p> <p>Open</p>			
<p>Colin Molton colin.molton@bristol.gov.uk</p>	<p><b>Harbour Condition Surveys - NEW ITEM</b> This report seeks authority to commission preliminary structural surveys of a range of existing Harbour and New Cut assets.</p> <p>Open</p>	<p>Cabinet 1 May 2018</p>	<p>Councillor Craig Cheney</p>	<p>Overview and Scrutiny Management Board/ Place</p>
<p>Jane Taylor jane.taylor@bristol.gov.uk</p>	<p><b>Devolution of the Adult Education Budget – Legislative Process - NEW ITEM</b> This report recommends that Cabinet agree the WECA (Adult Education Functions) Order 2018, prepared by the Department for Education, passing statutory duties regarding the provision of adult education currently held by the Secretary of State for Education to WECA.</p> <p>Open</p>	<p>Cabinet 1 May 2018</p>	<p>Councillor Anna Keen</p>	<p>Overview &amp; Scrutiny Management Board/ People Scrutiny Commission</p>
<p>Colin Molton colin.molton@bristol.gov.uk</p>	<p><b>Update on Arena Project - NEW ITEM</b> This report will provide an update on the Arena project.</p> <p>Part exempt</p>	<p>Cabinet 1 May 2018</p>	<p>Mayor</p>	<p>Overview and Scrutiny Management Board</p>

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
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Bill Edrich bill.edrich@bristol.gov.uk	<p><b>Colston Hall - NEW ITEM</b>            This report seeks a decision in relation to the funding arrangements for the Colston Hall and the Bristol Music Trust.</p> <p>Part exempt            3</p>	Cabinet 1 May 2018	Councillor Craig Cheney	Overview and Scrutiny Management Board
Tim Borrett tim.borrett@bristol.gov.uk	<p><b>Business Plan 2018/19 (non-key) - NEW ITEM</b>            This item presents the Business Plan for April 2018-March 2019, for noting. The plan explains actions we're taking as part of our Corporate Strategy 2018–2023, which sets out our priorities and vision for Bristol.</p> <p>Non Key            Open</p>	Cabinet 1 May 2018	Councillor Craig Cheney	Overview & Scrutiny Management Board