

# 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 the first Tuesday of the month. Meetings start at 4pm. 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)
- Cllr Nicola Beech – Cabinet Member for Spatial Planning and City Design
- Cllr Kye Dudd (Lab) – Cabinet Member for Transport, Energy, and New Green Deal
- Cllr Helen Godwin (Lab) – Cabinet Member with responsibility for Women, Children and Families (Young People), and Lead 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 Steve Pearce (Lab) – Cabinet Member for Waste Commercialisation and Regulatory Services
- Cllr Paul Smith (Lab) – Cabinet Member for Housing

**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
Michael Pilcher michael.pilcher@bristol.gov.uk	<p><b>Covid-19 Emergency Decision making</b>            Extension and expansion of existing emergency decision making powers to continue functioning in a timely and responsive manner to the crisis as events unfold.</p> <p>Open</p>	Cabinet 28 Apr 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Overview Scrutiny Management Board
Jane Taylor jane.taylor@bristol.gov.uk	<p><b>Workforce for the Future - developing thriving economies and communities in South Bristol</b>            To seek approval to prepare a full application to WECA and, if successful, to accept the funding and lead on the local implementation and delivery of the South Bristol SME skills and employment programme .</p> <p>Open</p>	Cabinet 28 Apr 2020	Cabinet Member with responsibility for Education and Skills	People Scrutiny Commission
Jane Taylor jane.taylor@bristol.gov.uk	<p><b>Bristol Apprenticeship Service Procurement 2020-25</b>            To seek approval for the procurement of apprenticeship training skills provider.</p> <p>Open</p>	Cabinet 28 Apr 2020	Cabinet Member with responsibility for Education and Skills	People Scrutiny Commission
Mike Jackson mike.jackson@	<p><b>Building Practice Capital Programme Budget 2020/21</b>            To seek approval for the 2020/21 Building Practice Capital Budget</p>	Cabinet 28 Apr	Designated Deputy Mayor with	Resources Scrutiny

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
bristol.gov.uk	allocation.  Open	2020	responsibility for Finance, Governance and Performance	Commission
Stephen Peacock stephen.peacock@bristol.gov.uk	<b>Transport Capital Programme 2020/21</b> To seek approval for proposed budget allocations of the West of England Combined Authority Integrated Transport Block Fund  Open	Cabinet 28 Apr 2020	Cabinet Member with responsibility for Transport, Energy and the Green New Deal	Growth and Regeneration Scrutiny Commission
Mike Jackson mike.jackson@bristol.gov.uk	<b>Clean Air Zone Update</b> To provide an update to Cabinet.  Open	Cabinet 28 Apr 2020		Communities Scrutiny Commission
Stephen Peacock stephen.peacock@bristol.gov.uk	<b>Compulsory Purchase Order at Temple Gate</b> To seek approval to proceed with the making of a Compulsory Purchase Order under S226(1) (a) of the Town and Country Planning Act 1990 as set out in the Cabinet decision of 6 November 2018 for any or all of the interests in the land at Temple Gate, Bristol.  Part exempt	Cabinet 28 Apr 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Growth and Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Tim Borrett tim.borrett@bristol.gov.uk	<b>Q3 Performance Report</b> To brief Cabinet on the progress made by all directorates against their Key Performance Indicators (KPIs) and project measures for Q3 2019/20. Non Key Open	Cabinet 28 Apr 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Resources Scrutiny Commission
Michael Pilcher michael.pilcher@bristol.gov.uk	<b>2019/20 Finance Outturn Report - NEW ITEM</b> The report provides a summary of the overall financial performance and use of resources against approved budget for the financial year 2019/20.  Open	Cabinet 2 Jun 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Resources Scrutiny Commission
Jan Cadby jan.cadby@bristol.gov.uk	<b>Q4 Corporate Risk Register - NEW ITEM</b> To note the Corporate Risk Register for Quarter 4. Non Key Open	Cabinet 2 Jun 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Overview and Scrutiny Management Board
Michael Pilcher michael.pilcher@bristol.gov.uk	<b>Finance Update - NEW ITEM</b> To seek Cabinet's approval on the Council's financial position and also estimated financial impact of the current Covid-19 pandemic.	Cabinet 2 Jun 2020	Designated Deputy Mayor with responsibility for	Overview and Scrutiny Management

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open		Finance, Governance and Performance	Board
Duncan Venison duncan.venison@bristol.gov.uk	<p><b>Traffic signals maintenance, supply and installation contract - NEW ITEM</b></p> <p>To seek approval to procure a new Traffic Signals maintenance, supply and installation contract from July 2022.</p> <p>Open</p>	Cabinet 2 Jun 2020	Cabinet Member with responsibility for Transport, Energy and the Green New Deal	Growth and Regeneration Scrutiny Commission
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk, Stephen Peacock stephen.peacock@bristol.gov.uk	<p><b>COVID 19 – Cross Directorate Application for Contract Awards, Extensions and Variations Necessary due to the Impact of COVID 19 on Commissioning and Procurement Activity - NEW ITEM</b></p> <p>To seek approval to adopt an approach to Contract Awards, Extensions and Variations Necessary due to the impact of COVID 19 on Commissioning and Procurement Activity.</p> <p>Open</p>	Cabinet 2 Jun 2020	Cabinet Member with responsibility for Adult Social Care, Cabinet Member with responsibility for Housing	Overview and Scrutiny Management Board
Stephen Peacock stephen.peacock@bristol.gov.uk	<p><b>Bristol Energy Update - NEW ITEM</b></p> <p>To provide an update on Bristol Energy.</p> <p>Fully exempt 3</p>	Cabinet 2 Jun 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Overview and Scrutiny Management Board



Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk	<p><b>Extensions and Variations to Domestic Abuse and Sexual Violence Contracts and Timeline Re-procurement due to the impact of COVID 19 on Commissioning and Procurement Activity - NEW ITEM</b></p> <p>To seek approval for contract extensions for domestic abuse and sexual violence services to 31st March 2022 due to the impact of COVID 19 and the delay of the procurement process to the same timescale.</p> <p>.</p> <p>Open</p>	Cabinet 2 Jun 2020	Deputy Mayor (with responsibility for Communities, Equalities and Public Health)	Communities Scrutiny Commission
Julian Higson Julian.Higson@bristol.gov.uk	<p><b>Moving Forward Together Transformational Programme - NEW ITEM</b></p> <p>To seek approval for the Housing and Landlord Services transformation programme.</p> <p>Open</p>	Cabinet 2 Jun 2020	Cabinet Member with responsibility for Housing	Communities Scrutiny Commission
Stephen Peacock	<p><b>Port Communities Resilience Fund Closure Report</b></p> <p>To note for information on the summary of the activities,</p>	Cabinet 2 Jun 2020	Deputy Mayor (with responsibility for	Growth and Regeneration

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
stephen.peacock@bristol.gov.uk	expected outcomes, lessons and recommendations following the implementation of the Capital spend programme. Non Key Open		Communities, Equalities and Public Health)	Scrutiny Commission
Hugh Evans	<b>Covid 19 - Adult Social Care - NEW ITEM</b> To seek approval to spend the £9.3m allocated from the Covid-19 emergency fund and to set out more detail following the details given in the Covid-19 finance report of April 2020.  Open	Cabinet 2 Jun 2020	Cabinet Member with responsibility for Adult Social Care	People Scrutiny Commission
Penny Fell penny.fell@bristol.gov.uk	<b>Bristol is Open: Update - NEW ITEM</b> To provide an update on the next phase for the Bristol Is Open and seek approval for delivery of the current projects.  Part exempt	Cabinet 2 Jun 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Overview and Scrutiny Management Board
Stephen Peacock stephen.peacock@bristol.gov.uk	<b>Watershed Phase 1 Redevelopment - NEW ITEM</b> More information to follow.  Open	Cabinet 14 Jul 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Growth and Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Nick Smith nick.smith@bristol.gov.uk	<b>Q4 Performance Report - NEW ITEM</b> To brief Cabinet on progress made by all directorates against Key Performance Indicators and Project Measures Non Key Open	Cabinet 14 Jul 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Overview and Scrutiny Management Board
Matthew Kendall matthew.kendall@bristol.gov.uk	<b>Council Tax Reduction Scheme 2021/22 Annual Report - NEW ITEM</b> More information to follow.  Open	Cabinet 14 Jul 2020	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Overview and Scrutiny Management Board
Stephen Peacock stephen.peacock@bristol.gov.uk	<b>Southmead Regeneration Programme - NEW ITEM</b> More information to follow.  Open	Cabinet 14 Jul 2020	Cabinet Member with responsibility for Housing	Growth and Regeneration Scrutiny Commission
Penny Germon penny.germon@bristol.gov.uk	<b>Bristol Impact Fund - NEW ITEM</b> More information to follow.  Open	Cabinet 14 Jul 2020	Deputy Mayor (with responsibility for Communities, Equalities and Public Health)	Communities Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
David White david.white@bristol.gov.uk	<b>City Leap Update</b> To note an update on the next stage of the City Leap project Non Key Open	Cabinet Before 4 May 2021	Cabinet Member with responsibility for Transport, Energy and the Green New Deal	Growth and Regeneration Scrutiny Commission
Oliver Roberts oliver.roberts@bristol.gov.uk	<b>Lawrence Weston Community Hub</b> To consider development of a new build community and health hub in Lawrence Weston on Council owned land.  Part exempt	Cabinet Before 4 May 2021	Deputy Mayor (with responsibility for Communities, Equalities and Public Health)	Resources Scrutiny Commission
Pete Anderson peter.anderson@bristol.gov.uk	<b>Connected City Project</b> More information to follow.  Part exempt 3	Cabinet Before 4 May 2021	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Growth and Regeneration Scrutiny Commission
Patsy Mellor patsy.mellor@bristol.gov.uk	<b>Waste Minimisation, Recycling and Waste Service improvements</b> To seek approval for policy and service improvements.  Part exempt	Cabinet Before 4 May 2021	Cabinet Member with responsibility for Waste, Commercialisation and Regulatory Services	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Oliver Roberts oliver.roberts@bristol.gov.uk	<b>Partial relocation and development of the Council's Bottle Yard Studios facility at Hawkfield Business Park</b> More information to follow.  Part exempt	Cabinet Before 4 May 2021	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Growth and Regeneration Scrutiny Commission
Stephen Peacock stephen.peacock@bristol.gov.uk	<b>Acquisition of Land at Broomhill Road, Brislington</b> More information to follow.  Part exempt	Cabinet Before 4 May 2021	Cabinet Member with responsibility for Housing	Growth and Regeneration Scrutiny Commission
Mark Williams Mark.williams@bristol.gov.uk	<b>Members Parental Leave Policy</b> To seek Cabinet approval for recommendation to Full Council for a Members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances policy. Non Key Open	Cabinet Before 4 May 2021	Cabinet Member with responsibility for Women, Children and Families (Young People), and Lead Member for Children's Services	People Scrutiny Commission
Nuala Gallagher nuala.gallagher@bristol.gov.uk	<b>Enterprise Zone Update</b> More information to follow.  Open	Cabinet Before 4 May 2021	Designated Deputy Mayor with responsibility for Finance, Governance	Growth and Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
			and Performance	
Stephen Peacock stephen.peacock@bristol.gov.uk	<b>Housing Infrastructure Fund</b> More information to follow.  Open	Cabinet Before 4 May 2021	Cabinet Member with responsibility for Housing	Growth and Regeneration Scrutiny Commission
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk	<b>SEND Top Up Processes and Procedures Review</b> More information to follow.  Open	Cabinet Before 4 May 2021	Cabinet Member with responsibility for Education and Skills	People Scrutiny Commission
Jacqui Jensen Jacqui.Jensen@bristol.gov.uk	<b>Housing payments made under the Vulnerable Person's Resettlement Scheme and the Global Resettlement Scheme</b> More information to follow  Part exempt 3	Cabinet Before 4 May 2021	Deputy Mayor (with responsibility for Communities, Equalities and Public Health)	People Scrutiny Commission
Penny Fell penny.fell@bristol.gov.uk	<b>Fleet Fuel Purchasing - NEW ITEM</b> More information to follow.  Open	Cabinet Before 4 May 2021	Designated Deputy Mayor with responsibility for Finance, Governance and Performance	Growth and Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Raz Constantinescu raz.constantinescu@bristol.gov.uk	<b>Street Lighting Contract - NEW ITEM</b> More information to follow  Open	Cabinet Before 4 May 2021	Cabinet Member with responsibility for Transport, Energy and the Green New Deal	Growth and Regeneration Scrutiny Commission