

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 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

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 responsibility for Communities, Equalities and Public Health
- 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 for Women, Families and Homes (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 Afzal Shah, Cabinet Member with responsibility for Climate, Ecology and Sustainable Growth

The City Council’s website 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
Alex Minshull Alex.Minshull@bristol.gov.uk	<p>Climate Change and Ecological Emergency Programme To seek approval of the Climate and Ecological Emergency Programme.</p> <p>Open</p>	Cabinet 3 Nov 2020	Cabinet Member with responsibility for Climate, Ecology and Sustainable Growth	Growth and Regeneration Scrutiny Commission
Simon Oliver simon.oliver@bristol.gov.uk	<p>Procurement of a Data Delivery Partner To seek approval for the procurement of an Effective Use of Data and Insights delivery partner.</p> <p>Open</p>	Cabinet 3 Nov 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Sarah O'Driscoll sarah.odriscoll@bristol.gov.uk	<p>Approval of HMO Supplementary Planning Document To seek approval for the adoption of Managing the Development of Houses in Multiple Occupation Supplementary Planning Document (HMO SPD).</p> <p>Open</p>	Cabinet 3 Nov 2020	Cabinet Member with responsibility for Strategic Planning and City Design, Flood Strategy	Growth and Regeneration Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<p>Budget Monitoring Outturn Report P6 To provide an update to Cabinet for Period 6.</p> <p>Part exempt 3</p>	Cabinet 3 Nov 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
			Housing Revenue Account	
Denise Murray denise.murray@bristol.gov.uk	Implementation of a Supplier Early Payment To seek approval to implement a Supplier Early Payment Initiative for payments to suppliers. Part exempt 3	Cabinet 3 Nov 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
John Walsh john.walsh@bristol.gov.uk	Print and Mail - contract extension and procurement To seek approval for the procurement of a fully outsourced service for print and mail services and an extension to the existing contracts pending the procurement. Part exempt 3	Cabinet 3 Nov 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Christina Gray christina.gray@bristol.gov.uk	Extension of Contract for Provision of Sexual Health Services To seek approval for a two year extension to the Integrated Sexual Health Services contract to March 2024 Open	Cabinet 3 Nov 2020	Deputy Mayor with responsibility for Communities (Public Health, Public Transport, Libraries, Parks), Events and Equalities	People Scrutiny Commission
Paul Sylvester paul.sylvester@bristol.gov.uk	Next Steps Accommodation Funding To seek approval to accept and spend funds from the Ministry of Housing, Communities and Local Government Next Steps	Cabinet 3 Nov 2020	Cabinet Member with responsibility for Women, Families and	Communities Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Accommodation Fund Open		Homes (Lead Member for Children's Services)	
Pete Woodhouse peter.woodhouse@bristol.gov.uk	Emergency Active Travel Fund To seek approval to accept funds from West of England Combined Authority for implementation and delivery of emergency active travel fund schemes Open	Cabinet 3 Nov 2020	Cabinet Member with responsibility for Transport and Energy, the Green New Deal, Clean Air Zone Planning	Growth and Regeneration Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	Bristol Credit Union Merger To seek approval on the proposal by Bristol Credit Union to increase its geographical area and merger with Wyvern Savings and Loans Credit Union Part exempt 3	Cabinet 3 Nov 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Alison Hurley alison.hurley@bristol.gov.uk	East Central Sufficiency Project for Year 7 Places - NEW ITEM To update Cabinet on the programme to source Year 7 places and seek approval for investment of Education Capital Funding into development of a permanent 6th form centre for Cabot Learning Federation	Cabinet 1 Dec 2020	Cabinet Member with responsibility for Education and Skills	People Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open			
Ann James Ann.James@bristol.gov.uk	<p>New Children's Home Project To seek approval to remodel a Bristol City Council property into a 3 bed disabled children's home</p> <p>Part exempt 3</p>	Cabinet 1 Dec 2020	Cabinet Member with responsibility for Women, Families and Homes (Lead Member for Children's Services)	People Scrutiny Commission
James Beardall james.beardall@bristol.gov.uk	<p>Corporate Parenting Strategy Refresh To seek approval of the priorities and actions as set out in the draft Corporate Parenting Strategy 2021-23.</p> <p>Open</p>	Cabinet 1 Dec 2020	Cabinet Member with responsibility for Women, Families and Homes (Lead Member for Children's Services)	People Scrutiny Commission
Stephen Peacock stephen.peacock@bristol.gov.uk	<p>Bristol Beacon To seek approval for additional capital funding in line with the issues identified in the July 2020 cabinet paper and following a detailed technical and commercial review with the contractors.</p> <p>Part exempt 3</p>	Cabinet 1 Dec 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Growth and Regeneration Scrutiny Commission
Patsy Mellor	Stabilisation of Redland Hill - NEW ITEM	Cabinet	Cabinet Member with	Growth and

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
patsy.mellor@bristol.gov.uk	To seek approval for capital funds for stabilisation of the Redland Hill parapet wall and retaining rock face. Part exempt	1 Dec 2020	responsibility for Transport and Energy, the Green New Deal, Clean Air Zone Planning	Regeneration Scrutiny Commission
Matthew Kendall matthew.kendall@bristol.gov.uk	Local Crisis and Prevention Fund: Procurement of Emergency Payment Vouchers - NEW ITEM To seek approval to commence a procurement exercise and thereafter to award the contract(s) to provide emergency payment vouchers for food, fuel and school clothing Open	Cabinet 1 Dec 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Communities Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	Council Tax Base Report To seek approval for the Council Tax Base for 2021/22. Part exempt 3	Cabinet 1 Dec 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
David White david.white@bristol.gov.uk	City Leap Energy Partnership - Procurement Project Update - NEW ITEM To update cabinet on the outcome of Selection Questionnaire stage of the procurement process and further to seek approval for extensions to legal services and financial services contracts.	Cabinet 1 Dec 2020	Cabinet Member with responsibility for Transport and Energy, the Green New Deal, Clean Air Zone Planning, Deputy	Growth and Regeneration Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Open		Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	
Denise Murray denise.murray@bristol.gov.uk	<p>Collection Fund Report - Council Tax and Business Rates Surplus To seek approval for 20/21 Collection Fund Surplus/Deficit.</p> <p>Part exempt 3</p>	Cabinet 1 Dec 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<p>Budget Monitoring Outturn report P7 To provide an update to Cabinet for Period 7.</p> <p>Part exempt 3</p>	Cabinet 1 Dec 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	<p>Investment in Regional Community Bank To provide an update to Cabinet on phase 1 of the establishment of a community bank for the region, the outcome of the due diligence and further to seek approval for phase 2 investment.</p> <p>Open</p>	Cabinet 1 Dec 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Stephen Peacock stephen.peacock@bristol.gov.uk	<p>Housing Revenue Asset Management Strategy 2021-2026 - NEW ITEM</p> <p>To approve and adopt the HRA Asset Management Strategy for 2021 – 2026 and associated Action Plan</p> <p>Open</p>	Cabinet 1 Dec 2020	Cabinet Member with responsibility for Women, Families and Homes (Lead Member for Children's Services), Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Communities Scrutiny Commission
Jan Cadby jan.cadby@bristol.gov.uk	<p>Q2 Corporate Risk Management Report 2020/21</p> <p>To note the Corporate Risk Management report for Quarter 2.</p> <p>Non Key</p> <p>Open</p>	Cabinet 1 Dec 2020	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
David Bunting david.bunting@bristol.gov.uk	<p>Parking Services Tariff Review</p> <p>To seek approval for review of parking tariffs</p> <p>Open</p>	Cabinet 19 Jan 2021	Cabinet Member with responsibility for Transport and Energy, the Green New Deal, Clean Air Zone Planning	Resources Scrutiny Commission
Guy Fishbourne guy.fishbourne@bristol.gov.uk	<p>Financial Support for Leisure Centres</p> <p>To consider the financial position in relation to SLM and provision of sports facilities.</p>	Cabinet 19 Jan 2021	Mayor	Overview and Scrutiny Management

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Part exempt 3			Board
Michael Pilcher michael.pilcher@bristol.gov.uk	Budget Recommendations to Full Council, including the Treasury Management Strategy To approve budget recommendations to Full Council. Part exempt 3	Cabinet 19 Jan 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	Budget Monitoring Outturn report P8 To provide an update to Cabinet for Period 8. Part exempt 3	Cabinet 19 Jan 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Nick Smith nick.smith@bristol.gov.uk	Quarterly Performance Progress Report – Quarter Two 2020/21 To update Cabinet on progress of directorates against the Key Performance Indicators for Q2. Non Key Open	Cabinet 19 Jan 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Tim O'Gara tim.ogara@bris	Bristol Holding Group Business Plans - NEW ITEM To approve the Business Plans for the Bristol Holding Group.	Cabinet 19 Jan 2021	Deputy Mayor with responsibility for	Overview and Scrutiny

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
tol.gov.uk	Part exempt 3		Finance, Governance and Performance, Management of the Housing Revenue Account	Management Board
Colin Molton colin.molton@bristol.gov.uk	Temple Quarter Update More information to follow Part exempt 3	Cabinet 2 Feb 2021	Cabinet Member with responsibility for Strategic Planning and City Design, Flood Strategy, Mayor	Growth and Regeneration Scrutiny Commission
Oliver Roberts oliver.roberts@bristol.gov.uk	Development of Hawkfield Business Park More information to follow. Part exempt 3	Cabinet 2 Feb 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Growth and Regeneration Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	Budget Monitoring Outturn report P9 To provide an update to Cabinet for Period 9 Part exempt 3	Cabinet 2 Feb 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	Budget Monitoring Outturn Report P10 To provide an update to Cabinet for Period 10. Part exempt	Cabinet 2 Mar 2021	Deputy Mayor with responsibility for Finance, Governance and Performance,	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	3		Management of the Housing Revenue Account	
Jan Cadby jan.cadby@bristol.gov.uk	Q3 Corporate Risk Management Report 2020/21 To note the Corporate Risk Register for Quarter Three. Non Key Open	Cabinet 2 Mar 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
James Anderson james.anderson@bristol.gov.uk	Secondary Sufficiency Programme More information to follow Open	Cabinet Before 22 Mar 2021	Cabinet Member with responsibility for Education and Skills	People Scrutiny Commission
Stephen Peacock stephen.peacock@bristol.gov.uk	Property Asset Management Plan More information to follow. Open	Cabinet Before 22 Mar 2021	Cabinet Member with responsibility for Climate, Ecology and Sustainable Growth, Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Growth and Regeneration Scrutiny Commission
Stephen Peacock	Southmead Regeneration Programme To seek approval for the next steps in the delivery of new homes	Cabinet Before 22	Mayor	Growth and Regeneration

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
stephen.peacock@bristol.gov.uk	and regeneration in Southmead in accordance with the masterplan including procurement and negotiation of contracts. Open	Mar 2021		Scrutiny Commission
Oliver Roberts oliver.roberts@bristol.gov.uk	Lawrence Weston Community Hub To consider development of a new build community and health hub in Lawrence Weston on Council owned land. Part exempt 3	Cabinet Before 22 Mar 2021	Deputy Mayor with responsibility for Communities (Public Health, Public Transport, Libraries, Parks), Events and Equalities	Growth and Regeneration/Communities Scrutiny Commission
Denise Murray denise.murray@bristol.gov.uk	Social Value Policy To approve the annual refresh of the Social Value Policy & Tool Kit Open	Cabinet Before 22 Mar 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Michael Pilcher michael.pilcher@bristol.gov.uk	Financial Outturn Report 20/21 To provide information on the Financial Outturn Report for 2020-21. Part exempt 3	Cabinet 13 Apr 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Jan Cadby jan.cadby@bristol.gov.uk	Q4 Corporate Risk Management Report 2020/21 To note the Corporate Risk Register for Quarter Four. Non Key Open	Cabinet 13 Apr 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Nick Smith nick.smith@bristol.gov.uk	Quarterly Performance Progress Report – Quarter Three 2020/21 To update Cabinet on progress of directorates against the Key Performance Indicators for Q3. Non Key Open	Cabinet 13 Apr 2021	Deputy Mayor with responsibility for Finance, Governance and Performance, Management of the Housing Revenue Account	Resources Scrutiny Commission
Mark Williams Mark.williams@bristol.gov.uk	Members Parental Leave Policy 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, Families and Homes (Lead Member for Children's Services)	N/A
Patsy Mellor patsy.mellor@bristol.gov.uk	Waste Minimisation, Recycling and Waste Service improvements To seek approval for policy and service improvements.	Cabinet Not before 4th May 2021	Cabinet Member with responsibility for Waste, Commercialisation	Communities Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
	Part exempt 3		and Regulatory Services	