

additional papers 1

Overview and Scrutiny Committee

Tue 19 Jun
2012
7.00 pm

Committee Room 2
Town Hall
Redditch



www.redditchbc.gov.uk

Access to Information - Your Rights

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000, has further broadened these rights, and limited exemptions under the 1985 Act.

Your main rights are set out below:-

- Automatic right to attend all Council and Committee meetings unless the business would disclose confidential or “exempt” information.
- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
- Automatic right to inspect minutes of the Council and its Committees (or summaries of business undertaken in private) for up to six years following a meeting.
- Automatic right to inspect lists of background papers used in the preparation of public reports.
- Access, upon request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending meetings of the Council and its Committees etc.
- Access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned.
- Access to a summary of the rights of the public to attend meetings of the Council and its Committees etc. and to inspect and copy documents.
- In addition, the public now has a right to be present when the Council determines “Key Decisions” unless the business would disclose confidential or “exempt” information.
- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
- (Copies of Agenda Lists are published in advance of the meetings on the Council’s Website:
www.redditchbc.gov.uk

**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact
Jess Bayley and Michael Craggs
Democratic Services Officers**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: 01527 64252 exts. 3268 / 3267 Fax: (01527) 65216
e.mail: jess.bayley@bromsgroveandredditch.gov.uk /
michael.craggs@bromsgroveandredditch.gov.uk**

Welcome to today's meeting.

Guidance for the Public

Agenda Papers

The **Agenda List** at the front of the Agenda summarises the issues to be discussed and is followed by the Officers' full supporting **Reports**.

Chair

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the Committee Support Officer who gives advice on the proper conduct of the meeting and ensures that the debate and the decisions are properly recorded. On the Chair's other side are the relevant Council Officers. The Councillors ("Members") of the Committee occupy the remaining seats around the table.

Running Order

Items will normally be taken in the order printed but, in particular circumstances, the Chair may agree to vary the order.

Refreshments : tea, coffee and water are normally available at meetings - please serve yourself.

Decisions

Decisions at the meeting will be taken by the **Councillors** who are the democratically elected representatives. They are advised by **Officers** who are paid professionals and do not have a vote.

Members of the Public

Members of the public may, by prior arrangement, speak at meetings of the Council or its Committees. Specific procedures exist for Appeals Hearings or for meetings involving Licence or Planning Applications. For further information on this point, please speak to the Committee Support Officer.

Special Arrangements

If you have any particular needs, please contact the Committee Support Officer.

Infra-red devices for the hearing impaired are available on request at the meeting. Other facilities may require prior arrangement.

Further Information

If you require any further information, please contact the Committee Support Officer (see foot of page opposite).

Fire/ Emergency instructions

If the alarm is sounded, please leave the building by the nearest available exit – these are clearly indicated within all the Committee Rooms.

If you discover a fire, inform a member of staff or operate the nearest alarm call point (wall mounted red rectangular box). In the event of the fire alarm sounding, leave the building immediately following the fire exit signs. Officers have been appointed with responsibility to ensure that all visitors are escorted from the building.

Do Not stop to collect personal belongings.

Do Not use lifts.

Do Not re-enter the building until told to do so.

The emergency Assembly Area is on Walter Stranz Square.

Declaration of Interests: Guidance for Councillors

DO I HAVE A "PERSONAL INTEREST" ?

- Where the item relates or is likely to affect your **registered interests** (what you have declared on the formal Register of Interests)

OR

- Where a decision in relation to the item might reasonably be regarded as affecting **your own** well-being or financial position, or that of your **family**, or your **close associates** more than most other people affected by the issue,

you have a personal interest.

WHAT MUST I DO? **Declare the existence, and nature, of your interest and stay**

- The declaration must relate to specific business being decided - a general scattergun approach is not needed
- **Exception** - where interest arises only because of your membership of another **public body**, there is no need to declare unless you **speak** on the matter.
- You **can vote** on the matter.

IS IT A "PREJUDICIAL INTEREST" ?

In general only if:-

- It is a personal interest **and**
- The item affects your **financial position** (or conveys other benefits), or the position of your **family, close associates** or bodies through which you have a **registered interest** (or relates to the exercise of **regulatory functions** in relation to these groups)

and

- A member of public, with knowledge of the relevant facts, would reasonably believe the interest was likely to **prejudice** your judgement of the public interest.

WHAT MUST I DO? **Declare and Withdraw**

BUT you may make representations to the meeting before withdrawing, **if** the public have similar rights (such as the right to speak at Planning Committee).



Overview and Scrutiny

Tuesday, 19th June, 2012

7.00 pm

Committee Room 2 Town Hall

Committee

Agenda

Membership:

Cllrs: Juliet Brunner Andrew Fry
 (Chair) Pattie Hill
 Simon Chalk (Vice- Gay Hopkins
 Chair) Pat Witherspoon
 Andrew Brazier
 David Bush
 John Fisher

<p>3. Minutes (Pages 1 - 10)</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes attached)</p>
<p>8. Executive Committee Minutes and Scrutiny of the Forward Plan (Pages 11 - 26)</p>	<p>To consider the minutes of the latest meeting(s) of the Executive Committee and also to consider whether any items on the Forward Plan are suitable for scrutiny.</p> <p>(Forward Plan attached).</p>



Overview and Scrutiny Committee

Thursday, 31st May, 2012

MINUTES

Present:

Councillor Juliet Brunner (Chair), and Councillors Simon Chalk, Andrew Brazier, David Bush, Gay Hopkins, John Fisher, Pattie Hill and Pat Witherspoon

Also Present:

Councillors Luke Stephens and Mark Shurmer

Officers:

A De Warr, J Heyes, and L Kerrigan.

Committee Services Officer:

J Bayley and M Craggs

228. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillor Andy Fry.

229. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest nor of any party whip.

230. MINUTES

RESOLVED that

the minutes of the Committee meeting held on 17th April 2012 be confirmed as a correct record and signed by the Chair.

231. PROMOTING SPORTING PARTICIPATION TASK GROUP FINAL REPORT

Councillor Luke Stephens, Chair of the Promoting Sporting Participation Task Group, provided a presentation which helped to explain the findings of the review and the recommendations of the final report.

.....
Chair

Overview and Scrutiny Committee

Thursday, 31st May, 2012

He explained that the review's initial focus was on how the expected increased interest in sport before and during the Olympics could be fully utilised to help increase overall levels of sporting participation in Redditch. However, the review soon evolved to begin to take a wider look at the quality and quantity of existing provision for sporting participation in the Borough. The Group soon realised that while Redditch possesses many excellent facilities for sport, the level of information about where and when people could play sport in the town needed to be publicised more widely.

Cllr Stephens ran the Committee through all of the five recommendations of the report and explained the reasoning behind each. In particular, it was felt that the development of a prospective new website was very important as it could give independent sports clubs the opportunity to promote their activities to a wider audience free of charge. It was also thought that more clubs would choose to register their activities once the website began to develop. Members heard that the Officers could utilise a database of contacts for all of the accredited sports clubs in the town.

Regarding the recommendation that new branding for sport in Redditch be developed to compliment the new website, the Committee suggested that a competition could be launched for local students to design the branding. It was suggested that this could help raise young people's awareness of sport in the Borough and also of the prospective new website. The Group agreed to include this proposal as part of recommendation two.

In terms of the recommendation that the Council look to maximise the benefits of parks and green spaces in Redditch by introducing more informal games areas in these places to increase sporting participation and physical recreation in the town, Members were keen to ensure that there was sufficient provision for older people. In particular, it was suggested that there should be increased provision for chess in public places. The Group agreed to include this proposal as part of recommendation three.

RECOMMENDED that

further to the re-wording of recommendations two and three as detailed above, all of the final recommendations of the review be approved; and

RESOLVED that

the report be noted.

Overview and Scrutiny Committee

Thursday, 31st May, 2012

232. JOINT WORCESTERSHIRE HUB SCRUTINY REVIEW - MONITORING UPDATE REPORT

Officers provided a monitoring report on the Worcestershire Hub Scrutiny Report which was jointly undertaken by all of the local authorities in the county. The report provided an update on the recommendations that required action in Redditch.

The Committee returned a number of positive comments about how customer service arrangements at the Borough Council had greatly improved and the Customer Services Team were praised for the services they delivered. Members were especially pleased that more face to face customer service was being provided for local residents rather than self-service as encouraged in the report. It was subsequently proposed that the Chair of the Committee issue a letter to the Chair of the Worcestershire Overview and Scrutiny Performance Board outlining Redditch Members' satisfaction with the customer services at the Council, the beneficial impact of transformation on customer services in and the potential for the wider hub to learn from best practice in Redditch.

Elsewhere, Members proposed that blue badge holders should be issued with automatic reminders before their permit expired. It was suggested that enclosing these reminders alongside the annual Council Tax information packs could be cost-effective. Officers agreed to review the proposal.

RESOLVED that

- 1) a letter be issued from the Committee to the Chair of the Worcestershire Overview and Scrutiny Performance Board explaining its support for the customer service approach at the Borough Council; and**
- 2) the report be noted.**

233. OVERVIEW AND SCRUTINY RECOMMENDATION TRACKER

Members were informed that out of 54 recommendations that had been made by the 2011/12 Committee, 47 had been approved by the Executive Committee, 6 and a half had been rejected, and half a recommendation was still pending a final decision. Members very much welcomed these figures and felt it proved that the Committee makes a real contribution to the overall work of the Council.

Overview and Scrutiny Committee

Thursday, 31st May, 2012

RESOLVED that

the report be noted.

234. OVERVIEW AND SCRUTINY TRAINING - FEEDBACK

The Committee considered a number of potential scrutiny reviews that had initially been suggested at the Overview and Scrutiny Training session on Monday 14th May 2012. The Chair welcomed all of the suggestions yet explained that it would be impossible to accept all of the proposals for scrutiny reviews. It was therefore suggested that the Committee focus on reviewing issues that clearly fell within the Council's remit. Members were also keen to avoid undertaking reviews that had recently been scrutinised. It was the Chair's clear intention that no scrutiny review would take longer than six months to complete.

Of the 17 topics identified as possible scrutiny reviews, three were shortlisted as being appropriate for either a short-sharp or task and finish review. The initial proposers were invited to complete a scoping document outlining the terms of reference for the review to be considered by the Committee at a forthcoming meeting. The shortlist included the following topics:

- Arts Centre – to identify whether there is a suitable venue in Redditch that could be utilised as an Arts Centre.
- Management of Redditch Trees – to focus on ongoing maintenance requirements for trees in Redditch and the Council's criteria for felling trees.
- Regeneration in the Town Centre – to focus on actions that could be taken to re-use and reclassify property and land in the town centre, including Council properties, to regenerate the town centre.

For a number of topic areas that were not shortlisted, it was agreed that relevant Officers would be invited to provide the Committee with further information to enable Members to consider whether the topic warranted further scrutiny, potentially as part of a scrutiny review. These issues included: dog fouling in Redditch; taxi vehicles' road worthiness; proposed plans for advertising on the roundabouts located in Redditch; and on current policy for sales of vehicles on grass verges.

In addition, Members requested a monitoring update report outlining the impact of recommendations made by a Scrutiny Group that

Overview and Scrutiny Committee

Thursday, 31st May, 2012

reviewed ASB (completed in 2006), and proposed that the annual update report on civil parking to include information about work that could be undertaken to help residents living in areas outside the enforcement zone.

RESOLVED that:

- 1) **relevant Members and Officers meet to develop scoping documents for the proposed reviews for consideration at forthcoming meetings of the Overview and Scrutiny Committee.**
- 2) **Officers to arrange to deliver a monitoring update report on the impact of the ASB review recommendations during the year;**
- 3) **Officers to arrange to deliver a presentation on the subject of the dog fouling campaign and the impact that this campaign has had locally;**
- 4) **Officers to arrange to deliver a report on parking enforcement at a forthcoming date of the Committee;**
- 5) **Officers to arrange to deliver a presentation on the subject of taxi vehicles' road worthiness and potential requirements for further work which could be facilitated by scrutiny;**
- 6) **Officers to arrange to deliver a presentation on the proposed uses for roundabouts in Redditch;**
- 7) **Officers to arrange to deliver a presentation on the subject of the sale of vehicles on grass verges; and**
- 8) **the report be noted.**

235. ACTIONS LIST

The Committee requested that an update on the outcomes of transformation and the implications for recommendations detailed in the final report of the External Refurbishment of Housing Stock Short Sharp Review be delivered at a forthcoming meeting for its consideration.

Members received a verbal update concerning the £250,000 variance that had been paid from the Housing Revenue Account to

Overview and Scrutiny Committee

Thursday, 31st May, 2012

the General Fund. It was confirmed that all other outstanding actions had very recently been completed.

RESOLVED that

- 1) **the Committee receive an update report on the outcomes of transformation and the implications for recommendations detailed in the final report of the External Refurbishment of Housing Stock Short Sharp Review at a suitable future meeting; and**
- 2) **the actions list be noted.**

236. EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE FORWARD PLAN

The Committee received the minutes of the Executive Committee meeting held on 24th April 2012 and considered the latest edition of the Forward Plan.

Members noted that the vast majority of recommendations contained within the final report of the Youth Service Provision Review had been endorsed by the Executive Committee. The Chair of the Review, Councillor Simon Chalk, explained that the report had also been presented to the Children and Young People's Strategic Partnership at the invitation of Worcestershire County Council.

Members noted that reports on the subjects of the revised Medium Term Financial Plan, and on the Concessionary Rents Policy, were scheduled to be presented for the Executive Committee's consideration during forthcoming meetings. Members agreed that these reports were suitable for pre-scrutiny.

RESOLVED that

- 1) **the report on the Medium Term Financial Plan be added onto the Committee's Work Programme for its meeting on 19th June 2012 for pre-scrutiny;**
- 2) **the report on the Concessionary Rents Policy be added onto the Committee's Work Programme for its meeting on 17th July 2012 for pre-scrutiny; and**
- 3) **the minutes of the meeting of the Executive Committee held on 24th April 2012 be noted.**

Overview and Scrutiny Committee

Thursday, 31st May, 2012

237. TASK & FINISH REVIEWS - DRAFT SCOPING DOCUMENTS

There were no scoping documents.

238. TASK AND FINISH GROUPS - PROGRESS REPORTS

The Committee received the following reports in relation to current reviews:

a) Access for Disabled People

The Committee was informed that Councillor Andy Fry had been appointed as the new Chair of the review.

At the Group's first meeting since the local elections in May the Group agreed to: interview relevant Planning Officers to discuss car planning in the town centre; review the Shopmobility base for the Kingfisher Centre; and write to the Highways Department at County Council regarding the potential locations for mini-bus passengers to disembark.

b) Redditch Market

Members appointed Councillor Andrew Brazier as the new Chair of the Redditch Market Task and Finish Group. The previous Chair, Councillor Brenda Quinney, was no longer a member of the Overview and Scrutiny Committee and therefore had to relinquish her position.

The Committee heard that the membership of two Labour representatives onto the Group was still outstanding. The Leader of the Labour Group, Councillor Bill Hartnett, would therefore be contacted to appoint two Labour members.

c) Promoting Sporting Participation

There was no update as the final report had already been considered by the Committee.

RESOLVED that

the update report be noted.

Overview and Scrutiny Committee

Thursday, 31st May, 2012

239. HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Members received a verbal update on the most recent meeting of the Worcestershire Health Overview and Scrutiny Committee that took place on 22nd May 2012, from the Council's new representative on the Committee, Councillor Pat Witherspoon.

Councillor Witherspoon explained that she had expressed concern that no community meetings had yet been set up in Redditch to discuss the proposed re-organisation of health services across the county. While it was understood that arrangements were being made to facilitate such meetings in the Borough, it was felt that these meetings should have been held earlier in the consultation period.

During a discussion on changes to ambulance service provision in the county, Councillor Witherspoon also raised concern that a second ambulance hub to service Redditch had not been proposed, especially as most of the other districts already possessed two ambulance hubs.

Finally, Members heard that under an item to discuss the Acute Stroke Services in Worcestershire, concern was raised that many residents in Redditch would struggle to access the Stroke Unit at Worcester Royal Hospital, especially as it was thought that many of the patients and their relatives would be elderly and would not have access to a car. Members therefore queried whether the existing Stroke Unit in Bromsgrove could be enhanced so that more local patients could be treated.

The Chair thanked Councillor Witherspoon for her report.

RESOLVED that

the report be noted.

240. REFERRALS

There were no referrals.

241. WORK PROGRAMME

Officers confirmed that dates had now been set for each of the seven Portfolio Holders to deliver their annual reports to the Committee.

Overview and Scrutiny Committee

Thursday, 31st May, 2012

It was noted that the submission of a scoping document for a potential scrutiny review on equalities and diversity issues relating to staff employed by the Council remained outstanding. The initial proposer would therefore be contacted to establish whether it was their intention to bring the proposal forward for the Committee's consideration.

RESOLVED that

the Committee's Work Programme be noted.

The Meeting commenced at 7.00 pm
and closed at 9.02 pm

EXECUTIVE COMMITTEE LEADER'S

FORWARD PLAN

1st July 2012 to 31st October 2012

(published as at 15th June 2012)

This Plan gives details of items on which key decisions are likely to be taken in the coming four months by the Borough Council's Executive Committee.

(NB: There may be occasions when the Executive Committee may make recommendations to Council for a final decision.
e.g. to approve a new policy or variation to the approved budget.)



This Plan gives details of items on which key decisions are likely to be taken by the Borough Council's Executive Committee, or full Council, in the coming four months.

“Key Decisions” are ones which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or**
- (ii) be significant in terms of its effect on communities living or working in the area comprising two or more wards in the Borough;**
- (iii) involve any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).**

The Forward Plan is available for inspection free of charge at the Town Hall, Walter Stranz Square, Redditch, B98 8AH from: 9am to 5pm Mondays to Fridays; or on the Council's website (www.redditchbc.gov.uk).

If you wish, you can see or obtain copies of any documents, detailed in the plan, provided they are not confidential, and be kept informed of any additional supporting documents as they become available. You can also arrange to have copies of additional supporting documents. Please ask the Town Hall receptionist to call one of the Committee Services Team on ext: 3269. There is a charge per side of A4. If you wish to make any representations they should be made in writing addressed to the Officer whose name is given as the contact for the relevant item.

The Executive Committee's meetings are normally held every three weeks at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Committee Services Team on (01527) 64252, ext: 3269 to make sure it is going ahead as planned. If you have any other queries, Committee Services Officers will be happy to advise you.

The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 7.00pm.

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Bill Hartnett	Leader of the Council and Portfolio Holder for Community Leadership & Partnership
Councillor G Chance	Deputy Leader and Portfolio Holder for Planning, Regeneration, Economic Development, Public Transport
Councillor Phil Mould	Portfolio Holder for Corporate Management
Councillor Rebecca Blake	Portfolio Holder for Community Safety & Regulatory Services
Councillor Mark Shurmer	Portfolio Holder for Housing
Councillor Debbie Taylor	Portfolio Holder for Local Environment & Health
Councillor Luke Stephens	Portfolio Holder for Leisure & Tourism
Councillor Michael Braley	
Councillor Carole Gandy	

CONSULTATION AND REPRESENTATIONS

For **Key Decisions** the summary document appended to the Forward Plan sets out details of any proposed consultation process. Any person / organisation not listed who would like to be consulted or who wishes to make representations on the proposed decision are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided.

Alternatively you may write to the Head of Legal, Equalities and Democratic Services, The Town Hall, Walter Stranz Square, Redditch, B98 8AH or e-mail: democratic@bromsgroveandredditch.gov.uk

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
1	Council	3 Sep 2012	3 Apr 2012	Concessionary Rents Policy	Key	Councillor Phil Mould	*Executive Committee will make recommendations to Council following its meeting on 24 Jul 2012
2	Executive	24 Jul 2012		Human Resources - Alcohol and Drugs Policy - Review	Non-Key	Councillor Phil Mould	
3	Executive	24 Jul 2012	29 May 2012	Polling Station - Review	Non-Key	Councillor Phil Mould	
4	Council	3 Sep 2012	26 Jun 2012	Co-location of the One Stop Shop at Woodrow Library	Non-Key	Councillor Phil Mould	*Executive Committee will make recommendations to Council following its meeting on 24 Jul 2012
5	Executive	24 Jul 2012	26 Jun 2012	Pay and Display Car Parks - Town Hall and Trescott Road (Trafford Park)	Key	Councillor Greg Chance	

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
6	Executive	24 Jul 2012		Capital Outturn Report 2011/12	Non-Key	Councillor Phil Mould	
7	Executive	21 Aug 2012		Adverse Weather Policy - Review	Non-Key	Councillor Phil Mould	
8	Executive	21 Aug 2012		Budget Preparation Guidelines	Key	Councillor Phil Mould	
9	Council	15 Oct 2012	13 Mar 2012	Tenancy Strategy and Policy 2012 - 2014	Key	Councillor Mark Shurmer	*Executive Committee will make recommendations to Council following its meeting on 18 Sep 2012
10	Executive	18 Sep 2012	24 Jul 2012	Sickness Policy - Review	Non-Key	Councillor Phil Mould	
11	Executive	18 Sep 2012		Quarterly Budget Monitoring - Quarter 1 - April to June 2012	Non-Key	Councillor Phil Mould	
12	Executive	18 Dec 2012		Quarterly Budget Monitoring - Quarter 2 - July to September 2012	Non-Key	Councillor Phil Mould	

13	Executive	15 Jan 2013		Council Tax Base 2013/14	Key	Councillor Phil Mould	
14	Executive	15 Jan 2013		Fees and Charges 2013/14	Key	Councillor Phil Mould	
15	Executive		21 Feb 2012	Highway Impact and Accessibility Modelling Report - Worcestershire County Council (Halcrow) May 2011	Non-Key	Councillor Greg Chance	New date to be identified
16	Executive		4 Oct 2011	Housing Allocations Policy - Review	Key	Councillor Mark Shurmer	New date to be identified
17	Executive il		12 Jan 2011	Town Centre Landscape Improvements (including Church Green)	Key	Councillor Greg Chance	New date to be identified

KEY DECISION

Proposed to be made by the Executive on **24 Jul 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Phil Mould</p>	<p>ITEM</p> <p>Concessionary Rents Policy</p>	<p>WARDS AFFECTED</p> <p>(No Specific Ward Relevance);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Finance and Resources</p> <p>REPORT AUTHOR</p> <p>T Kristunas, Head of Finance and Resources</p>	<p>SUMMARY</p> <p>To consider a policy regarding granting concessionary rents in respect of the Council's commercial property portfolio.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>
	<p>Relevant Officers and representatives from the Voluntary Sector.</p>	<p>February / March 2012</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive on **24 Jul 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Greg Chance</p>	<p>ITEM</p> <p>Pay and Display Car Parks - Town Hall and Trescott Road (Trafford Park)</p>	<p>WARDS AFFECTED</p> <p>(Various Wards);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Environmental Services</p> <p>REPORT AUTHOR</p> <p>C Walker Landscape and Countryside Services Manager</p>	<p>SUMMARY</p> <p>To consider the financial implications of retaining the Pay and Display car park functions at the Town Hall and Trescott Road (Trafford Park).</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Decision required on Pay and Display function at Town Hall and Trescott Road (Trafford Park)</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>
	<p>Wychavon District Council as providers of monitoring / enforcement service of car parks.</p>	

Page 18

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p> <p>Wychavon District Council</p>

KEY DECISION

Proposed to be made by the Executive on **21 Aug 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Phil Mould</p>	<p>ITEM</p> <p>Budget Preparation Guidelines</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Finance and Resources</p> <p>REPORT AUTHOR</p> <p>J Pickering - Exec Director (Finance and Corporate Resources)</p>	<p>SUMMARY</p> <p>To set guidelines for the preparation of the 2013/14 budget and receive the Initial Estimates for 2014/15 and 2015/16.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p>

KEY DECISION

Proposed to be made by the Executive **18 Sep 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Mark Shurmer</p>	<p>ITEM</p> <p>Tenancy Strategy and Policy 2012 - 2014</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Joint report of the Head of Community Services and Head of Housing</p> <p>REPORT AUTHOR</p> <p>M Bough Housing Policy and Performance Manager</p>	<p>SUMMARY</p> <p>The report will present a Tenancy Strategy and Policy which sets out the considerations for individual social landlords to have regard to in their own policies on the granting and re-issuing of tenancies relating to;</p> <ul style="list-style-type: none"> • The kinds of tenancies that they grant; • The circumstances in which they will grant a tenancy of a particular kind; • Where they grant tenancies for a fixed term, the length of the term; • The circumstances in which they will grant a further tenancy on the ending of the existing one. 	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>The Council is required by the Localism Act 2011 to implement a Tenancy Strategy</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>
<p>Consultation Events</p>	<p>Stakeholders</p> <p>District Councils</p>	<p>Ongoing since December 2009</p>

	Registered Local Landlords Adult and Community Services Voluntary and Community Sector	
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DECISIONS TO BE MADE IN PARTNERSHIP WITH Not applicable
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KEY DECISION

Proposed to be made by the Executive on **15 Jan 2013**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Phil Mould</p>	<p>ITEM</p> <p>Council Tax Base 2013/14</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Finance and Resources</p> <p>REPORT AUTHOR</p> <p>T Kristunas Head of Resources</p>	<p>SUMMARY</p> <p>To consider a report regarding the setting of the Council Tax Base for 2013/14.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p>

KEY DECISION

Proposed to be made by the Executive on **15 Jan 2013**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Phil Mould</p>	<p>ITEM</p> <p>Fees and Charges 2013/14</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Finance and Resources</p> <p>REPORT AUTHOR</p> <p>T Kristunas, Head of Finance and Resources</p>	<p>SUMMARY</p> <p>To consider the proposed fees and charges for 2013/14 for the Council's chargeable services.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive (new date to be identified)

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Mark Shurmer</p>	<p>ITEM</p> <p>Housing Allocations Policy - Review</p>	<p>WARDS AFFECTED</p> <p>(No Specific Ward Relevance);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>None.</p> <p>REPORT AUTHOR</p> <p>L Tompkin, Head of Housing</p>	<p>SUMMARY</p> <p>To consider a review of the Housing Allocations Policy.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive (new date to be identified)

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Greg Chance</p>	<p>ITEM</p> <p>Town Centre Landscape Improvements (including Church Green)</p>	<p>WARDS AFFECTED</p> <p>(Abbey Ward);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Background Papers: none specified</p> <p>REPORT AUTHOR</p> <p>C Walker - Landscape and Countryside Services Manager L Hadley - Planning Officer</p>	<p>SUMMARY</p> <p>To consider a report detailing proposed options for Town Centre Landscape Improvements (including Church Green).</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p> <p>Relevant Officers.</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

