



# **EXECUTIVE COMMITTEE LEADER'S FORWARD PLAN**

**1 JUNE 2009 TO 30 SEPTEMBER 2009**  
(published as at the 15 May 2009)

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, or
- Full Council

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 defined as:**

- (a) ones which are likely:**
- i) to result in any variation to the approved Budget (capital and revenue) and Policy Framework for any service or function which requires the approval of the Council; or**
  - ii) to result in expenditure or savings amounting in total to £50,000 or more.**

**(The above shall not apply in those cases where the Council or the Executive Committee have delegated authority to Officers to make decisions resulting in expenditure amounting to £50,000 or more under the terms of the delegation); OR**

- (b) ones which are likely to be significant in terms of their effects on a community or communities living or working in an area comprising one or more wards in the area of the Council even where there may not be any financial implications.**

**(In considering whether a decision is likely to be significant, the decision-maker will need to consider the strategic nature of the decision and whether the outcome will have an impact, for better or worse, on the amenity of the community or quality of the service provided by the Council to significant number of people living or working in the locality affected).**

The Forward Plan is available for inspection free of charge at the Town Hall, Walter Stranz Square, Redditch, B98 8AH from:

9.00 am to 5.30 pm Mondays to Thursdays; and 9.00 am to 5.00 pm Fridays; or on the Council's website ([www.redditchbc.gov.uk](http://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 7 pm on Wednesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. The meeting date scheduled for each item is shown in the right hand column below. 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 with the attached Committee timetable. Meetings commence at 7.00pm.

## **PART I - ROUTINE ITEMS**

In addition to the specific items listed in the attached plan, there may be the following regular items as required::

### **EXECUTIVE COMMITTEE**

- Referrals from O&S Committees / Executive Advisory Panels / Results of Call-in (if any)
- Referrals from Neighbourhood Groups (if any)
- Shared Services Board – Minutes (if any)
- Quarterly – capital programme items
- Quarterly update on asset management
- Land disposals or acquisitions
- Lease renewals
- Virements between cost centres in excess of £1,000
- Irrecoverable debts
- National non-domestic rate relief cases
- Street Naming and Numbering (Exceptions to Policy)

### **COUNCIL**

- Leader's Questions
- Notices of Motion
- Deputations
- Petitions
- Specified Matters Arising on Minutes
- Referrals from Executive Committee /
- Overview and Scrutiny Committees
- Membership of Committees
- Representatives on Outside Bodies
- Reports on Urgent Decisions taken under Standing Order 36

**NOTE:** Such routine items should, ideally be listed on the Forward Plan in advance, in accordance with normal procedures. They can however, be slotted into a specified date at any stage without being subject to the usual Urgent Business rules if necessary.

## PART II – MEETINGS UPDATE

| Subject Matter                                                                  | Description of Key decision and supporting documents                                                                                                                                                               | Officer Contact                                                                                           | Consultation                                                                                | Decision taker           | Date                           |
|---------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|--------------------------|--------------------------------|
| Air Quality Strategy and Planning Protocol for Herefordshire and Worcestershire | To consider approving and adopting the Air Quality Strategy and Planning Protocol for Herefordshire and Worcestershire. Report. Background Papers: none specified.                                                 | L Miller, Environmental Health Officer<br>Tel: 01527 64252 Extn. 3235<br>louise.miller@redditchbc.gov.uk  | RBC Port folio Holder, relevant Officers, Herefordshire and Worcestershire Pollution Group. | Executive<br><br>Council | 22 Apr 2009<br><br>22 Jun 2009 |
| Customer Access Strategy and Transformational Government Strategy               | To note progress on the Customer Access and Transformational Government Strategy. Report. Background Papers: Customer Access Strategy and Action Plan and the Transformational Government Strategy and Action Plan | Jane Smith, Head of Customer & IT Services<br>Tel: 01527 64252 Extn. 3000<br>jane.smith@redditchbc.gov.uk | Relevant Officers.                                                                          | Executive                | 22 Apr 2009                    |

| Subject Matter                        | Description of Key decision and supporting documents                                                                                                                                                                                                                                     | Officer Contact                                                                                                 | Consultation                                                  | Decision taker           | Date                           |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|--------------------------|--------------------------------|
| Children's Centres - Future Contracts | To consider if the Council wishes to submit tenders for additional Children's Centres across Redditch and Bromsgrove. Report. Background Papers: none specified.                                                                                                                         | J Willis, Children's Centre Programme Manager<br>Tel: 01527 64252 Extn. 3284<br>judith.willis@redditchbc.gov.uk | Relevant Officers, Redditch Children's Centre Advisory Board. | Executive<br><br>Council | 22 Apr 2009<br><br>22 Jun 2009 |
| Government Connect Scheme             | To seek delegated authority to make minor policy changes to various existing policy changes to various existing policies in regard to recruitment and security to comply with the requirements of the Government Connect Scheme. Report. Background Papers: new Government requirements. | R Seager, IT Services Manager<br>Tel: 01527 64252 Extn. 3284<br>rob.seager@redditchbc.gov.uk                    | Relevant Officers.                                            | Executive<br><br>Council | 22 Apr 2009<br><br>22 Jun 2009 |

| Subject Matter                                                                                                                                          | Description of Key decision and supporting documents                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Officer Contact                                                                                                                                                          | Consultation | Decision taker | Date        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------|-------------|
| Annual Meeting of the Council - Standard Items of Business (NB "ordinary" Council business goes to the next available ordinary meeting on 22 June 2009) | <p>To consider various standard items of business, which may include:-</p> <ol style="list-style-type: none"> <li>1. Election of Mayor / Deputy Mayor;</li> <li>2. Appointment of Leader and Deputy Leader;</li> <li>3. appointment of memberships, Chairs &amp; Vice-Chairs to Executive Committee, Overview &amp; Scrutiny Committee, Regulatory Committees, Sub-Committees, Panels etc.;</li> <li>4. Appointment of Councillors to Neighbourhood Groups and</li> <li>5. Annual Members' Allowances report.</li> </ol> <p>Background Papers: none specified.</p> | <p>S Skinner, Democratic Services Manager<br/> Tel: 01527 64252 Extn. 3256<br/> <a href="mailto:steve.skinner@redditchbc.gov.uk">steve.skinner@redditchbc.gov.uk</a></p> | None.        | Council        | 18 May 2009 |

| Subject Matter                                 | Description of Key decision and supporting documents                                                                                                                                                           | Officer Contact                                                                                                                                                                                     | Consultation       | Decision taker           | Date                           |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------|--------------------------------|
| Home Energy Conservation and Affordable Warmth | To seek the Council's authority to provide additional incentives to certain owners of private homes, including landlords, to have their properties insulated.<br>Report.<br>Background Papers: none specified. | D Wright, Housing Surveyor<br>Tel: 01527 64252 Extn.3355<br>don.wright@redditchbc.gov.uk                                                                                                            | Relevant Officers. | Executive                | 20 May 2009                    |
| Paolozzi Mosaic - Kingfisher Shopping Centre   | To determine ownership, Trust formation and responsibility for management of the existing Trust Fund.<br><br>This report or aspects of it may be confidential.<br>Background Papers: none specified.           | A Teepe, Senior Solicitor<br>Tel: 01527 64252 Extn. 3264<br>andy.teepe@redditchbc.gov.uk<br><br>K Watkins, Head of Leisure and Arts<br>Tel: 01527 64252 Extn. 3384<br>ken.watkins@redditchbc.gov.uk |                    | Executive<br><br>Council | 20 May 2009<br><br>22 Jun 2009 |

| <b>Subject Matter</b>                     | <b>Description of Key decision and supporting documents</b>                                                                                                                                                                      | <b>Officer Contact</b>                                                                              | <b>Consultation</b>                             | <b>Decision taker</b> | <b>Date</b> |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|-------------------------------------------------|-----------------------|-------------|
| Annual Corporate Health and Safety Report | To bring to Members' attention the work undertaken by the Council's staff on Health and Safety over 2008/09 and to outline the work programme for 2009/10 Municipal Year.<br>Background Papers: Annual Health and Safety report. | J Walker, Health and Safety Manager<br>Tel: 01527 64252 Extn. 3468<br>john.walker@redditchbc.gov.uk | Health and Safety Committee, Relevant Officers. | Executive             | 20 May 2009 |
| Easemore Road Consortium                  | To receive proposals on a land disposal and arrangements to lead project.<br>Report.<br>The report or aspects of it may be confidential.<br>Background Papers: none specified.                                                   | R Kindon, Property Services Manager<br>Tel: 01527 54252 Extn. 3303<br>rob.kindon@redditchbc.gov.uk  | Relevant Officers.                              | Executive             | 20 May 2009 |



## PART III – FORMAL START OF JUNE TO AUGUST 2009 FORWARD PLAN

| Subject Matter                     | Description of Key decision and supporting documents                                                                                                                                                   | Officer Contact                                                                                                          | Consultation          | Decision taker           | Date                           |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|-----------------------|--------------------------|--------------------------------|
| Grants Policy and Procedure        | To consider and approve a Grants Policy and Procedure document.<br>Report.<br>Background Papers: Third Sector Task & Finish Group Executive Summary and Third Sector Task & Finish Group Final Report. | M Bough, Housing Policy and Performance Manager<br>Tel: 01527 64252 Extn. 3120<br>matthew.bough@redditchbc.gov.uk        | Relevant Officers.    | Executive<br><br>Council | 10 Jun 2009<br><br>22 Jun 2009 |
| Interactive CCTV - 12 month Review | To consider a review of the use of Interactive CCTV.<br>Report.<br>Background Papers: none specified.                                                                                                  | R Griffin, Control Centre Manager<br>Tel: 01527 64252 Extn. 3559<br>ruth.griffin@redditchbc.gov.uk                       | Relevant Officers.    | Executive                | 10 Jun 2009                    |
| Partnership Governance Framework   | To adopt a Governance Partnership Framework.<br>Background Papers: none specified.                                                                                                                     | S Mullins, Head of Legal, Democratic & Property Services<br>Tel: 01527 64252 Extn. 3210<br>sue.mullins@redditchbc.gov.uk | Redditch Partnership. | Executive<br><br>Council | 10 Jun 2009<br><br>22 Jun 2009 |

| <b>Subject Matter</b>                | <b>Description of Key decision and supporting documents</b>                                                                                                  | <b>Officer Contact</b>                                                                                                             | <b>Consultation</b> | <b>Decision taker</b>    | <b>Date</b>                    |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------|--------------------------------|
| Revised Constitutional Model         | To note the legislative requirements and adoption of an Action Plan to deliver a Revised Constitutional Model.<br>Background Papers: none specified.         | S Mullins, Head of Legal, Democratic & Property Services<br>Tel: 01527 64252 Extn. 3210<br>sue.mullins@redditchbc.gov.uk           | General Public.     | Executive<br><br>Council | 10 Jun 2009<br><br>22 Jun 2009 |
| Energy Strategy                      | Adoption of the revised Energy Strategy.<br>Background Papers: previous strategy.                                                                            | R Kindon, Property Services Manager<br>Tel: 01527 54252 Extn. 3303<br>rob.kindon@redditchbc.gov.uk                                 | Relevant Officers.  | Executive<br><br>Council | 10 Jun 2009<br><br>22 Jun 2009 |
| Asset Disposal Programme             | To receive and update on the Asset Disposals Programme.<br>Report.<br>The report or aspects of it may be confidential.<br>Background Papers: none specified. | R Kindon, Property Services Manager<br>Tel: 01527 54252 Extn. 3303<br>rob.kindon@redditchbc.gov.uk                                 | Relevant Officers.  | Executive<br><br>Council | 10 Jun 2009<br><br>22 Jun 2009 |
| Consolidated Revenue Outturn 2008/09 | To consider the Council's overall revenue outturn for the 2008/09 financial year.<br>Background Papers: none specified.                                      | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk | Relevant Officers.  | Executive                | 10 Jun 2009                    |

| <b>Subject Matter</b>               | <b>Description of Key decision and supporting documents</b>                                                                                                                      | <b>Officer Contact</b>                                                                                                             | <b>Consultation</b> | <b>Decision taker</b> | <b>Date</b> |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------------|-------------|
| Capital Programme - 2008/09 Outturn | To consider the actual expenditure on the Capital Programme compared to the final revised estimate for 2008/09.<br>Background Papers: none specified.                            | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk | Relevant Officers.  | Executive             | 10 Jun 2009 |
| Financial Management Action Plan    | To review and make recommendations to improve the Financial Management Processes and arrangements within the Council.<br>Background Papers: none specified.                      | K Dicks, Chief Executive<br>Tel: 01527 64252 Extn. 3250<br>kevin.dicks@redditchbc.gov.uk                                           | Relevant Officers.  | Executive             | 10 Jun 2009 |
| Statement of Accounts 2008/09       | To seek approval for authority to be delegated to the Audit and Governance Committee to approve the final Statement of Accounts each year.<br>Background Papers: none specified. | I Westmore, Member and Committee Support Services Manager<br>Tel: 01527 64252 Extn. 3269<br>ivor.westmore@redditchbc.gov.uk        | Relevant Officers.  | Council               | 22 Jun 2009 |

| <b>Subject Matter</b>                             | <b>Description of Key decision and supporting documents</b>                                                                                                                            | <b>Officer Contact</b>                                                                                                   | <b>Consultation</b> | <b>Decision taker</b>    | <b>Date</b>                   |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------|-------------------------------|
| Borough of Redditch Local Development Scheme No 3 | To consider approving the Borough of Redditch Local Development Scheme No 3. Report.<br>Background Papers: none specified.                                                             | L Brockett, Planning Assistant<br>Tel: 01527 64252 Extn. 3221<br>louise.brockett@redditchbc.gov.uk                       |                     | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |
| Redditch Economic Development Strategy            | To seek endorsement of the Redditch Economic Development Strategy, which provides a means of delivering the adopted Economic Priorities. Report.<br>Background Papers: none specified. | R Bamford, Acting Head of Planning and Building Control<br>Tel: 01527 64252 Extn. 3219<br>ruth.bamford@redditchbc.gov.uk | Relevant Officers.  | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |
| Pre-Application Planning Discussion Protocols     | To consider a protocol for including Members in pre-application discussions. Report.<br>Background Papers: none specified.                                                             | A Rutt, Development Control Manager<br>Tel: 01527 64252 Extn.3374<br>ailith.rutt@redditchbc.gov.uk                       | Relevant Officers.  | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |

| <b>Subject Matter</b>                             | <b>Description of Key decision and supporting documents</b>                                                                                                                                                                                                                                    | <b>Officer Contact</b>                                                                                                             | <b>Consultation</b>     | <b>Decision taker</b>    | <b>Date</b>                   |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------|-------------------------------|
| Delegation to Officers - Enforcement Powers       | To seek delegation to Officers of additional powers (and confirmation of existing delegations) Report.<br>Background Papers: none specified.                                                                                                                                                   | A Rutt, Development Control Manager<br>Tel: 01527 64252 Extn.3374<br>ailith.rutt@redditchbc.gov.uk                                 | Relevant Officers.      | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |
| Local Validation Checklist Review                 | To receive Officer's annual review of the Local Validation Checklist following its adoption in April 2008 and consider recommendations to amend aspects of the Checklist to improve clarity and usability. Report.<br>Background Papers: Previous Decision. (Min.233/Exec Cttee 2/4/08 refers) | A Rutt, Development Control Manager<br>Tel: 01527 64252 Extn.3374<br>ailith.rutt@redditchbc.gov.uk                                 | Relevant Officers.      | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |
| Medium Term Financial Strategy and Plan - 2009/10 | To review the Council's medium term financial strategy and financial plan. Report.<br>Background Papers: none specified at this time.                                                                                                                                                          | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk | Relevant Officers only. | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |

| <b>Subject Matter</b>                         | <b>Description of Key decision and supporting documents</b>                                                                                                                    | <b>Officer Contact</b>                                                                                                             | <b>Consultation</b> | <b>Decision taker</b>    | <b>Date</b>                   |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------|-------------------------------|
| Performance Management Framework              | To inform Members of the proposed new Performance Management Framework, which includes the Data Quality Policy.<br>Background Papers: none specified.                          | T Beech, Policy Officer<br>Tel: 01527 64252 Extn. 3625<br>tracy.beech@redditchbc.gov.uk                                            | Relevant Officers.  | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |
| Schedule of Buildings of Local Interest       | To endorse the revised Schedule of Buildings of Local Interest as part of the evidence base for the Local Development Framework. Report.<br>Background Papers: none specified. | A Williams, Planning Officer<br>Tel: 01527 64252 Extn. 3376<br>alexa.williams@redditchbc.gov.uk                                    | Relevant Officers.  | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |
| Insurance Premium Savings - Consortium Tender | To advise Members of the outcome of the consortium tendering exercise and seek approval to the establishment of a risk management fund.<br>Background Papers: none specified.  | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk | Relevant Officers.  | Executive<br><br>Council | 1 Jul 2009<br><br>27 Jul 2009 |

| <b>Subject Matter</b>                                                | <b>Description of Key decision and supporting documents</b>                                                                                                                 | <b>Officer Contact</b>                                                                              | <b>Consultation</b> | <b>Decision taker</b> | <b>Date</b> |
|----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------|-----------------------|-------------|
| Hackney Carriage Vehicle Age Restriction - Application for Exemption | To ask Members to consider whether or not to exempt a custom built, wheelchair accessible vehicle from the age restriction policy. Background Papers: none specified.       | S Garratt, Licensing Manager<br>Tel: 01527 64252 Extn. 3032<br>sue.garratt@redditchbc.gov.uk        | Relevant Officers.  | Executive             | 1 Jul 2009  |
| Abbey Stadium Sports Centre - Fitness Suite                          | To seek Member's approval of the extension to the contact with the current partner for the Fitness Suite at Abbey Stadium Sports Centre. Background Papers: none specified. | K Watkins, Head of Leisure and Arts<br>Tel: 01527 64252 Extn. 3384<br>ken.watkins@redditchbc.gov.uk | Relevant Officers.  | Executive             | 1 Jul 2009  |
| Leisure and Arts Service - Safeguarding Children's Policy Update     | To seek Member's approval and adoption of the updated Leisure and Arts Service Safeguarding Children's Policy. Background Papers: none specified.                           | K Watkins, Head of Leisure and Arts<br>Tel: 01527 64252 Extn. 3384<br>ken.watkins@redditchbc.gov.uk | Relevant Officers.  | Executive             | 1 Jul 2009  |

| <b>Subject Matter</b>                        | <b>Description of Key decision and supporting documents</b>                                                                                            | <b>Officer Contact</b>                                                                                                 | <b>Consultation</b>                                                                    | <b>Decision taker</b>    | <b>Date</b>                    |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------|--------------------------------|
| Hewell Road Swimming Pool - Virement Request | To seek Member's approval to a virement of capital expenditure at Hewell Road Swimming Pool.<br>Background Papers: none specified.                     | K Watkins, Head of Leisure and Arts<br>Tel: 01527 64252 Extn. 3384<br>ken.watkins@redditchbc.gov.uk                    | Relevant Officers                                                                      | Executive                | 1 Jul 2009                     |
| Future Maintenance of Woodlands              | To advise Members on the future maintenance of the Woodlands in the Borough.<br>Background Papers: none specified.                                     | C Walker, Landscape and Countryside Services Manager<br>Tel: 01527 64252 Extn. 3421<br>carl.walker@redditchbc.gov.uk   | Relevant Officers.                                                                     | Executive<br><br>Council | 22 Jul 2009<br><br>27 Jul 2009 |
| Launch of Corporate Identity                 | To obtain Member's support for Council-wide adoption of the Corporate Identity Report.<br>Report.<br>Background Papers: Corporate Identity Guidelines. | E Storer, Head of Human Resources and Communications<br>Tel: 01527 64252 Extn. 3294<br>elaine.storer@redditchbc.gov.uk | To obtain Member's support for Council-wide adoption of the Corporate Identity Report. | Executive<br><br>Council | 22 Jul 2009<br><br>27 Jul 2009 |



| Subject Matter                   | Description of Key decision and supporting documents                                                                                                                                 | Officer Contact                                                                                  | Consultation                                                                                         | Decision taker           | Date                                      |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------|
| Shared Services Business Case    | To consider the Full Business Case on shared Services and Joint Working between Redditch Borough Council and Bromsgrove District Council.<br>Background Papers: none specified.      | K Dicks, Chief Executive<br>Tel: 01527 64252 Extn. 3250<br>kevin.dicks@redditchbc.gov.uk         | Key Members of both Councils via the Shared Services Board; Directors and Relevant Heads of Service. | Executive<br><br>Council | Before<br>27 July 2009<br><br>27 Jul 2009 |
| Sustainable Communities Act 2007 | To advise Members of the implications of the Sustainable Communities Act, 2007 and to consider whether to opt into the process within the Act.<br>Background Papers: none specified. | L Bellaby, Acting Policy Manager<br>Tel: 01527 64252 Extn. 3318<br>liz.bellaby@redditchbc.gov.uk | Relevant Officers.                                                                                   | Executive<br><br>Council | 22 Jul 2009<br><br>27 Jul 2009            |

| <b>Subject Matter</b>                   | <b>Description of Key decision and supporting documents</b>                                                                                                                                                                              | <b>Officer Contact</b>                                                                             | <b>Consultation</b>                                                         | <b>Decision taker</b>    | <b>Date</b>                              |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|--------------------------|------------------------------------------|
| Duty to Involve                         | To advise Members of the implications of the Duty to Involve and to consider the arrangements required for ensuring effective involvement of local people in planning for and delivering services.<br>Background Papers: none specified. | L Bellaby, Acting Policy Manager<br>Tel: 01527 64252 Extn. 3318<br>liz.bellaby@redditchbc.gov.uk   | Relevant Officers.                                                          | Executive<br><br>Council | 22 Jul 2009<br><br>27 Jul 2009           |
| Joint Chief Executive - 12 month review | To consider the planned 12 month review of current arrangements.<br>Report.<br>Aspects of this report are likely to be confidential.<br>Background Papers: none specified.                                                               | To be confirmed                                                                                    | Relevant Officers.                                                          | Executive<br><br>Council | Before<br>27 Jul 2009<br><br>27 Jul 2009 |
| Former Covered Market                   | To consider options for use of the former covered market.<br>Background Papers: none specified                                                                                                                                           | R Kindon, Property Services Manager<br>Tel: 01527 54252 Extn. 3303<br>rob.kindon@redditchbc.gov.uk | Kingfisher Centre, Police, Market Traders.<br>Community Safety Partnership. | Executive<br><br>Council | 26 Aug 2009<br><br>14 Sep 2009           |

| <b>Subject Matter</b>                                           | <b>Description of Key decision and supporting documents</b>                                                                  | <b>Officer Contact</b>                                                                                                             | <b>Consultation</b> | <b>Decision taker</b>    | <b>Date</b>                    |
|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------|--------------------------------|
| Member Role Descriptors                                         | To approve and adopt Member Role Descriptors. Background Papers: none specified.                                             | S Mullins, Head of Legal, Democratic & Property Services<br>Tel: 01527 64252 Extn. 3210<br>sue.mullins@redditchbc.gov.uk           | Member Groups.      | Executive<br><br>Council | 26 Aug 2009<br><br>14 Sep 2009 |
| Quarterly Monitoring of Budget Savings                          | To advise Members of the progress on planned budget savings. Background Papers: none specified.                              | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk | Relevant Officers.  | Executive                | 26 Aug 2009                    |
| Quarterly Budget Monitoring                                     | To advise Members of actual performance against the approved budget. Background Papers: none specified                       | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk | Relevant Officers.  | Executive                | 26 Aug 2009                    |
| Benefits Service Improvement Plan - Quarterly Monitoring Report | To advise Members of actual performance during the first quarter on the Improvement Plan. Background Papers: none specified. | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk | Relevant Officers.  | Executive                | 26 Aug 2009                    |
| Street Naming Policy                                            | To consider a review of the Street Naming Policy. Background Papers: none specified                                          | S Skinner, Democratic Services Manager<br>Tel: 01527 64252 Extn. 3256<br>steve.skinner@redditchbc.gov.uk                           | Relevant Officers.  | Executive<br><br>Council | 26 Aug 2009<br><br>14 Sep 2009 |

| <b>Subject Matter</b>         | <b>Description of Key decision and supporting documents</b>                                                                    | <b>Officer Contact</b>                                                                                                   | <b>Consultation</b>                                                                          | <b>Decision taker</b>    | <b>Date</b>                    |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------|--------------------------------|
| Redditch Town Centre Strategy | To consider approving a Town Centre Strategy. Report.<br>Background Papers: none specified.                                    | R Bamford, Acting Head of Planning and Building Control<br>Tel: 01527 64252 Extn. 3219<br>ruth.bamford@redditchbc.gov.uk | Relevant Officers.                                                                           | Executive<br><br>Council | 16 Sep 2009<br><br>26 Oct 2009 |
| Church Green Improvements     | To consider a report detailing proposed options for improvements to Church Green. Report.<br>Background Papers: none specified | C Walker, Landscape and Countryside Services Manager<br>Tel: 01527 64252 Extn. 3421<br>carl.walker@redditchbc.gov.uk     | Relevant Officers.                                                                           | Executive<br><br>Council | 16 Sep 2009<br><br>26 Oct 2009 |
| Business Centre Review        | Consideration of Business Centre Review and potential options.<br>Background Documents: none specified.                        | R Kindon, Property Services Manager<br>Tel: 01527 54252 Extn. 3303<br>rob.kindon@redditchbc.gov.uk                       | Business Centre tenants, Chamber of Commerce and Small Business Federation (if appropriate). | Executive<br><br>Council | 28 Oct 2009<br><br>7 Dec 2009  |
| Audit Service                 | To consider potential options for future delivery of the Audit Service.<br>Background Papers: none specified.                  | S Mullins, Head of Legal, Democratic & Property Services<br>Tel: 01527 64252 Extn. 3210<br>sue.mullins@redditchbc.gov.uk | Not applicable.                                                                              | Executive<br><br>Council | 18 Nov 2009<br><br>7 Dec 2009  |

| <b>Subject Matter</b>                       | <b>Description of Key decision and supporting documents</b>                                                                                                                                                                                                                                     | <b>Officer Contact</b>                                                                                                                                                                                                                     | <b>Consultation</b>                                                | <b>Decision taker</b>    | <b>Date</b>                    |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------|--------------------------------|
| Polling Stations – Review                   | To report on the outcome of the annual review of Polling Stations.<br>Report.<br>Background Papers: previous Annual Reports.                                                                                                                                                                    | S Skinner, Democratic Services Manager<br>Tel: 01527 64252 Extn. 3256<br>steve.skinner@redditchbc.gov.uk                                                                                                                                   | Councillors / Local Parties / Residents / Community Organisations. | Executive<br><br>Council | 27 Jan 2010<br><br>29 Mar 2010 |
| Council Tax Setting                         | To set the Council Tax for the coming financial year.<br><br>Background Papers: none specified.                                                                                                                                                                                                 | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk                                                                                                         | Relevant Officers only.                                            | Executive<br><br>Council | 22 Feb 2010<br><br>22 Feb 2010 |
| Overview and Scrutiny Annual Report 2009/10 | To receive an Annual Report from the Council's Overview and Scrutiny committee on its work during the previous year and consider any recommendations for the future programmes and amended working methods, if appropriate.<br>Background Papers: Previous Overview and Scrutiny Annual Reports | J Bayley, Overview and Scrutiny Support Officer<br>Tel: 01527 64252 Extn. 3268<br>jess.bayley@redditchbc.gov.uk<br>Helen Saunders, Overview and Scrutiny Support Officer<br>Tel:01527 64252 Extn. 3267<br>Helen.saunders@redditchbc.gov.uk | Relevant Officers.                                                 | Council                  | 19 Apr 2010                    |

**PART IV – MEETING DATES NOT YET FIXED but could be within JUNE TO SEPTEMBER 2009**

| Subject Matter                     | Description of Key decision and supporting documents                                                                               | Officer Contact                                                                                                                    | Consultation       | Decision taker           | Date              |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------|-------------------|
| Benefits Service Improvement Plan  | To seek Member's approval of the Benefits Service Improvement Plan.<br>Background Papers: none specified.                          | T Kristunas, Head of Financial, Revenues and Benefits Services<br>Tel: 01527 64252 Extn.3295<br>teresa.kristunas@redditchbc.gov.uk | Relevant Officers. | Executive                | Before 3 Jul 2009 |
| BMX Track Development - Updates    | To receive updates on progress as and when necessary.<br>Report.<br>Background Papers: none specified.                             | K Cook, Project Development Manager<br>Tel: 01527 64252 Extn. 3307<br>kevin.cook@redditchbc.gov.uk                                 | Relevant Officers. | Executive                |                   |
| Church Hill District Centre        | To consider the outcome of market testing and selection of way forward.<br>Background Papers: none specified.                      | R Kindon, Property Services Manager<br>Tel: 01527 54252 Extn. 3303<br>rob.kindon@redditchbc.gov.uk                                 | Relevant Officers. | Executive<br><br>Council |                   |
| Claverdon Close - Option Appraisal | To receive an appraisal of proposals received and options for the Claverdon Close site.<br>Report.<br>Background Papers: petition. | R Kindon, Property Services Manager<br>Tel: 01527 54252 Extn. 3303<br>rob.kindon@redditchbc.gov.uk                                 | Relevant Officers. | Executive<br><br>Council |                   |

| <b>Subject Matter</b>                                    | <b>Description of Key decision and supporting documents</b>                                                                                                      | <b>Officer Contact</b>                                                                                                   | <b>Consultation</b>           | <b>Decision taker</b>    | <b>Date</b>                                  |
|----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------|----------------------------------------------|
| Enforcement Policy                                       | To adopt changes suggested following a review of policy operation.<br>Background Papers: none specified.                                                         | C Flanagan, Legal Service Manager<br>Tel: 01527 64252 Extn. 3173<br>clare.flanagan@redditchbc.gov.uk                     | None specified.               | Executive<br><br>Council | Before 31 Mar 2010<br><br>Before 31 Mar 2010 |
| Freedom of the Borough Ceremony for the Mercian Regiment | To consider proposals for the Freedom of the Borough Ceremony for the Mercian Regiment.<br><br>None.                                                             | S Skinner, Democratic Services Manager<br>Tel: 01527 64252 Extn. 3256<br>steve.skinner@redditchbc.gov.uk                 | None indicated at this stage. | Council                  |                                              |
| Member Role Descriptors                                  | Adoption of changes following review of Role Descriptors.<br>Background Papers: none specified.                                                                  | S Mullins, Head of Legal, Democratic & Property Services<br>Tel: 01527 64252 Extn. 3210<br>sue.mullins@redditchbc.gov.uk | None specified.               | Executive<br><br>Council | Before 31 Mar 2010<br><br>Before 31 Mar 2010 |
| Minor Land Disposals                                     | To receive an update on the Minor Land Disposals Programme.<br>Report.<br>The report or aspects of it may be confidential.<br>Background Papers: none specified. | R Kindon, Property Services Manager<br>Tel: 01527 54252 Extn. 3303<br>rob.kindon@redditchbc.gov.uk                       | Relevant Officers.            | Executive                |                                              |

| <b>Subject Matter</b>                                  | <b>Description of Key decision and supporting documents</b>                                                                                                  | <b>Officer Contact</b>                                                                                   | <b>Consultation</b>                                    | <b>Decision taker</b>    | <b>Date</b>           |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|--------------------------------------------------------|--------------------------|-----------------------|
| Office Needs Survey                                    | To endorse the Office Needs Survey which assesses the need to accommodate office requirements in the Town Centre. Report. Background Papers: none specified. | E Baker, Acting Development Plans Manager<br>Tel: 01527 64252 Extn. 3034<br>emma.baker@redditchbc.gov.uk | Relevant Officers.                                     | Executive<br><br>Council |                       |
| Proposed Investments - Benefits Subsidy Repayment      | To advise Members regarding proposed investments for the benefits subsidy repayment. Background Papers: none specified,                                      | Deputy Chief Executive<br>Tel: 01527 64252 Extn. 3601                                                    | Relevant Officers.                                     | Executive                | Before<br>31 Jul 2009 |
| Redditch Borough Council Tenant Participation Strategy | To consider the Council's Tenant Participation Strategy report. Report. Background Papers: none specified.                                                   | J Bough, Housing Services Manager<br>Tel: 01527 64252 Extn. 3825<br>jayne.bough@redditchbc.gov.uk        | Relevant Officers / BTP / Tenants & Residents' Groups. | Executive<br><br>Council |                       |
| Review of the Dog Warden Service                       | To consider reviewing the Dog Warden Service in response to changes in legislation. Report. Background Papers: none specified.                               | L Roberts, Environmental Health Manager<br>Tel: 01527 64252 Extn. 3509<br>lisa.roberts@redditchbc.gov.uk | Relevant Officers.                                     | Executive<br><br>Council |                       |



| <b>Subject Matter</b>      | <b>Description of Key decision and supporting documents</b>                                                                                                          | <b>Officer Contact</b>                                                                                                   | <b>Consultation</b>    | <b>Decision taker</b>    | <b>Date</b>                                  |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------|----------------------------------------------|
| Shared Electoral Service   | Consideration of operation of shared Electoral Service. Background Papers: none specified.                                                                           | S Mullins, Head of Legal, Democratic & Property Services<br>Tel: 01527 64252 Extn. 3210<br>sue.mullins@redditchbc.gov.uk | None specified.        | Executive<br><br>Council | Before 31 Mar 2010<br><br>Before 31 Mar 2010 |
| Sheltered Housing Strategy | To seek approval of the Sheltered Housing Strategy Report. Background Papers: none specified.                                                                        | L Tompkin, Head of Housing and Community Services<br>Tel: 01527 64252 Extn. 3304<br>liz.tompkin@redditchbc.gov.uk        | Borough Tenants Panel. | Executive<br><br>Council |                                              |
| Special Wildlife Sites     | To endorse the revise Special Wildlife Site designations as part of the evidence base for the Local Development Framework Report. Background Papers: none specified. | A Williams, Planning Officer<br>Tel: 01527 64252 Extn. 3376<br>alexa.williams@redditchbc.gov.uk                          | Relevant Officers.     | Executive<br><br>Council |                                              |

| <b>Subject Matter</b>                                                       | <b>Description of Key decision and supporting documents</b>                                                                                                                                                                                                 | <b>Officer Contact</b>                                                                                   | <b>Consultation</b>                         | <b>Decision taker</b> | <b>Date</b> |
|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|---------------------------------------------|-----------------------|-------------|
| Student Council - Review of Service Level Agreement with the County Council | To consider moving from the current Service Level Agreement to a Partnership arrangement between the Borough Council and County Council in relation to working arrangements for the Redditch Student Council. Report.<br>Background Papers: none specified. | S Skinner, Democratic Services Manager<br>Tel: 01527 64252 Extn. 3256<br>steve.skinner@redditchbc.gov.uk | Relevant Borough / County Council Officers. | Executive Council     |             |
| Sub-Regional Choice Based Lettings                                          | To consider the Council joining a Sub-Regional Choice Based Lettings Scheme. Report.<br>Background Papers: none specified.                                                                                                                                  | E Hopkins, Housing Options Manager<br>Tel: 01527 64252 Extn. 3510<br>elise.hopkins@redditchbc.gov.uk     | Relevant Officers / Borough Tenants Panel.  | Executive Council     |             |

## **CUT OFF POINT FOR TO FORWARD PLAN**

**END**

Last update: 15 May 2009