



EXECUTIVE COMMITTEE LEADER'S FORWARD PLAN

1 MAY 2010 to 31 AUGUST 2010
(published as at 15th April 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).

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)
- Quarterly - Performance Monitoring
- Quarterly - Benefits Service Improvement Plan Monitoring
- Quarterly – Budgets and Budget Savings Monitoring
- Quarterly – Formal Complaints and Compliments Monitoring

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 – MEETING UPDATE

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Communications and Engagement Strategy	To seek approval for a Communications and Engagement Strategy. Background Papers: none specified	A Marklew, Communications and Marketing Manager Tel: 01527 64252 ext 3002 adrian.marklew@redditchbc.gov.uk	Relevant Officers.	Executive Council	31 Mar 2010 19 Apr 2010
Local Development Scheme No 4	To seek approval of Local Development Scheme No 4 which sets the timetable for the production of Local Development documents. Background Papers: none specified	L Brockett, Planning Assistant Tel: 01527 64252 ext 3221 louise.brockett@redditchbc.gov.uk	Relevant Officers.	Executive Council	31 Mar 2010 19 Apr 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. Background Papers: Previous Overview and Scrutiny Annual Reports	J Bayley, Overview and Scrutiny Support Officer Tel: 01527 64252 ext 3268 jess.bayley@redditchbc.gov.uk	Relevant Officers.	Council	19 Apr 2010

PART III – FORMAL START OF 1st MAY TO 31st AUGUST 2010 FORWARD PLAN

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Employment Land Review - Update	To consider a factual update of the Employment Land Review; this ensures that the Local Development Framework evidence base is up to date. Background Papers: none specified	A Baldwin, Planning Assistant Tel: 01527 64252 ext 3124 ashley.baldwin@redditchbc.gov.uk	Relevant Officers	Executive Council	26 May 2010 28 Jun 2010
Response to Stratford-on-Avon District Core Strategy Consultation	To consider the Council's response to Stratford-on-Avon District Core Strategy consultation. Background Papers: none specified	A Williams, Planning Officer Tel: 01527 64252 ext 3376 alexa.williams@redditchbc.gov.uk	Relevant Officers.	Executive	26 May 2010
Irrecoverable Debts	To consider irrecoverable debts to be written off. Background Papers: Personal Recovery Files	J Braithwaite, Income Recovery Team Leader Tel: 01527 64252 ext 3803 judy.braithwaite@redditchbc.gov.uk	Relevant Officers	Executive Council	26 May 2010 28 Jun 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Worcestershire Supporting People Strategy 2010 to 2013	To endorse the Worcestershire Supporting People Strategy 2010 to 2013 which informs and embeds the commissioning intentions and priorities for helping the most vulnerable and excluded to contribute to the wider society within Worcestershire. Background Papers: none specified	M Bough, Housing Policy and Performance Manager Tel: 01527 64252 ext 3120 matthew.bough@redditchbc.gov.uk	Relevant Officers and the Borough Tenants Panel.	Executive Council	26 May 2010 28 Jun 2010
Church Hill Redevelopment Project	To update Members on the Church Hill Redevelopment Project. Background Papers: none specified	R Kindon, Property Services Manager Tel: 01527 54252 ext 3303 rob.kindon@redditchbc.gov.uk	Relevant Officers	Executive Council	26 May 2010 14 Jun 2010
Council Plan 2010 / 2013	To consider the adoption of the Council Plan 2010 to 2013 incorporating the vision, values, priorities, the strategic action plan and key performance indicators. Background Papers: none specified	H Bennett - Director of Policy, Performance and Partnerships Tel: 01527 873232 h.bennett@brmosgrove.gov.uk	Relevant Officers	Executive Council	26 May 2010 28 Jun 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Local Development Framework Evidence Base - Winyates Green Triangle Transport Assessment	To seek endorsement of the Winyates Green Triangle Transport Assessment as part of the evidence base for the Local Development Framework. Background Papers: none specified	A Williams, Planning Officer Tel: 01527 64252 ext 3376 alexa.williams@redditchbc.gov.uk	Relevant Officers	Executive Council	26 May 2010 28 Jun 2010
Capital Budget Provision 2009/10 and 2011/12 for Asbestos Removal	To report on the actual expenditure and overspend for asbestos removal in 2009/10 and seek approval for additional capital funding in 2010/11. Background Papers: none specified	P Wilkins, Repairs, Capital, Care and Repair Manager Tel: 01527 64252 ext 3896 pam.wilkins@redditchbc.gov.uk	Relevant Officers	Executive Council	26 May 2010 28 Jun 2010
Spring Industry Public Art Project	To seek approval for a public art project to celebrate and commemorate the spring industry in Redditch. Background Papers: none specified	L Williams, Economic Development Assistant Tel: 01527 64252 ext 3115 lara.williams@redditchbc.gov.uk	Relevant Officers and a number of spring manufacturers	Executive	26 May 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Redditch Borough Council Logo	To consider the costs and ways of implementing a new logo for Redditch Borough Council. Background Papers: none specified	A Marklew, Communications and Marketing Manager Tel: 01527 64252 ext 3002 adrian.marklew@redditchbc.gov.uk	Relevant Officers	Executive Council	16 Jun 2010 28 Jun 2010
Business Centre Review	To consider the function and role of business centres, with particular regard to strategic benefits, performance and management. Background Papers: none specified.	R Bamford, Acting Head of Planning and Building Control Tel: 01527 64252 ext 3219 ruth.bamford@redditchbc.gov.uk	Economic Advisory Panel, Relevant Officers.	Executive Council	16 Jun 2010 28 Jun 2010
Quarterly Performance Monitoring - Quarter 4 - January to March 2010	To consider the quarterly performance report, showing indicators which have improved, declined or remained static when compared to the same period in the previous year. Background Papers: none specified	L Bellaby, Acting Policy Manager Tel: 01527 64252 ext 3318 liz.bellaby@redditchbc.gov.uk	Relevant Officers	Executive	16 Jun 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Quarterly Budget Monitoring - Quarter 4 - January to March 2010	To provide Members with an overview of the budget, including the achievement of approved savings as at the end of Quarter 4, 2009/10. Background Papers: none specified	T Kristunas, Head of Resources Tel: 01527 64252 ext 3295 teresa.kristunas@redditchbc.gov.uk	Relevant Officers	Executive	16 Jun 2010
Quarterly Monitoring of the Benefits Service Improvement Plan - Quarter 4 - January to March 2010	To advise Members of actual performance during Quarter 4 of the Improvement Plan. Background Papers: none specified	T Kristunas, Head of Resources Tel: 01527 64252 ext 3295 teresa.kristunas@redditchbc.gov.uk	Relevant Officers	Executive	16 Jun 2010
Quarterly Monitoring of Formal Complaints and Compliments - Quarter 4 - January to March 2010	To consider a report which provides a view on aspects of the Council's Formal Complaints Procedure, the compliments recorded during the same period and the Ombudsman Annual Review. Background Papers: none specified	J Pickering - Exec Director (Finance and Corporate Resources) Tel: 01527 873232 j.pickering@bromsgrove.gov.uk	Relevant Officers	Executive	16 Jun 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Improvement Plan 2010 / 2011	To consider the adoption of the Council's Improvement Plan 2010 / 2011 including key objectives and arrangements for monitoring progress. Background Papers: none specified	H Bennett - Director of Policy, Performance and Partnerships Tel: 01527 873232 h.bennett@brmosgrove.gov.uk	Relevant Officers	Executive	16 Jun 2010
Core Strategy	To receive and consider Officers' responses to the special consultation on Redditch Expansion carried out jointly by Redditch Borough Council and Bromsgrove District Council. Background Papers: Bromsgrove and Redditch Core Strategies Special Consultation on Redditch Expansion - leaflet	L Brockett, Planning Assistant, Tel: 01527 64252 ext 3221, louise.brockett@redditchbc.gov.uk E Baker, Development Plans Manager Tel: 01527 64252 ext 3034 emma.baker@redditchbc.gov.uk	Relevant Officers at Redditch Borough Council, Relevant Officers at Bromsgrove District Council and the Joint Redditch and Bromsgrove Planning Advisory Panel.	Executive Council	16 Jun 2010 28 Jun 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
End of Year Annual Report 2009 / 2010	To provide a review of the Council's performance at the end of the financial year 2009 /2010. Background Papers: none specified	H Bennett - Director of Policy, Performance and Partnerships Tel: 01527 873232 h.bennett@brmosgrove.gov.uk	Relevant Officers	Executive Council	7 Jul 2010 9 Aug 2010
Improvement Plan Exception Report - April 2010	To consider the monthly improvement plan exception report. Background Papers: none specified	L Bellaby, Acting Policy Manager Tel: 01527 64252 ext 3318 liz.bellaby@redditchbc.gov.uk	Relevant Officers	Executive	28 Jul 2010
Improvement Plan Exception Report - May 2010	To consider the monthly improvement plan exception report. Background Papers: none specified	L Bellaby, Acting Policy Manager Tel: 01527 64252 ext 3318 liz.bellaby@redditchbc.gov.uk	Relevant Officers	Executive	28 Jul 2010
Street Naming Policy	To consider a review of the Street Naming Policy. Background Papers: none specified	S Skinner, Democratic Services Manager Tel: 01527 64252 ext 3256 steve.skinner@redditchbc.gov.uk	Relevant Officers.	Executive Council	18 Aug 2010 20 Sep 2010
Irrecoverable Debts	To consider irrecoverable debts to be written off. Background Papers: Personal Recovery Files	J Braithwaite, Income Recovery Team Leader Tel: 01527 64252 ext 3803 judy.braithwaite@redditchbc.gov.uk	Relevant Officers	Executive Council	18 Aug 2010 12 Dec 2009

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Quarterly Performance Monitoring - Quarter 1 - April to June 2010	<p>To consider the quarterly performance report, showing indicators which have improved, declined or remained static when compared to the same period in the previous financial year.</p> <p>Background Papers: none specified</p>	<p>T Beech, Policy Officer Tel: 01527 64252 ext 3625 tracy.beech@redditchbc.gov.uk</p>	Relevant Officers	Executive	8 Sep 2010
Quarterly Budget Monitoring - Quarter 1 - April to June 2010	<p>To provide Members with an overview of the budget including the achievement of approved savings as at the end of Quarter 1, 2010/11.</p> <p>Background Papers: none specified</p>	<p>T Kristunas, Head of Resources Tel: 01527 64252 ext 3295 teresa.kristunas@redditchbc.gov.uk</p>	Relevant Officers	Executive	8 Sep 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Quarterly Monitoring of Formal Complaints and Compliments - Quarter 1 - April to June 2010	To consider a report which provides a view on aspects of the council's Formal Complaints Procedure, the compliments recorded during the same period and the Ombudsman Annual Review. Background Papers: none specified	J Pickering - Exec Director (Finance and Corporate Resources) Tel: 01527 873232 j.pickering@bromsgrove.gov.uk	Relevant Officers	Executive	8 Sep 2010
Quarterly Monitoring of the Benefits Service Improvement Plan - Quarter 1 - April to June 2010	To advise Members of actual performance during Quarter 1 of the Improvement Plan. Background Papers: none specified	T Kristunas, Head of Resources Tel: 01527 64252 ext 3295 teresa.kristunas@redditchbc.gov.uk	Relevant Officers	Executive	8 Sep 2010
Improvement Plan Exception Report - June 2010	To consider the monthly improvement plan exception report. Background Papers: none specified	L Bellaby, Acting Policy Manager Tel: 01527 64252 ext 3318 liz.bellaby@redditchbc.gov.uk	Relevant Officers	Executive	8 Sep 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Improvement Plan Exception Report - July 2010	To consider the monthly improvement plan exception report. Background Paper: none specified	L Bellaby, Acting Policy Manager Tel: 01527 64252 ext 3318 liz.bellaby@redditchbc.gov.uk	Relevant Officers	Executive	29 Sep 2010
Sub-Regional Choice Based Lettings	To consider the Council joining a Sub-Regional Choice Based Lettings Scheme. Report. Background Papers: none specified.	E Hopkins, Housing Options Manager Tel: 01527 64252 ext 3510 elise.hopkins@redditchbc.gov.uk	Relevant Officers / Borough Tenants Panel.	Executive Council	29 Sep 2010 1 Nov 2010
Improvement Plan Exception Report - August 2010	To consider the monthly improvement plan exception report. Background Papers: none specified	L Bellaby, Acting Policy Manager Tel: 01527 64252 ext 3318 liz.bellaby@redditchbc.gov.uk	Relevant Officers	Executive	10 Nov 2010
Irrecoverable Debts	To consider irrecoverable debts to be written off. Background Papers: Personal Recovery Files	J Braithwaite, Income Recovery Team Leader Tel: 01527 64252 ext 3803 judy.braithwaite@redditchbc.gov.uk	Relevant Officers	Executive Council	10 Nov 2010 13 Dec 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Quarterly Performance Monitoring - Quarter 2 - July to September 2010	To consider the quarterly performance report, showing indicators which have improved, declined or remained static when compared to the same period in the previous financial year. Background Papers: none specified	L Bellaby, Acting Policy Manager Tel: 01527 64252 ext 3318 liz.bellaby@redditchbc.gov.uk	Relevant Officers	Executive	1 Dec 2010
Quarterly Budget Monitoring - Quarter 2 - July to September 2010	To provide Members with an overview of the budget, including the achievement of approved savings as at the end of Quarter 2, 2010/11. Background Papers: none specified	T Kristunas, Head of Resources Tel: 01527 64252 ext 3295 teresa.kristunas@redditchbc.gov.uk	Relevant Officers	Executive	1 Dec 2010
Quarterly Monitoring of Formal Complaints and Compliments - Quarter 2 - June to September 2010	To consider a report which provides a view on aspects of the Council's Formal Complaints Procedure, the compliments recorded during the same period and the Ombudsman Annual Review. Background Papers: none specified	J Pickering - Exec Director (Finance and Corporate Resources) Tel: 01527 873232 j.pickering@bromsgrove.gov.uk	Relevant Officers	Executive	1 Dec 2010

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Quarterly Monitoring of the Benefits Service Improvement Plan - Quarter 2 - July to September 2010	To advise Members of actual performance during Quarter 2 of the Improvement Plan. Background Papers: none specified	T Kristunas, Head of Resources Tel: 01527 64252 ext 3295 teresa.kristunas@redditchbc.gov.uk	Relevant Officers	Executive	1 Dec 2010
Improvement Plan Exception Report - September 2010	To consider the monthly improvement plan exception report. (Report attached) None.	L Bellaby, Acting Policy Manager Tel: 01527 64252 ext 3318 liz.bellaby@redditchbc.gov.uk		Executive	1 Dec 2010
Polling Stations - Review	To report on the outcome of the annual review of Polling Stations. Report. Background Papers: previous Annual Reports.	S Skinner, Democratic Services Manager Tel: 01527 64252 ext 3256 steve.skinner@redditchbc.gov.uk	Councillors / Local Parties / Residents / Community Organisations.	Executive Council	12 Jan 2011 7 Feb 2011

PART IV – DEFERRED ITEMS – AWAITING CONFIRMATION OF NEW MEETING DATE

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Church Green Improvements	To consider a report detailing proposed options for improvements to Church Green. Report. Background Papers: none specified	C Walker, Landscape and Countryside Services Manager Tel: 01527 64252 ext 3421 carl.walker@redditchbc.gov.uk	Relevant Officers.	Executive Council	
Dial-a-Ride - Business Case Review	To detail proposals to reduce the operating costs of the service. Background Papers: none specified.	P Mills, Transport & Supplies Manager Tel: 01527 64252 ext 3614 paul.mills@redditchbc.gov.uk	Relevant Officers.	Executive Council	
Information Management Strategy	To consider the formal adoption of an Information Strategy and Action Plans. Background Papers: none specified	R Seager, IT Services Manager Tel: 01527 64252 ext 3284 rob.seager@redditchbc.gov.uk	Relevant Officers	Executive Council	
Pesticide Policy	To consider a policy that will define the Council's use of pesticides / herbicides particularly in relation to weed control. Background Papers: none specified	C Walker, Landscape and Countryside Services Manager Tel: 01527 64252 ext 3421 carl.walker@redditchbc.gov.uk	Relevant Officers	Executive Council	

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
Joint Worcestershire Scrutiny into Flooding Task and Finish Group - Recommendations	To consider and approve the recommendations forwarded by the Joint Worcestershire Scrutiny into Flooding Task and Finish Group in February 2009 and any additional suggestions since proposed by relevant Officers from Redditch Borough Council regarding the practical and financial implications of these recommendations for the Council. Background Papers: Joint Worcestershire Scrutiny into Flooding Task and Finish Group Final Report	C Wilson, Operations Manager, Asset Maintenance Tel: 01527 64252 ext 3379 clive.wilson@redditchbc.gov.uk	Relevant Officers and a number of drainage partnerships.	Executive Council	
Private Sector Home Support Service	To consider the introduction of a Home Support Service in the Private Sector. Background Papers: None specified.	L Tompkin, Head of Housing and Community Services Tel: 01527 64252 ext 3304 liz.tompkin@redditchbc.gov.uk	Housing Advisory Panel, Borough Tenants Panel, Community Forum.	Executive Council	

Subject Matter	Description of Key decision and supporting documents	Officer Contact	Consultation	Decision taker	Date
West Midlands Regional Spatial Strategy - Phase 2 - Suggested Changes Consultation Period	To inform Members about the suggested changes to the West Midlands Regional Spatial Strategy (WMRSS) following receipt of the Examination in Public (EiP) Panel recommendations and presentation of any objections to the WMRSS changes with respect to Redditch and to seek approval to submit objections on behalf of Redditch Borough Council as part of the consultation process. Background Papers: none specified	A Grimmett, Planning Assistant Tel: 01527 64252 ext 3209 Alison.grimmett@redditchbc.gov.uk		Executive Council	
Shopmobility - Business Case Review	To details proposals to reduce the operating costs of the service and to generate income. Background Papers: none specified.	P Mills, Transport & Supplies Manager Tel: 01527 64252 ext 3614 paul.mills@redditchbc.gov.uk	Relevant Officers.	Executive Council	

CUT OFF POINT FOR TO FORWARD PLAN
END

Last update: 15th April 2010