

## **EXECUTIVE COMMITTEE LEADER'S**

# **FORWARD PLAN**

## 1 OCTOBER 2010 to 31 JANUARY 2011

(published as at 17th September2010)

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.

#### **EXECUTIVE COMMITTEE MEMBERSHIP**

Councillor C Gandy Leader of the Council and Portfolio Holder for Community Leadership & Partnership

Councillor M Braley

Councillor J Brunner

Councillor B Clayton

Deputy Leader and Portfolio Holder for Corporate Management

Portfolio Holder for Community Safety & Regulatory Services

Portfolio Holder for Housing, Local Environment & Health

Portfolio Holder for Leisure & Tourism

Portfolio Holder for Planning, Regeneration, Economic Development & Transport

Councillor G Hopkins Councillor J Pearce

Councillor G Chance Councillor M Hall

Councillor Debbie Taylor

#### 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: denise.sunman@redditchbc.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.	Executive Committee 20th October 2010	Executive Committee 29th September 2010	Update on garden waste collection trial.	Key	Councillor B Clayton	Delayed by officers for further consideration
2.	Executive Committee 20th October 2010		Council Plan – Part 1	Key	Councillor M Braley	
3.	Executive Committee 20th October 2010		Revised Customer Feedback Policy	Non-Key	Councillor M Braley	
4.	Executive Committee 20th October 2010		Review of Dial a Ride Service	Key	Councillor C Gandy	
5.	Executive Committee 20th October 2010		Proposed Charity Shop Drop In – Winyates Centre	Non-Key	Councillor M Braley	

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 Committee 20th October 2010		Home Repairs Assistance Policy	Key	Councillor B Clayton	
7.	Executive Committee 20th October 2010		Regional Housing Pot Grant Proposals	Key	Councillor B Clayton	
8.	Executive Committee 10th November		Tenant Involvement Agreement	Key	Councillor B Clayton	
9.	Executive Committee 10th November		Climate Change Strategy	Key	Councillor B Clayton	
10.	Executive Committee 24th November		Draft Core Strategy	Key	Councillor J Pearce	
11.	Executive Committee 24th November		Bromsgrove and Redditch Joint Core Strategy – Consultation Responses	Key	Councillor J Pearce	

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
12.	Executive Committee 24th November		Local Development Scheme – Update	Key	Councillor J Pearce	
13.	Executive Committee 24th November		Grants Policy 2011/12	Key	Councillor C Gandy	
14.	Executive Committee 2nd December		Quarterly Performance Monitoring – Quarter 2 – July to September 2010	Non-Key	Councillor M Braley	
15.	Executive Committee 2nd December		Quarterly Budget Monitoring – Quarter 2 – July to September 2010	Non-Key	Councillor M Braley	
16.	Executive Committee 2nd December		Quarterly Monitoring of Formal Complaints and Compliments – Quarter 2 – June to September 2010	Non-Key	Councillor M Braley	
17.	Executive Committee 2nd December		Quarterly Monitoring of the Benefits Service Improvement Plan – Quarter 2 – July to September 2010	Non-Key	Councillor M Braley	
18.	Executive Committee 2nd December		Bereavement Services – New Cemetery Options	Key	Councillor B Clayton	

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
19.	Council 13th December		Polling Station Review	Non-Key	Councillor M Braley	
20	Executive Committee 12th January		Children and Young People's Plan	Non-Key	Councillor C Gandy	
21.	Executive Committee 12th January		Supplementary Planning Document – Town Centre	Key	Councillor J Pearce	
22.	Executive Committee 12th January		Supplementary Planning Document – Encouraging Good Design	Key	Councillor J Pearce	
23.	Executive Committee 12th January		Playing Pitch Strategy	Key	Councillor G Hopkins	

## Proposed to be made by the Executive Committee on 20th October 2010

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Brandon Clayton	Garden Waste	All Wards
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER  REPORT AUTHOR - Sue Horrobin Waste Management Manager	SUMMARY  To provide Members with an update on the garden waste collection trial and make recommendations for the future of the service.	REASONS FOR BEING ON THE FORWARD PLAN  To inform Executive Committee of the outcomes of the trial garden waste collection service in order that a decision regarding the future of the service can be made.
CONSULTATION DETAILS Overview & Scrutiny will consider the issues on 15 <sup>th</sup> September. Consultation with residents using and not using the service has been carried out during the trial and details will be included in the report.	Method of Consultation Report to be presented to Overview & Scrutiny Committee. Survey posted to customers. Doorstep survey of non users. Face to face survey of residents using household waste site.	Consultation Period or Dates Overview & Scrutiny Committee 15 <sup>th</sup> September. Public consultation at various dates during trial period (March – November 2010)

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

## Proposed to be made by the Executive Committee on **20 October 2010**

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Carole Gandy, Leader of the Council	Council Plan 2011-14 Part 1	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Council Plan Part 1 2011-14	SUMMARY	REASONS FOR BEING ON THE FORWARD PLAN
REPORT AUTHOR – Hugh Bennett, Director of Policy, Performance and Partnerships.	The report provides an analysis of the Borough, for example, statistics on performance, health, education, public feedback, and recommends the corporate priorities that will be use do shape the forthcoming budget process. The priorities are unchanged from last year.	The report is a pre-cursor to the budget round and recommends the corporate priorities.
CONSULTATION DETAILS	Method of Consultation  The report draws on a range of consultation data like the Place Survey, face to face surveys with the public and will be supplemented later in the budget cycle by the Budget Jury.	Consultation Period or Dates  Major consultations undertaken over the past 12 months.

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

## Proposed to be made by the Executive Committee on 20th October 2010

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Carole Gandy	Review of Dial a Ride Service	All Wards
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER  Report of the Head of Community Services  REPORT AUTHOR -  Ruth Griffin, Dial a Ride and Shopmobility Manager	SUMMARY  This report contains recommendations for the future delivery of the Dial a Ride Service. The Council commissioned an independent review of the service carried out by JMP Consulting Agency. This was due to the current climate of reducing budgets and spending reviews and the requirement to look at the sustainability and resilience of the service in future years.	REASONS FOR BEING ON THE FORWARD PLAN  There are financial implications for the Council in delivering this service in future years.
CONSULTATION DETAILS  Dial a Ride Task & Finish Group, Worcestershire County Council and relevant officers.	Method of Consultation  Questionnaires, face to face interviews with service users and staff.	Consultation Period or Dates Ongoing

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

Worcestershire County Council, Bromsgrove WRVS

## Proposed to be made by the Cabinet on **20th October 2010**

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Cllr Brandon Clayton	Home Repairs Assistance Policy	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER  Committee report  REPORT AUTHOR - M Bough, Housing Policy Manager	SUMMARY  To consider and approve a Home Repairs Assistance Policy to replace the current Policy.	REASONS FOR BEING ON THE FORWARD PLAN  Change to current Council policy
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates

<b>DECISIONS TO</b>	<b>BE MADE IN</b>	<b>PARTNERSHIP</b>	WITH
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## Proposed to be made by the Cabinet on **20th October 2010**

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Brandon Clayton	Regional Housing Pot Grant proposals	none
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER	SUMMARY	REASONS FOR BEING ON THE FORWARD PLAN
Committee report  REPORT AUTHOR - M Bough, Housing Policy Manager	To approve the proposed use of the grant as detailed in the officers report.	Proposed use of £154,000 government funding for projects dealing with private sector housing issues
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

13

## **KEY DECISION**

## Proposed to be made by the Executive Committee on 10<sup>th</sup> November 2010

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Brandon Clayton	Tenant Involvement Agreement	AII
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER  Report of the Head of Housing  REPORT AUTHOR –  Jayne Bough – Housing Services  Manager	SUMMARY  The Tenant Involvement Agreement will replace the existing Tenant Participation Compact which is an agreement with RBC and our tenants. The agreement is to give all tenants of council housing a chance to be involved in how housing services are delivered. This is part of our Tenant Involvement Strategy action plan.	REASONS FOR BEING ON THE FORWARD PLAN  To ask Members approval to implement the new Tenant Involvement Agreement as part of the Tenant Involvement Strategy Action plan approved by Members in December 2009.
CONSULTATION DETAILS Tenants	Method of Consultation Borough Tenants Panel Tenants Groups	Consultation Period or Dates August/September 2010

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

## **KEY DECISION**

## Proposed to be made by the Executive Committee on 10<sup>th</sup> November 2010

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Brandon Clayton	ADOPTION OF JOINT CLIMATE CHANGE STRATEGY	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER 'Report of the Director of Policy, Performance and Partnerships  REPORT AUTHOR Ceridwen John, Climate Change Manager, 01527 64252 x3046	SUMMARY  Dealing with the Climate Change agenda is a key corporate priority for the Council.  This strategy sets out the strategic policy framework in which we can achieve our objectives of:  • Reducing our own energy use and carbon emissions as an organisation  • Reducing community emissions from housing, industry and commerce and transport  • Increasing our resilience towards future climate change, including more extreme weather events such as prolonged heatwaves, droughts and flooding etc.	REASONS FOR BEING ON THE FORWARD PLAN  Climate change mitigation, but especially adapting to increasing severe weather events has a significant effect on two or more wards

CONSULTATION DETAILS	The strategy concludes with an action plan split by the key themes of:	Consultation period or dates
Stakeholders RBC Overview and Scrutiny; RBC Climate Change Advisory Panel; Worcestershire County Council and all other District Councils; various members of public who have requested to be consulted, Redditch Friends of the Earth, Redditch Vegetarians and Vegans.	Informal consultation via email – inviting comments and responses	Comments due back 31 <sup>st</sup> August 2010

## DECISIONS TO BE MADE IN PARTNERSHIP WITH Bromsgrove District Council

## **KEY DECISION**

## Proposed to be made by the Executive Committee on 24 November 2010

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Jinny Pearce	Draft Core Strategy	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER  Report of the Head of Planning and Regeneration Core Strategy Issues & Options May – June 2008 Preferred Draft Core Strategy October 2008- May 2009 Joint Consultation, Redditch Expansion Consultation Material February 2010- March 2010 REPORT AUTHOR – Emma Baker, Acting Development Plans Manager	SUMMARY  To seek endorsement of the Draft Core Strategy for the purposes of public consultation	REASONS FOR BEING ON THE FORWARD PLAN  Preparing a Core Strategy is a Council Priority
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
Members will be consulted through the Planning Advisory Panel (PAP) which are open to all Members	Regular PAP meetings	Ongoing

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

## **KEY DECISION**

## Proposed to be made by the Executive Committee on **24 November 2010**

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Jinny Pearce	Bromsgrove and Redditch Joint Core Strategy Consultation Responses	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Planning and Regeneration Core Strategy Issues & Options May – June 2008 Preferred Draft Core Strategy October 2008- May 2009 Joint Consultation, Redditch Expansion Consultation Material February 2010-March 2010 REPORT AUTHOR – Emma Baker, Acting Development Plans Manager	SUMMARY  To seek endorsement of the responses to the joint consultation.	REASONS FOR BEING ON THE FORWARD PLAN  Preparing a Core Strategy is a Council Priority
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
Members will be consulted through the Planning Advisory Panel (PAP) which are open to all Members	Regular PAP meetings	Ongoing

## **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

## **KEY DECISION**

Proposed to be made by the Executive Committee on 24 November 2010

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Jinny Pearce	Local Development Scheme Update	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of Head of Planning and Regeneration Local Development Scheme No.4 July 2010  REPORT AUTHOR – Emma Baker, Acting Development Plans Manager	SUMMARY  To seek Members agreement on a revised Core Strategy work timetable  To seek Members approval to abandon production of the Site Allocations Development Plan Document.	REASONS FOR BEING ON THE FORWARD PLAN  Preparing a Core Strategy is a Council Priority
CONSULTATION DETAILS  Members will be consulted through the Planning Advisory Panel (PAP) which are open to all Members	Method of Consultation  Regular PAP meetings	Consultation Period or Dates Ongoing

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

## Proposed to be made by the Cabinet on **24**<sup>th</sup> **November 2010**

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Cllr Carole Gandy	2011/12 Grants Policy	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER  Committee report  REPORT AUTHOR – D. Hancox –  Voluntary Sector Grants Coordinator	SUMMARY Opening of the 2011/12 Grants Scheme The allocation of percentages of funding Thematic areas for consideration	REASONS FOR BEING ON THE FORWARD PLAN Setting parameters within grants policy and target specific themes for aligning the grants scheme to Redditch Borough Council's over-arching priorities and deliverables for 2011/12
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
Grants Panel Chair of Overview and Scrutiny	Meetings	3 <sup>rd</sup> September

## Proposed to be made by the Executive Committee on **2nd December 2010**

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Brandon Clayton	Identify site for new cemetery, including funding provision for preliminary investigations.	All wards
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER  Report of Head of Environmental Services  REPORT AUTHOR -  Ian N Gregory	SUMMARY  To identify a new site, on which a cemetery can be established. To be owned and managed by Redditch Borough Council; and to agree funding for a feasibility study and the development of a timetable.	REASONS FOR BEING ON THE FORWARD PLAN  So that Executive Committee can take a decision.
CONSULTATION DETAILS  Viability of site options	Method of Consultation  Discussion, currently across departments	Consultation Period or Dates Ongoing

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

## Proposed to be made by the Executive Committee on 12 January 2011

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Jinny Pearce	Town Centre – Supplementary Planning Document	Abbey
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Town Centre Supplementary Planning Document (SPD) Sustainability Appraisal (SA)  REPORT AUTHOR - Emma Baker – Acting Development Plans Manager	SUMMARY  To seek authority to hold a period of public consultation on the draft SPD and SA  To seek member's endorsement of the SPD and SA for the purposes of public consultation	REASONS FOR BEING ON THE FORWARD PLAN  Town Centre Regeneration is a priority for the Council
CONSULTATION DETAILS  Members will be consulted through the Planning Advisory Panel (PAP) which are open to all Members	Method of Consultation  Regular PAP meetings	Consultation Period or Dates Ongoing

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

Item No 22

## Proposed to be made by the Executive Committee on 12 January 2011

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Jinny Pearce	Encouraging Good Design – Supplementary Planning Document	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Encouraging Good Design Supplementary Planning Document (SPD) Sustainability Appraisal (SA)  REPORT AUTHOR - Ailith Rutt – Development Control Manager	SUMMARY  To seek authority to hold a period of public consultation on the draft SPD and SA  To seek member's endorsement of the SPD and SA for the purposes of public consultation	REASONS FOR BEING ON THE FORWARD PLAN  Currently adopted Encouraging Good Design Supplementary Planning Guidance needs to be updated
CONSULTATION DETAILS  Members will be consulted through the Planning Advisory Panel (PAP) which are open to all Members	Method of Consultation  Regular PAP meetings	Consultation Period or Dates Ongoing

### **DECISIONS TO BE MADE IN PARTNERSHIP WITH**

Item No 23

## Proposed to be made by the Cabinet on **12 January 2011**

LEAD MEMBER / PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
Councillor Jinny Pearce	Playing Pitch Strategy	All
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER	SUMMARY	REASONS FOR BEING ON THE FORWARD PLAN
Playing Pitch Strategy for Redditch Borough	To seek endorsement of Playing Pitch Strategy for Redditch Borough	Forms part of the evidence base informing the Core Strategy which is a Council priority
REPORT AUTHOR – Ashley Baldwin, Planning Assistant		
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
Members will be consulted through the Planning Advisory Panel (PAP) which are open to all Members	PAP meetings	Ongoing

## **DECISIONS TO BE MADE IN PARTNERSHIP WITH**