

REDDITCH BOROUGH COUNCIL



[www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)

## **EXECUTIVE COMMITTEE LEADER'S**

# **FORWARD PLAN**

**1st FEBRUARY TO 31st MAY 2011**

(published as at 14th January 2011)

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

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

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

**“Key Decisions” are 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.

## **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  
Councillor G Hopkins  
Councillor J Pearce  
Councillor G Chance  
Councillor M Hall  
Councillor Debbie Taylor

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

### **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](mailto:denise.sunman@redditchbc.gov.uk)

<b>Item No.</b>	<b>Decision Taker</b>	<b>Expected Date of Decision</b>	<b>Original Expected Date of Decision</b>	<b>Proposed Decision</b>	<b>Type of decision</b>  (Key or Non-key)	<b>Lead Councillor/ Portfolio Holder</b>	<b>Comments</b>
1	Executive	1 Feb 2011	2 Dec 2010	Crematorium Energy Recovery Project	Key	Councillor Brandon Clayton	Executive Committee to Make recommendations to full Council
2	Executive	1 Feb 2011		Private Sector Home Support Service	Key	Councillor Brandon Clayton	Executive Committee to Make recommendations to full Council
3	Executive	1 Feb 2011		Initial Estimates 2011/12 and Forecasts for 2012/13 and 2013/14	Non-key	Councillor Michael Braley	Executive Committee to Make recommendations to full Council
4	Executive	1 Feb 2011		Fees and Charges 2011/12	Non-key	Councillor Michael Braley	Executive Committee to Make recommendations to full Council
5	Executive	1 Feb 2011		Housing Revenue Account 2011/12	Non-key	Councillor Michael Braley	Executive Committee to Make recommendations to full Council

<b>Item No.</b>	<b>Decision Taker</b>	<b>Expected Date of Decision</b>	<b>Original Expected Date of Decision</b>	<b>Proposed Decision</b>	<b>Type of decision  (Key or Non-key)</b>	<b>Lead Councillor/ Portfolio Holder</b>	<b>Comments</b>
6	Executive	1 Feb 2011		Shared Information and Record Management Strategy	Non-key	Councillor Michael Braley	Executive Committee to Make recommendations to full Council
7	Executive	21 Feb 2011		Council Tax Setting 2011/12	Non-key	Councillor Michael Braley	Executive Committee to Make recommendations to full Council
8	Executive	21 Feb 2011		Prudential Indicators 2011/12 to 2013/14 and Minimum Revenue Provision Policy	Non-key	Councillor Michael Braley	Executive Committee to Make recommendations to full Council
9	Executive	15 Mar 2011		Quarterly Performance Monitoring - Quarter 3 - September to December 2010	Non-key	Councillor Michael Braley	
10	Executive	15 Mar 2011		Quarterly Budget Monitoring - Quarter 3 - September to December 2010	Non-key	Councillor Michael Braley	

<b>Item No.</b>	<b>Decision Taker</b>	<b>Expected Date of Decision</b>	<b>Original Expected Date of Decision</b>	<b>Proposed Decision</b>	<b>Type of decision  (Key or Non-key)</b>	<b>Lead Councillor/ Portfolio Holder</b>	<b>Comments</b>
11	Executive	15 Mar 2011		Quarterly Monitoring of Formal Complaints and Compliments - Quarter 3 - September to December 2010	Non-key	Councillor Michael Braley	
12	Executive	15 Mar 2011		Quarterly Monitoring of the Benefits Service Improvement Plan - Quarter 3 - September to December 2010	Non-key	Councillor Michael Braley	
13	Executive	15 Mar 2011		Quarterly Monitoring of Sickness Absence - Quarter 3 - September to December 2010/11	Non-key	Councillor Michael Braley	
14	Executive	15 Mar 2011		Quarterly Monitoring of Vacancies - Quarter 3 - September to December 2010	Non-key	Councillor Michael Braley	
15	Executive	15 Mar 2011		Redditch Sustainable Community Strategy 2011 - 2014	Key	Councillor Carole Gandy	
16	Executive	12 Apr 2011		Redditch Council Plan 2011-14	Key	Councillor Michael Braley	

Item No. 1

## KEY DECISION

Proposed to be made by the Executive  
on 1 Feb 2011

<b>LEAD MEMBER / PORTFOLIO HOLDER</b> Councillor Brandon Clayton	<b>ITEM</b> Crematorium Energy Recovery Project	<b>WARDS AFFECTED</b> (Abbey Ward)
<b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> Report of the Head of Environmental Services  <b>REPORT AUTHOR</b> G Revans, Head of Environmental Services Head of Environment	<b>SUMMARY</b> To provide relevant technical and financial information to allow Members to make an informed decision on whether the waste heat generated as part of the flue gas cleaning process should be used to assist with the heating of the swimming pool at the Abbey Stadium.	<b>REASONS FOR BEING ON THE FORWARD PLAN</b> To enable the Executive Committee to make a decision
<b>CONSULTATION DETAILS</b> Meetings with contractors and consultants.	<b>Method of Consultation</b> Discussion, currently across departments and with project consultants.	<b>Consultation Period or Dates</b> Ongoing

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Abbey Stadium Developers and Project Leaders

**Item No. 2**

**KEY DECISION**

Proposed to be made by the Executive  
on **1 Feb 2011**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p> <p>Councillor Brandon Clayton</p>	<p><b>ITEM</b></p> <p>Private Sector Home Support Service</p>	<p><b>WARDS AFFECTED</b></p> <p>All Wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Report of the Head of Housing</p> <p><b>REPORT AUTHOR</b></p> <p>L Tompkin Head of Housing and Community Services</p>	<p><b>SUMMARY</b></p> <p>Currently the Home Support Service provides a very valuable service for vulnerable people living in Council property. In line with the Supporting People contract the Council is expected to provide this service to vulnerable people regardless of tenure so that these in private rented or owner occupiers can access this service.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>For Members to agree to the Home Support Service being extended into the private sector, in line with the Supporting People contract Redditch Borough Council have with Worcestershire County Council</p>
<p><b>CONSULTATION DETAILS</b></p> <p>Pilot ran with older, vulnerable people.</p>	<p><b>Method of Consultation</b></p> <p>Pilot with older, vulnerable owner occupiers and the service has been well received.</p>	<p><b>Consultation Period or Dates</b></p> <p>2009 - 2010</p>

**DECISIONS TO BE MADE IN PARTNERSHIP WITH**

Not applicable



**KEY DECISION**

Proposed to be made by the Executive  
on **15 Mar 2011**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p> <p>Councillor Carole Gandy</p>	<p><b>ITEM</b></p> <p>Redditch Sustainable Community Strategy 2011 - 2014</p>	<p><b>WARDS AFFECTED</b></p> <p>All Wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Redditch Community Strategy 2011 - 2014 and Action Plans</p> <p><b>REPORT AUTHOR</b></p> <p>H Broughton - Redditch Partnership Manager</p>	<p><b>SUMMARY</b></p> <p>All local authorities have a legal responsibility to prepare a Sustainable Community Strategy. The Redditch Community Strategy replaces the old Strategy which expires in 2011. The purpose of the Strategy is to provide the overall strategic direction, long term vision and current priorities for Redditch. It sets out key tasks for all public, private, community and voluntary agency partners working in the Redditch area.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation Period or Dates</b>
	Public consultation has taken place at two events during the year to help determine the priorities for the Strategy. Consultation with partners has been undertaken through representatives on the Redditch Partnership Management Board.	Redditch Partnership Management Board - 17th January 2011. Overview and Scrutiny Committee - 2nd March 2011.

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Redditch Partnership Management Board.

**KEY DECISION**

Proposed to be made by the Executive  
on **12 Apr 2011**

<p><b>LEAD MEMBER / PORTFOLIO HOLDER</b></p> <p>Councillor Michael Braley</p>	<p><b>ITEM</b></p> <p>Redditch Council Plan 2011-14</p>	<p><b>WARDS AFFECTED</b></p> <p>All Wards</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>Redditch Council Plan 2011-14</p> <p><b>REPORT AUTHOR</b></p> <p>L Bellaby Acting Policy Manager</p>	<p><b>SUMMARY</b></p> <p>The Council Plan sets out the vision for Redditch Borough Council including its strategic priorities. It details the key deliverables that will contribute to achieving each of the agreed priorities.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>For Members to approve the Council Plan 2011-14</p>
<p><b>CONSULTATION DETAILS</b></p> <p>Members of the Budget Jury were provided with information on the Council's strategic priorities in Session 1; in Session 2 the jurors were asked to recommend their priorities for the Council and identify the associated key deliverables.</p>	<p><b>Method of Consultation</b></p> <p>Consultation has taken place with the Redditch Budget Jury; feedback was provided to Members at 20th October meeting of the Executive Committee when the Council's vision and priorities were reaffirmed.</p>	<p><b>Consultation Period or Dates</b></p> <p>Redditch Budget Jury Sessions: 15th and 21st September 2010</p>
<p><b>DECISIONS TO BE MADE IN PARTNERSHIP WITH</b></p> <p>Not applicable</p>		