

EXECUTIVE COMMITTEE LEADER'S FORWARD PLAN

1st December 2011 to 31st March 2012

(published as at 16th November 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.)

REDDITCH BOROUGH COUNCIL


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

“Key Decisions” are ones which are likely to:

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

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

9am to 5pm Mondays to Fridays; or on the Council's website (www.redditchbc.gov.uk).

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

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

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

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Carole Gandy	Leader of the Council and Portfolio Holder for Community Leadership & Partnership
Councillor Michael Braley	Deputy Leader and Portfolio Holder for Corporate Management
Councillor Juliet Brunner	Portfolio Holder for Community Safety & Regulatory Services
Councillor Brandon Clayton	Portfolio Holder for Housing, Local Environment & Health
Councillor J Pearce	Portfolio Holder for Planning, Regeneration, Economic Development & Transport
Councillor Derek Taylor	Portfolio Holder for Leisure & Tourism
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@bromsgroveandredditch.gov.uk

Item No.	Decision Taker	Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
1	Council	16 Jan 2012		Homes Insulation Funding	Key	Councillor Michael Braley, Councillor Brandon Clayton	*Executive Committee will make recommendations to Council following its meeting on 6 Dec 2011
2	Executive	6 Dec 2011		Medium Term Financial Plan 2012/13 - 2014/15	Key	Councillor Michael Braley	*Executive Committee will make recommendations to Council following its meeting on 6 Dec 2011
3	Executive	6 Dec 2011		Quarterly Performance Report - Quarter 2 - July to September 2011	Non-Key	Councillor Michael Braley	
4	Executive	6 Dec 2011		Quarterly Budget Monitoring - Quarter 2 - July to September 2011	Non-Key	Councillor Michael Braley	
5	Executive	6 Dec 2011		Quarterly Monitoring of the Benefits Service Improvement Plan - Quarter 2 - July to September 2011	Non-Key	Councillor Michael 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	6 Dec 2011		Quarterly Customer Services Monitoring - Quarter 2 - July to September 2011	Non-Key	Councillor Michael Braley	
7	Executive	6 Dec 2011		Quarterly Monitoring - Write Off of Debts - Quarter 2 - July to September 2011	Non-Key	Councillor Michael Braley	
8	Executive	6 Dec 2011		Sickness Absence Performance Report - Quarter 2	Non-Key	Councillor Michael Braley	
9	Council	16 Jan 2012	17 Oct 2011	Core Strategy - Consultation	Key	Councillor Jinny Pearce	*Executive Committee will make recommendations to Council following its meeting on 10 Jan 2012
10	Council	20 Feb 2012	5 Dec 2011	Housing Revenue Account - Outcome of Review	Key	Councillor Brandon Clayton	*Executive Committee will make recommendations to Council following its meeting on 31 Jan 2012

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
11	Council	20 Feb 2012		Statutory Development Management Services - Proposed Fees	Key	Councillor Jinny Pearce	*Executive Committee will make recommendations to Council following its meeting on 31 Jan 2012
12	Executive	31 Jan 2012	11 Nov 2010	Street Naming Policy - Review	Key	Councillor Michael Braley	
13	Council	20 Feb 2012		Medium Term Financial Plan 2013/14 - 2014/15	Key	Councillor Michael Braley	*Executive Committee will make recommendations to Council following its meeting on 31 Jan 2012
14	Council	20 Feb 2012		Fees and Charges 2012/13	Key	Councillor Michael Braley	*Executive Committee will make recommendations to Council following its meeting on 31 Jan 2012
15	Executive	13 Mar 2012		Quarterly Performance Report - Quarter 3 - October to December 2011	Non-Key	Councillor Michael 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
16	Executive	13 Mar 2012		Quarterly Budget Monitoring - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	
17	Executive	13 Mar 2012		Quarterly Monitoring of the Benefits Service Improvement Plan - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	
18	Executive	13 Mar 2012		Quarterly Customer Services Monitoring - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	
19	Executive	13 Mar 2012		Quarterly Monitoring - Write Off of Debts - Quarter 3 - October to December 2011	Non-Key	Councillor Michael Braley	
20	Executive	13 Mar 2012		Constitution - Review	Non-Key	Councillor Michael 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
21	Executive		4 Oct 2011	Housing Allocations Policy - Review	Key	Councillor Brandon Clayton	New date to be identified
22	Executive		4 Oct 2011	Roxboro House - Disposal Options	Key	Councillor Brandon Clayton	New date to be identified
23	Executive		12 Jan 2011	Town Centre Landscape Improvements (including Church Green)	Key	Councillor Brandon Clayton, Councillor Jinny Pearce	New date to be identified

Item No. 1

KEY DECISION

Proposed to be made by the Executive on **6 Dec 2011**

LEAD MEMBER / PORTFOLIO HOLDER Councillor Michael Braley, Councillor Brandon Clayton	ITEM Homes Insulation Funding	WARDS AFFECTED All Wards;
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Housing and the Affordable Warmth Strategy 2003	SUMMARY Worcestershire County Council has offered £40,000 for cavity wall and loft insulation measures for householders aged 60 years or	REASONS FOR BEING ON THE FORWARD PLAN A decision is required by Council to accept the funding and conditions applicable concerning

REPORT AUTHOR S Shammon Area Environmental Health Officer	over as part of the Warmer Worcestershire initiative.	branding, reporting and application criteria
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
	<u>Stakeholders</u> Worcestershire County Council Warmer Worcestershire Network Act On Energy	Not applicable
DECISIONS TO BE MADE IN PARTNERSHIP WITH		
Not applicable		

Item No. 2

KEY DECISION

Proposed to be made by the Executive on **6 Dec 2011**

LEAD MEMBER / PORTFOLIO HOLDER Councillor Michael Braley	ITEM Medium Term Financial Plan 2012/13 - 2014/15	WARDS AFFECTED (No Specific Ward Relevance);
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER None. REPORT AUTHOR J Pickering - Exec Director (Finance and Corporate Resources)	SUMMARY To consider an update on the budget position for 2012/13 and 2014/15.	REASONS FOR BEING ON THE FORWARD PLAN

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive on **10 Jan 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Jinny Pearce</p>	<p>ITEM</p> <p>Core Strategy - Consultation</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Planning and Regeneration</p> <p>REPORT AUTHOR</p> <p>E Baker Acting Development Plans Manager</p>	<p>SUMMARY</p> <p>To seek endorsement of the Core Strategy Consultation including:</p> <ul style="list-style-type: none"> - Appendix A - Officer Responses to Core Strategy Consultation 21st January – 4th March 2011; - Appendices B to L - as part of the Local Development Framework (LDF) Evidence Base. Appendix B for use in Development Management decision making; - Appendix M - (Local Development Scheme No.5) with revised Local Plan timescales. 	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
	Members and the Planning Advisory Panel (PAP)	Planning Advisory Panel meetings between October and December 2011
<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p> <p>Not applicable</p>		

KEY DECISION

Proposed to be made by the Executive on **31 Jan 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Brandon Clayton</p>	<p>ITEM</p> <p>Housing Revenue Account - Outcome of Review</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Housing</p> <p>REPORT AUTHOR</p> <p>L Tompkin Head of Housing and Community Services</p>	<p>SUMMARY</p> <p>To consider the final outcome of the Review of the Housing Revenue Account.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>To seek agreement for the Council's 30 year Business Plan and to agree the financial payment of debt</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>
<p>Briefings Attendance at Borough Tenants Forum Letter to tenants</p>	<p>Councillors Borough Tenants Forum Directors and Heads of Service, Redditch Borough Council</p>	<p>October - November 2011</p>

<p>DECISIONS TO BE MADE IN PARTNERSHIP WITH</p> <p>Not applicable</p>
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KEY DECISION

Proposed to be made by the Executive on **31 Jan 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Jinny Pearce</p>	<p>ITEM</p> <p>Statutory Development Management Services - Proposed Fees</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Planning and Regeneration</p> <p>REPORT AUTHOR</p> <p>A Rutt Development Control Manager</p>	<p>SUMMARY</p> <p>To consider proposed Planning Application fees as a result of recent changes to legislation, which requires Local Planning Authorities to set their own Planning Application Fees.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>
<p>Website consultation. Agents focus group debate / discussion and comment.</p>		<p>To be confirmed</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Item No. 12

KEY DECISION

Proposed to be made by the Executive on **31 Jan 2012**

LEAD MEMBER / PORTFOLIO HOLDER Councillor Michael Braley	ITEM Street Naming Policy - Review	WARDS AFFECTED All Wards;
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Background Papers: none specified. REPORT AUTHOR D Poole, Head of Business Transformation	SUMMARY To consider a review of the Street Naming Policy.	REASONS FOR BEING ON THE FORWARD PLAN
CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive on **31 Jan 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Michael Braley</p>	<p>ITEM</p> <p>Medium Term Financial Plan 2013/14 - 2014/15</p>	<p>WARDS AFFECTED</p> <p>(No Specific Ward Relevance);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>None.</p> <p>REPORT AUTHOR</p> <p>J Pickering - Exec Director (Finance and Corporate Resources)</p>	<p>SUMMARY</p> <p>To make recommendations on the Capital and Revenue Budgets and on the Council Tax Level for 2012/13.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive on **31 Jan 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Michael Braley</p>	<p>ITEM</p> <p>Fees and Charges 2012/13</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Finance and Resources</p> <p>REPORT AUTHOR</p> <p>T Kristunas, Head of Finance and Resources</p>	<p>SUMMARY</p> <p>To consider the proposed fees and charges for 2012/13 for the Council's chargeable services.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p>
<p>CONSULTATION DETAILS</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

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

KEY DECISION

Proposed to be made by the Executive – date to be identified

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

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive – date to be identified

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Portfolio Holder Housing and Health, Councillor Brandon Clayton</p>	<p>ITEM</p> <p>Roxboro House - Disposal Options</p>	<p>WARDS AFFECTED</p> <p>(Central Ward);</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Housing</p> <p>REPORT AUTHOR</p> <p>Daniel Russell Housing Enabling Officer</p>	<p>SUMMARY</p> <p>To consider the options for disposal of Roxboro House.</p> <p>[The report may contain exempt information as defined in S.100 of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, as they may contain information relating to financial or business affairs. In view of this it is anticipated that discussion of these matters may take place after the exclusion of the public.]</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Committee decision required</p>

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
	RSL Partners, Property Agents and other Officers.	N/A
DECISIONS TO BE MADE IN PARTNERSHIP WITH N/A		

KEY DECISION

Proposed to be made by the Executive – date to be identified

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

DECISIONS TO BE MADE IN PARTNERSHIP WITH