

EXECUTIVE COMMITTEE LEADER'S

FORWARD PLAN

1st September 2012 to 31st December 2012

(published as at 15th August 2012)

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 Bill Hartnett	Leader of the Council and Portfolio Holder for Community Leadership & Partnership
Councillor G Chance	Deputy Leader and Portfolio Holder for Planning, Regeneration, Economic Development, Public Transport
Councillor Phil Mould	Portfolio Holder for Corporate Management
Councillor Rebecca Blake	Portfolio Holder for Community Safety & Regulatory Services
Councillor Mark Shurmer	Portfolio Holder for Housing
Councillor Debbie Taylor	Portfolio Holder for Local Environment & Health
Councillor Luke Stephens	Portfolio Holder for Leisure & Tourism
Councillor Michael Braley	
Councillor Carole Gandy	

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: democratic@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	Executive	18 Sep 2012	21 Aug 2012	Budget Preparation Guidelines	Key	Councillor Phil Mould	
2	Executive	18 Sep 2012	21 Aug 2012	Quarterly Sickness Monitoring - Quarter 1 - April to June 2012	Non-Key	Councillor Phil Mould	
3	Executive	18 Sep 2012		Disposal of Property - Salop Road Community Centre and 132 Oakly Road	Key	Councillor Phil Mould	
4	Executive	18 Sep 2012	24 Jul 2012	Sickness Policy - Review	Non-Key	Councillor Phil Mould	
5	Executive	18 Sep 2012	3 Apr 2012	Concessionary Rents Policy	Key	Councillor Phil Mould	
6	Executive	18 Sep 2012		Roundabout Sponsorship Policy	Key	Councillor Luke Stephens	
7	Executive	18 Sep 2012		Grants Programme - 2013/14	Key	Councillor Bill Hartnett	
8	Executive	18 Sep 2012		Council Tax Support Scheme	Non-Key	Councillor Phil Mould	
9	Executive	18 Sep 2012		Business Rate Pooling	Non-Key	Councillor Phil Mould	
10	Executive	18 Sep 2012		Fly-Posting Enforcement Strategy	Non-Key	Councillor Debbie Taylor	
11	Executive	16 Oct 2012		Concessionary Fares - Pre 9.30am	Key	Councillor Greg Chance	

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	Council	26 Nov 2012		Local Development Scheme	Non-Key*	Councillor Greg Chance	*Executive Committee will make recommendations to Council following its meeting on 16 Oct 2012
13	Council	26 Nov 2012		Greater Birmingham & Solihull Local Enterprise Partnership - Planning Charter	Non-Key*	Councillor Greg Chance	*Executive Committee will make recommendations to Council following its meeting on 16 Oct 2012
14	Executive	20 Nov 2012		Quarterly Budget Monitoring - Quarter 2 - July to September 2012	Non-Key	Councillor Phil Mould	
15	Executive	20 Nov 2012	18 Dec 2012	Quarterly Monitoring - Write Off of Debts - Quarter 2 - July to September 2012	Non-Key	Councillor Phil Mould	
16	Executive	20 Nov 2012		Quarterly Sickness Monitoring - Quarter 2 - July to September 2012	Non-Key	Councillor Phil Mould	

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
17	Executive	20 Nov 2012		Quarterly Customer Service Monitoring - Quarter 2 - July to November 2012	Non-Key	Councillor Phil Mould	
18	Council	7 Jan 2013	16 Apr 2012	Tenancy Strategy and Policy 2012 - 2014	Key	Councillor Mark Shurmer	*Executive Committee will make recommendations to Council following its meeting on 18 Dec 2012
19	Executive	15 Jan 2013		Council Tax Base 2013/14	Key	Councillor Phil Mould	
20	Executive	15 Jan 2013		Fees and Charges 2013/14	Key	Councillor Phil Mould	
21	Executive		21 Feb 2012	Highway Impact and Accessibility Modelling Report - Worcestershire County Council (Halcrow) May 2011	Non-Key	Councillor Greg Chance	New date to be identified
22	Council		17 Oct 2011	Housing Allocations Policy - Review	Key	Councillor Mark Shurmer	New date to be identified
23	Council		12 Jan 2011	Town Centre Landscape Improvements (including Church Green)	Key	Councillor Greg Chance	New date to be identified

Item No. 1

KEY DECISION

Proposed to be made by the Executive on **18 Sep 2012**

LEAD MEMBER / PORTFOLIO HOLDER Councillor Phil Mould	ITEM Budget Preparation Guidelines	WARDS AFFECTED All Wards;
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Finance and Resources REPORT AUTHOR J Pickering - Exec Director (Finance and Corporate Resources)	SUMMARY To set guidelines for the preparation of the 2013/14 budget and receive the Initial Estimates for 2014/15 and 2015/16.	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 **18 Sep 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Phil Mould</p>	<p>ITEM</p> <p>Disposal of Property - Salop Road Community Centre and 132 Oakly Road</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 Finance and Resources</p> <p>REPORT AUTHOR</p> <p>T Kristunas, Head of Finance and Resources</p>	<p>SUMMARY</p> <p>To seek approval for the disposal of two properties:</p> <ul style="list-style-type: none"> • Salop Road Community Centre; and • 132 Oakly Road <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</p> <ul style="list-style-type: none"> • The financial or business affairs of any particular person (including the authority holding that information; and <p>In view of this it is anticipated that discussion of these matters will take place after the exclusion of the public.]</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>To gain approval for disposal of Salop Road Community Centre</p>

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Item No. 5

KEY DECISION

Proposed to be made by the Executive on 18 Sep 2012

LEAD MEMBER / PORTFOLIO HOLDER Councillor Phil Mould	ITEM Concessionary Rents Policy	WARDS AFFECTED (No Specific Ward Relevance);
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Finance and Resources REPORT AUTHOR T Kristunas, Head of Finance and Resources	SUMMARY To consider a policy regarding granting concessionary rents in respect of the Council's commercial property portfolio.	REASONS FOR BEING ON THE FORWARD PLAN
CONSULTATION DETAILS	Method of Consultation Relevant Officers and representatives from the Voluntary Sector.	Consultation Period or Dates February / March 2012

DECISIONS TO BE MADE IN PARTNERSHIP WITH

KEY DECISION

Proposed to be made by the Executive on **18 Sep 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Luke Stephens</p>	<p>ITEM</p> <p>Roundabout Sponsorship Policy</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 Leisure and Cultural Services</p> <p>REPORT AUTHOR</p> <p>J Heyes Business Development Manager</p>	<p>SUMMARY</p> <p>To consider a policy for the sponsorship of roundabouts in Redditch.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>To approve recommended process</p>
<p>CONSULTATION DETAILS</p> <p>Advertising planning applications.</p>	<p>Method of Consultation</p>	<p>Consultation Period or Dates</p>

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Item No. 7

KEY DECISION

Proposed to be made by the Executive on **18 Sep 2012**

LEAD MEMBER / PORTFOLIO HOLDER Councillor Bill Hartnett	ITEM Grants Programme - 2013/14	WARDS AFFECTED All Wards;
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Community Services REPORT AUTHOR D Hancox Voluntary Sector Grants Co-ordinator	SUMMARY Redditch Borough Council's Grants Programme 2013/14 fund is set at £246,000 to support Local Voluntary and Community Sector Organisations. The report is before the Executive Committee for recommendation / approval in setting the funding split and themes for the 2013/14 Grants Programme and approval of changes to strengthen the Voluntary and Community Sector Grants Policy and approval for the continuation of delegated approval to the Head of Community Services in respect of the Stronger Communities Grant.	REASONS FOR BEING ON THE FORWARD PLAN To approve recommended funding allocations for Redditch Borough Council's Grants Programme 2013/14

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
Grants Panel	Meetings: Head of Service, Local Community Groups, Portfolio Holder. Feedback from Heads of Service and others.	July 2012

DECISIONS TO BE MADE IN PARTNERSHIP WITH

Not applicable

Item No. 11

KEY DECISION

Proposed to be made by the Executive on **16 Oct 2012**

LEAD MEMBER / PORTFOLIO HOLDER Councillor Greg Chance	ITEM Concessionary Fares - Pre 9.30am	WARDS AFFECTED All Wards;
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Community Services REPORT AUTHOR J Willis Acting Head of Community Services	SUMMARY To consider a report on the provisions of the Localism Act 2011 to enable the implementation of the pre 9.30am concessionary fares to the residents of Redditch.	REASONS FOR BEING ON THE FORWARD PLAN To authorise expenditure
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 **18 Dec 2012**

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Mark Shurmer</p>	<p>ITEM</p> <p>Tenancy Strategy and Policy 2012 - 2014</p>	<p>WARDS AFFECTED</p> <p>All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Joint report of the Head of Community Services and Head of Housing</p> <p>REPORT AUTHOR</p> <p>M Bough Housing Policy and Performance Manager</p>	<p>SUMMARY</p> <p>The report will present a Tenancy Strategy and Policy which sets out the considerations for individual social landlords to have regard to in their own policies on the granting and re-issuing of tenancies relating to;</p> <ul style="list-style-type: none"> • The kinds of tenancies that they grant; • The circumstances in which they will grant a tenancy of a particular kind; • Where they grant tenancies for a fixed term, the length of the term; • The circumstances in which they will grant a further tenancy on the ending of the existing one. 	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>The Council is required by the Localism Act 2011 to implement a Tenancy Strategy</p>

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
Consultation Events	Stakeholders District Councils Registered Local Landlords Adult and Community Services Voluntary and Community Sector	Ongoing since December 2009

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

KEY DECISION

Proposed to be made by the Executive on **15 Jan 2013**

<p>LEAD MEMBER / PORTFOLIO HOLDER Councillor Phil Mould</p>	<p>ITEM Council Tax Base 2013/14</p>	<p>WARDS AFFECTED All Wards;</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Finance and Resources</p> <p>REPORT AUTHOR T Kristunas Head of Resources</p>	<p>SUMMARY To consider a report regarding the setting of the Council Tax Base for 2013/14.</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

Item No. 20

KEY DECISION

Proposed to be made by the Executive on **15 Jan 2013**

LEAD MEMBER / PORTFOLIO HOLDER Councillor Phil Mould	ITEM Fees and Charges 2013/14	WARDS AFFECTED All Wards;
DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Finance and Resources REPORT AUTHOR T Kristunas, Head of Finance and Resources	SUMMARY To consider the proposed fees and charges for 2013/14 for the Council's chargeable services.	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 (New date to be identified)

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Mark Shurmer</p>	<p>ITEM</p> <p>Housing Allocations Policy - Review</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>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 (New date to be identified)

<p>LEAD MEMBER / PORTFOLIO HOLDER</p> <p>Councillor Greg Chance</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