

# EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

**1 December 2019 to 31 March 2020**

(published as at 1<sup>st</sup> November 2019)



This Work Programme 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).

If you wish to make representations on the proposed decision you 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](mailto:democratic@bromsgroveandredditch.gov.uk)

The Executive Committee's meetings are normally held 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 Democratic Services Team on (01527) 64252, ext: 3268 to make sure it is going ahead as planned. If you have any other queries, Democratic 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 Matthew Dormer, Leader and Portfolio Holder for Planning, Economic Development, Commercialism and Partnerships  
Councillor David Thain, Deputy Leader and Portfolio Holder for Corporate Management  
Councillor Brandon Clayton, Portfolio Holder for Environmental Services  
Councillor Julian Grubb Community Services and Regulatory Services  
Councillor Michael Rouse, Portfolio Holder for Leisure  
Councillor Craig Warhurst, Portfolio Holder for Housing  
Councillor Greg Chance  
Councillor Bill Hartnett

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Estates Management and Facilities Management Structure Proposals <b>Key:</b> No	Executive 19 Dec 2019 Council 20 Jan 2020	This report may contain exempt information which may mean the report will need to be considered in private session.	Report of the Head of Legal, Equalities and Democratic Services	Claire Felton, Head of Legal, Equalities and Democratic Services Tel: 01527 881429
Fees and Charges 2020/21 <b>Key:</b> No	Executive 19 Dec 2019 Council 20 Jan 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Finance Monitoring Report Quarter 2 2019/20 <b>Key:</b> No	Executive 19 Dec 2019 Council 20 Jan 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Housing / Housing Revenue Account Strategic Improvement Plan Progress Report <b>Key:</b> No	Executive 19 Dec 2019		Report of the Deputy Chief Executive	Sue Hanley, Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services) Tel: 01527 64252 ext 3601

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Housing Revenue Account Initial Budget and Rent Setting 2020/21 to 2022/23 <b>Key:</b> No	Executive 19 Dec 2019 Council 20 Jan 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Management Review <b>Key:</b> No	Executive 19 Dec 2019 Council 20 Jan 2020		Report of the Chief Executive	Kevin Dicks, Chief Executive Tel: 01527 64252 ext 3250
Medium Term Financial Plan 2020/21 to 2023/24 - Update Report <b>Key:</b> No	Executive 19 Dec 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
New Cemetery Provision <b>Key:</b> No	Executive 19 Dec 2019 Council 20 Jan 2020		Report of the Head of Environmental Services	Michael Birkinshaw, Bereavement Services Manager Tel: 01527 62174
North Worcestershire Economic Growth Strategy <b>Key:</b> No	Executive 19 Dec 2019 Council 20 Jan 2020		Report of the Chief Executive	Ostap Paparega, Head of North Worcestershire Economic Development Tel: 01562 732192

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Parking Enforcement Task Group - Final Report <b>Key: No</b>	Executive 19 Dec 2019	The report will be considered by the Executive Committee, subject to the prior approval of the Overview and Scrutiny Committee.	Report of the Overview and Scrutiny Committee	Jess Bayley, Senior Democratic Services Officer (Redditch) Tel: 01527 64252 ext 3268 Councillor Mark Shurmer
Redditch Council Plan <b>Key: No</b>	Executive 19 Dec 2019  Council 20 Jan 2020		Report of the Head of Business Transformation and Organisational Development	Rebecca Green, Policy Manager Tel: 01527 881616
Review of the Customer Access and Financial Support Service <b>Key: No</b>	Executive 19 Dec 2019  Council 20 Jan 2020	This report might contain exempt information and may therefore need to be considered in private session.	Report of the Executive Director of Finance and Corporate Resources	Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207

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Review of the One Stop Shops <b>Key:</b> No	Executive 19 Dec 2019 Council 20 Jan 2020	This report may contain exempt information which might need to be considered by Members in a private meeting.	Report of the Executive Director of Finance and Resources	Paul Stephenson, Assistant Customer Support Manager Tel: 01527 64252
Section 24 - Monitoring Update Report <b>Key:</b> No	Executive 19 Dec 2019		Report of the Executive Director of Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Service Delivery Options - HRA Gas Maintenance <b>Key:</b> Yes	Executive 19 Dec 2019		Report of the Head of Environmental Services	Guy Revans, Head of Environmental Services Tel: 01527 64252 ext 3292
Council Tax Base 2020/21 <b>Key:</b> No	Executive 14 Jan 2020 Council 20 Jan 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Concessionary Rents Policy <b>Key:</b> No	Executive 14 Jan 2020 Council 20 Jan 2020		Report of the Head of Legal, Equalities and Democratic Services.	Helen Broughton, Redditch Partnership Manager Tel: 01527 64252 ext 3237

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Essential Living Fund Policy <b>Key:</b> No	Executive 14 Jan 2020  Council 20 Jan 2020		Report of the Executive Director of Finance and Corporate Resources	Lisa Devey, Customer Support Manager Tel: 01527 534162
Flexible Homelessness Support Grant Award for 2020-21 <b>Key:</b> No	Executive 14 Jan 2020		Report of the Head of Community Services	Amanda Delahunty, Housing Strategy and Enabling Officer Tel: (01527) 881269

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Homes England Asset Transfer <b>Key: Yes</b>	Executive Not before 14th Jan 2020	<p>Consideration of this item is the subject to agreement of certain matters with Homes England in January 2019.</p> <p>This report will contain commercially sensitive information and therefore parts of the report may need to be considered in private session.</p>	Report of the Chief Executive	Claire Felton, Head of Legal, Equalities and Democratic Services Tel: 01527 881429
Housing Policies <b>Key: No</b>	Executive Not before 14th Jan 2020		Report of the Head of Community Services	Judith Willis, Head of Community Services Tel: 01527 64252 ext 3284

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Housing Strategy <b>Key:</b> No	Executive Not before 14th Jan 2020		Report of the Head of Community and Housing Services	Derek Allen, Housing Strategy Manager Tel: 01527 881278
Medium Term Financial Plan 2020/21 to 2023/24 - Update report <b>Key:</b> No	Executive 14 Jan 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Residual Waste Minimisation Business Case <b>Key:</b> No	Executive 14 Jan 2020		Report of the Head of Environmental Services	Matthew Austin, Environmental Services Manager Tel: 01527 64252
Section 24 - Monitoring Update Report <b>Key:</b> No	Executive 14 Jan 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Voluntary and Community Sector Grants Programme 2020/21 <b>Key:</b> No	Executive 14 Jan 2020 Council 20 Jan 2020		Report of the Head of Community Services	Helen Broughton, Redditch Partnership Manager Tel: 01527 64252 ext 3237



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Domestic Abuse Policy - Identifying Abuse and Responding Effectively <b>Key:</b> No	Executive 11 Feb 2020 Council 6 Apr 2020		Report of the Head of Community Services	Bev Houghton, Community Safety Manager (Redditch and Bromsgrove) Tel: 01527 64252 ext 3656
Housing / Housing Revenue Account Strategic Improvement Plan Progress Report <b>Key:</b> No	Executive Not before 1st Feb 2020		Report of the Deputy Chief Executive	Sue Hanley, Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services) Tel: 01527 64252 ext 3601
Far Moor Lane, Redditch - Land Disposal to Homes England <b>Key:</b> No	Executive Not before 11th Feb 2020 Council Not before 6th Apr 2020	This report may contain some exempt information and might need to be considered by the Councillors in private session.	Report of the Chief Executive	Claire Felton, Head of Legal, Equalities and Democratic Services Tel: 01527 881429
Medium Term Financial Plan 2020/21 to 2023/24 - Update Report <b>Key:</b> No	Executive 11 Feb 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673

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Pay Policy Statement 2020/21 <b>Key:</b> No	Executive 11 Feb 2020 Council 24 Feb 2020		Report of the Head of Business Transformation and Organisational Development	Chris Forrester, Financial Services Manager Tel: 01527 881673
Section 24 - Monitoring Update Report <b>Key:</b> No	Executive 11 Feb 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Suicide Prevention Task Group - Final Report <b>Key:</b> No	Executive 11 Feb 2020	The report will be considered by the Executive Committee, subject to the prior approval of the Overview and Scrutiny Committee.	Report of the Overview and Scrutiny Committee	Sarah Sellers, Democratic Services Officer Tel: 01527 64252 Councillor Debbie Chance
Finance Monitoring Quarter 3 2019/20 <b>Key:</b> No	Executive 24 Mar 2020 Council 6 Apr 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673

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Leisure and Cultural Services Strategy <b>Key: No</b>	Executive 24 Mar 2020  Council 6 Apr 2020		Report of the Head of Leisure and Cultural Services	Dave Cove, Interim Head of Leisure and Cultural Services
Medium Term Financial Plan 2020/21 to 2023/24, Including Council Tax Resolutions and the Capital Programme <b>Key: No</b>	Executive 24 Feb 2020  Council 24 Feb 2020		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673
Members' ICT Policy <b>Key: No</b>	Executive 24 Mar 2020		Report of the Head of Business Transformation and Organisational Development	Mark Hanwell, ICT Transformation Manager Tel: 01527 881248
Overview and Scrutiny Annual Report 2019/20 <b>Key: No</b>	Council 6 Apr 2020		Report of the Head of Legal, Equalities and Democratic Services	Jess Bayley, Senior Democratic Services Officer (Redditch) Tel: 01527 64252 ext 3268

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Matchborough and Winyates District Centres - Procurement Process to Secure a Development Partner <b>Key:</b> Yes	Executive Not before 1st May 2020	This report may contain exempt information which would need to be considered in private session.	Report of the Head of Planning and Regeneration	Ruth Bamford, Head of Planning and Regeneration Tel: 01527 64252