

# 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<br>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<br><b>Key: No</b>             | Executive 19 Dec 2019<br>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<br>Tel: 01527 881429  |
| Fees and Charges 2020/21<br><b>Key: No</b>   | Executive 19 Dec 2019<br>Council 20 Jan 2020 |   | Report of the Executive Director of Finance and Corporate Resources | Chris Forrester, Financial Services Manager<br>Tel: 01527 881673   |
| Finance Monitoring Report Quarter 2 2019/20<br><b>Key: No</b>                                  | Executive 19 Dec 2019<br>Council 20 Jan 2020 |   | Report of the Executive Director of Finance and Corporate Resources | Chris Forrester, Financial Services Manager<br>Tel: 01527 881673   |
| Housing / Housing Revenue Account Strategic Improvement Plan Progress Report<br><b>Key: No</b> | Executive 19 Dec 2019                        |   | Report of the Deputy Chief Executive                                | Sue Hanley, Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services)<br>Tel: 01527 64252 ext 3601 |

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

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|---|--|---|--|--|
| Parking Enforcement Task Group - Final Report<br><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)<br>Tel: 01527 64252 ext 3268<br>Councillor Mark Shurmer |
| Redditch Council Plan<br><b>Key: No</b>                                       | Executive 19 Dec 2019<br><br>Council 20 Jan 2020 |   | Report of the Head of Business Transformation and Organisational Development | Rebecca Green, Policy Manager<br>Tel: 01527 881616   |
| Review of the Customer Access and Financial Support Service<br><b>Key: No</b> | Executive 19 Dec 2019<br><br>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<br>Tel: 01527 881207                                    |

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

| <b>Decision including<br/>Whether it is a key<br/>Decision</b>                | <b>Decision Taker<br/>Date of Decision</b>       | <b>Details of<br/>Exempt<br/>information (if<br/>any) and any<br/>additional<br/>information for<br/>noting</b> | <b>Documents submitted to<br/>Decision Maker / Background<br/>Papers List</b> | <b>Contact for Comments</b>   |
|---|--|---|---|---|
| Essential Living Fund<br>Policy<br><b>Key: No</b>                             | Executive 14 Jan 2020<br><br>Council 20 Jan 2020 |   | Report of the Executive<br>Director of Finance and<br>Corporate Resources     | Lisa Devey, Customer Support<br>Manager<br>Tel: 01527 534162                      |
| Flexible Homelessness<br>Support Grant Award for<br>2020-21<br><b>Key: No</b> | Executive 14 Jan 2020                            |   | Report of the Head of<br>Community Services                                   | Amanda Delahunty, Housing<br>Strategy and Enabling Officer<br>Tel: (01527) 881269 |

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|--|--|---|---|---|
| Homes England Asset Transfer<br><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<br>Tel: 01527 881429 |
| Housing Policies<br><b>Key: No</b>                             | Executive Not before 14th Jan 2020         |   | Report of the Head of Community Services                                      | Judith Willis, Head of Community Services<br>Tel: 01527 64252 ext 3284                |

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



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|--|---|--|---|--|
| Domestic Abuse Policy - Identifying Abuse and Responding Effectively<br><b>Key: No</b>         | Executive 11 Feb 2020<br>Council 6 Apr 2020                           |  | Report of the Head of Community Services                            | Bev Houghton, Community Safety Manager (Redditch and Bromsgrove)<br>Tel: 01527 64252 ext 3656  |
| Housing / Housing Revenue Account Strategic Improvement Plan Progress Report<br><b>Key: No</b> | Executive Not before 1st Feb 2020                                     |  | Report of the Deputy Chief Executive                                | Sue Hanley, Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services)<br>Tel: 01527 64252 ext 3601 |
| Far Moor Lane, Redditch - Land Disposal to Homes England<br><b>Key: No</b>                     | Executive Not before 11th Feb 2020<br>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<br>Tel: 01527 881429  |
| Medium Term Financial Plan 2020/21 to 2023/24 - Update Report<br><b>Key: No</b>                | Executive 11 Feb 2020   |  | Report of the Executive Director of Finance and Corporate Resources | Chris Forrester, Financial Services Manager<br>Tel: 01527 881673   |

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| Pay Policy Statement 2020/21<br><b>Key:</b> No                 | Executive 11 Feb 2020<br>Council 24 Feb 2020 |   | Report of the Head of Business Transformation and Organisational Development | Chris Forrester, Financial Services Manager<br>Tel: 01527 881673                           |
| Section 24 - Monitoring Update Report<br><b>Key:</b> No        | Executive 11 Feb 2020                        |   | Report of the Executive Director of Finance and Corporate Resources          | Chris Forrester, Financial Services Manager<br>Tel: 01527 881673                           |
| Suicide Prevention Task Group - Final Report<br><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<br>Tel: 01527 64252<br>Councillor Debbie Chance |
| Finance Monitoring Quarter 3 2019/20<br><b>Key:</b> No         | Executive 24 Mar 2020<br>Council 6 Apr 2020  |   | Report of the Executive Director of Finance and Corporate Resources          | Chris Forrester, Financial Services Manager<br>Tel: 01527 881673                           |

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

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|---|--|---|---|---|
| Matchborough and Winyates District Centres - Procurement Process to Secure a Development Partner<br><b>Key: Yes</b> | 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<br>Tel: 01527 64252 |