



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW BOARD

TUESDAY 1ST SEPTEMBER 2009, AT 6.00 P.M.

COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors S. R. Colella (Chairman), Mrs. M. Bunker (Vice-Chairman), Mrs. R. L. Dent, Mrs. J. M. L. A. Griffiths, Mrs. C. J. Spencer and L. J. Turner

AGENDA

1. To receive apologies for absence
2. Declarations of Interest and whipping arrangements
3. To confirm the accuracy of the minutes of the meeting of the Overview Board held on 7th July 2009 (Pages 1 - 4)
4. Verbal update on progress of Older People Task Group (Task Group Vice Chairman: Councillor Mrs Bunker)
5. Forward Plan of Key Decisions - 1st September to 31st December 2009 (Pages 5 - 22)
6. Anticipated reports due to be considered by the Cabinet from January 2010 (Pages 23 - 32)
7. Work Programme (Pages 33 - 36)
8. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman considers to be of so urgent a nature it cannot wait until the next meeting

K DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

21st August 2009

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW BOARD

TUESDAY, 7TH JULY 2009

AT 6.00 P.M.

PRESENT: Councillors S. R. Colella (Chairman), Mrs. M. Bunker (Vice-Chairman),
Mrs. C. J. Spencer and L. J. Turner

Officers: Mr. T. Beirne, Mrs. C. Felton, Mr. M. Bell, Mrs. S. Sellers and
Mr. A. C. Stephens

14/09 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. R. L. Dent and
Mrs. J. M. L. A. Griffiths.

15/09 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

No declarations of interests or whipping arrangements were received.

16/09 **MINUTES**

The minutes of the meeting of the Overview Board held on 2nd June 2009
were submitted.

RESOLVED that the minutes be approved as a correct record.

17/09 **VERBAL UPDATE ON PROGRESS OF OLDER PEOPLE TASK GROUP**

At the invitation of the Chairman, Councillor Mrs. M. Bunker addressed the
meeting and gave an update in respect of the work of the Older People Task
Group.

She reported that, as a result of the enforced cancellation of the meeting to be
held on 22nd June 2009, the Task Group had been unable to meet since the
update given at the last meeting of the Board. However, she stated that an
alternative date had been arranged for a Task Group meeting on 21st July
2009.

Councillor Mrs. Bunker added that it was unlikely the work of the Task Group
would be completed within the allocated four month period and, therefore, she
informed the Board that she would be requesting an extension of time for the
Task Group to deal with its subject matter. However, she considered that the
Task Group would need to review its anticipated workload in order to
determine how much additional time would be needed and, therefore, she

would make a formal request for the extension of time at the meeting of the Board to be held on 1st September 2009.

18/09 **OVERVIEW RECOMMENDATION TRACKER**

Members of the Board considered the items contained within the Overview Recommendation Tracker.

The Executive Director - Services referred Members to the July 2009 updates outlined in the report. With reference to item (d) of the recommendations made jointly by the Overview Board and Scrutiny Board: 2nd December 2008, he reported that a letter had been received from the Divisional Commander of the West Mercia Constabulary on 23rd February 2009 stating that they were unable to offer financial support to the Council's CCTV system due to the fact that funds had already been allocated to other projects, such as the Charford Neighbourhood Services.

RESOLVED that the Overview Recommendation Tracker be noted.

19/09 **DRAFT REPORT ON CIVIL PARKING ENFORCEMENT (TO CONSIDER ANY COMMENTS TO FORWARD TO THE CABINET)**

The Head of Street Scene and Community referred to the draft Cabinet report and stated that the first step in the process of establishing the Civil Parking Enforcement proposals was to enter into negotiations with Worcestershire County Council in respect of the entering into an Agency Agreement. Mr. Bell commented that this agreement would set the scene for the Council to introduce Civil Parking Enforcement, and then enable the Council to manage and enforce parking provision within the district.

He stated that this initial step could take as long as six months and would still not guarantee that the Council would introduce the Civil Parking Enforcement proposals in the event that negotiations with the County Council do not result in an agreement. Therefore, it was considered that to examine the operational aspects of the scheme at such an early stage may not be beneficial until a satisfactory agreement is reached. The report to the Cabinet meeting at the end of July 2009 would merely seek approval at this stage for the Council to formally commence negotiations with the County Council.

Members of the Board considered that it was too early to examine the operational policies and procedures at this stage, and that the Head of Street Scene and Community be requested to report back to a future meeting of the Board upon the conclusion of the Agency Agreement.

RESOLVED that the Head of Street Scene and Community be requested to report back to a future meeting of the Board on the implementation of the Civil Parking Enforcement proposals upon the conclusion of the Agency Agreement with the County Council.

20/09 **FORWARD PLAN OF KEY DECISIONS - 1ST JULY TO 31ST OCTOBER 2009**

Members of the Board gave consideration to the Forward Plan which referred to the key and non-key decisions which were due to be made by the Cabinet during the period 1st July to 31st October 2009.

RESOLVED that the Forward Plan of key and non-key decisions due to be made during the period 1st July to 31st October 2009 be noted.

21/09 **ANTICIPATED REPORTS DUE TO BE CONSIDERED BY THE CABINET BETWEEN NOVEMBER 2009 AND JUNE 2010**

Consideration was given to the list of anticipated reports within each service area that were due to be considered by the Cabinet between November 2009 and June 2010.

Councillor Mrs. Bunker referred to item no. 1 on page 107 of the report (White Paper outcomes) and queried the progress made in respect of Councillor Calls For Action. The Head of Legal, Equalities and Democratic Services responded by stating that the related guidance information had only recently been published and that officers were currently examining what amendments were required to be made to the Council's Constitution. However, she added that the Council had made the necessary changes in the interim so that such issues could be formally dealt with should the need arise.

RESOLVED that the list of anticipated reports to be considered by Cabinet between November 2009 and June 2010 be noted.

22/09 **WORK PROGRAMME**

Members considered the items listed within the Work Programme for the Board.

The Chairman considered that the Board should establish its own programme of work in order to determine performance targets and establish its own recommendations. He referred to a list of items he had already submitted in respect of a number of items (for example, to examine the Council's economic regeneration policy, planning processes and licensing policies) and suggested that other Members of the Board communicate any further proposals to the Head of Legal, Equalities and Democratic Services.

RESOLVED that the Overview Board's Work Programme be noted and updated as necessary.

The meeting closed at 6.45 p.m.

Chairman

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FORWARD PLAN OF KEY DECISIONS

1 SEPTEMBER 2009 TO 31 DECEMBER 2009

This Forward Plan lists the **Key Decisions** which it is proposed to take during the period 1 September 2009 to 31 December 2009. **Key Decisions** are executive decisions which must be taken or delegated by the Council's Cabinet and relate to matters which fall within the Council's agreed Budget and Policy Framework.

Key Decisions are those executive decisions 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 an area comprising two or more wards in the district;

Key Decisions will include:

1. A decision which would result in any expenditure or saving by way of a reduction in expenditure of £50,000 provided the expenditure or saving is specifically approved in the Medium Term Financial Plan.
2. A virement of any amount exceeding £50,000 provided it is within any virement limits approved by the Council;
3. Any proposal to dispose of any Council asset with a value of £50,000 or more or which is otherwise considered significant by the Corporate Property Officer;
4. Any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).
5. Any proposal which would discriminate for or against any minority group.

Further details of each Key Decision are appended to the Forward Plan. To assist with internal forward planning, this Plan also lists other non-key decisions which the Cabinet is expected to make during the specified four month period. The Forward Plan is updated and published on the Council's website on a monthly basis.

CABINET MEMBERSHIP

Councillor R. Hollingworth
Councillor G. N. Denaro

Councillor Dr. D. W. P. Booth
Councillor J. T. Duddy

Councillor Mrs. J. Dyer M.B.E.
Councillor Mrs. M. A. Sherrey
Councillor R. D. Smith
Councillor M. J. A. Webb
Councillor P. J. Whittaker

Leader of the Council and Portfolio Holder for the Improvement Plan
Deputy Leader and Portfolio Holder for Resources (including Financial Services, Legal, Equalities & Democratic Services, Human Resources and ICT)
Portfolio Holder for Street Scene and Project Management of the Town Centre
Portfolio Holder for Economic Development, Retail Regeneration and Revenue Generation (including Car Parking)
Portfolio Holder for Planning and Transport
Portfolio Holder for Vulnerable and Older People (including Lifeline)
Portfolio Holder for Youth, Sports, Recreation and Culture
Portfolio Holder for Community and Customer Engagement and Community Safety
Portfolio Holder for Strategic Housing, Environment and Climate Change

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 Council House, Burcot Lane, Bromsgrove B60 1AA or email: k.firth@bromsgrove.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	Cabinet 2 September 2009	Cabinet 3 June 2009	Car Parking in Bromsgrove	Non-Key*	Councillor J. T. Duddy	* Cabinet will make recommendations to the full Council. Delayed for consultation
2	Cabinet 2 September 2009	Cabinet 29 July 2009	Redevelopment of the Market Hall Site	Key	Councillor Dr. D. W. P. Booth	Delayed for further consideration by officers
3	Cabinet 2 September 2009		Artrix Service Level Agreement	Non-Key*	Councillor R. D. Smith	* Cabinet will make recommendations to the full Council
4	Cabinet 2 September 2009	Cabinet 1 July 2009	CCTV /Lifeline Shared Service Business Case	Non-Key*	Councillor M. J. A. Webb	* Cabinet will make recommendations to the full Council. Delayed for further consideration by officers
5	Cabinet 2 September 2009		Council Plan 2010/2013 Part 1	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council
6	Cabinet 2 September 2009	Cabinet 29 July 2009	ICT Shared Service Business Case	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council. Delayed for further consideration by officers
7	Cabinet 2 September 2009		Financial and Performance Monitoring – Quarter 1 2009/10	Non-Key	Councillors G. N. Denaro & R. Hollingworth	

8	Cabinet 2 September 2009		Improvement Plan Exception Report – July 2009	Non-Key	Councillor R. Hollingworth	
9	Cabinet 2 September 2009	Cabinet 1 April 2009	Modern.Gov (Paperless Project) – The Way Forward and Access to Exempt Information	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council. Delayed due to need for equality impact assessment of the paperless proposals
10	Cabinet 2 September 2009		Procurement and Value for Money Action Plan	Non-Key	Councillor G. N. Denaro	
11	Cabinet 2 September 2009		Worcestershire Enhanced Two Tier (WETT) Programme	Non-Key	Councillor R. Hollingworth	
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12	Cabinet 16 September 2009 (special meeting)		Joint Working/Shared Services between Bromsgrove District Council and Redditch Borough Council (recommendations from the Joint Chief Executive) (subject to the Business Case for Shared Services being approved in principle by both Councils at the end of July)	Non-Key*	Councillor R. Hollingworth	
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13	Cabinet 7 October 2009	Cabinet 29 July 2009	Local Neighbourhood Partnerships - Terms of Reference and Business Case	Key	Councillor M. J. A. Webb	Deferred by officers and Members for further consideration
14	Cabinet 7 October 2009	Cabinet 29 July 2009	Review of Asset Sherwood Road, Aston Fields Industrial Estate (<i>this report will contain exempt information and be considered in private session</i>)	Key	Councillor G. N. Denaro	Deferred for further consideration by officers

15	Cabinet 7 October 2009	Cabinet 29 July 2009	Transfer of Bromsgrove Museum	Key/ Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council on matters not within its delegated powers. Delayed for further consideration
16	Cabinet 7 October 2009		Waste Management Strategy (outcome of consultation)	Key	Councillor Mrs. M. A. Sherrey	
17	Cabinet 7 October 2009		Being Different Together Project (to combat inequalities in access and opportunity for people living and working in Worcestershire)	Non-Key	Councillor G. N. Denaro	
18	Cabinet 7 October 2009	Cabinet 4 March 2009	Economic Strategy and Priorities	Non-Key	Councillor J. T. Duddy	Delayed as needed to take further advice in light of discussions regarding Economic Development in North Worcestershire
19	Cabinet 7 October 2009	June 2008	E-Government Strategy	Non-Key	Councillor G. N. Denaro	Initially delayed to early 2009 and then further delayed due to feasibility study around an ICT Shared Service
20	Cabinet 7 October 2009		Improvement Plan Exception Report – August 2009	Non-Key	Councillor R. Hollingworth	
21	Cabinet 7 October 2009		Information Management Strategy	Non-Key	Councillor G. N. Denaro	
22	Cabinet 7 October 2009		Performance Monitoring - August 2009	Non-Key	Councillor R. Hollingworth	

23	Cabinet 7 October 2009		Summary Report on Green Waste Charging (to assess change in service provision from March 2009 when charge introduced)	Non-Key	Councillor Dr. D. W. P. Booth	
24	Cabinet 4 Nov 2009		Community Strategy Annual Report 2008-09	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council
25	Cabinet 4 November 2009		Choice-Based Lettings Scheme - Update	Key	Councillor P. J. Whittaker	
26	Cabinet 4 November 2009		Financial and Performance Monitoring – Quarter 2 2009/10	Non-Key	Councillors R. Hollingworth & G. N. Denaro	
27	Cabinet 4 November 2009		Improvement Plan Exception Report – September 2009	Non-Key	Councillor R. Hollingworth	
28	Cabinet 4 November 2009		Green Waste and Recycling Collections – Options for Shared Service with Redditch BC	Non-Key	Councillor Dr. D. W. P. Booth	
29	Cabinet 4 November 2009		Operation of Recycling Bank System	Non-Key	Councillor Dr. D. W. Booth	
30	Cabinet 4 November 2009		Statement of Gambling Principles 2010 - 2013	Non-Key*		* Cabinet will make recommendations to the full Council
31	Cabinet 4 November 2009		Worcestershire Enhanced Two Tier (WETT) Programme – Business Case for Regulatory Services	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council

32	Cabinet 2 December 2009	Arts and Events Strategy 2010/11 to 2013/14	Key	Councillor R. D. Smith	
33	Cabinet 2 December 2009	Officer Code of Conduct	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council
34	Cabinet 2 December 2009	Council Tax Base Calculation 2010/11	Non-Key	Councillor G. N. Denaro	
35	Cabinet 2 December 2009	Medium Term Financial Plan including Fees & Charges – to review the position of the MTFP	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council
36	Cabinet 2 December 2009	Corporate Safeguarding Policy (Children and Vulnerable Adults)	Non-Key	Councillor Mrs. M. A. Sherrey	
37	Cabinet 2 December 2009	Improvement Plan Exception Report – October 2009	Non-Key	Councillor R. Hollingworth	
38	Cabinet 2 December 2009	Performance Monitoring – October 2009	Non-Key	Councillor R. Hollingworth	

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KEY DECISION

Proposed to be made by
the Cabinet on
2 September 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Councillor D. W. P. Booth</p>	<p>ITEM</p> <p>PROPOSAL FOR THE FUTURE OF THE MARKET HALL SITE</p>	<p>WARDS AFFECTED</p> <p>St Johns</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Executive Director of Partnerships & Projects</p> <p>REPORT AUTHOR</p> <p>Phil Street Executive Director of Partnerships & Projects 01527 881495</p>	<p>SUMMARY</p> <p>The market hall is now unoccupied as the market has been transferred to the High Street. The Council wants to redevelop the market hall site, but with the current downturn in the property market it is recommended that the first stage in the redevelopment of the market hall site is demolition of the existing market hall.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>The market hall site is key to the pursuit of the regeneration of the town centre</p>

<p>CONSULTATION DETAILS</p> <p>Consultation has taken place through the Area Action Plan Issues and Options about redeveloping the market hall site and additional consultation will take place in terms of approaches to demolition</p>	<p>Method of Consultation</p> <p>Through press advertisement and notices on site</p>	<p>Consultation period or dates</p> <p>To be agreed</p>
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<p>DECISION TO BE MADE IN PARTNERSHIP WITH</p> <p>Not applicable</p>

KEY DECISION

Proposed to be made by
the Cabinet on
7 October 2009

LEAD MEMBER/ PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
<p>Councillor M. J. A. Webb</p> <p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Assistant Chief Executive</p> <p>REPORT AUTHOR</p> <p>Hugh Bennett Assistant Chief Executive 01527 881430</p>	<p>SUMMARY</p> <p>The report will set out the terms of reference and business case relating to Local Neighbourhood Partnerships.</p> <p>The report will outline a number of options for the Cabinet to consider relating to how we can engage the community and empower Members through use of delegated budgets.</p> <p>At this stage, the Cabinet will be requested to approve, in principle only, one of the options put forward. It will then be fed into the Medium Term Financial Planning process.</p>	<p>All Wards</p> <p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Significant effect on more than one Ward.</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p>Stakeholders District Councillors County Councillors Parish Councillors</p>	<p>A Stakeholder event has already been held and all District, County and Parish Councillors were invited to attend.</p> <p>A specific event for the two new Local Neighbourhood Partnerships, due to be set up shortly for Charford and Hagley and Rural, was also held in December 2008.</p>	<p>Already taken place.</p>

<p>DECISION TO BE MADE IN PARTNERSHIP WITH</p> <p>N/A</p>
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KEY DECISION

Proposed to be made by
the Cabinet on
7 October 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Cllr Mrs M. A. Sherrey JP</p>	<p>ITEM</p> <p>WASTE MANAGEMENT STRATEGY</p>	<p>WARDS AFFECTED</p> <p>All</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of Head of Street Scene and Community</p> <p>REPORT AUTHOR</p> <p>Michael Bell</p>	<p>SUMMARY</p> <p>All County and District Councils are required to produce a long term Waste Management Strategy and review it every 5 years. This is the first review of the existing Strategy document that has been in place since 2004. The document sets out the long term aims of the waste partnership and how it will achieve its statutory targets over the next 25 years. This report will be a follow-up to a previous report on the Strategy considered by the Cabinet on 1 July 2009 and will take into account the outcome of the consultation process undertaken</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Significant in terms of its effect on communities living or working in an area comprising two or more wards in the district;</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p>Consultation will be carried out with statutory consultees over a period of several months.</p>	<p>Direct access to statutory consultees.</p>	

DECISION TO BE MADE IN PARTNERSHIP WITH

County Council as Waste Disposal Authority and the other district Councils with Worcestershire and Herefordshire.

KEY DECISION

Proposed to be made by
the Cabinet on
4 November 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER Cllr Peter Whittaker</p>	<p>ITEM HOME CHOICE PLUS, CHOICE BASED LETTINGS SCHEME UPDATE</p>	<p>WARDS AFFECTED All</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Manager of Strategy Housing</p> <p>REPORT AUTHOR Amanda Glennie, Strategic Housing 01527 881269</p>	<p>SUMMARY The Home Choice Plus, choice based lettings scheme was introduced on the 7th October 2008. The web based service offers an open and transparent method of allocation social housing across the District.</p> <p>The aim of this report is to provide an annual update on the success of the initiative from both a local authority and service user perspective and consider the implementation of further enhancements to the scheme.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN A significant time period has elapsed in order for us to carry out a review of the schemes success. Home choice plus affects residents across the District who are in housing need.</p>

<p>CONSULTATION DETAILS</p> <p>Applicants who are registered on Home Choice Plus and those who are in high housing need but have not placed any bids.</p>	<p>Method of Consultation</p> <p>A satisfaction survey will inform the report.</p>	<p>Consultation period or dates</p> <p>Sept 2009</p>
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DECISION TO BE MADE IN PARTNERSHIP WITH
 Bromsgrove District Housing Trust

KEY DECISION

Proposed to be made by the Cabinet
on **2 December 2009**

LEAD MEMBER/PORTFOLIO HOLDER	ITEM	WARDS AFFECTED
<p>Cllr Roger Smith</p> <p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Deputy Head of Street Scene and Community</p> <p>REPORT AUTHOR – Huw Moseley Arts Development and Special Events Officer 01527 881381</p>	<p>SUMMARY</p> <p>The Arts and Events Strategy will outline the future delivery of Arts and Events through out the District, defining partnerships, identifying future priority areas for both investment and development, and will be supported by a comprehensive action plan detailing key future projects and areas of delivery. The Arts and Events strategy will include identification of significant partnerships and define key objectives linked to Worcestershire Arts Partnership. The Arts and Events Strategy will be a key document in guiding the districts investment in Arts and Events, and Bromsgrove Arts Alive! Arts Forum will be a key partner in delivering the strategy. Artrix assisting to shape the vision of the residents.</p>	<p>All Wards</p> <p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Significant effect on the future delivery of Arts and Events across the district.</p>

CONSULTATION DETAILS	Method of Consultation	Consultation Period or Dates
<p>Stakeholders</p> <p>Worcestershire Arts Partnership Bromsgrove Arts Alive – Arts Forum Artrix – Bromsgrove Arts Centre Youth Service, Children’s Services, Worcestershire CC Celebratory Events and Sponsor ship Group Community Safety Arts Practitioners Chair persons of Community Events</p>	<p>Draft document including Action Plan provided for comments to all Stakeholders. Draft document amended accordingly. Format of consultation will be through questionnaires, group meetings and key partner meetings.</p>	<p>1st August through to 16th October 2009.</p>

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

SUPPLEMENTARY LIST OF FUTURE ITEMS – JANUARY 2010+

CCPP Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor R. Hollingworth	Council Plan 2010/2013 Part 2	Strategic Direction for next three, budget priorities, detailed spending plans and key performance indicators.	February 2010		Consultation undertaken in Part 1 of Plan. Website consultation on detailed budget proposals.	-	
2	Councillor R. Hollingworth	Monthly Improvement Plan Report (Period 8)	Monthly updates on progress against plan.	January 2010		Not applicable.	-	
3	Councillor R. Hollingworth	Monthly Improvement Plan Report (Period 9)	Monthly updates on progress against plan.	February 2010		Not applicable.	-	
4	Councillor R. Hollingworth	Monthly Improvement Plan Report (Period 10)	Monthly updates on progress against plan.	March 2010		Not applicable.	-	
5	Councillors R. Hollingworth and G. N. Denaro	Integrated Financial/Perfo rmance Report	Quarter 2 2009/2010 Financial and Performance update.	December 2009		Not applicable.	-	

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
6	Councillors R. Hollingworth and G. N. Denaro	Integrated Financial/Perfo rmance Report	Quarter 3 2009/2010 Financial and Performance update.	February 2010		Not applicable.	-	
7	Councillor M. J. A. Webb	Customer Panel (Customer Satisfaction and Priorities)	Feedback from residents survey on their satisfaction with services tracking year on year performance. Views from residents on Council's future priorities.	February 2010		Customer Panel Survey of 1,500 residents and Survey also available to all residents on website.	-	Deferred from Sept 09 to allow survey to be undertaken after summer programme of events

Financial Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision Cabinet (Leaders)	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor G. N. Denaro	Medium Term Financial Plan including Fees & Charges	To approve the medium term financial plan 2010/11-2012/13	January 2010		Focus Group, Customer Panel Budget Jury, Equality and Diversity Forum	Budget Bids, consultation feedback	
2	Councillor G. N. Denaro	Benefit Take up strategy	To approve the strategy for improving benefit take up in the district	March 2010		Focus Group, Disabled Users forum, Equality and Diversity Forum		
3	Councillor G. N. Denaro	Capital Strategy	To approve the capital strategy for the districts programme	March 2010		Focus Group, Customer Panel	Budget Bids, medium term plan report, ICT strategy	
4	Councillor G. N. Denaro	Treasury Strategy	To approve the strategy for investing the Councils funds	March 2010			Investment principles	
5	Councillor G. N. Denaro	Integrated finance & performance reports	To consider the performance and financial position of the Council on a quarterly basis against targets set	Feb 2010			Financial Monitoring reports	
6	Councillor G. N. Denaro	Contract & Procedure Rules update	To approve revisions to ensure the Rules reflect the framework of internal control as required by the council	April 2010				

HROD Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
<p>There were no known HR reports at the time of writing the HR and OD Business Plan. Any restructuring reports that require Cabinet approval will be led by the responsible Head of Service for the service being restructured, not the HR and OD Service.</p>								

E-Government and Customer Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments

There are no items for E-Government and Customer Services for January to March 2010

Legal, Equalities and Democratic Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor G.N. Denaro	White Paper outcomes	Councillor Calls for Action Crime and Disorder Legislation Overview and Scrutiny Boundary reviews Front line Councillors Petitions	see comments		Yet to be confirmed within the regulations	Yet to be confirmed by the regulations	In April 2009 the full Council agreed a report on Overview & Scrutiny arrangements including a new Joint Board to discharge specific functions. Officers will work on related procedures during autumn 2009
2	Councillor G.N. Denaro	Equality Bill outcomes	Single Equality Legislation	Currently no dates for Bill to go to the Lords June 2011 for implementation	This Bill has been published in a trial format. This Bill has now completed its committee stage and will be	The Equality and Diversity Forum, the Disabled Users Group, partners such as Bromsgrove District Housing Trust. Worcestershire County Council	The Inclusive Equalities Scheme, the Easy Read Disability Equality Scheme, the Revised Draft Gender Equality Scheme, The Sustainable	Summary of the Bill Make provision to require Ministers of the Crown and others when making strategic decisions about the exercise of

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					reprinted to incorporate the changes made during committee consideration and is waiting for its report stage on the floor of the House of Commons		Communities Policy, the Council Plan, the Improvement Plan, the Procurement Guidance and document-ation, SLAs with providers of services, e.g. housing, shared services	their functions to have regard to the desirability of reducing socio-economic inequalities; to reform and harmonise equality law and restate the greater part of the enactments relating to discrimination and harassment related to certain personal characteristics; to enable certain employers to be required to publish information about the differences in pay between male and female employees; to prohibit victimisation in

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3	Councillor G. N. Denaro	New Council House Accommodation	Determine new Council House accommodation and time line for moving together with proposed disposal of site at Burcot Lane	December 2010				certain circumstances; to require the exercise of certain functions to be with regard to the need to eliminate discrimination and other prohibited conduct; to enable duties to be imposed in relation to the exercise of public procurement functions; to increase equality of opportunity; and for connected purposes.

Street Scene and Community Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor Dr. D. W. P. Booth JP	Operation of Recycling bank system	Report to consider different options for collection of recyclable materials from recycling centres	November 2009		County Council	Report Only	Completion of the MRF in Worcs may provide alternative methods of collection.
2	Councillor Dr. D. W. P. Booth JP	Options for shared service with Redditch particularly green waste and recycling collections	To consider opportunity from sharing the green waste collection operation from April 2010 when Redditch introduce a charge.	November 2009		RDC, County Council.	Potential report from officers in Redditch.	None

Planning and Environment Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor Mrs. J. Dyer M.B.E.	Various Planning reports	The Local Development Framework working party will need to be convened to approve / or be informed various elements of LDF production throughout the year although the exact requirements are unknown at the moment	As required		As required by the Regulations	Various	

OVERVIEW BOARD

WORK PROGRAMME

1ST SEPTEMBER 2009

This Work Programme consists of three sections: Items for future meetings (including updates); current Task Groups; and Task Group Reviews.

RECOMMENDATION: To consider and agree the work programme.

ITEMS FOR FUTURE MEETINGS (INCLUDING UPDATES)

Subject	Date of Consideration	Other Information
Forward Plan of Key Decisions and Anticipated Cabinet Reports (Split into 2 items) - <i>Permanent Items</i> -	Every Meeting of the Overview Board	The Forward Plan consists of Key Decisions which it is proposed will be taken over forthcoming months. Additional information is also supplied in relation to anticipated reports due to be considered by the Cabinet during 2009/2010.
Recommendation Tracker - <i>Permanent Item</i> -	Quarterly	A quarterly report monitoring the implementation of overview recommendations. The next tracker report will be due October 2009.
Implementation of the Civil Parking Enforcement proposals	6 th October 2009 (verbal update) 2 Feb 2010 (written report)	At the meeting of the Overview Board 7 th July 2009 a draft Cabinet report on Civil Parking Enforcement was considered and it was resolved that the Head of Street Scene and Community be requested to report back to a future meeting on the implementation of the Civil Parking Enforcement proposals upon the conclusion of the Agency Agreement with the County Council.

Older People Task Group Update	Every Meeting of the Overview Board until completion.	Cllr Mrs Bunker to give brief verbal update to each meeting
Older People Task Group Report	2 Feb 2010 TBC (written report)	Report of the Overview Board Task Group established on 3rd February 2009.
PPG17 Outturn	June 2010	At its meeting on 2nd June 2009, the Overview Board considered the PPG17 Outturn and Sports Hub Provision reports submitted to the Cabinet on 3rd June 2009. The Board resolved that further consideration be given to the issues in 12 months time in order to make an assessment of the delivery of services as outlined within the reports.
Sports Hub Provision	June 2010	Please see item above. This is linked to the PPG17 report.

CURRENT OVERVIEW TASK GROUPS

Current Task Groups	Date Report Due	Other Information
Older People	6th October 2009 (original date)	Task Group established on 3rd February 2009. In March 2009, Councillor M. Bunker appointed as Task Group Chairman. Membership, terms of reference also agreed at same meeting. Ms. A. Sowton, Chairman of the Older People's LSP Theme Group invited to be a co-opted Member of the Task Group. The date of the first Task Group meeting was 12th May 2009.

OVERVIEW TASK GROUP REVIEWS

Task Group	Date of Review (when Task Group is due to reconvene)
Anti-Social Behaviour and Alcohol Free Zones	March 2010

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