

## FORWARD PLAN OF KEY DECISIONS

1 JULY TO 31 OCTOBER 2012

This Forward Plan lists the **Key Decisions** which it is proposed to take during the period 1 July to 31 October 2012. **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. It also includes decisions to be taken over a longer period where these are known. The Forward Plan is updated and published on the Council's website on a monthly basis.

## **CABINET MEMBERSHIP**

Councillor R. Hollingworth	Leader of the Council and Portfolio Holder for Finance, Partnerships and Economic Development
Councillor Mrs. M. A. Sherrey	Deputy Leader of the Council and Portfolio Holder for Health and Well-being
Councillor M. J. A. Webb	Portfolio Holder for Leisure, Cultural Services, Environmental Services and Emergency Planning
Councillor Dr. D. W. P. Booth	Portfolio Holder for Strategic Housing, Business Transformation (including ICT) with special responsibility for the Town Centre Regeneration and Special Projects
Councillor C. B. Taylor	Portfolio Holder for Planning, Core Strategy and Regulatory Services
Councillor M. A. Bullivant	Portfolio Holder for Policy, Performance, Communications, Customer Services, Legal, Equalities, Democratic Services and Human Resources

## **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: [committee@bromsgrove.gov.uk](mailto:committee@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 4 July 2012		Income Management and Payment Card Industry Compliance (request for capital resources)	Non-Key*	Councillor R. Hollingworth	*Cabinet will make recommendations to the full Council on 18 July 2012
2	Cabinet 4 July 2012		Corporate Performance Monitoring Quarter 4 2011/12	Non-Key	Councillor M. A. Bullivant	
3	Cabinet 4 July 2012		Financial Monitoring Quarter 4 2011/12	Non-Key	Councillor R. Hollingworth	
4	Cabinet 4 July 2012		Refurbishment Scheme - Bromsgrove High Street	Non-Key	Councillor Dr. D. W. P. Booth	
5	Cabinet 4 July 2012	<b>Cabinet 6 June 2012</b>	Review of RIPA Policy (annual operational review)	Non-Key	Councillor M. A. Bullivant	Deferred by officers for further consideration
6	Cabinet 4 July 2012		Town Centre Project - Development Site (Birmingham Road) Update	Non-Key*	Councillor Dr. D. W. P. Booth	*If any decisions require Council approval these will be referred to the next possible meeting of the full Council

7	Cabinet 5 September 2012	<b>Cabinet 4 July 2012</b>	Parking Review (including Blue Badge Holders)	Non-Key*	Councillor M. J. A. Webb	*If any decisions require Council approval these will be referred to the next possible meeting of the full Council
8	Cabinet 5 September	<b>Cabinet 7 March 2012</b>	Countywide Homelessness Strategy	Key	Councillor Dr. D. W. P. Booth	Deferred by officers for further consideration
9	Cabinet 5 September 2012		Budget Preparation Guidelines 2013/14 and Initial Estimates / Budget Projections for 2014/15 to 2015/16	Non-Key*	Councillor R. Hollingworth	*Cabinet will make any recommendations to the full Council on 26 September 2012
10	Cabinet 5 September 2012	<b>Cabinet 6 June 2012</b>	Tenancy Strategy	<b>Key</b>	Councillor Dr. D. W. P. Booth	Deferred by officers for further consultation
11	Cabinet 5 September 2012	<b>Cabinet 6 June 2012</b>	Fly Posting Policy	Non-Key	Councillor Mrs. M. A. Sherrey	Delayed by officers for further consideration
12	Cabinet 5 September	<b>Cabinet 6 June 2012</b>	Land Disposal Policy	Non-Key	Councillor R. Hollingworth	
13	Cabinet 5 September 2012		QEII – Dedication of Sites in Bromsgrove	Non-Key	Councillor M. J. A. Webb	
14	Cabinet 26 September 2012		Statement of Accounts 2011/12	Non-Key*	Councillor R. Hollingworth	*Cabinet will make recommendations to the full Council on 26 September 2012

15	Cabinet 3 October 2012		Core Strategy / Local Plan – Approval to Publish	Key	Councillor C. B. Taylor	*If any decisions require Council approval these will be referred to the next possible meeting of the full Council
16	Cabinet 3 October 2012		Belbroughton Conservation Area Appraisal	Non-Key	Councillor C. B. Taylor	
17	Cabinet 3 October 2012		Landscape Character Appraisal	Non-Key	Councillor C. B. Taylor	
15	Cabinet 7 November 2012		LSP Annual Report 2011/12	Non-Key	Councillor R. Hollingworth	

**Note: There is no Cabinet meeting scheduled for August 2012**

**KEY DECISION**

Proposed to be made by  
the Cabinet on  
**5th September**

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b></p> <p>Councillor Dr. D. W. P. Booth</p>	<p><b>ITEM</b></p> <p><b>COUNTY HOMELESSNESS STRATEGY</b></p>	<p><b>WARDS AFFECTED</b></p> <p>All</p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b></p> <p>The County Homelessness Strategy</p> <p><b>REPORT AUTHOR</b></p> <p>Andy Coel Strategic Housing Manager</p>	<p><b>SUMMARY</b></p> <p>The report introduces a revised and updated County Homelessness Strategy for approval.</p> <p>The Strategy sits under the County Homelessness Strategy and sets out the County’s goals and aspirations for preventing homelessness or meeting the needs of those who become homeless.</p> <p>The Strategy will be in two parts – the Countywide element and then a series of local Action Plans for each partner local authority.</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>The Strategy is relevant for anyone who is facing homelessness or actually homeless across this District.</p>

<b>CONSULTATION DETAILS</b>	<b>Method of Consultation</b>	<b>Consultation period or dates</b>
<p><b>Stakeholders</b>  <b>Service users, partners and other stakeholders</b></p>	<p>Paper and telephone survey of those who have accessed housing options services across the County.  Interviews of homeless households.  Countywide Home Truths event for stakeholders.</p> <p>Draft report circulated to partners and stakeholders</p>	<p><b>July – Sept 2011</b></p> <p><b>Oct – Nov 2011</b></p>

<b>DECISION TO BE MADE IN PARTNERSHIP WITH</b>
<p>Other local authorities across the County.</p>

## Item No. 10

### KEY DECISION

Proposed to be made by  
the Cabinet on 5<sup>th</sup> September 2012

<p><b>LEAD MEMBER/ PORTFOLIO HOLDER</b> Councillor Dr. D. W. P. Booth</p>	<p><b>ITEM</b> Localism - Tenancy Strategy for Bromsgrove, Homeless Policy and Mandatory Allocations Policy Change</p>	<p><b>WARDS AFFECTED</b>  <b>ALL</b></p>
<p><b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b> 'Report of the Head of Community Services'</p> <p><b>REPORT AUTHOR</b> Head of Strategic Housing</p>	<p><b>SUMMARY</b></p> <p>The Localism Act 2011 introduces a number of housing reforms including the ability for local authorities and social landlords to grant fixed term tenancies with limited security of tenure and changes to the allocation of housing and the law relating to homelessness.</p> <p>The Localism Act places a duty on the Local Authority to prepare and publish a Tenancy Strategy by November 2012.</p> <p>A Tenancy Strategy has been developed by working in close consultation with our Registered Providers, stakeholders and the Housing Management Department of Redditch Borough Council.</p> <p>The strategy will come forward, following the close of the consultation period, for approval by Members.</p> <p>The report will update members on new guidance for the allocation of accommodation that it is anticipated will be issued by mid summer. The guidance is expected to</p>	<p><b>REASONS FOR BEING ON THE FORWARD PLAN</b></p> <p>Affects two or more wards within the District</p>

	<p>addresses issues including the ability to discharge the homelessness duty through the use of private sector rented housing, greater priority for members of the armed forces and additional ability for LAs to formulate local allocation and lettings policy.</p>	
<p><b>CONSULTATION DETAILS</b></p> <p><b>Stakeholders</b>  District Councils  County Council  Supporting People  RSLs  Homes and Communities  Agency  GOWM  OT Service  PCT</p>	<p><b>Method of Consultation</b></p> <p>A multi agency consultation event was hosted by Bromsgrove on the 18<sup>th</sup> November 2011 for authorities across Worcestershire that enabled all parties to contribute through a workshop approach.</p> <p>A draft Tenancy Strategy is being circulated to stakeholders for comments to be returned by the 27<sup>th</sup> April 2012.</p> <p>In addition, Localism introduces an opportunity for local authorities to discharge the homeless duty into the private rented sector, subject to suitability guidelines and the granting of a minimum 12 month tenancy. A Homeless Policy dealing with homelessness generally and discharging the Homeless Duty into the Private Rented Sector has been developed collaboratively with bdht.</p> <p>Localism has also introduced a requirement to ensure that members of the Armed Forces get additional priority for social housing, where they have a reasonable preference and urgent housing need. Where they have been discharged from the forces within the last 5 years they should not be discounted from the local authorities waiting list due to residency criteria.</p>	<p><b>Consultation period or dates</b></p> <p>Last week of January - 29<sup>th</sup>  February 2012</p>

**DECISION TO BE MADE IN PARTNERSHIP WITH**

All six districts are adopting individual Tenancy Strategies. However an approach is being undertaken whereby there is a Countywide framework developed to achieve a degree of uniformity across the County but still allowing for individual authority strategies to reflect the more localised detail necessary. The Bromsgrove strategy is being developed in collaboration with Redditch BC to achieve maximum uniformity. The Homeless Policy has been developed in partnership with bdht who deliver the homeless service on behalf of the Council. The Allocations policy change is supported by the sub regional Home Choice Plus Steering Group

## Item No. 15

### KEY DECISION

Proposed to be made by the Cabinet  
on **3<sup>rd</sup> October**

<b>LEAD MEMBER / PORTFOLIO HOLDER</b>  Councillor Kit Taylor	<b>ITEM</b>  Landscape Character Assessment Supplementary Guidance	<b>WARDS AFFECTED</b>  All
<b>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</b>  Landscape Character Assessment Supplementary Guidance  <b>REPORT AUTHOR -</b>  Sumi Lai	<b>SUMMARY</b>  The Landscape Character Assessment Supplementary Guidance (LCA SG) is a non-statutory document that will provide guidance on the application of landscape character principles to development.	<b>REASONS FOR BEING ON THE FORWARD PLAN</b>  It is intended that the final document will carry weight as a 'material consideration' and so can form part of the reasoning for planning decisions.
<b>CONSULTATION DETAILS</b>  The draft Guidance and its Sustainability Appraisals had been circulated to Worcestershire County Council (WCC) Cabinet members and were also available for inspection in the WCC Member Support Unit, at County Hall Reception, and WCC's website.	<b>Method of Consultation</b>  Website Deposit of documents at the Council House, Dolphin Centre and all libraries in the District.	<b>Consultation Period or Dates</b>  13 June 2011 to 22 July 2011

In Bromsgrove, the consultation was advertised on the Council's website and copies were available for inspection at the Council House, Dolphin Centre and all the libraries in the District.		
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

<b>DECISIONS TO BE MADE IN PARTNERSHIP WITH</b>
-------------------------------------------------

N/A
-----